

# PORATION OF THE TOWNSHIP OF MCKELLAR

July 2, 2025 – 6:30 p.m.

## AGENDA

**Topic: Regular Meeting of Council**

**Time: July 2, 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/84196902315>

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

<b>25-280</b>	<b>1<sup>st</sup> Resolution</b>
<b>2025-36</b>	<b>1<sup>st</sup> By-law</b>

- 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 – 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
- 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)**

Council Meeting Agenda

July 2, 2025  
Page 1 of 4

**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 June 17, 2025, Regular Meeting of Council

**15. PLANNING MATTERS**

15.1 70 Burnett's Road (Moffatt) Rezoning Application – Deem Application Complete

15.2 Consent Application No. B08/2025 Madigan

(i) Application

(ii) Planning Report from Parry Sound Area Planning Board

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

16.1 Lake Stewardship and Environmental Committee Meeting Final Minutes – May 8, 2025

16.2 District of Parry Sound Social Services Administration Board – CAO Report – March/April 2025; and May 2025

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

17.1 ADMIN-2025-10 - Easement for Parking Lot Revised June 13, 2025 - Transfer of Easement – St. Stephen's Church Building Parking Lot and Portable Toilets

17.2 ADMIN-2025-09 - Quotes for St. Stephen's Church Roof Painting and Creation of Parking Spaces

17.3 PW-2025-05 – Request for Proposal OSIM Inspections for Municipal Bridges and Culverts Results and Recommendation

17.4 Tender Results for Contract No. 2025-13 Reconstruction of Hurdville Road Phase 1 and Contract 2025-14 – Paving 4 km of Hurdville Road – Phase 1 – Bob Hughes

17.5 FD-2025-08 – Month End Status Updates for June 2025

**18. MAYOR'S REPORT**

**19. CORRESPONDENCE FOR CONSIDERATION**

- 19.1 Dun-Ahmic Snowriders – Memorandum of Understanding renewal request

**20. MOTION AND NOTICE OF MOTION**

- 20.1 Insurance Coverage on Municipal Bridges

**21. BY-LAWS**

**22. UNFINISHED BUSINESS**

- 22.1 Unfinished Business as of July 2, 2025

**23. NEW BUSINESS**

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

**25. CONSENT AGENDA – CORRESPONDENCE**

- 25.1 AMO Watchfile – June 19, 2025
- 25.2 The Corporation of the Town of Bracebridge – Road Salt Usage
- 25.3 North Bay Parry Sound District Health Unit – Parry Sound District Age Friendly Community Needs Assessment Report 2025 – Final
- 25.4 Transportation Inventory – Nipissing and Parry Sound District – March 2025
- 25.5 Ministry of Municipal Affairs and Housing – Deputy Minister’s Letter – Building Code Act Amendment (June 19, 2025)
- 25.6 Natural Asset Management Planning Newsletter – June 2025
- 25.7 MRI Update to Elected Representatives and Municipal Leaders – West Parry Sound Health Centre – June 2025

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

**27. CONFIRMING BY-LAW**

- 27.1 By-law 2025-36 - 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

June 17, 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 Morley Haskim, Mike Kekkonen, Debbie Zulak, Nick Ryeland  
**Staff:** Clerk/Administrator, Karlee Britton  
Deputy Clerk, Mary Smith

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

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

**25-258** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Agenda for this Regular Meeting of Council, as amended to move Item 21.1 By-law Amendment to Regulate the Setting off of Fireworks, to precede Committee of the Whole Item 12.1.

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

**25-259** **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 – May 20, 2025 & June 6, 2025
- 5.2 Labour relations or employee negotiations; pursuant to Ontario Municipal Act Section 239(2)(d) – Review comments received from staff on draft Human Resources Policy
- 5.3 Personal matters about an identifiable individual pursuant to Ontario Municipal Act Section 239(2)(b) – staffing.

**Carried**

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

**25-260** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into regular open session of Council at 6:33 p.m.

**Carried**



## CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

June 17, 2025

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

**25-261**      **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 June 17, 2025.

**Carried**

### ROLL CALL

Mayor Moore took Roll Call.

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

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

**25-262**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2025-34, Being a By-law to Amend By-law No. 2019-22 being a By-law to Regulate the Setting off of Fireworks, a First and Second reading;

**And further Read a Third time and Passed** in Open Council this 17<sup>th</sup> day of June, 2025.

**Carried**

**Fire Chief Rob Morrison left the meeting at 6:47 pm.**

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

**25-263**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby move into Committee of the Whole at 6:49 p.m. to continue discussions and review of the draft Fees & Charges By-law.

**Carried**

**No discussion from the public, in person or on Zoom, on the review of the draft Fees & Charges By-law.**

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

**25-264**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby rise and report from Committee of the Whole at 7:08 p.m.

**Carried**

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

**25-265**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Minutes of the June 3, 2025, Regular Meeting of Council; and the June 6, 2025, Special Meeting of Council, as circulated.

**Carried**



## CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

June 17, 2025

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

**25-266**      **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 Debbie Zulak

Seconded by: Councillor Morley Haskim

**25-267**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the March 24, 2025, and April 28, 2025, meetings of the Parry Sound Area Planning Board.

**Carried**

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

**25-268**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the January 9, 2025, February 13, 2025, and April 10, 2025, meetings of the District of Parry Sound Social Services Administration Board.

**Carried**

Moved by: Councillor Morley Haskim

Seconded by: Councillor Debbie Zulak

**25-269**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby receives Report ADMIN-2025-07 Nipissing-Parry Sound Student Transportation Services – Transfer Site Agreement from Clerk/Administrator, Karlee Britton; and

**FURTHER THAT** Council authorizes the Clerk/Administrator and the Mayor to execute the agreement, thereby entering into a three (3) year term with Nipissing-Parry Sound Student Transportation Services for a school bus transfer site located at Minerva Park.

**Deferred**

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

**25-270**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby receives report T-2025-04 Tax Arrears Status of the Selected Roll Numbers as of May 31, 2025, from Treasurer, Roshan Kantiya, for information purposes.

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Morley Haskim

**25-271**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby receives the accounts payable preliminary cheque run report for May 2025 from Treasurer, Roshan Kantiya, for information purposes.

**Carried**



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**Council Meeting Minutes**

**June 17, 2025**

**Moved by: Councillor Nick Ryeland**

**Seconded by: Councillor Mike Kekkonen**

**25-272**      **WHEREAS** Bill 5 proposes to replace the Endangered Species Act, reduce environmental protections, and allow Special Economic Zones that can override municipal planning authority; and

**WHEREAS** the Council of the Township of McKellar supports growth, but not at the expense of environmental integrity, Indigenous rights, and local decision-making; and

**WHEREAS** these changes could bypass municipal by-laws, reduce public consultation, and threaten biodiversity;

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

1. Opposes provisions in Bill 5 that weaken environmental protections and undermine municipal authority;
2. Urges the Province to support development in ways that respect sound planning, Indigenous rights, and environmental responsibility;
3. Requests full consultation with municipalities and Indigenous communities before proceeding with Bill 5;
4. Supports AMO's recommendations on protecting municipal autonomy and environmental safeguards; and

Further that this resolution be sent to the Premier of Ontario, relevant Ministers, and AMO.

**Carried**

**Moved by: Councillor Morley Haskim**

**Seconded by: Councillor Debbie Zulak**

**25-273**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the letter dated June 9, 2025, from Mr. Bill Hoddy, requesting an exemption from the road damage deposit in connection with a future building permit application for an accessory structure lost due to fire; and

**FURTHER THAT** Council directs staff to advise Mr. Hoddy that a road damage deposit will only be required if the value of the proposed construction exceeds \$15,000.00; and

**FURTHER** confirm that the road damage deposit is fully refundable upon closure of the building permit; and

**FURTHER THAT** while Council expresses great sympathy for Mr. Hoddy's loss, it does not wish to establish a precedent that could affect future applications, and therefore respectfully denies the request for exemption.

**DIVISION VOTE**

**YEAS:**            None.

**NAYS:**           Councillor Haskim, Kekkonen, Ryeland, Zulak and Mayor Moore

**ABSTAIN:**      None.

**ABSENT:**        None.

**Defeated**



## CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

June 17, 2025

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

- 25-274**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby accept Mr. Hoddy's request to be exempt from the road damage deposit requirements.

**Carried**

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Morley Haskim

- 25-275**      **WHEREAS** the Township has taken delivery of a new 2025 Ram 5500 equipped with a dump box, which was acquired to replace the aging 2009 Ford F-550;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby declares the 2009 Ford F-550 to be surplus to the needs of the Municipality; and

**FURTHER THAT** Council authorizes the Public Works Superintendent to list the surplus vehicle for sale on the GovDeals website through a competitive bidding process.

**Carried**

Moved by: Councillor Morley Haskim

Seconded by: Councillor Debbie Zulak

- 25-277**      **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)

Lawrence Rubin asked questions and commented (in person) on items related to the agenda to council.

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

- 25-278**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2025-35, 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 17<sup>th</sup> day of June, 2025.

**Carried**

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Morley Haskim

- 25-279**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 9:24 p.m. to meet again on Wednesday, July 2, 2025, as the first Tuesday in July falls on a statutory holiday; or at the call of the Mayor.

**Carried**



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**Council Meeting Minutes**

**June 17, 2025**

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David Moore, Mayor

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Karlee Britton, Clerk/Administrator

DRAFT



# 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

☐ OFFICIAL PLAN

☒ ZONING BY-LAW

<b>1. Applicant Information</b>		
1.1 Name of Applicant: Christopher Moffatt Address: 174 Stoneman Rd Caledonia, ON N3W 1S1	Telephone Number:  Fax:	Cell Phone: 905-971-0994 Business Phone:
1.2 Name of Owner(s) (if different from the applicant) Address:	Telephone Number:  Fax:	Cell Phone:  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 Fax:	Cell Phone:  Business Phone:
<b>2. Purpose of this Application (check appropriate box and complete applicable sections)</b>		
2.1 Application is hereby made for a(n):  <div style="display: flex; justify-content: space-around;"> <span><input type="checkbox"/> OFFICIAL PLAN AMENDMENT</span> <span><input checked="" type="checkbox"/> ZONING BY-LAW AMENDMENT</span> </div> <p style="text-align: center;"><b>For the lands hereinafter described and shown on the attached sketch</b></p>		
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

<b>3. Location of the Subject Land (complete applicable boxes in 3.1)</b>			
3.1 Road: <u>Burnettes Rd.</u> Address: <u>70</u> Concession Number: <u>4</u> Lot Number: <u>4432</u> Registered Plan Number: <u>42R-22609</u> Lot(s)/Block(s):      Reference Plan Number: Part Number(s): <u>44 183</u> Island Number:      Parcel:			
3.2 Are there any easements or restrictive covenants affecting the subject land?  <div style="display: flex; justify-content: space-between;"> <span><input checked="" type="checkbox"/> No</span> <span><input type="checkbox"/> Yes    If YES, describe the easement or covenant and its effect:</span> </div>			
<b>4. Description of Subject Land and Servicing Information (Complete each subsection)</b>			
4.1    Description	Frontage (m.) <u>57.48 - 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	Type	Existing Size	Proposed Size
(Attach Separate list if necessary)	<u>none</u>		
4.3    Access	Provincial Highway	Existing	Proposed
(check appropriate space)	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	Publicly owned and operated piped water system		
(check appropriate space)	Privately owned and operated individual well	<u>✓</u>	<u>✓</u>
	Privately owned and operated communal well		
	Lake or other waterbody		
4.5    Sewage Disposal	Publicly owned and operated sanitary sewage system		
(check appropriate space)	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.			
<b>5. Lands</b>			
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>Storage on 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	
<b>6. Current Applications</b>			

6.1	Is the subject land currently the subject of an application for a minor variance, consent or approval of a plan of subdivision?  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown    If YES and if KNOWN, specify the appropriate file number and status of the application.
<i>B05/2024(MCK) Consent - approved. waiting on Rezoning Application</i>	
6.2	Has the land ever been the subject of an Official Plan Amendment or Zoning By-Law Amendment? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown, if YES and if KNOWN, specify the number for the amendment.
<b>7. Other Information</b>	
7.1	When was the subject land acquired by the current owners?  <i>January 2024</i>
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.
<b>8. Plans</b>	
8.1	<b>Key Plan</b>  Every application shall be accompanied by a key plan, drawn to an appropriate scale, properly dimensioned and showing thereon: <ul style="list-style-type: none"> <li>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;</li> <li>The distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge;</li> <li>All lands within 120 metres (400 feet) of subject lands;</li> <li>The nearest highway or township road</li> </ul>
8.2	<b>Property Sketch</b>  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; <ul style="list-style-type: none"> <li>The boundaries and dimensions of the subject land and the part that is the subject of this application;</li> <li>The boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land;</li> <li>The location and dimensions of existing and proposed buildings and structures and their distance from lot lines;</li> <li>The location of land previously severed from the parcel originally acquired by the current owner of the subject land;</li> <li>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;</li> <li>The existing use(s);</li> </ul>

- 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: 6/3/2025

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: 6/3/2025 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: 6/3/2025 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: 6/3/2025 Signature of Owner: 

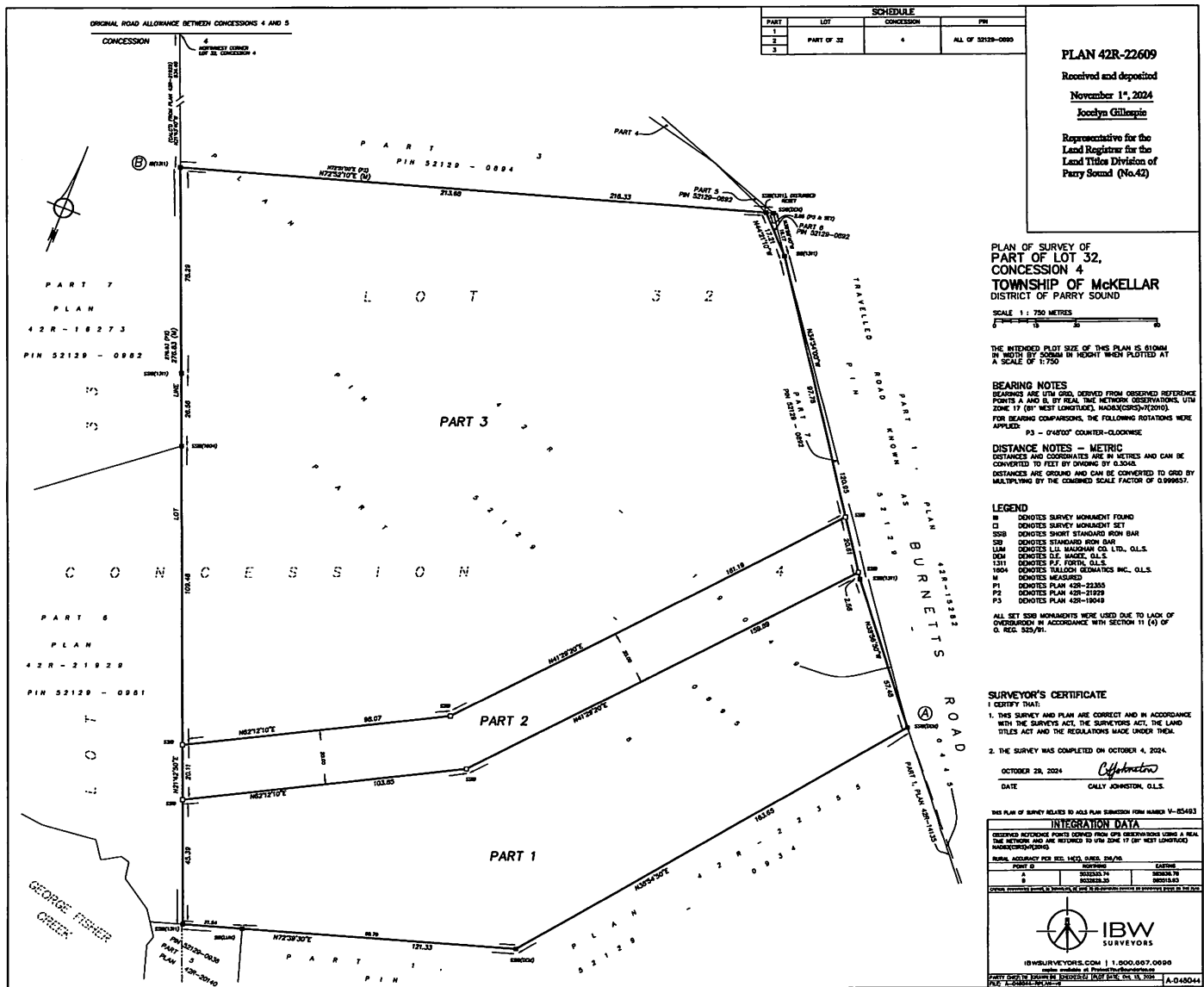
**13. Ontario Municipal Board Hearing Costs (this section must be completed for the application to be processed)**

- 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: 6/3/2025 Signature of Owner: 

Updated January 10, 2022



## Karlee Britton

---

**From:** Gavin Tyler <gavin.tyler@ibwsurveyors.com>  
**Sent:** June 19, 2025 10:57 AM  
**To:** Karlee Britton  
**Subject:** Re: Moffatt - 70 Burnetts Rd, McKellar

Hello Karlee,

Thank you for reaching out. I was personally involved in this project and can confirm that the point where the northerly limit of Part 1 on plan 42R-22609 intersects with Burnett's Road was positioned with the specific intention of maintaining conforming frontage of  $\geq 60.0$  meters for Part 1.

Please let me know if this email is not sufficient and you require more formal confirmation.

Regards,  
Gavin



**Gavin Tyler** | O.L.S., B.Sc.Eng  
Quality Control Team Lead

71 Mearns Court, Bowmanville, Ontario L1C 4N4  
1.800.667.0696 ext 144 [ibwsurveyors.com](http://ibwsurveyors.com)  
Providing professional surveying services throughout Ontario



On Thu, Jun 19, 2025 at 10:45 AM Karlee Britton <[KBritton@mckellar.ca](mailto:KBritton@mckellar.ca)> wrote:

Hi Gavin,

Hoping you or a colleague at IBW can confirm that the Plan 42R-22609 has 60m frontage onto Burnett's Rd.

The plan is a bit unclear to read as there is a 57.45m line and a 2.56 line. The Moffatt's have submitted a rezoning application, and Council wants confirmation that they have 60m of frontage on the retained lot.

Thank you,

Karlee Britton

Clerk/Administrator

Township of McKellar

701 Hwy 124, P.O. Box 69

McKellar, ON P0G 1C0

P: 705-389-2842 Ext:4

**Email :Clerk@McKellar.ca**



**Disclaimer:**

**This email is intended solely for the person or entity to which it is addressed and may contain confidential and/or privileged information. Any review, dissemination, copying, printing or other use of this email by persons or entities other than the addressee is prohibited. If you have received this email in error, please contact the sender immediately and delete the material from any computer**

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

No. B 08/2025 (McK)

**1. Applicant Information**

Name of Applicant Eugene Madigan  
 Address PO BOX 235  
MCKELLAR, ON  
 Postal Code P0G 1C0

Home Tel No. ( 705 ) 389-2867  
 Business Tel No. ( )  
 Home Fax Tel No. ( )  
 Business Fax Tel No. ( )

E-mail Address \_\_\_\_\_

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 \_\_\_\_\_

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

E-mail Address \_\_\_\_\_

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 \_\_\_\_\_

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

E-mail Address \_\_\_\_\_

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: \_\_\_\_\_

**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 \_\_\_\_\_ Lot 2 \_\_\_\_\_ Lot 3 \_\_\_\_\_

**4. Location of the Subject Land** Roll / PIN No.(s) 492800000345600 / 52127-0474

4.1 Municipality McKellar Lot(s) No.(s) 14 ncession No. B

Street Name and No. 793 Highway No. 124 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:

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## 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	758.6	1068.5	26.7	Farm	Farm	Barn, Sheds	Unknown
Lot Addition							
Right-of-way							
Benefiting Lot							
Severed Lot 1	141.7	155.3	1.0	Farm	Residential	None	Unknown
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	124	x		x		
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	E		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		
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: Waterfront

**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.

Historic severance of adjacent lands

\_\_\_\_\_

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 1st \_\_\_\_\_ day  
of May \_\_\_\_\_ 20 25 \_\_\_\_\_

I, Eugene Madigan \_\_\_\_\_ 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.



Signature of Applicant or Agent

DECLARED BEFORE ME at the Town \_\_\_\_\_ of Parry Sound \_\_\_\_\_ in the  
District \_\_\_\_\_ of Parry Sound \_\_\_\_\_ this 1st \_\_\_\_\_ day  
of May \_\_\_\_\_ 20 25 \_\_\_\_\_.

  
A Commissioner of Oaths

Patrick James Christie, a Commissioner, o/c.,  
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, Eugene Madigan, 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 May 1, 2025

X Signature of Owner Eugene Madigan

**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 May 1, 2025

X Signature of Owner Eugene Madigan

<b>Plans / Sketches</b>	
<p>SKETCHES TO BE SUBMITTED MUST BE <b>BLACK AND WHITE ON PAPER 8 1/2" x 11"</b></p> <p>ONE COPY OF SKETCH, IF REPRODUCABLE</p> <p>ALL LETTERING MUST BE LEGIBLE. USE MULTIPLE SKETCHES AT DIFFERENT SCALES IF NECESSARY</p>	
	Key Map – Available on the Planning Board Website ( <a href="http://www.psapb.ca">www.psapb.ca</a> ) <a href="http://psapb.ca/index.php/planning-board/forms/application-forms">http://psapb.ca/index.php/planning-board/forms/application-forms</a>
	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

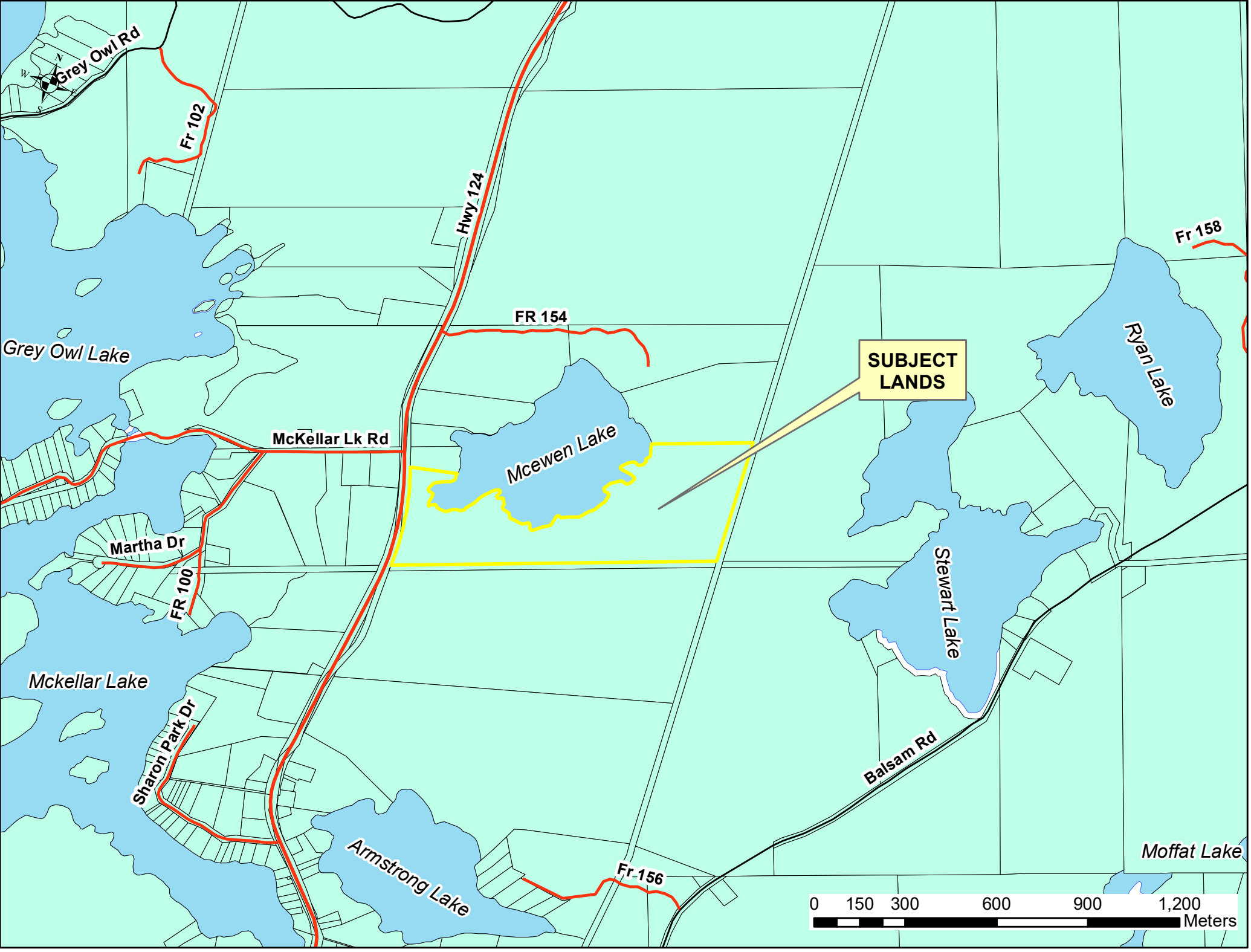
## **PLANNING BOARD**

**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**

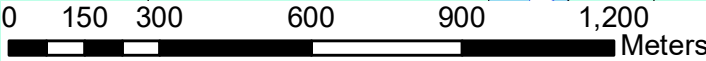
**Change of Condition / Re-approval Fee (before lapsing) \$750    Stamping Fee for Retained Lot (Optional): \$750**

**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.



**SUBJECT  
LANDS**





McKellar Lk Rd

Hwy 124

FR 154

*Mcewen Lake*

**SEVER**  
**1.0 HA**

**RETAIN**  
**±26.7 HA**

333.2

406.8

1068.5

758.6

155.3

141.7

71.4

131.9

198.1

0 25 50 100 150 200  
Meters

# PARRY SOUND AREA PLANNING BOARD

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

**CONSENT APPLICATION NO. B08 2025(McK) - Madigan**

**PART OF LOT 24, CONCESSION B  
TOWNSHIP OF McKELLAR**

**Roll # 492800000345600 PIN 52127-0474**

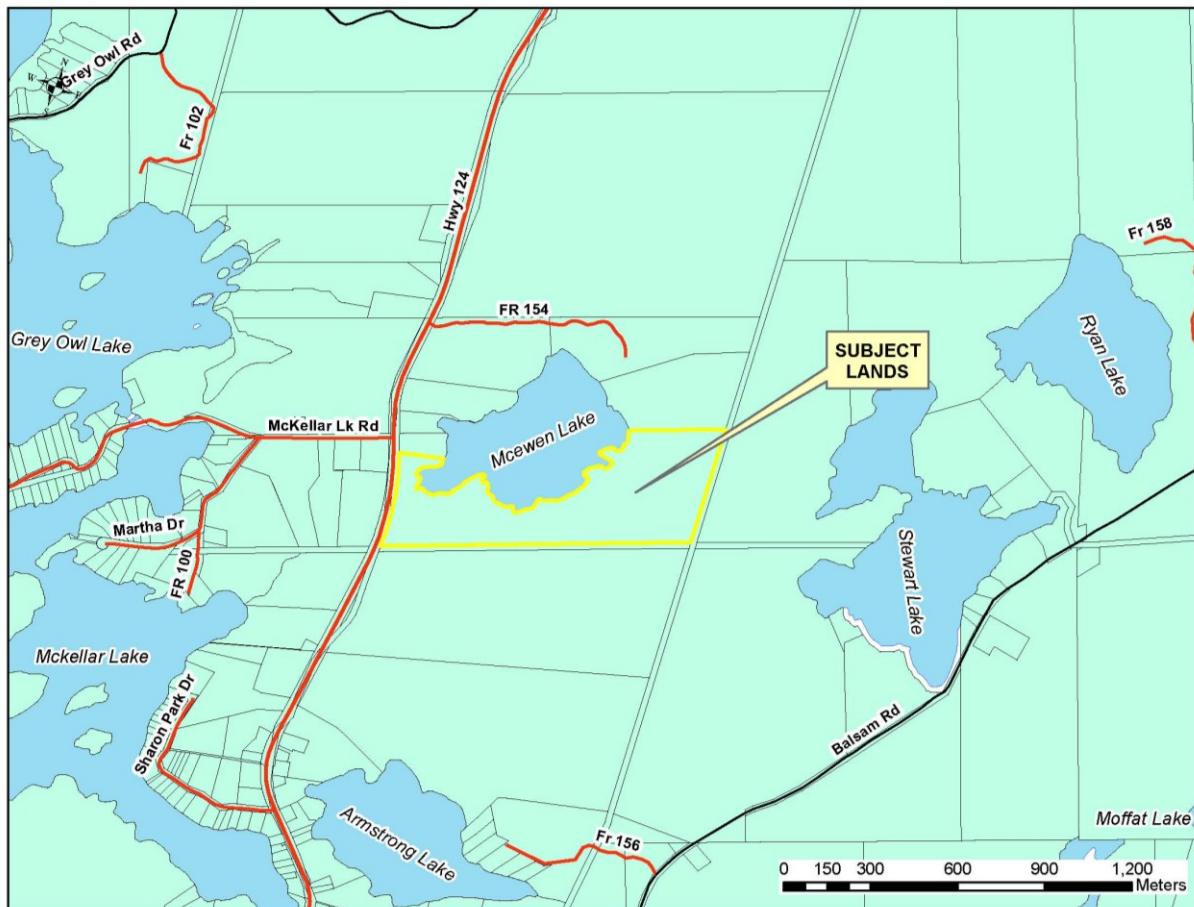
**793 Highway No. 124**

**Applicant: Eugene Madigan**

**May 13, 2025**

## BACKGROUND / PURPOSE

Eugene Madigan owns a 75 acres piece of farmland at 793 Highway No. 124 that has significant frontage on the south shore of McEwen Lake.



# PROPERTY DESCRIPTION

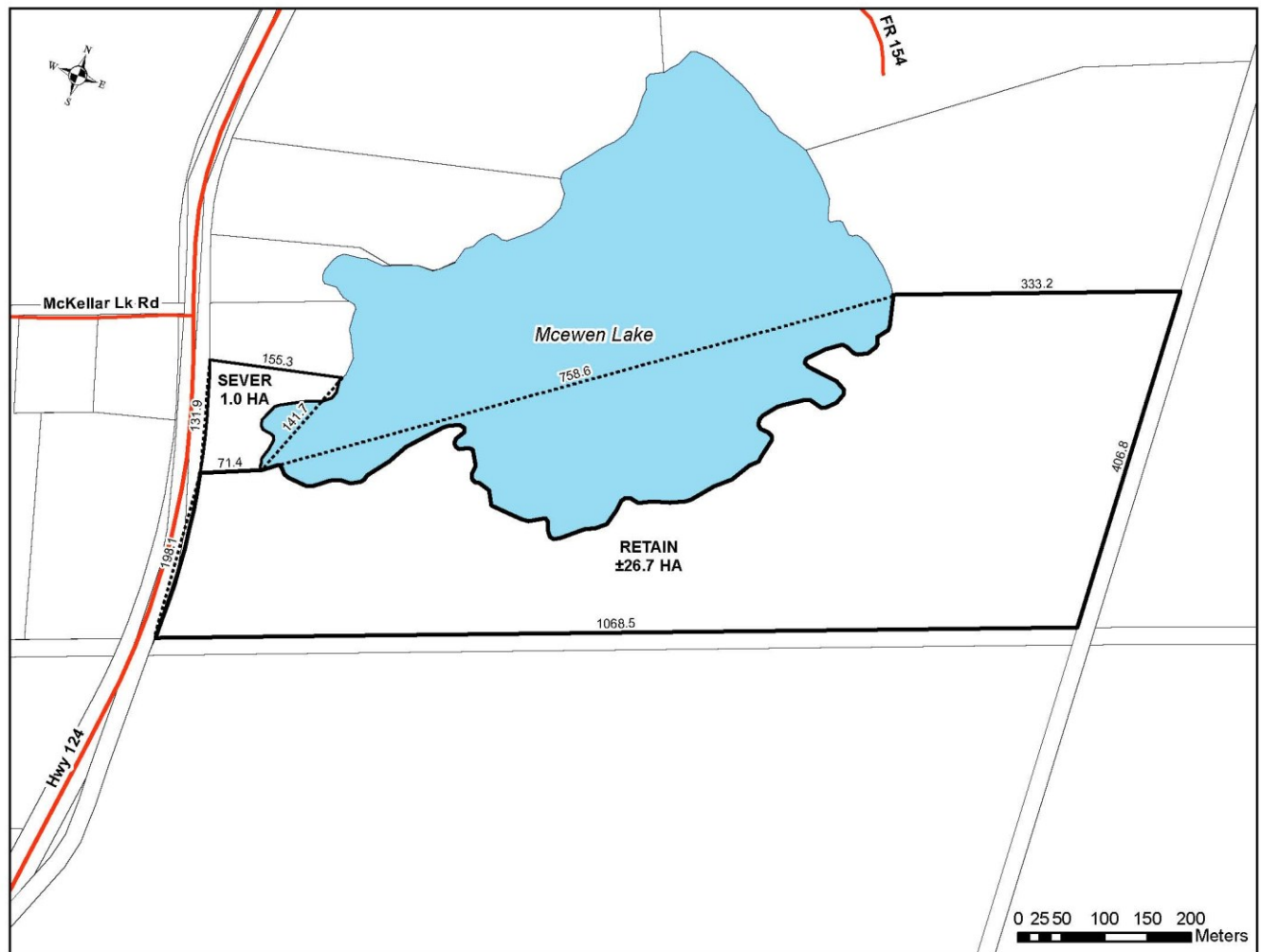
The lands are described as:

**PIN 52127-0474**

*PT LT 24 CON B MCKELLAR AS IN RO157547; MCKELLAR*

## PROPOSED CONSENT

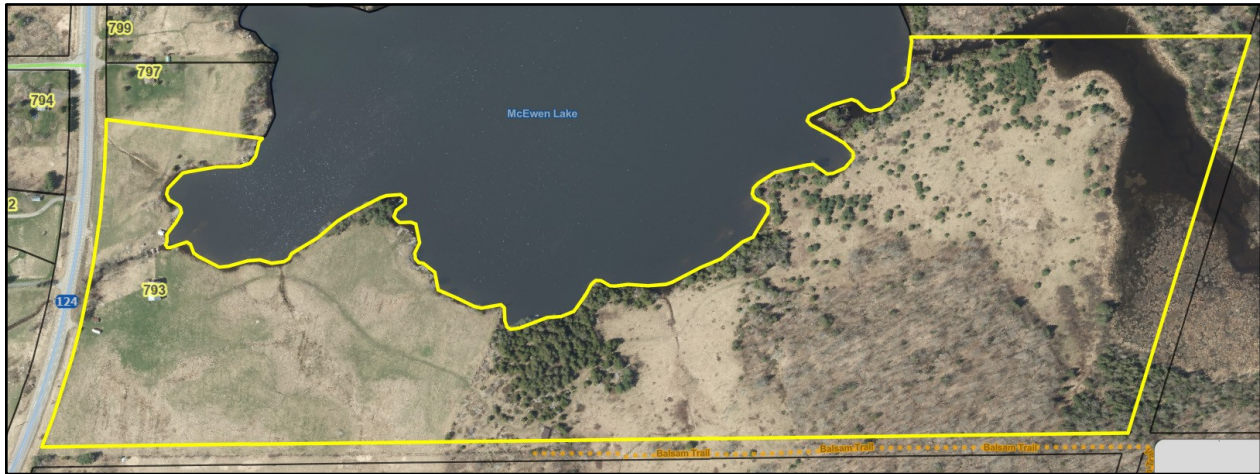
The proposed consent would create one (1) new waterfront lot with frontage on Highway No. 124 and McEwen Lake.



	Frontage (m)	Depth(m)	Area(ha)
Retain	758.6	1068.5	26.7
Sever 1	141.7	155.3	1.0

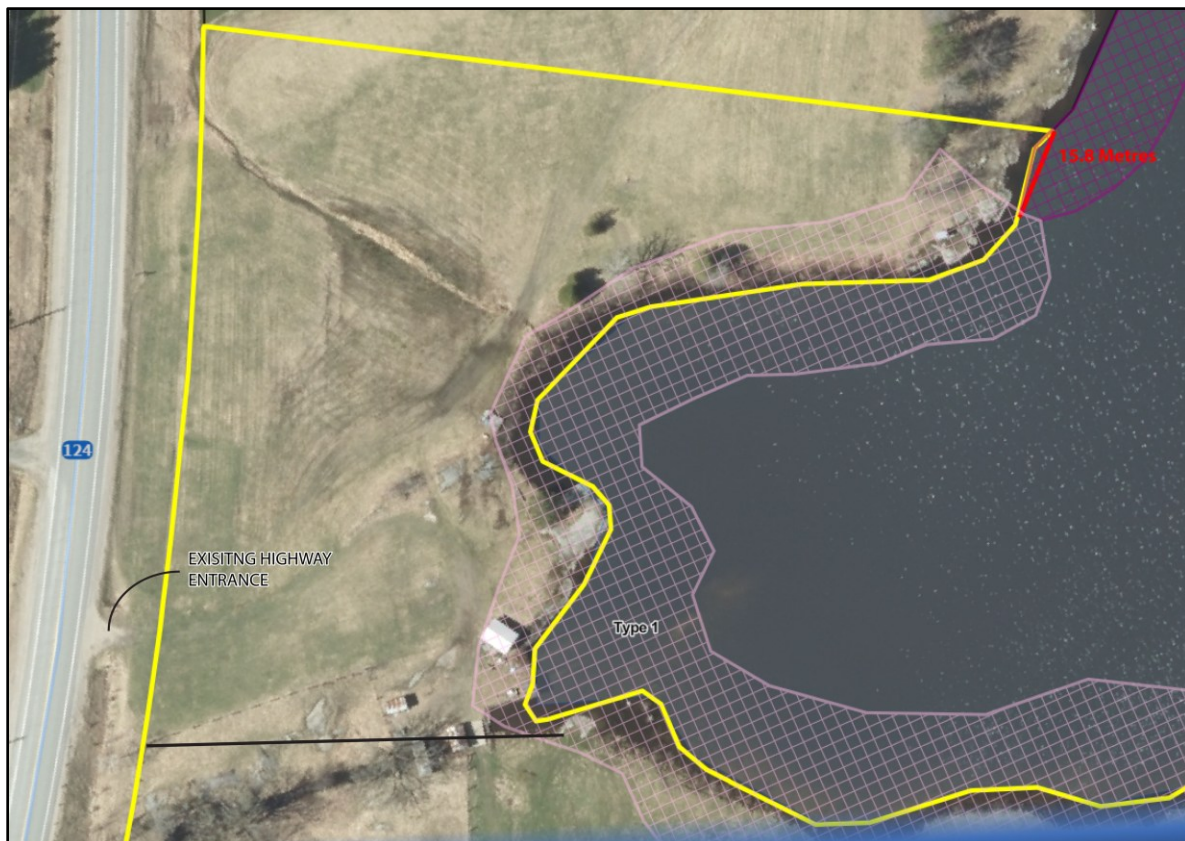
## EXISTING LOT CONDITIONS

The subject land is a large parcel of farmland with a barn and a number of accessory buildings.



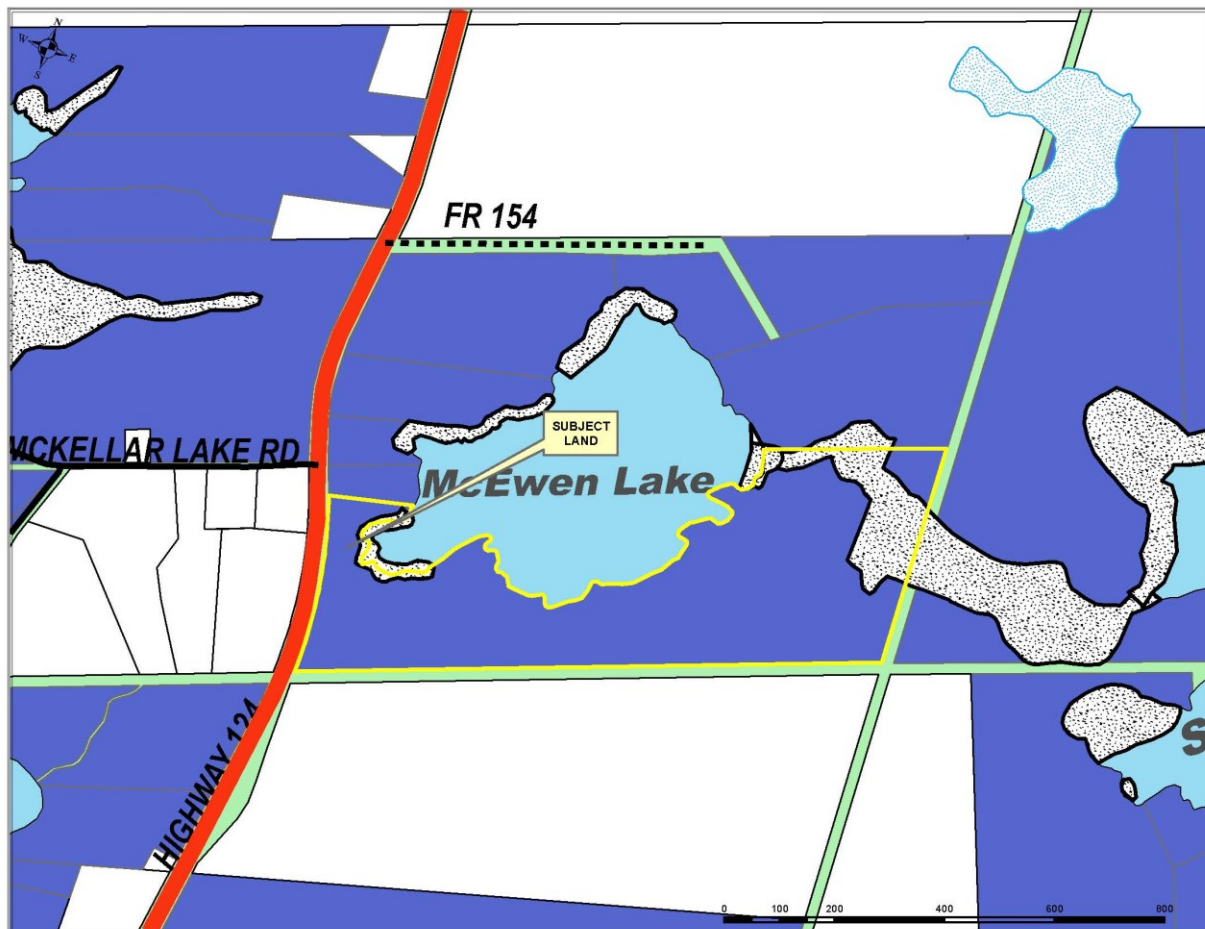
There is an existing entrance from Highway No. 124 that the owner has confirmed was refreshed that last time Highway work was done.

MTO has been circulated notice of the proposed consent.



## OFFICIAL PLAN

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



There is Type 1 Fish Habitat identified on the shore of the proposed severed lot. Fortunately, there is 15.8 metres of clear frontage at the northern end of the lot.

This is best shown on the air photo above.

### **“ 8.13 McEwen Lake**

- 8.13.1 McEwen Lake is relatively small with an average depth of 3.3 metres and a maximum depth of 5.8 metres. It is located along the eastern side of Highway 124 just north of the Township of McKellar. Water flows in from a wetland located east of the lake and out via a southwestern bay.

- 8.13.2 According to water chemistry results collected in June of 2009, McEwen Lake is mesotrophic (phosphorus concentration of 0.011 milligrams per litre). A phosphorus concentration of 0.022 milligrams per litre in the bottom waters represents a potential source of phosphorus in addition to run-off and atmospheric inputs. A Secchi disc reading of 3.4 metres indicates relatively high water transparency. Dissolved oxygen drops off one metre from the lake bottom, indicating that the water column is relatively well-oxygenated. Due to an extensive littoral zone and subsequent sunlight penetration throughout the water column, fish habitat in the form of macrophytes is abundant along the northern and western shorelines. A walleye spawning shoal is located at the lake's inflow along the eastern shoreline where additional fish habitat features are also located.
- 8.13.3 A few residences and a farm take up the entirety of McEwen Lake's shoreline. Any additional residences would result from the severance of current land holdings and would follow lot frontage standards in the Zoning By-Law. As long as on-site mitigation measures are implemented for the reduction of phosphorus, and existing fish habitat maintained, especially the functionality of the walleye spawning grounds, further development could have little impact on McEwen Lake. "

A pattern of development has been established to the north along Highway No. 124. and around McEwen Lake.

The proposal is to sever two rural lots in accordance with official plan policy.

## 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.

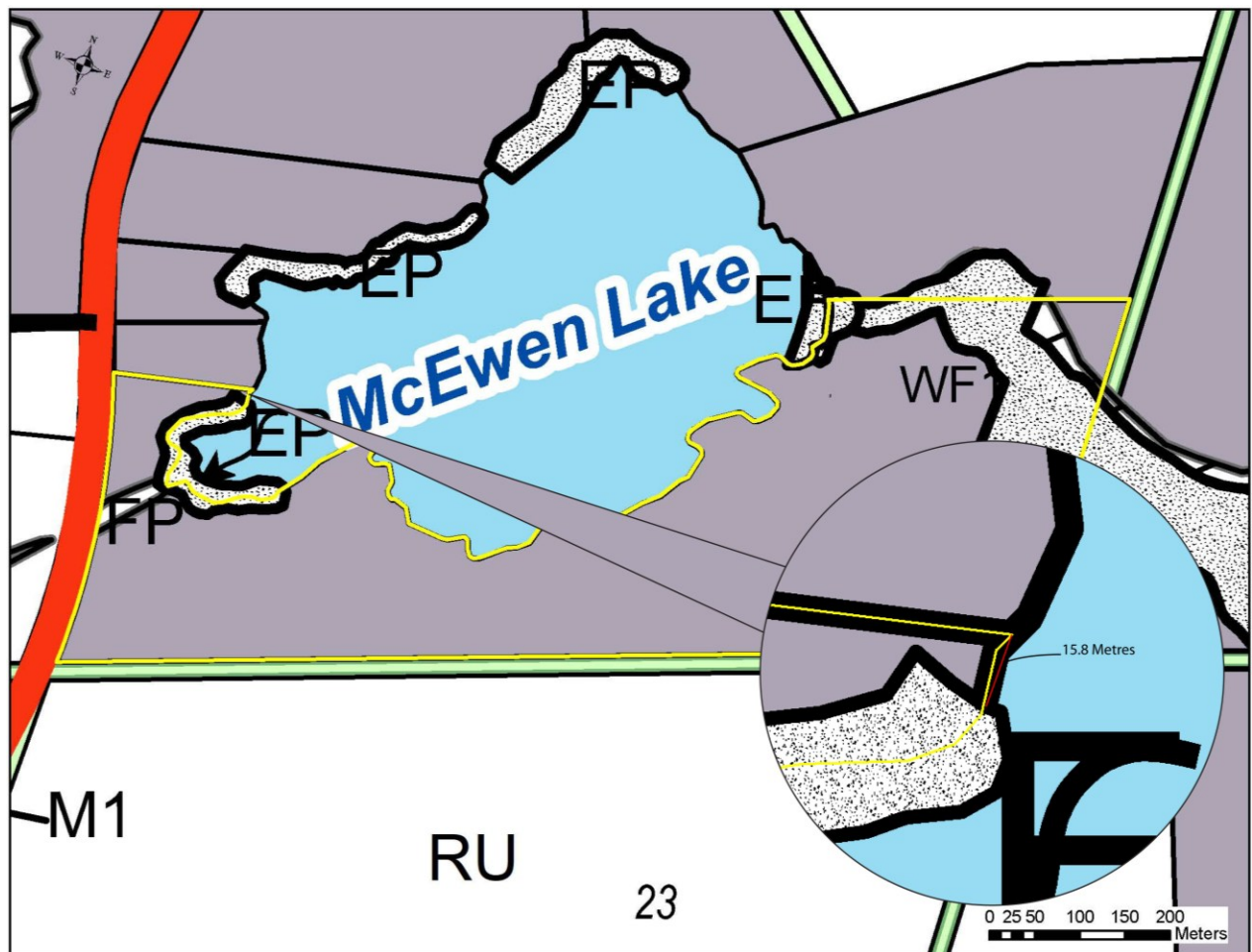
## ZONING BY-LAW

The subject lands are zoned Waterfront Residential 1 (WF1) in the Township's Zoning By-law.

The proposed lot meets the standards of the Waterfront Residential 1 zone.

There is also a small section of Flood Plain (FP) where a creek runs between the proposed Retained and Severed lots.

As mentions above, there is Type 1 Fish Habitat that is identified as Environmentally Protected (EP) on the zoning map. There is 15.8 metres of clear frontage at the northern end of the proposed severed lot.



## RECOMMENDATION

That the proposed consent to allow the creation of one (1) new waterfront lot on McEwen Lake and 793 Highway No. 124 in part of Lot 14, Concession B in the Township of McKellar as applied for by Eugene Madigan in Application No. B08/2025(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. Payment of any applicable planning board fees.

Respectfully,



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

## LAKE STEWARDSHIP AND ENVIRONMENTAL COMMITTEE OF MCKELLAR TOWNSHIP

## Final Minutes

Thursday May 8, 2025

† Educational resources posted by this committee are available on the Township of McKellar Website here:

<https://www.mckellar.ca/en/township-services/resources/Links-to-YouTube-Videos.pdf>

Our Facebook page is located at <https://www.facebook.com/profile.php?id=61565497380905&mibextid=ZbWKwL>

Item	Time	Please note: These are ongoing agenda items. Only items marked with an * will be discussed at the next meeting.
1.		<p>Land Acknowledgement:</p> <p>In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here, and we thank all the generations of people who have taken care of this land for thousands of years. To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.</p>
2.	*	<p>Roll Call: Tony Best (X); Ross Crockford (X); Peter Duffey (); Jennifer Ghent-Fuller (X) ; Carl Mitchell (); Nick Ryeland (X); Rick Speers (X); Rob Gibson (X )</p> <p>We need 5 committee members to have a quorum (Y)</p> <p>Does anyone have a declaration of pecuniary and/or personal interest and general nature thereof? No</p>
3.1	*	<p>Motion to accept the minutes of April 10, 2025. (attached)</p> <p>Moved: Rick Seconded:Rob Approved: yes</p> <p>Amendment: none</p> <p>Approved with Amendment :</p>
3.2	*	<p>Would any committee member like to add any item to the agenda? – Drinking Water Safety</p> <p>Motion to accept the agenda: Moved: Rick Seconded: Rob Approved</p> <p>(Motion to add item to the agenda if needed) Moved: Seconded: Approved: ( )</p>
3.3	*	<p>Strategic Planning</p> <p>May 8 2025 – 1. Does anyone have any environmental issues they would like to discuss</p> <p>2a. Information about drinking water safety and well maintenance attached for discussion.</p> <p>In February of 2022 we resolved to do education on drinking water. We did a video with Bruce Butler (<a href="#">Treating Lake Water or Well Water for Household Use with Bruce Butler</a>) on Water Treatment.</p> <p>We could do some work on encouraging residents to test their treated water through the free testing offered by Public Health. Nick has notes and has talked to the Public Health personnel</p> <p>2 b. there is information on well-maintenance available we could use for education</p> <p>Two printed documents were attached to the agenda – Firstly, A Performance Audit of Non-municipal Drinking water – is too long and not related to maintenance of a well on private property (discusses mainly short-falls in inspection routines and provincial well records), Secondly, A printed Booklet entitled “Well Aware” by the Ontario Ground Water Association (OGWA) and Green Communities Canada was distributed – it is 32 pages and highly relevant – the link to this document could be posted under Environment (<a href="#">WA Booklet 2011 ART</a>)</p> <p>There is also a video by Quinte Conservation featuring Kyle Smith, President of OGWA, speaking about well maintenance and safety – there is extraneous material on the Quinte Conservation video, so we could invite Kyle to do a presentation on zoom that we can save for residents on our YouTube channel.</p>

		<p>2.c Fireproofing your home – A FOCA video features Shayne McCool from FireSmart Canada – we could invite him to do a similar video for us for all residents. He also discusses landscaping with fire resistant plants and mentioned that there are 250 such plants described on the FireSmart web site</p> <p>- MNR also has a speaker on Wildland Fires Northern Ontario and printed brochures and videos – they are conducting training in McKellar with the volunteer firefighters shortly. MLCA will be holding a wildfire awareness day on July 20.</p> <p>We can contact Rob Morrison. –</p> <p>April 10 2025</p> <p>We have largely accomplished our goals set in our strategic planning in October 2024. The shoreline preservation pamphlets are printed and ready for distribution in July and the 2025 version of the “Welcome Package”, now entitled “Environmental Considerations for McKellar Residents” is almost complete. We can work on identifying properties that changed hands since Sept 2022 and target those residents as a first priority. We also have Lake Protection Workbooks to be distributed simultaneously. Ross will be working on establishing the location of turtle crossings and getting signs erected in those locations as approved by Council in the early fall.</p> <p>We can continue working on improvements in recycling.</p> <p>We may need to do some further strategic planning this spring and summer.</p>
4. Goals		General Updates on Current Issues.
4.1	*	<p>Waterfront/ Shoreline protection –</p> <p>May 8 2025</p> <p>Environmental Considerations package was approved by Council and is at the printers awaiting checking and go ahead</p> <p>May 8 2025:</p> <p><b><u>WELCOME BOOKLETS – ENVIRONMENTAL CONSIDERATIONS</u></b></p> <p><b>QTY: 200</b></p> <p><b>NUMBER OF PAGES: 25 including Covers</b></p> <p><b>FINISHED SIZE: 8.5" x 11"</b></p> <p><b>STOCK: 60lb text white / Covers on 10pt Gloss White</b></p> <p><b>INK: CMYK</b></p> <p><b>FINISHED: Coil Bound</b></p> <p><b>\$8.25 each + tax</b></p> <p>\$5.95 each + tax; 200 copies would be ~ \$1864 to print.</p> <p>Additionally,</p> <p>Resolution 2025 -2</p> <p>Resolved that we spend approximately \$1864.00 to print the Environmental Considerations Package for McKellar Township Residents. Approved.</p> <p>April 10 2025</p> <ul style="list-style-type: none"> <li>• Environmental Considerations package draft is completed – will be presented to Council April 15<sup>th</sup></li> <li>• Update on Graphics estimate – graphic designer approached by Ross did not work out Cost will be higher as the package is longer than it was originally conceived to be We can update the package each year</li> <li>• We decided not to distribute the package to a few</li> <li>• residents for feedback initially, rather ask for feedback in the introduction.</li> </ul>

4.2		Water Sampling Data for 2024 is uploaded onto data stream.
4.3		<ul style="list-style-type: none"> <li>Septic Education –</li> </ul>
4.4	*	<p>Publicity</p> <ul style="list-style-type: none"> <li>May 8 2025 – postings will continue on Fridays depending on availability of posts – may miss some Fridays – Posting are being made on an Ad Hoc basis and most publicity is coming through the MLCA newsletter – we could hand out the Facebook info at the Market this summer on a business card</li> <li>Encouraging members to send Ross (and Peter after mid-June) articles, ideas for articles and graphics for postings</li> <li>-</li> </ul> <p><a href="https://www.facebook.com/profile.php?id=61565497380905&amp;mibextid=ZbWKwL">https://www.facebook.com/profile.php?id=61565497380905&amp;mibextid=ZbWKwL</a></p> <p>Presentations - YouTube videos from this committee are posted here: <a href="https://www.mckellar.ca/en/township-services/resources/Links-to-YouTube-Videos.pdf">https://www.mckellar.ca/en/township-services/resources/Links-to-YouTube-Videos.pdf</a> along with other videos</p> <p>Our postings (listings and a table of contents) are uploaded on the township web page under “Residents/Environment.” Jennifer has been gradually updating the page with Mary Smith’s help. <a href="https://www.mckellar.ca/en/living-in-our-community/environment.aspx">https://www.mckellar.ca/en/living-in-our-community/environment.aspx</a></p>
4.5		Microplastics/Microfibres/ Washing Machine Filters – video on our YouTube channel posted
4.6	*	<p>Earth Day / <b>Clean Up Our Lakes</b> / Recycling</p> <p>May 8 – Council approved the Clean Up Our Lakes campaign. Concern was expressed that people would take advantage of it to bring large items from their own property. It was noted that residents still have to pay for large items they bring in whether they are from their property or refuse from the lake – if members hear of someone complaining about having to pay for lake refuse – it is usually covered in algae etc, so easy to distinguish on a picture – we could discuss paying for the tipping fee Rob will post the sign</p>
4.7	*	<p>Fishing / Wildlife –</p> <p>May 8 2025 – 1. We do not have a place available for people to wash their boats when they come from different lakes – There is a concern about the significant infrastructure needed to provide such a service, such as a pressurized water supply. A brush and bucket at home could do the cleaning. There is concern about dumping live wells that have been filled in other lakes as a potential issue. We need to check on the signage that is at the McKellar Township boat launches.</p> <p>2. Jennifer attended a Watersheds Canada Conference and will be sharing information from that, such as the research on whether catch and release disrupts the nest guarding of male black bass.</p> <p>3. FYI – MLCA will be conducting a Get Out the Lead campaign this summer whereby anglers are encouraged to drop off their lead tackle and receive a \$10 coupon for purchase of non-lead tackle – Canadian Tire is a supporting retailer – tackle drop off will be at the Market Booth and the Library</p> <p>4. Turtle signs are at the library. They will be featuring them when they include the turtle nest protectors. Ross will have a Facebook group or a page. The signs include snakes – discussion on whether to include snakes; consensus was to do so.</p>

4.8		Fish Catch reporting signs for Armstrong Lake - are up at Armstrong Lake beach. Catch and Release best practices signs were put up at all launch sites by Al Last and Jeremy Sintzel, as well as the FOCA sign on preventing the spread of invasive species by cleaning, draining and drying boats if they move from lake to lake
4.9		Benthic Study – July 2024 – Sampling took place in 3 sites Report from GBB was posted in November
4.10		Pesticides/Fertilizers –
4.11		Invasive Species – Sept 12 – Chair has discussed the existence and location of phragmites in McKellar Township with staff The concern about Phragmites would be a good article for our Facebook page. Often a spray is used – “habitat aqua,” which is purported to be harmless to animals and other vegetation.
4.12		Dark Skies – We have a brochure that was made in about 2021. Rewritten for welcome package.
4.13		Water Levels – Feb 13 – updated the paper on water levels with information from Rob. Also requested the appendices be posted. – paper reposted on FB –Requested changes (clean up of the web page) <a href="https://www.mckellar.ca/en/living-in-our-community/resources/2025-01-17-Water-Levels-on-Manitouwabing-Lake-JGF.pdf">https://www.mckellar.ca/en/living-in-our-community/resources/2025-01-17-Water-Levels-on-Manitouwabing-Lake-JGF.pdf</a> Reposted in January 2025
4.14		Pollinator Patches / Gardens– Feb 13 – Sue will take a look at the pollinator garden in the spring. – Sue indicated that the pollinator garden has been taken over by golden rod and there are mainly plants that bloom in the fall – should move to more plants that bloom in the summer - Need to contact GBB to see if they will participate
		ICECAP – This item removed. Council will communicate directly with GBB about this.
4.15		EV Chargers –
4.16		Organic Waste Planning (investigate the possibility of a processing facility shared with other townships in the future?)
4.17	*	Drinking Water Source Protection May 8 – Jennifer attended a webinar by the Municipal Housing Infrastructure Program and the Health and Safety Water Stream in April, hoping that it was about Drinking Water Source Protection, however it was a description of available funding from the province for repair and building of water control infrastructure and a walk through the application process – slide deck and notes were forwarded to the Clerk, Treasurer and two Councillors for consideration.  Feb 13 – The province held a workshop about Drinking Water Source Protection on Feb 5, but it was full when our application to attend went in. On the waiting list in case there is a rerun. Terry Rees will send a copy of the work he did on Crago Lake according to provincial guidelines (working with hydrologists to assess the watersheds). Terry is making a presentation on March 1 <sup>st</sup> at the FOCA AGM which Jennifer will attend – a presentation should be made to Council <b>Nov 14</b> FOCA has developed a Guideline to implement the Best Practices Guidelines suggested by the Ontario Government for municipalities that are not covered under the Clean Water Act, such as McKellar Township. Former FOCA Executive Director, Terry Rees, who has worked on this issue for many years, has completed a pilot project of implementing these guidelines without major expenditures. Jennifer will follow up and request a copy of the guidelines when they are available.
5.		Budget – discussed at Council April 1 2025 Feb 13 <sup>th</sup> – Mayor Moore suggested that our leftover budget money from 2024 could possibly be put into a contingency fund for future use, as this is what other volunteer committees with the Township do. He was going to speak to Roshan (Treasurer) about it. <b>Jan 9<sup>th</sup></b> - Adjustments needed to the budget. Attached. Moved:Tony; Seconded:Ross. Approved.

6.		<p>LSEC will continue to meet on the <b>second Thursday evening</b> of each month at 7 pm. LSEC Meeting Dates in <b>2025</b>:</p> <table><tr><td><del>January 9<sup>th</sup></del></td><td>July 10<sup>th</sup></td></tr><tr><td><del>February 13<sup>th</sup></del></td><td>August 14<sup>th</sup></td></tr><tr><td><del>March 13<sup>th</sup></del></td><td>September 11<sup>th</sup></td></tr><tr><td><del>April 10<sup>th</sup></del></td><td>October 9<sup>th</sup></td></tr><tr><td><del>May 8<sup>th</sup></del></td><td>November 13<sup>th</sup></td></tr><tr><td>June 12<sup>th</sup></td><td>Dec 11<sup>th</sup></td></tr></table> <p>Old information is occasionally removed from the bottom of each item in these minutes, but can be found in old minutes on the Township’s web page under Environment.</p>	<del>January 9<sup>th</sup></del>	July 10 <sup>th</sup>	<del>February 13<sup>th</sup></del>	August 14 <sup>th</sup>	<del>March 13<sup>th</sup></del>	September 11 <sup>th</sup>	<del>April 10<sup>th</sup></del>	October 9 <sup>th</sup>	<del>May 8<sup>th</sup></del>	November 13 <sup>th</sup>	June 12 <sup>th</sup>	Dec 11 <sup>th</sup>
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June 12 <sup>th</sup>	Dec 11 <sup>th</sup>													
7.		<p>Motion to adjourn.</p> <p>Moved:        Seconded:        Approved:        Time: 8 PM</p>												





# **Chief Administrative Officer's Report**

**March / April 2025**

## **Mission Statement**

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

## HOUSING REGENERATION FORUM 2025

On February 27-28, 2025, I attended the Regeneration Forum conference, hosted by Housing Services Corporation (HSC) in Toronto. This annual Regeneration Forum aims to inspire and inform the Canadian community housing sector. This year's forum addressed the critical need to expand housing stock while accommodating diverse local needs. In addition to the main conference plenaries and workshop sessions, this year's Forum offered attendees the option to participate in a game designed to emulate the early stages of housing development. I was also pleased to be invited to Moderate a session titled 'Pushing Boundaries to Achieve Meaningful Change', introducing speakers whose passion, expertise and determination to 'get it done' are shaping the future of social and affordable housing in their communities. Forum attendees had the opportunity to:

- Learn how to navigate the roadmap to development for new builds or project renewals, with a focus on the physical asset, finance, partnerships and community.
- Explore ideas and approaches to rethink affordable housing development in your communities, including new innovations in design and planning.
- Find best strategies and tools you need to plan for, maintain and grow your organization's assets.
- Network with peers and develop mutually beneficial partnerships across the housing sector.

REGENERATION FORUM 2025

**LEVELLING  
UP**

New Approaches to  
Transform Housing

The Westin Harbour Castle, Toronto  
February 27 & 28, 2025

**REGISTER NOW**

## HR Update—April 2025

The Workplace Safety & Insurance Board (WSIB) recently announced surplus rebates for businesses in Ontario. The WSIB released the following information regarding the rebates:

*"We're distributing \$2 billion to eligible Schedule 1 businesses because our insurance fund had a surplus greater than our necessary reserve due to strong operational, financial and investment management.*

*These surplus rebates recognize the important role Ontario businesses play in funding our no-fault work-related injury and illness insurance system, while continuing to protect our ability to help people who have experienced a work-related injury or illness with a safe, timely and lasting recovery and return to work today and into the future."*

The DSSAB is receiving a rebate in the amount of \$62,661.79, in addition to a credit of \$2,210.37 for a total cheque amount of \$64,872.19.

The non-union compensation review has been completed, and we are now looking for consultants to complete the required Pay Equity maintenance for all unionized positions.

T4's for 2024 have been issued to all employees and Board members and are accessible through the Payworks portal.

Recruitment efforts continue in 2025, with 17 new hires this quarter. Our current postings include casual supply teachers and a contract position for the Home Child Care and Inclusion Support Services Supervisor.

## Licensed Child Care Programs—January 2025

### Total Children Utilizing Directly Operated Child Care in the District January 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	2	2	1	3	7	16
Toddler (18-30M)	9	6	8	19	38	79
Preschool (30M-4Y)	16	13	22	34	53	138
# of Active Children	27	21	31	56	98	233

Highlands ELCCC has several toddlers that have aged up to the preschool age group but will remain in the toddler room until space becomes available. There are a total of 233 children ages 0 to 4 years occupying child care spaces in the Directly Operated Child Care licensed programs. The Home Child Care Program accounts for 42% of the total enrollment.

## Licensed Child Care Programs—February 2025

### Total Children Utilizing Directly Operated Child Care in the District February 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	2	1	0	2	8	13
Toddler (18-30M)	10	7	6	14	36	73
Preschool (30M-4Y)	16	12	25	41	51	146
# of Active Children	28	20	31	57	95	231

Many infants have aged into the toddler age group and toddlers are aging into the preschool age group faster than preschool spaces are becoming available, so the educators are working on providing developmental and age-appropriate activities. We should see this level out in September when a majority of preschool children will graduate from our child care programs and space becomes available to move children from the toddler rooms to the preschool rooms.

All the Early Learning and Child Care Centres have been participating in the Seeds of Empathy program for the past two months where preschool children are learning about infant development and building language and social skills to reflect empathy.

The Directly Operated Admin and Highlands program supervisor was invited by Mary Gordon, founder of Roots of Empathy, to an event in Hamilton on February 1<sup>st</sup> where she was able to build relationships with the SOE team and Mary Gordon. The DOCC programs has been implementing the SOE program for over 12 years now and is recognized for its ongoing support and continued commitment to the program.

There are currently 19 approved Home Child Care Program premises and at this time under the funding provided through CWELCC, we have the capacity for one additional home in the district.

## School Age Programs January 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	10
Mapleridge Summer Program	N/A
Sundridge Centennial After School	13
Home Child Care	19
# of Active Children	65



## School Age Programs February 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	10
Mapleridge Summer Program	N/A (13 children on the 2025 waiting list)
Sundridge Centennial After School	12
Home Child Care	19
# of Active Children	65

The Sundridge After School Program has secured a staff member to support the program until the end of June. Both school age programs are close to capacity and families have begun to request a space in the Mapleridge Summer Program.

## Inclusion Support Services January 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	1	1	2	2	0	1	0
Toddler (18-30M)	5	6	11	11	3	2	0
Preschool (30M-4Y)	4	36	40	40	2	2	0
School Age (4Y+)	5	14	19	19	0	1	3
Monthly Total	15	57	72	-	5	6	3
YTD Total	15	57	-	72	5	6	3

## Inclusion Support Services February 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	1	1	2	2	0	0	0
Toddler (18-30M)	3	11	14	14	2	6	1
Preschool (30M-4Y)	6	37	43	44	2	4	0
School Age (4Y+)	3	15	18	19	0	1	4
Monthly Total	13	64	77	-	4	11	5
YTD Total	15	64	-	79	9	7	8

Connections are being made between the ISS program staff and the Residential Program Worker and the Clinical Counsellor at Esprit Place where team members have been given the opportunity to share their roles and focus of service with each other, as well as explore future partnership opportunities and identify the community programs that service mutual clients and the various supports being provided to young families.



## EarlyON Child and Family Programs January / February 2025

Activity	Jan 2025	Feb 2025	YTD
Number of Children Attending	852	755	1607
Number of New Children Attending	243	64	307
Number of Unique Children Attending	-	YTD	181
Number of Adults Attending	661	605	4,996
Number of Unique Adults Attending	-	YDT	230
Number of Virtual Programming Events	7	7	61
Number of Engagements through Social Media	215	98	3,119
Number of Views through Social Media	33,693	17,975	51,668

On Jan 25, the EarlyON team along with community partners attended the EarlyON program to provide families with information regarding literacy and how to support literacy at home. In total, 16 adults and 23 children attended.

The Districts of North Bay and Parry Sound have been collaborating to bring in a new parenting initiative. This initiative, called The Basics, is evidence-based and grounded on the Harvard University Center on the Child's scientific key concepts: brain architecture and early relational health. The EarlyON supervisor sits on this committee and will be providing training to the team upon roll out of this strategy.

**The Basics Vision-** A world where infants, toddler, and preschoolers of all racial/ethnic and socioeconomic backgrounds are on track to achieve their full potential- having benefitted from early experiences that foster health brain development, learning, joy and resilience.

**The Basics Strategy** – A packaged comprehensive parenting strategy designed to engage community organizations with a commitment to improving children's life trajectories. Resources are diverse, convenient and easy to access for parents and that parents have access to science-based strategies.

To learn more about the basics you can visit [Community Toolkit](#).

The EarlyON team has been creating developmental kits that will be used to support the families who do not attend the program. The kits will have resources regarding services including childcare and childcare fee subsidy along with developmental checklists and EarlyON information. We are hopeful that these can be accessible for those families who may be at Esprit, receiving support from Ontario Works, housing support and others throughout the District, and will potentially help with establishing a relationship with the EarlyON team.

## Funding Sources for District Wide Childcare Spaces

### January 2025

Active	# of Children	# of Families
CWELCC*	53	51
CWELCC Full Fee	208	206
Extended Day Fee Subsidy	2	2
Fee Subsidy	32	25
Full Fee	24	22
Ontario Works	1	1
<b>Total</b>	<b>320</b>	<b>307</b>

Funding Source - New	# of Children	# of Families
CWELCC	4	4
CWELCC Full Fee	8	8
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
<b>Total</b>	<b>12</b>	<b>12</b>

Exits	# of Children	# of Families
CWELCC	1	1
CWELCC Full Fee	0	0
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
<b>Total</b>	<b>1</b>	<b>1</b>

### February 2025

Active	# of Children	# of Families
CWELCC*	48	46
CWELCC Full Fee	219	216
Extended Day Fee Subsidy	3	3
Fee Subsidy	29	23
Full Fee	26	24
Ontario Works	1	1
<b>Total</b>	<b>326</b>	<b>313</b>

Funding Source - New	# of Children	# of Families
CWELCC	1	1
CWELCC Full Fee	4	3
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
<b>Total</b>	<b>5</b>	<b>4</b>

Exits	# of Children	# of Families
CWELCC	0	0
CWELCC Full Fee	2	2
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
<b>Total</b>	<b>2</b>	<b>2</b>

## Child Care Service Management

The Child Care and Early Years Act, 2014 requires service system managers to establish a child care and early years programs and service system plan for their service area.

The District of Parry Sound Social Services Administration Board (DSSAB) as the designated Service System Manager (CCSM) is responsible for identifying community needs for licensed child care and EarlyON programming, allocating funding to address child care and early years requirements, and for developing a service plan to identify local child care and early years system priorities.

This service plan outlines the DSSAB's vision for early years programs and services throughout the district for children 0-12 years of age. The service plan is reflective of the needs as identified by families and community stakeholders through consultation.

Service system plans should include the following key elements:

- Environmental scan results that assess current and future child care and early years service gaps and opportunities;
- A description of the community planning processes that was used to inform the development of the plan and a commitment to consult, at regular or relevant intervals, through the life of the plan;
- Strategic priorities and intended outcomes that are responsive to community needs and align with Ontario's vision for child care and early years and provincial interest;
- A measurable and action-oriented implementation plan that describes how strategic priorities and outcomes will be met; and

Accountability methods including the public posting of plans and reporting in accordance with the *Child Care and Early Years Act, 2014*.

In addition to the key areas identified, service system managers should also identify any other programs, needs, opportunities and/or challenges that may exist in their communities in their service system plan to support the ongoing reporting and planning process

The Child Care Service Management team (CCSM) began working with the Sault Ste Marie Innovation Centre to review/update the environmental scan, complete the analysis of the Early Development Instrument (EDI) – cycle 6 and lay the foundation for the 5 year service plan. We have been utilizing surveys to engage operators, community partners and families/caregivers. Along with reaching out to community partners and programs to acquire access to relevant data. We are aiming to have the plan finalized by June 2025.

## Quality Assurance—Child Care Service Management

Quality in the care and services provided to children and families is something we value and strive to achieve. With the implementation of ongoing support through professional development, early learning resources and quality assurance visits we hope we can help assist the early childhood educators and leaders in the district in achieving the quality needed to promote healthy growth and foster strong relationships with children, families, peers and partners in our community.

To support and assist educators with sharing resources and highlighting ongoing program successes a new Educator Blog has been created. This resource blog/padlet will be used by Educators to share unique learning opportunities and activities they are implementing with families and children in their programs. We are hopeful the tool will connect educators and show value in the hard work they are doing for families and children in the community. In addition, new resources have been added to the padlets to include books, virtual training and webinars, early learning kits, as well as lots of documentation around the importance of quality early learning in terms of strategies and tools to effectively improve and enhance the early learning environment.

We are currently working on offering a variety of professional learning webinars for the early childhood educators in our district. The workshops will be offered throughout 2025 and will be focussed on topics that educators have highlighted as areas of need through the recent surveys distributed to educators. In addition, plans have been initiated for a full day training opportunity this fall in Parry Sound. The session will be an in-person training, one in which networking and sharing will be a major focus. We are hopeful this time to learn together again will help to support the ongoing struggles with burnout and retention in the field of early childhood education.

Summer is fast approaching and service agreements with camps and recreation programs has commenced. We will continue to show value in supporting all families in our community and will work to provide resources, funding and/or guidance to assist partners and families in creating quality and accessible care for the summer of 2025.

### District of Parry Sound Application Portal

The new OneHSN-Child Care Application Portal was launched in July 2024 and has shown great success in helping families find and apply for child care in the district of Parry Sound. Continual support and guidance have been provided to families and operators as they navigate the new portal. How it works:

Parents:

- Parents create a secure login,
- Only one application is required to apply to multiple providers,
- Parents manage their child applications as changes occur in real time,
- Parents have easy access to community resources

Providers:

- Providers manage their own profile page which allows parents to see all the program options in one platform + add photos of the program,
- Easy work flow solutions for the provider to manage their wait list,
- Access to data and reports to support service planning,
- Providers have the capability to generate custom welcome letters for families,
- Providers can communicate with “broadcast” messages to all families



The District of Parry Sound Child Care Application Portal was launched on July 24, 2024. Since implementation, operators and child care service management staff have been working to "clean" the waitlist by removing duplicates, training staff and assisting families with updating their profiles.

Data for February 2025

Number of Unique Children on the Registry		
474		
Children who Identify as Indigenous	Children Identifying Francophone Relatives	Prenatal Children
42	33	38
<b>Unique Children</b> - includes children waiting for care and those who are placed in care but have applied to other child care centres/programs. (ie: currently in an infant space and have also applied for JK/SK after school program) - Or - includes all children who have completed an application for child care		

Unique Children Waiting for Care
433
<b>Waiting for Care</b> - children who remain on the application portal for care. Once placed in program, and not waiting for additional or other programs, children are removed from the registry.

Year, Month

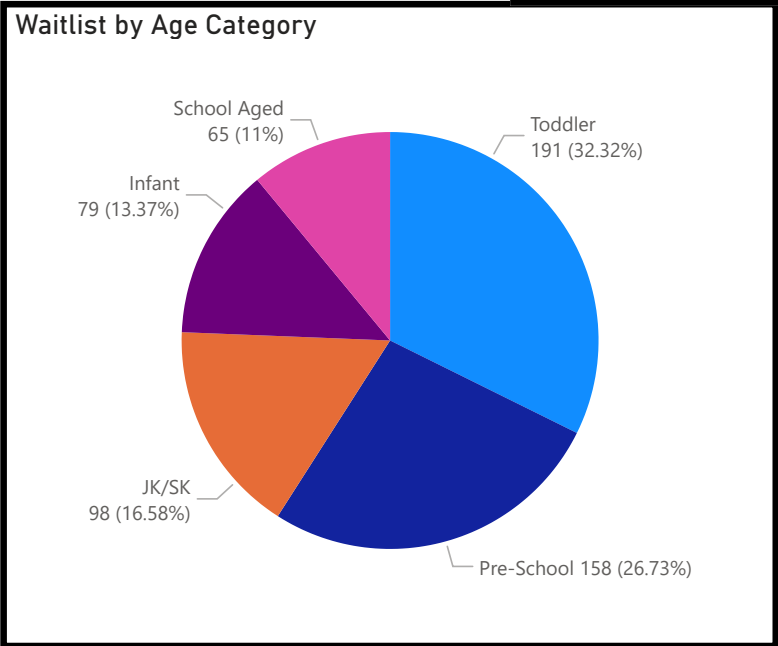
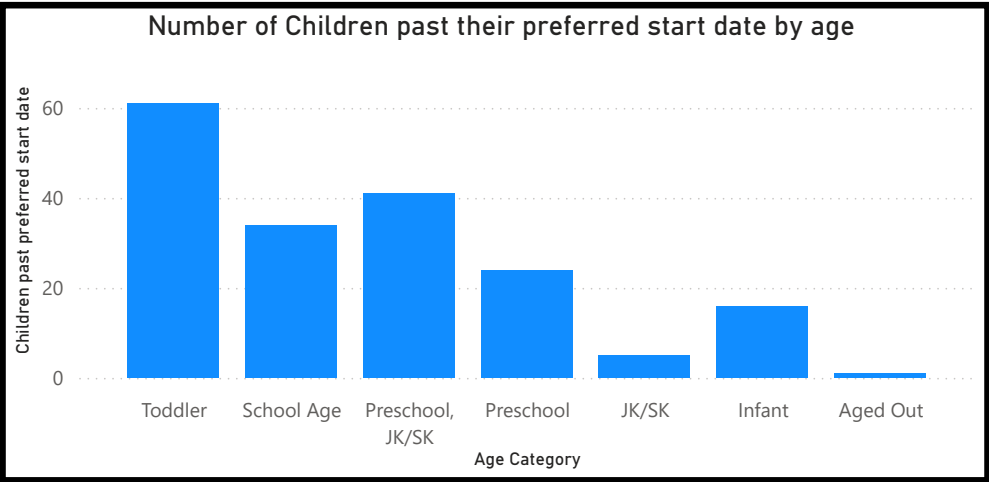
Multiple selections

Month

February

Waitlist Additions

43



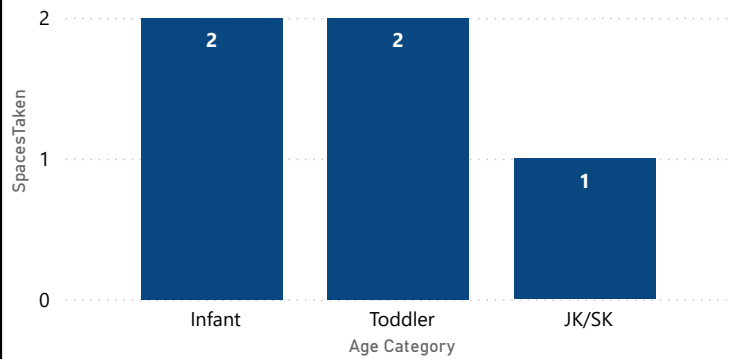
Year

2025

Month

February

Spaces Filled by Age Category

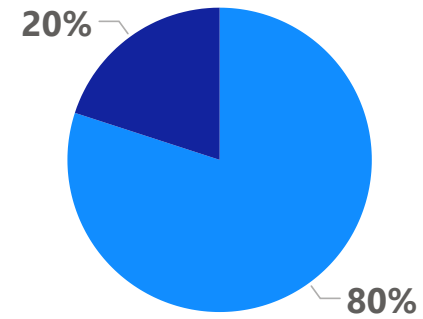


Spaces Filled by Program Time

Program Time

● Full Day

● After School



Children Placed

5

Spaces Filled

5

**Children Placed** - The number of unique children placed in a program.

**Spaces Filled** - The number of spaces filled by a child. A child may be placed in more than one space, ie: before school space and after school space.

Expectation of Future Care

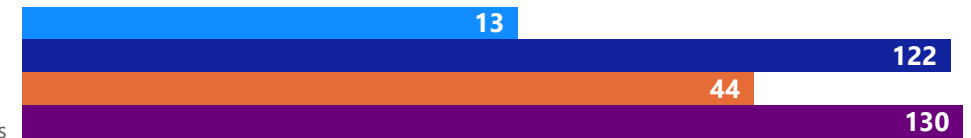
Number of children with a preferred start date within 1 month, 2-6 months, 6 months to a year, or more than a year.

● 1 Month

● 2 to 6 Months

● 6 to 12 Months

● More than 12 months



The District of Parry Sound Child Care Application Portal was launched on July 24, 2024. Since implementation, operators and child care service management staff have been working to "clean" the waitlist by removing duplicates, training staff and assisting families with updating their profiles.

Data for January 2025

Number of Unique Children on the Registry		
445		
Children who Identify as Indigenous	Children Identifying Francophone Relatives	Prenatal Children
40	33	32
<b>Unique Children</b> - includes children waiting for care and those who are placed in care but have applied to other child care centres/programs. (ie: currently in an infant space and have also applied for JK/SK after school program) - Or - includes all children who have completed an application for child care		

Unique Children Waiting for Care
404
<b>Waiting for Care</b> - children who remain on the application portal for care. Once placed in program, and not waiting for additional or other programs, children are removed from the registry.

Year, Month

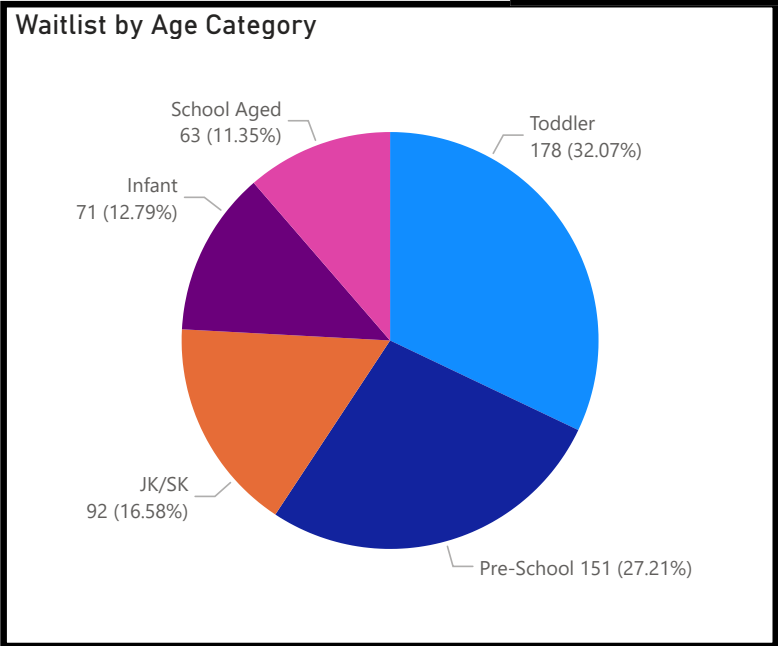
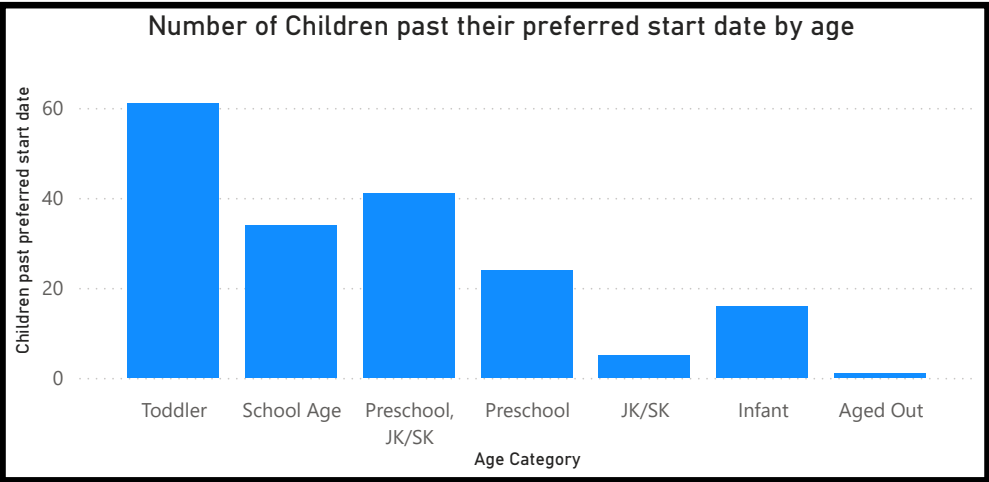
Multiple selections

Month

January

Waitlist Additions

65



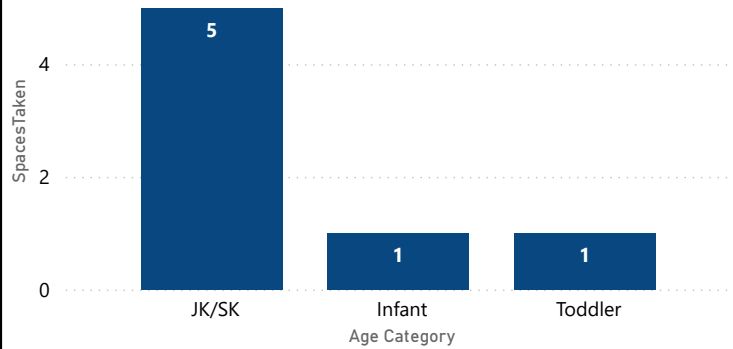
Year

2025

Month

January

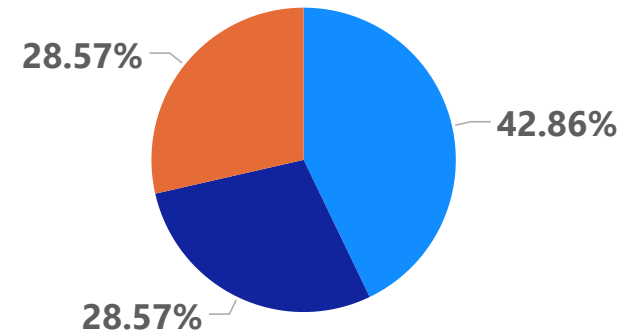
Spaces Filled by Age Category



Spaces Filled by Program Time

**Program Time**

- After School
- Before School
- Full Day



Children Placed

6

Spaces Filled

7

**Children Placed** - The number of unique children placed in a program.

**Spaces Filled** - The number of spaces filled by a child. A child may be placed in more than one space, ie: before school space and after school space.

Expectation of Future Care

Number of children with a preferred start date within 1 month, 2-6 months, 6 months to a year, or more than a year.



## Income Support & Stability Divisional Update

**Transitional Unit Success Story** – We are beginning to see our first graduations from our transitional housing program where participants are obtaining safe and stable housing. Below is a blurb from one of the Integrated System Navigators:

*“Seeking a quieter, simpler life, EL moved to the district as a file transfer through Ontario Works, leaving behind the hustle and bustle of the big city. His move was initiated by the pandemic, bringing him to a remote area of Almaguin, where he took on the role of caretaker for a friend’s property during its construction. In return, he lived rent-free, overseeing the site as they built their dream home. His living space was a tiny setup on the front porch of the unfinished house, which he shared with his cat, Squeaks. Without a car, he relied on a four-wheeler to get around.*

*When EL arrived, he was without a family doctor and navigating a recent mental health diagnosis that required ongoing medication.*

*His Navigator helped him connect with the Family Health team in Powassan, who reviewed his history and developed a care plan. EL and his ISN also worked together to gather the necessary paperwork for his Ontario Disability Support Program (ODSP) application, aiming to provide him with more financial stability. Ed’s ODSP was approved within a few months. (Something that is not typical) With his file transferred and his Ontario Works (OW) case closed, his ISN wished him well as he took the next steps toward independence.*

*Two years later, EL’s medical team reached out—this time to the Housing Stability Program (HSP). His health and housing situation had deteriorated, and two serious new diagnoses left him unable to drive, stranding him in his remote location without a 911 address for emergencies. The Program Lead, noticing he had been on with OW, contacted EL’s former ISN to review his background. The team worked together to find solutions in getting EL housed in the area where he would have access to the necessary supports required.*

*Together, they worked to connect EL with local resources, submit housing applications across Ontario, and secure financial assistance for housing. Eventually, he moved into a transitional housing unit, where he actively engaged in programs designed to help him regain life and housing stability and enhance the skills needed to maintain safe and stable housing. Thanks to his resilience, EL made significant progress in securing permanent housing and rebuilding his life.”*

**Transitional Program Expansion** – Since January 1<sup>st</sup>, in partnership with our LHC, we have expanded our transitional housing programming from 4 to 6 units throughout the district to support We have also added 2 more transitional units into the program, one in Parry Sound and the other in Powassan in this reporting period.



## **Income Support & Stability Divisional Update...cont'd**

**Employment Services Transformation** - As of March 1<sup>st</sup>, we are officially live with EST and the Integrated Employment Supports model (IES). Employment Assistance for Social Assistance recipients is now the responsibility of Employment Ontario, overseen by our Service System Manager for the Northeast, College Boreal. The focus of our work is on life stabilization and providing Person-Centered supports in the areas of:

- Crisis & Safety-homelessness, personal safety
- Health-medical, mental health counselling, addiction treatment
- Life Skills-Literacy and Basic Skills such as budgeting, time management
- Community Supports-Housing, transportation and legal support

We have been working closely with Boreal and our EO partners in the district to mitigate impacts on clients, through a revised Participation Benefits pamphlet (formerly Employment Related Expenses) and other processes. We were also busy training staff on the Common Assessment and Action Plan as now referral ready individuals are referred through SAMS to EO.

Integrated System Navigators have been having a presence on a weekly scheduled basis at our local EO offices to meet with clients, case conference with EO and support local needs.

We have also updated our info video for new clients to OW. The video highlights the range of Person-Centered Supports that are offered to participants in our program.

Communication of these changes was sent out to all DSSAB staff and our community partners.

**Centralized Intake Expansion –Ontario Works Intake Unit (OWIU)** – Our busy period in Ontario Works continued as we officially went live with Centralized Intake Expansion on January 27<sup>th</sup>. All new OW applications will be processed and granted by the province's Ontario Works Intake Unit. Local offices are able to support clients to complete applications online or over the phone, and able to issue emergency assistance, should there be urgency. We continue to work with MCCSS and OWIU to address challenges staff and clients face while we adapt to the new processes. Communication of these changes was sent out to all DSSAB staff and our community partners.

**Clark Tech Table** - The Program Lead in the Parry Sound office attended and presented at Clark Communications Virtual Tech Table to discuss the innovative work we are doing with our FIIT tool with the By Name List and Encampment Tracking tool. The tools garnered much interest from our other DSSAB/CMSM partners that use the Clark tool that attended the table.

**Court Support Training** - In partnership with Esprit, several ISN staff participated in Court Support Training on March 4<sup>th</sup> and 5<sup>th</sup>. Our ISN's provide transitional housing support to Esprit residents.

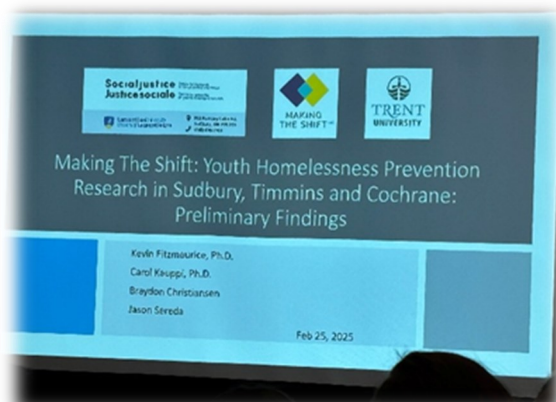
**OMSSA Sector Leads** - The Director of Income Support & Stability has attended the OMSSA Sector Leads meetings for Social Assistance and Homelessness.

**Job Fair** - The YMCA of Simcoe-Muskoka hosted a Job Fair on March 6<sup>th</sup>. Staff attended to support mutual clients and our partners at the Y.

## Income Support & Stability Divisional Update –Cont’d...

### Making the Shift-International Conference on Youth Homelessness Prevention

From February 24<sup>th</sup> to the 26<sup>th</sup>, the Director of Income Support & Stability attended the International Conference on Youth Homelessness Prevention in Toronto. The conference had great plenaries on the transitions from the Child Welfare system and youth homelessness (especially for indigenous youth), and inspiring stories of survival and other best practices from all around the world.

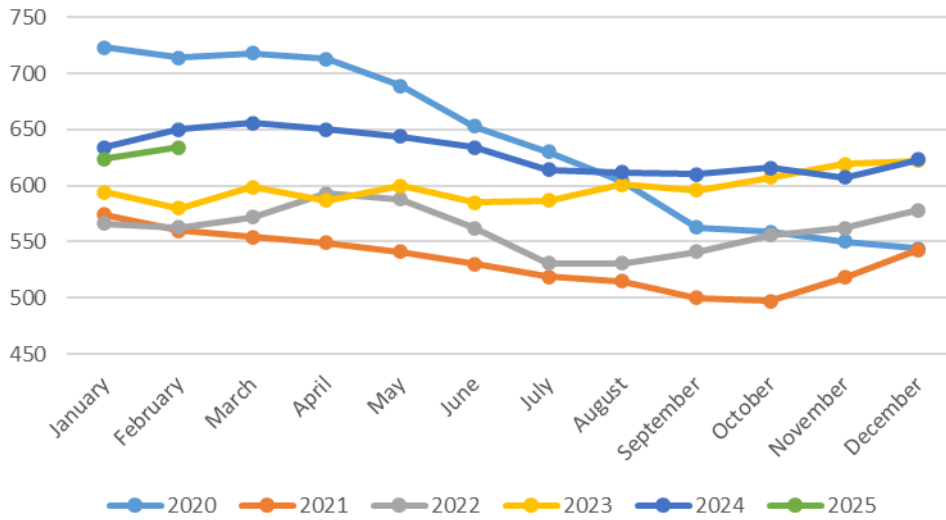


**Tax Clinics** -On March 20<sup>th</sup> at our Beechwood Office and March 21<sup>st</sup> at Employment North in South River, we hosted the Sudbury Community Service Centre for Income Tax Clinics. Both clinics were well attended, and staff reported the lobby was busy all day with people in and out.

**DART (Domestic Abuse Review Team)**-Members of the Income Support & Stability team attended the DART conference on March 20<sup>th</sup> and 21<sup>st</sup> put on by the Muskoka DART with support of the Parry Sound Violence Against Women Coordinating Committee (VAWCC).

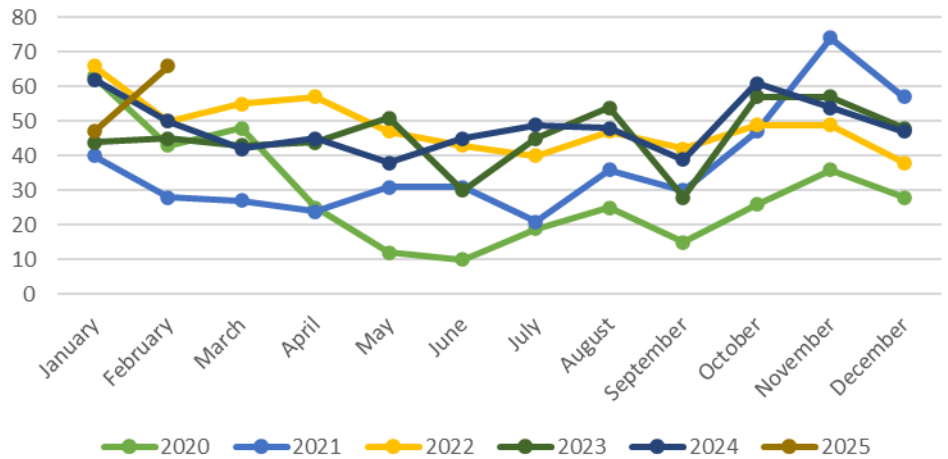
**Mental Health Program** -With the retirement of our Registered Social Worker (RSW) in the Parry Sound office, we have extended our service agreement with the Community Counselling Centre of Nipissing to provide mental health supports and referrals for psychological assessments to cover the entire district. The program has had great success in supporting individuals move towards ODSP and increase the supports available.

Ontario Works Caseload-February 2025



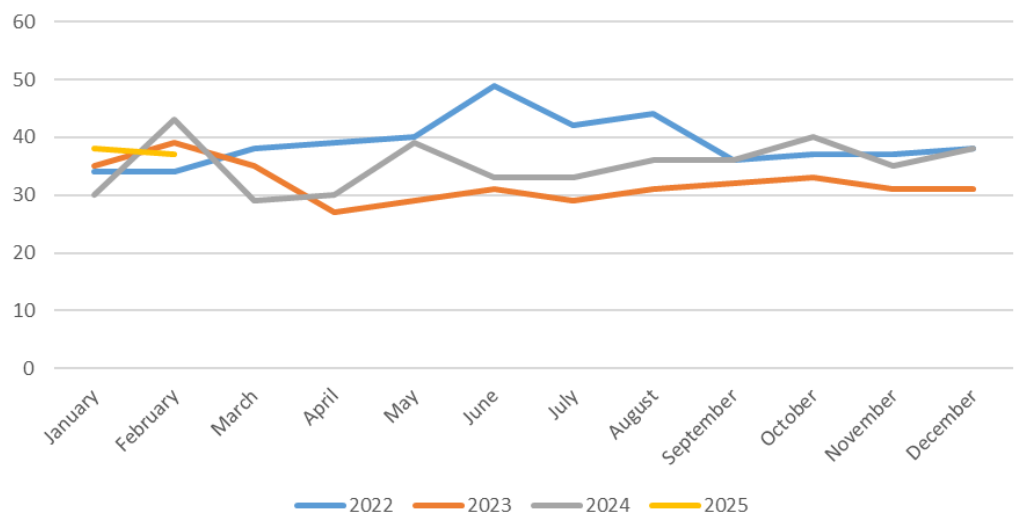
**Ontario Works Intake -  
Social Assistance Digital  
Application (SADA) &  
Local Office  
Ontario Works  
Applications Received**

Ontario Works Applications Received



**ODSP Participants in  
Ontario Works  
Employment  
Assistance**

ODSP Person Centered Supports-February 2025



The OW Caseload rose only slightly at **634** cases. We are providing **37** ODSP participants Person-Centred Supports. We also have **58** Temporary Care Assistance cases. **66** applications were received through the province's Ontario Works Intake Unit (OWIU).

## Employment Services Transformation & Performance Outcomes

On March 1<sup>st</sup>, 2025, as part of the province's Employment Services Transformation, we officially entered Integrated Employment Services model (IES) along with our Northeast DSSAB partners with our new Service System Manager College Boreal. This means that employment assistance for Social Assistance recipients now moves under the Employment Ontario umbrella. We are now responsible for providing Person Centered Supports to SA Recipients in 4 key areas;

- Crisis & Safety-homelessness, personal safety
- Health-medical, mental health counselling, addiction treatment
- Life Skills-Literacy and Basic Skills such as budgeting, time management
- Community Supports-Housing, transportation and legal support

With this change, we have new Performance Outcomes that will be reported on monthly going forward.

\*\*\*Please note that some data will be blank until it is officially captured after March 1<sup>st</sup>, 2025

### % with an Action Plan created

Percentage of OW + NDA Members with mandatory participation requirements...



Target 100%

NDA = Non Disabled Adult

Referrals to EO

Percentage of OW + NDA Members with mandatory participation requirements...

Target 32%  
The ability to refer to Employment Ontario in SAMS was not available to our staff until March 1, 2025

% Exiting to Employment

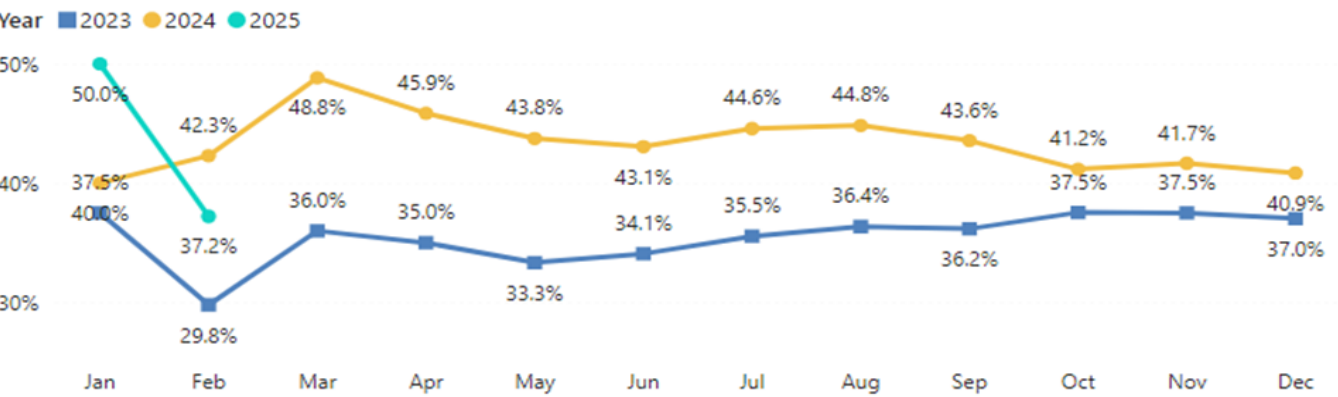
Percentage of Ontario Works cases exiting to employment (Cumulative Year-to-...



Target 22%  
The ability to refer to Employment Ontario in SAMS was not available to our staff until March 1, 2025

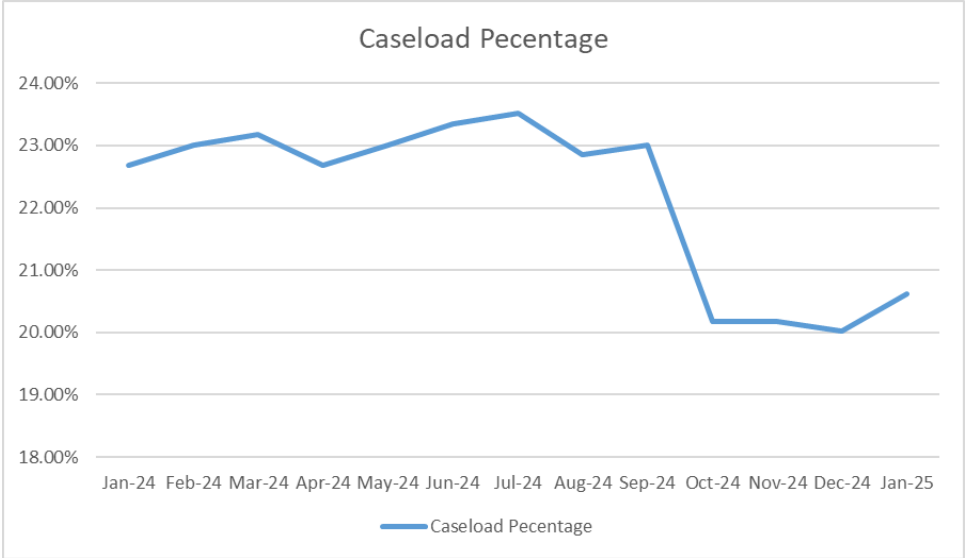
% of OW Cases Exit the Program and Return within One Year

Percentage of Ontario Works cases who exit the program and return within one...

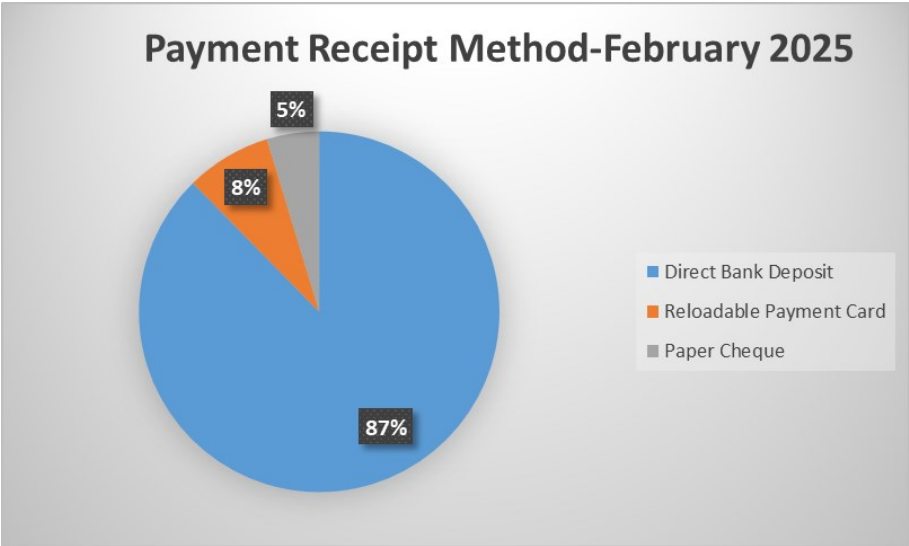


Target 35%

My Benefits Enrollment 2025



DBD Enrollment

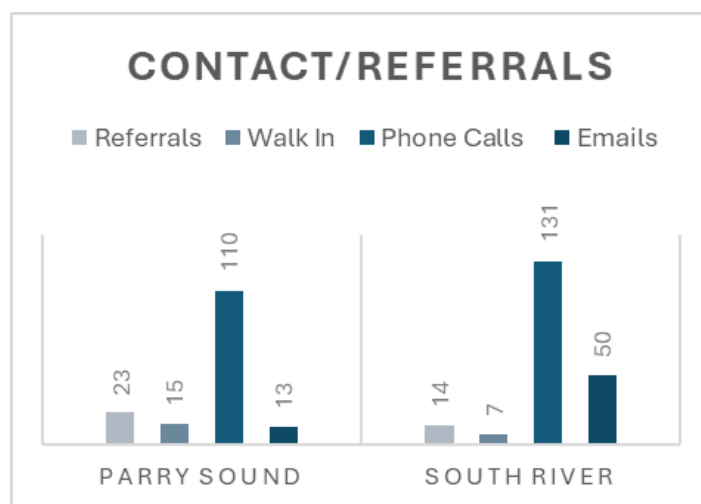


## Income Support & Stability Update

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

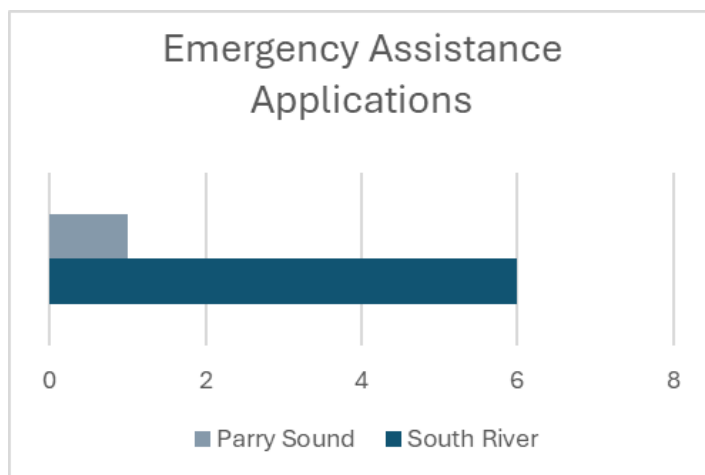
### Contact / Referrals – January

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



### Emergency Assistance Applications January 2025

An application can be created when the applicant is not currently in receipt of social assistance, or not serving a period of ineligibility. Administrator also must be satisfied the applicant to the best of their ability made a reasonable effort to access other resources.



### Client Referrals

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

January 2025	East	West	YTD
Homeless	0	4	4
At Risk	1	3	4
<b>Program Total</b> (Esprit In Shelter Clients calculated in Homelessness Numbers)			
Esprit Outreach Homeless			
Esprit Outreach at Risk			
Esprit in Shelter			

### Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
January	12	12

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

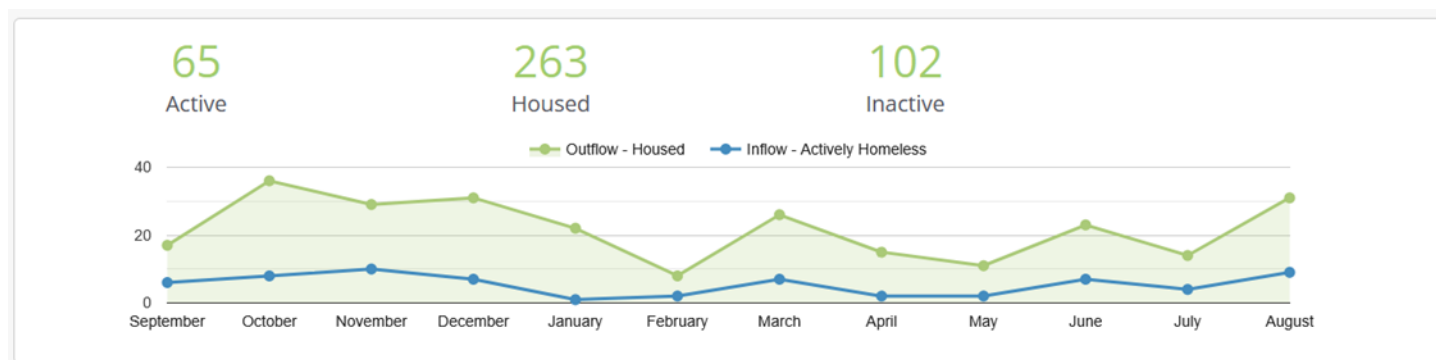
January 2025 Income Source	Total	HPP
Senior	1	\$136.98
ODSP	17	\$14,987.17
Ontario Works	12	\$9,882.60
Low Income	1	\$1,474.65
Total		\$26,481.40

January 2025 Reason for Issue	Total
Rental Arrears	\$8,051.90
Utilities/Firewood	\$4,402.40
Transportation	\$350.00
Food/Household/Misc.	\$13,229.62
Emergency Housing	\$447.48
Total	\$26,481.40

## By-Name List Data

**September 1, 2021– January 31, 2025**

The By Name List is real-time list of all known people who are experiencing homelessness in our community that are willing to participate in being on the list and connecting with our agency for ongoing support to maintain affordable and sustainable housing. The individuals who are on the list are provided Intense Case Management supports with the foundations from Coordinated Access based on the Housing First model.



We currently have 67 active individuals on our By Name List as of February 28<sup>th</sup>, 2025.

We have housed nearly 61% of all individuals on the BNL.

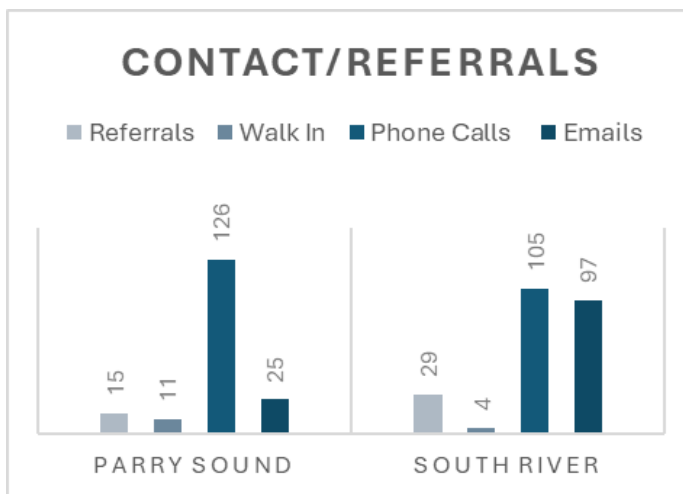


## Income Support & Stability Update

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

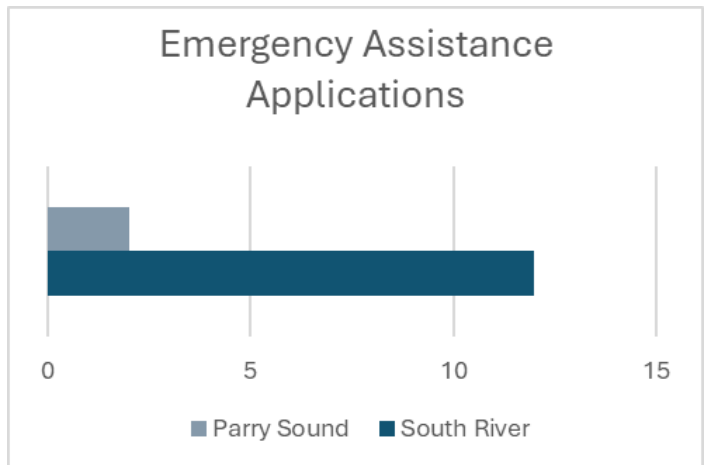
### Contact / Referrals – February

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



### Emergency Assistance Applications February 2025

An application can be created when the applicant is not currently in receipt of social assistance, or not serving a period of ineligibility. Administrator also must be satisfied the applicant to the best of their ability made a reasonable effort to access other resources.



### Client Referrals

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

February 2025	East	West	YTD
Homeless	2	1	7
At Risk	0	13	17
<b>Program Total</b> (Esprit In Shelter Clients calculated in Homelessness Numbers)			
Esprit Outreach Homeless			
Esprit Outreach at Risk			
Esprit in Shelter			

### Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
February	13	16

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

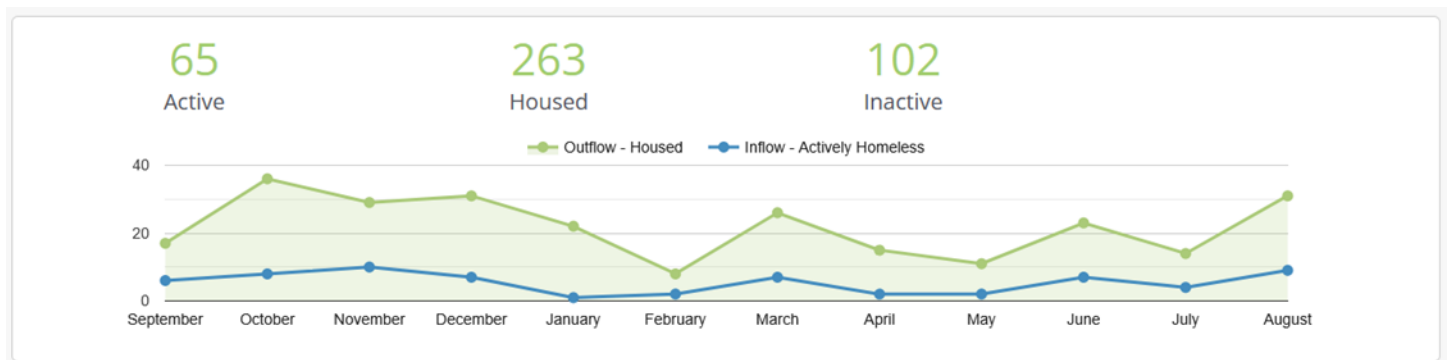
February 2025 Income Source	Total	HPP
Senior	1	\$1,000.00
ODSP	7	\$5,081.93
Ontario Works	15	\$14,014.92
Low Income	4	\$3,939.80
Total		\$24,036.65

February 2025 Reason for Issue	Total
Rental Arrears	\$18,823.00
Utilities/Firewood	\$2,085.07
Transportation	
Food/Household/Misc.	\$3,128.58
Emergency Housing	
Total	\$24,036.65

### **By-Name List Data**

**September 1, 2021– February 28, 2025**

The By Name List is real-time list of all known people who are experiencing homelessness in our community that are willing to participate in being on the list and connecting with our agency for ongoing support to maintain affordable and sustainable housing. The individuals who are on the list are provided Intense Case Management supports with the foundations from Coordinated Access based on the Housing First model.



## Housing Programs

### Social Housing Centralized Waitlist Report January 2025

	East Parry Sound	West Parry Sound	Total
Seniors	49	139	188
Families	139	463	602
Individuals	489	155	644
Total	677	757	1434
Total Waitlist Unduplicated			404



### Social Housing Centralized Waitlist (CWL) 2024 - 2025 Comparison Applications and Households Housing from the CWL

Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2025	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	3		2	1		Jan	9	0	0	2	
Feb	5		11	1		Feb	8		2	3	
Mar	7		3	3		Mar					
Apr	10	1	7			Apr					
May	4	1	5	1		May					
June	1		15	3		June					
July	9	1	19			July					
Aug	9	1	21			Aug					
Sept	6		16	2		Sept					
Oct	6		9	4		Oct					
Nov	10	1	17	3		Nov					
Dec	11		6	3	2	Dec					
Total	81	5	131	21	2	Total	17	0	2	5	0

SPP = Special Priority Applicant

## Housing Programs Update

Housing Programs submitted the last of the COHB (Canada Ontario Housing Benefit) applications this quarter; therefore, all allocated funding for our district has been utilized. The Housing Program's team was able to assist 26 households in obtaining this funding, which helps pay a portion of rental costs each month. We are hoping for another round funding to open soon, as we have inquiries daily for this benefit.

We were pleased to enter into a new service agreement with Golden Sunshine Municipal Non-Profit Housing Corporation this quarter. This agreement will provide support to Golden Sunshine for 10 years and allow them to continue providing Rent Geared to Income units in our district. This is the first agreement in our service area under the new framework that the Ministry of Municipal Affairs and Housing has recently put in place.

Some of our team completed a course through Housing Service Corporation about end of mortgages and operating agreements. This course provided knowledge on navigating conversations with housing providers about the end of their mortgages and existing agreements and entering into negotiations for new service agreements.

We will be starting the footwork for the Housing and Homelessness Plan update that is required by the ministry each year. This update is based on our previous 10 and 5 year plans, and will include information from our housing related departments, as well as from partners that we assist in our communities.

Two members of the team were able to attend a virtual Special Priority Program (SPP) Information session held by the Ministry of Municipal Affairs and Housing (MMAH) in January. This session was a follow up to the SPP guide that was released in 2024 and allowed for questions and answers from service areas across the province, as well as training on human trafficking, as we are all seeing a rise in these numbers. We hope to have an opportunity for more conversation about the SPP guide at the upcoming SHCANO (Social Housing Coordinated Access Network of Ontario) training.

We continue to work on discharging Ontario Renovates loan that have fulfilled their terms. This program assisted eligible homeowners to complete much needed repairs; providing them with a 10-year loan and allowed them to remain in their homes. We saw 10 loans fulfill their 10-year term in 2024, bringing us to a total of 27 completed loans.

In the month of February, we saw eight new approved applications to the centralized waitlist. There were two applications cancelled; one applicant was deceased, and the other was removed as they have found other affordable housing. We saw three applicants housed from the waitlist.



**Parry Sound District Housing Corporation**  
**January/February 2025**

Activity for Tenant and Maintenance Services

	January	February	YTD
<b>Move outs</b>	1	2	3
<b>Move in</b> (Centralized Waitlist along with Internal transfers)	2	3	5
<b>L1/L2 hearings</b>	0	2	2
<b>N4</b> - Delivered to tenant or filed with the LTB– Notice of eviction for non-payment of rent	3	0	3
<b>N5</b> - Filed with the LTB– notice of eviction disturbing the quiet enjoyment of the other occupants	4	0	4
<b>N6</b> - Filed with the LTB –notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0	0
<b>N7</b> - Filed with the LTB – notice of eviction for willful damage to unit	0	0	0
<b>Repayment agreements</b> (new) (Formal & informal)	4	6	7
<b>No Trespass Order</b>	0	0	0
<b>Tenant Home Visits</b>	31	27	58
<b>Mediation/Negotiation/Referrals</b>	14	20	34
<b>Tenant Engagements/Education</b>	0	2	2

## Update from Tenant Services

The start of the year has brought on some planning for the Tenant Services team. We have been busy organizing our year with regard to tenant educational opportunities, providing support to tenants during maintenance inspections, as well as cleanliness inspections on a regular basis with some of our family homes in need of support.

So far, we are doing a series of chair yoga at our Belvedere building, spring seed planting at all buildings, a summer BBQ and fire safety educational for all buildings as well as family units, and then our fall/winter crafts and wellness series of educational sessions. This will be approximately 21 educational events for tenants throughout the district this year.

Tenant Services have planned out and distributed the 1<sup>st</sup> quarter newsletter for tenants. Through this newsletter information is shared with tenants about proper garbage disposal, raised garden bed care, proper cat litter disposal, animal pee pad use, “Be Bear Wise and Prevent Bear Encounters” information (provided by the Ontario Government), and upcoming events.



## Update from Capital & Maintenance

In January the Housing Operations Department welcomed a new Supervisor of Maintenance to the team. This position will over see the day-to-day maintenance of all Parry Sound District Housing stock, The Meadowview- NOAH, as well as the DSSAB owned facilities. Also, in January we filled a vacant Community Relations Worker position in Maintenance. This position is situation out of the South River Office.

There were two families displaced from their home during this quarter, as extensive repairs were required: specifically, the abatement of asbestos, along with mould remediation. Both families are on track in returning to their newly renovated home April 1<sup>st</sup>, 2025. This winter has been relentless with the amount of snow and ice build up. The Maintenance and Capital teams have been watchful, and responsive to several ice-damming situations with the potential for leakage.

In the Capital program, staff have been busy finishing up some major projects. Esprit Place renovation wrapped up in March. Also in March, the completion of the 6-story window replacement project wrapped up successfully. The Capital program, with the support of Housing Services Corporation, continues to seek out the best possible option for a deteriorating load-barring retaining wall that is failing. An engineer is currently pulling together specs for a tender package. Funding was secured with the Canada-Ontario Community Housing Initiative for a portion of the expense. This will be a large capital project as the retaining wall is tied into the entrance stairs, walkways, and has 5 parking spots on top. This project requires a completion date of December 2025.

Priorities for the 2025 capital plan will be determined by April.

## Property Maintenance

### January 2025

Pest Control		3 Buildings are currently being monitored monthly for bedbugs. There is one active unit currently.
Vacant Units	11	9 one-bedroom, 2- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	5	1 Affordable/4 Market Units available
After Hours Calls	12	Leak, heater not working, fire panel off line, OPP access request, interior mechanical room not secured, power out in certain areas of unit, snow build up at main entrance, no hot water
Work Orders	92	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	88	Purchase orders are for services, and materials, required outside of the Housing Operations Department
Fire Inspections	0	
Annual Inspections	0	
Incident reports	0	

## Property Maintenance

### February 2025

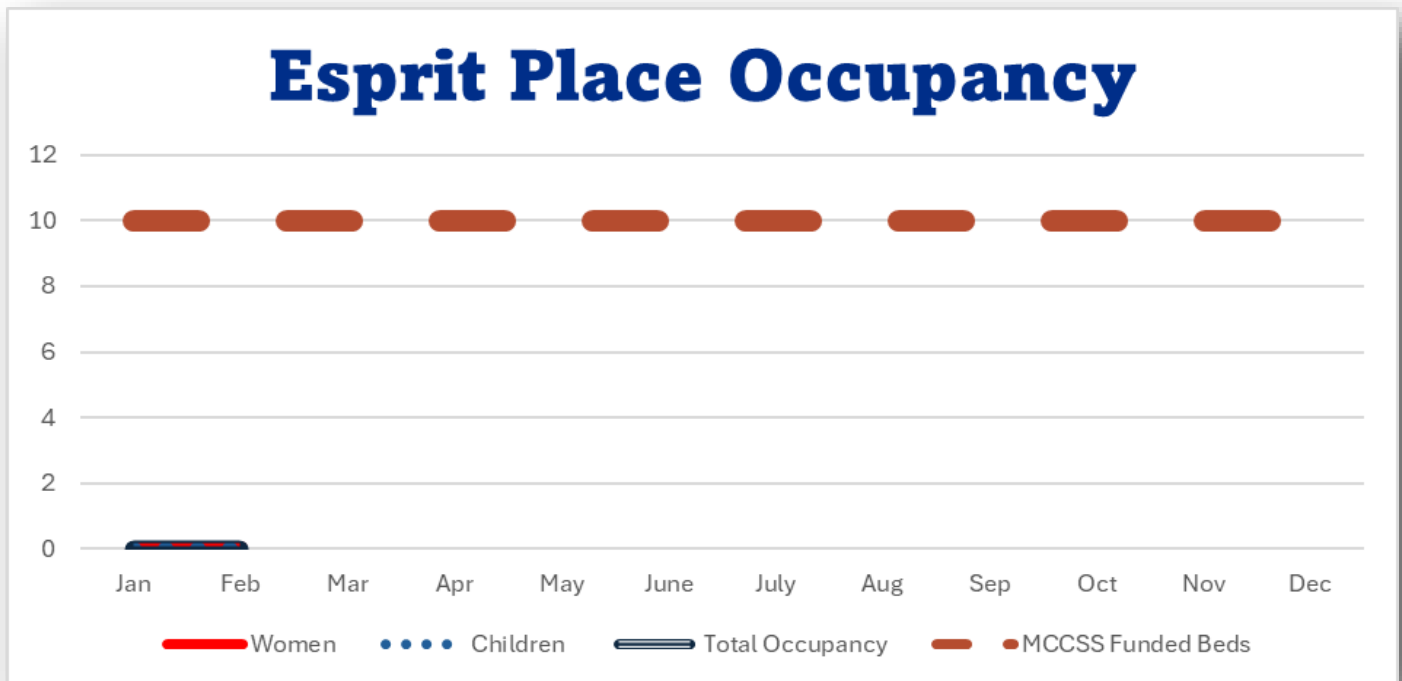
Pest Control		3 Buildings are currently being monitored monthly for bedbugs. There is one active unit currently.
Vacant Units	11	9 one-bedroom, 2- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	6	1 Affordable/4 Market Units available
After Hours Calls	13	Leak, heater not working, fire panel off line, OPP access request, interior mechanical room not secured, power out in certain areas of unit, snow build up at main entrance, no hot water
Work Orders	63	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	335	Purchase orders are for services, and materials, required outside of the Housing Operations Department
Fire Inspections	0	
Annual Inspections	0	**Scheduled for April 2025**
Incident reports	0	

## Esprit Place Family Resource Centre Update



On March 8<sup>th</sup>, 2025, Esprit Place reopened its doors to serve women and children fleeing gender-based violence. We are thrilled to be able to share our newly renovated space with families who so desperately need the services and support that we offer. All of our programs, including our residential program, outreach program, Children's Voices program, and transitional housing program are now operating fully. We have a full staffing compliment and are supported by IS&S staff to deliver transitional housing supports.

As we enter a new period in Esprit Place history, we will be changing the way we report activities to more accurately reflect the services we provide. Our new stats will include a clearer representation of the occupancy of the shelter, including the number of women and dependents who stay, and how often we exceed our funded occupancy of 10 beds. The chart below is an example of the data we will providing moving forward. You will note that we had zero occupancy January and February as we did not reopen until March. We provided residential support to 7 women and 2 children during the month of March which you will see reflected in the next reporting period, along with stats for our Children's Voices Program.



## Social Media

### Facebook Stats

<b>District of Parry Sound Social Services Administration Board</b>	<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>
Total Page Followers	671	677	682	698	713	721
Post Reach this Period (# of people who saw post)	2332	3032	2421	5003	4923	7739
Post Engagement this Period (# of reactions, comments, shares)	365	257	59	666	697	788

<b>Esprit Place Family Resource Centre</b>	<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>
Total Page Followers	199	209	214	214	217	220
Post Reach this Period (# of people who saw post)	124	3103	3304	608	998	1214
Post Engagement this Period (# of reactions, comments, shares)	11	151	119	12	65	94

<b>DSSAB LinkedIN Stats</b> <a href="https://bit.ly/2YyFHIE">https://bit.ly/2YyFHIE</a>	<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>
Total Followers	492	501	503	515	519	525
Search Appearances (in last 7 days)	64	10	52	40	72	131
Total Page Views	69	55	50	32	46	34
Post Impressions	154	1800	1416	2342	1030	632
Total Unique Visitors	38	23	14	18	22	19

<b>Instagram - Esprit Place Family Resource Centre</b> <a href="https://www.instagram.com/espritplace/">https://www.instagram.com/espritplace/</a>	<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>
Total Followers	93	97	97	99	101	103
# of accumulated posts	37	53	59	61	63	64



# **Chief Administrative Officer's Report**

*May 2025*

## **Mission Statement**

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

A decorative horizontal bar at the bottom of the page, consisting of a solid blue bar with a light blue curved shape on the right side.

## International Women's Day Event—South River (March 8, 2025)

On Saturday, March 8<sup>th</sup> Esprit Place was proud to support an event in South River in recognition of International Women's Day at the South River-Machar Community Centre. The event was well attended, including two members of our Board, Irene Smit and Teri Brandt, pictured below.

### INTERNATIONAL WOMEN'S DAY 2025

Saturday, March 8th, 2025—5:00-9:30 pm  
South River-Machar Community Centre



#### #ACCELERATE ACTION

Jen Grant is an award nominated stand up comedian as well as a dynamic key note speaker. Originally from Ottawa, Jen was honoured to be profiled in Ottawa Life Magazine as one of the top 25 People in the Capital.

A story telling, observational style of comedian, Jen Grant is both unique and relatable. She writes about life and she will have you laughing until you're crying. In her uplifting talk, Jen will tackle a variety of topics, including honouring oneself. It will not only increase confidence but also demonstrate how regular people can affect positive change on a global and personal scale.

As a keynote speaker Jen is engaging, inspiring, entertaining and informative. The audience will leave with not only a message and tools to help inspire change in their lives but also with sore cheeks from laughing so hard.

#### REGISTRATION IS NOW OPEN!

Seating is limited. Please contact us to secure your spot!

5:00-6:00  
Cocktail Hour &  
Networking  
Cash Bar

6:00-7:30  
Catered Dinner  
Hap-pea-ness  
Catering

8:00-9:00  
Keynote  
Presentation

Fundraising  
Silent Auction

\$25 Admission  
Fee

Contact us to  
Register!

Women's Own  
Resource Centre  
705-386-9672



Ontario

Esprit Place



## Licensed Child Care Programs

### Total Children Utilizing Directly Operated Child Care in the District March 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubee ELCC	HCCP	Total
Infant (0-18M)	1	0	0	2	7	10
Toddler (18-30M)	11	8	6	14	33	72
Preschool (30M-4Y)	16	12	25	41	47	141
# of Active Children	28	20	31	57	87	223

The Home Child Care Program currently has 18 active homes and is actively seeking 2 additional homes to fill the licensed capacity. Enrollment in all licensed programs has remained consistent since January and supervisors are adapting to the ministry cost-based funding formula.

## School Age Programs March 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	8
Mapleridge Summer Program	N/A
Sundridge Centennial After School	11
Home Child Care	29
# of Active Children	76



## Inclusion Support Services March 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	1	1	2	2	0	0	0
Toddler (18-30M)	6	11	17	14	0	3	1
Preschool (30M-4Y)	7	38	45	44	5	3	1
School Age (4Y+)	1	13	14	19	0	1	3
Monthly Total	15	63	78		5	7	2
YTD Total	17	64		81	14	24	10

## EarlyON Child and Family Programs March 2025

Activity	Jan 2025	Feb 2025	Mar 2025	YTD
Number of Child Visits	852	755	855	2462
Number of New Children Attending	243	64	48	355
Number of Unique Children Attending			301 YTD	
Number of Adult Visits	661	605	704	1970
Number of Unique Adults Attending			283 YTD	
Number of Virtual Programming Events	7	7	8	22
Number of Engagements through Social Media	215	98	91	404
Number of Views through Social Media	33,693	17,975	21,519	73,187

## Funding Sources for District Wide Childcare Spaces - March 2025

<b>Funding Source - Active</b>	<b># of Children</b>	<b># of Families</b>
CWELCC*	48	46
CWELCC Full Fee	217	214
Extended Day Fee Subsidy	4	4
Fee Subsidy	26	20
Full Fee	26	24
Ontario Works	2	2
<b>Total</b>	<b>323</b>	<b>310</b>

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

<b>Exits</b>	<b># of Children</b>	<b># of Families</b>
Fee Subsidy	1	1
CWELCC Full Fee		
Extended Day Fee Subsidy	1	1
Fee Subsidy		
Full Fee		
Ontario Works		
<b>Total</b>	<b>2</b>	<b>2</b>

The District of Parry Sound Child Care Application Portal was launched on July 24, 2024. Since implementation, operators and child care service management staff have been working to "clean" the waitlist by removing duplicates, training staff and assisting families with updating their profiles.

Data for March 2025

Number of Unique Children on the Application Portal		
514		
Children who Identify as Indigenous	Children Identifying Francophone Relatives	Prenatal Children
43	36	48
Unique Children - includes children waiting for care and those who are placed in care but have applied to other child care centres/programs. (ie: currently in an infant space and have also applied for JK/SK after school program) - Or - includes all children who have completed an application for child care		

Unique Children Waiting for Care
468
Waiting for Care - children who remain on the application portal for care. Once placed in program, and not waiting for additional or other programs, children are removed from the application portal

Year, Month

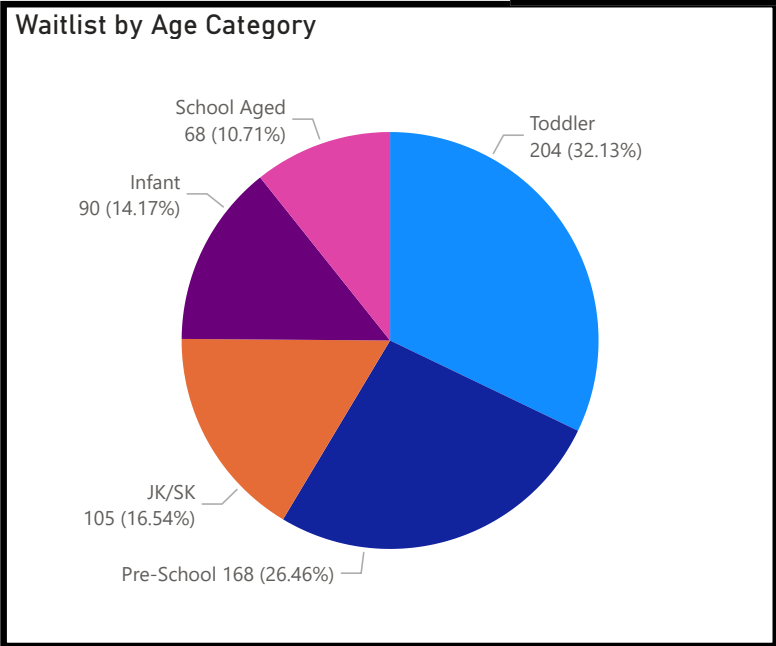
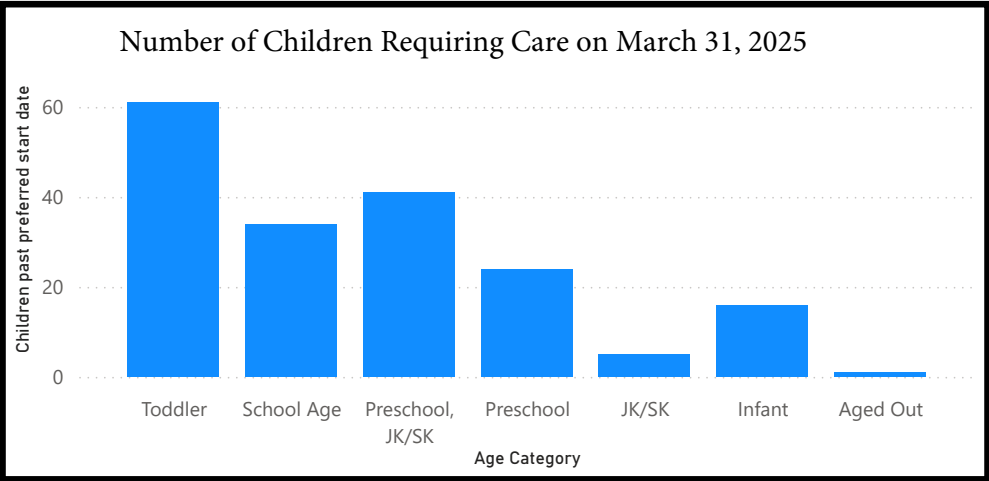
Multiple selections

Month

March

Waitlist Additions

49



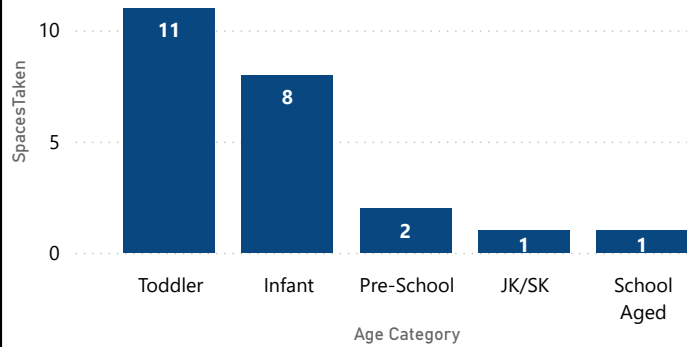
Year

2025

Month

March

Spaces Filled by Age Category



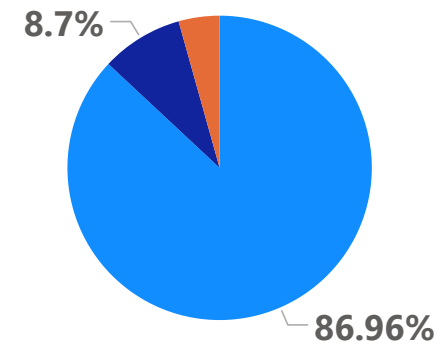
Spaces Filled by Program Time

Program Time

Full Day

Any Time

After School



Children Placed

23

Spaces Filled

23

**Children Placed** - The number of unique children placed in a program.

**Spaces Filled** - The number of spaces filled by a child. A child may be placed in more than one space, ie: before school space and after school space.

Expectation of Future Care

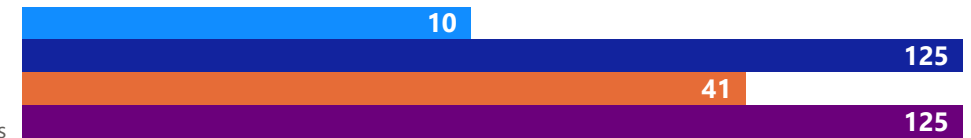
Number of children with a preferred start date within 1 month, 2-6 months, 6 months to a year, or more than a year.

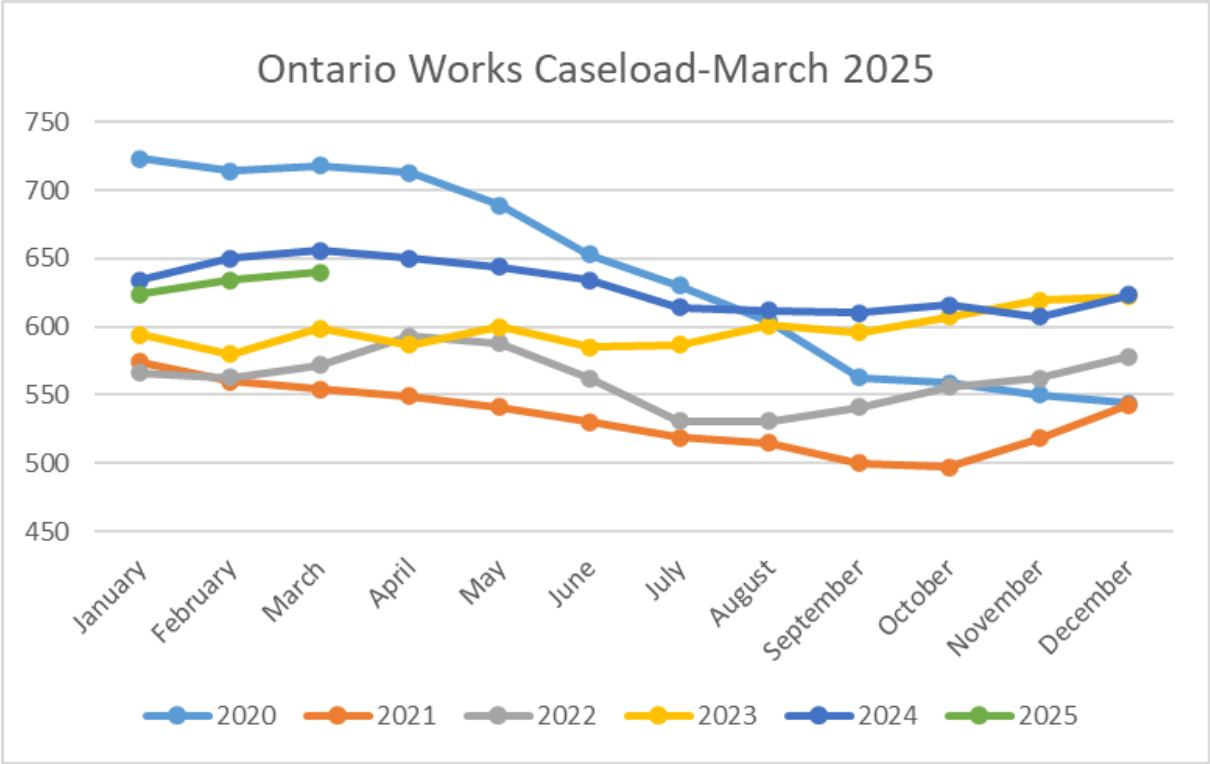
1 Month

2 to 6 Months

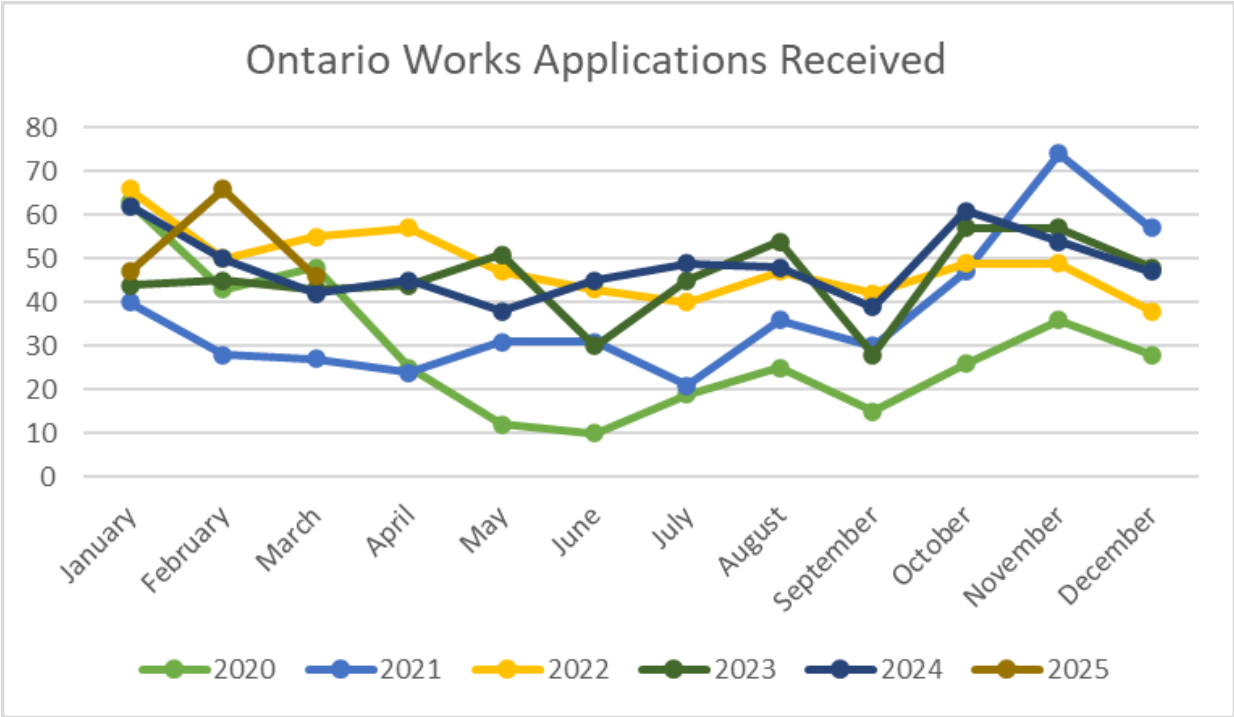
6 to 12 Months

More than 12 months

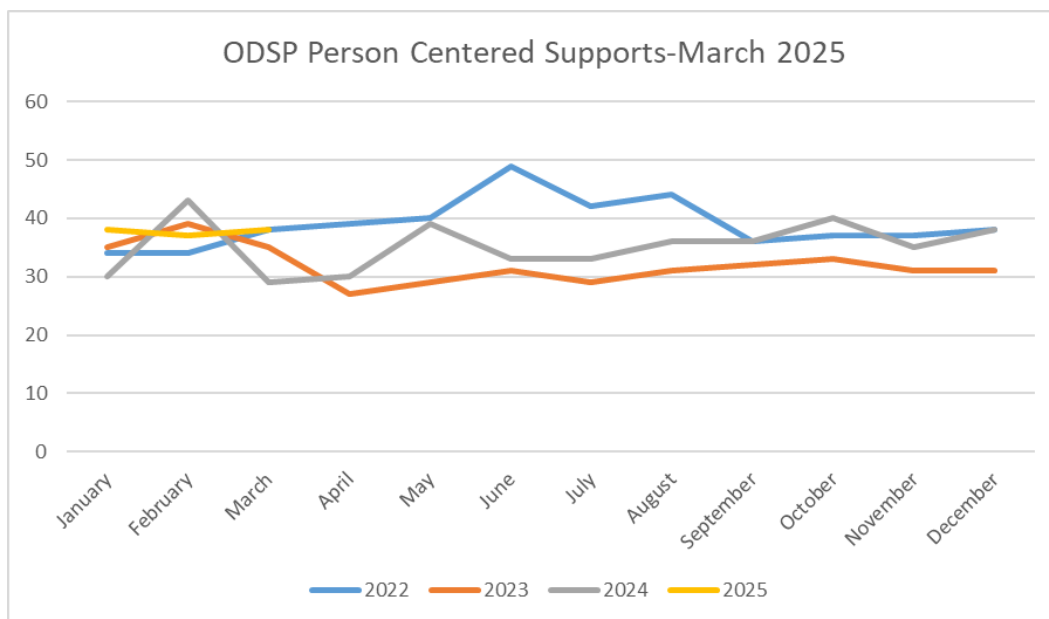




**Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office  
Ontario Works Applications Received**



## ODSP Participants in Ontario Works Employment Assistance



The OW Caseload is up slightly to **640** cases. We are providing **38** ODSP participants Person-Centred Supports. We also have **58** Temporary Care Assistance cases. **46** applications were received through the province's Ontario Works Intake Unit (OWIU).

## Employment Services Transformation & Performance Outcomes

On March 1<sup>st</sup>, 2025, as part of the province's Employment Services Transformation, we officially entered Integrated Employment Services model (IES) along with our Northeast DSSAB partners with our new Service System Manager College Boreal. This means that employment assistance for Social Assistance recipients now moves under the Employment Ontario umbrella. We are responsible for providing Person Centered Supports to SA Recipients in 4 key areas;

- Crisis & Safety-homelessness, personal safety
- Health-medical, mental health counselling, addiction treatment
- Life Skills-Literacy and Basic Skills such as budgeting, time management
- Community Supports-Housing, transportation and legal support

With this change, we have new Performance Outcomes that will be reported on monthly going forward.

## % with an Action Plan created

Percentage of OW + NDA Members with mandatory participation requirements...



Provincial Average-59.7%

Target-100%

\*\*NDA refers to ODSP participants

## Referrals to Employment Ontario

Percentage of OW + NDA Members with mandatory participation requirements...



Provincial Average 9.2%

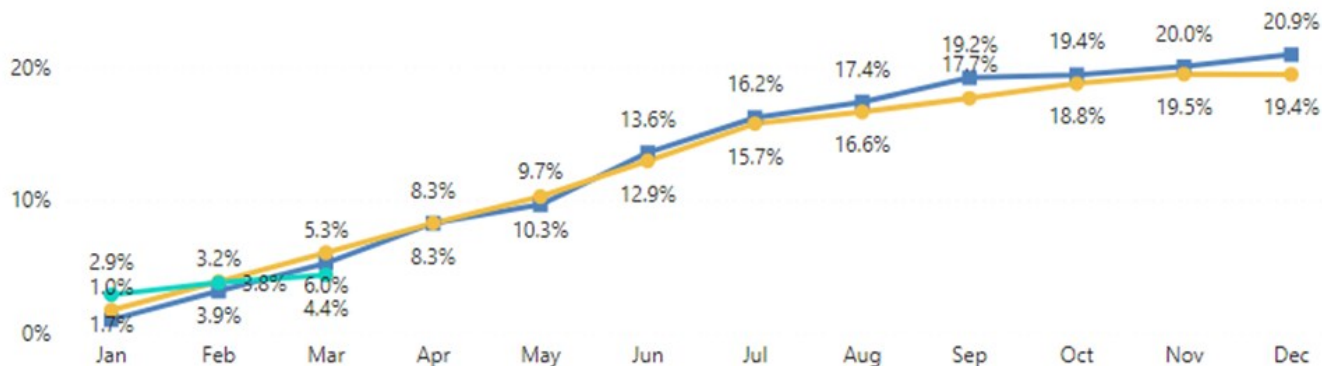
Target 32%

\*\*NDA refers to ODSP participants

## % Exiting to Employment

Percentage of Ontario Works cases exiting to employment (Cumulative Year-to-Date)

Year ■ 2023 ■ 2024 ■ 2025



Provincial Average 3.2%

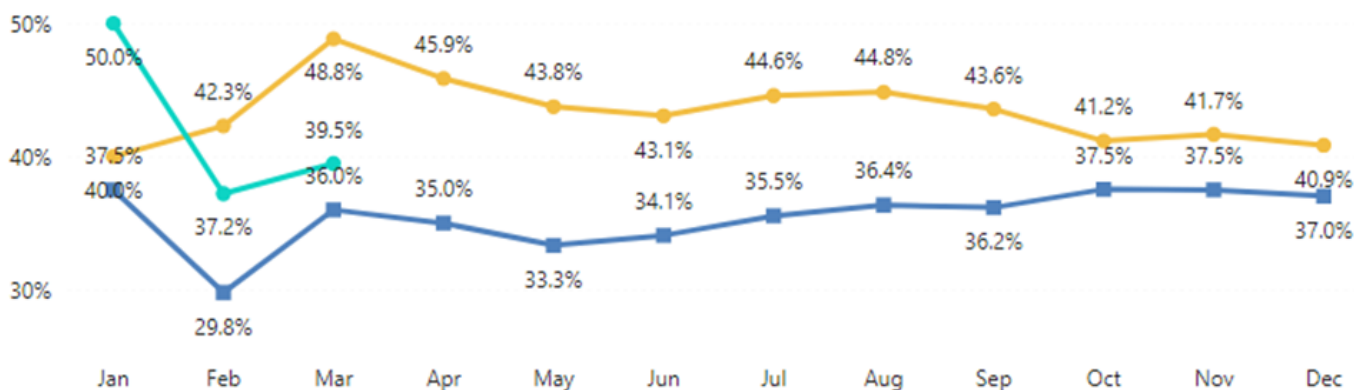
Target 22%

\*\*NDA refers to ODSP participants

## % of OW Cases Exit the Program and Return within One Year

Percentage of Ontario Works cases who exit the program and return within one year

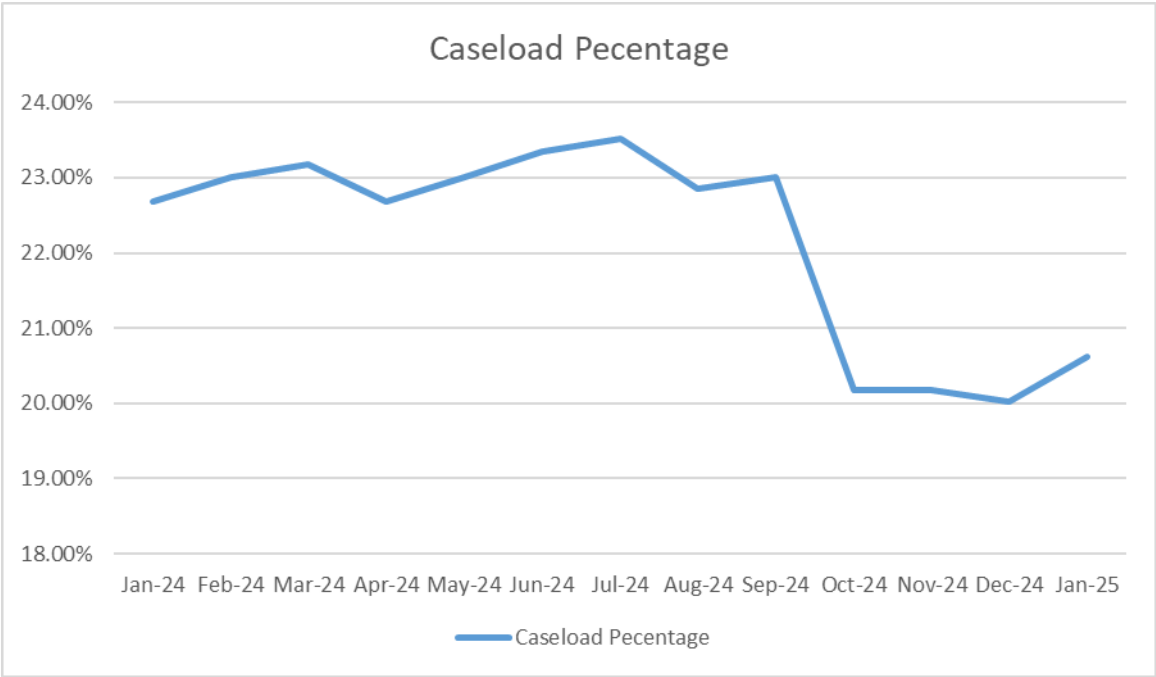
Year ■ 2023 ■ 2024 ■ 2025



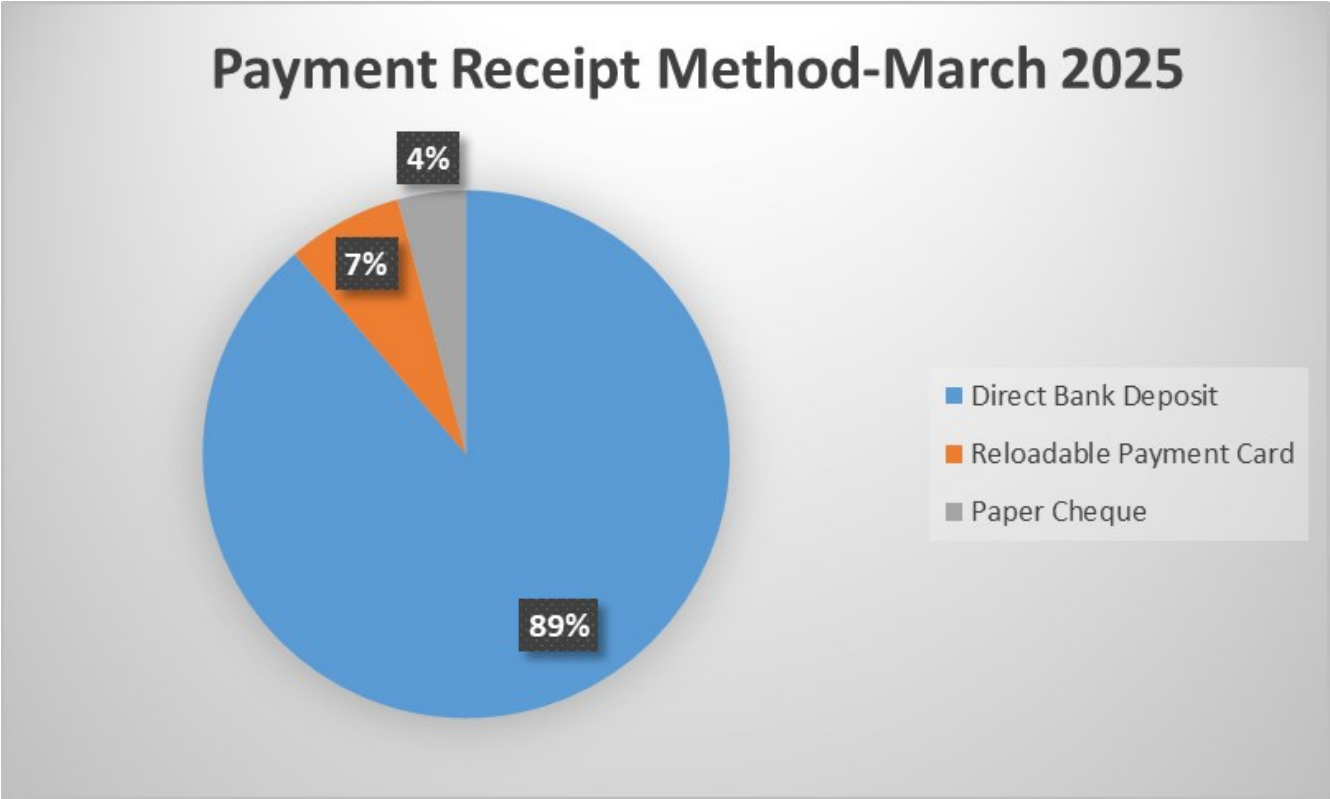
Provincial Average: 33.6%

Target: 35%

MyBenefits Enrollment 2025



DBD Enrollment

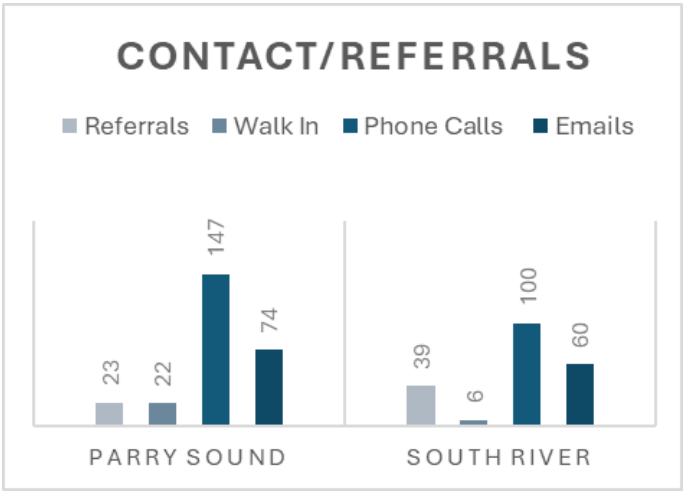


Income Support & Stability Update

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

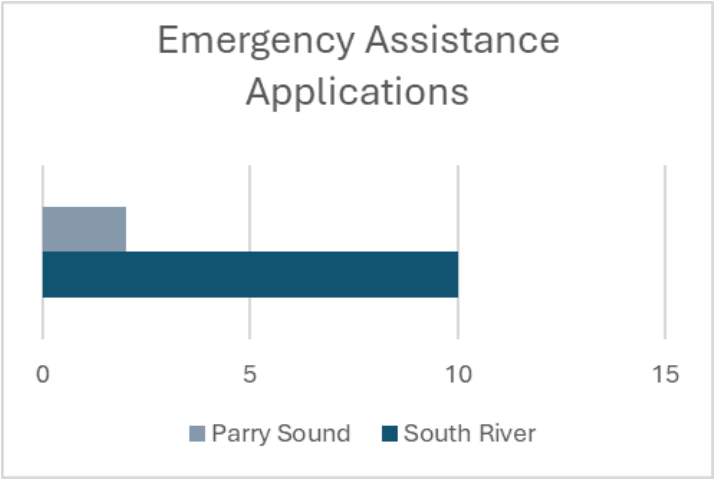
Contact / Referrals – March 2025

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



Emergency Assistance Applications  
March 2025

An application can be created when the applicant is not currently in receipt of social assistance, or not serving a period of ineligibility. Administrator also must be satisfied the applicant to the best of their ability made a reasonable effort to access other resources.



Client Referrals

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

March 2025	East	West	YTD
Homeless	1	4	12
At Risk	9	10	36
Program Total (Esprit In Shelter Clients calculated in Homelessness Numbers)			
Esprit Outreach Homeless			
Esprit Outreach at Risk			
Esprit in Shelter			

Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
March	8	16

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

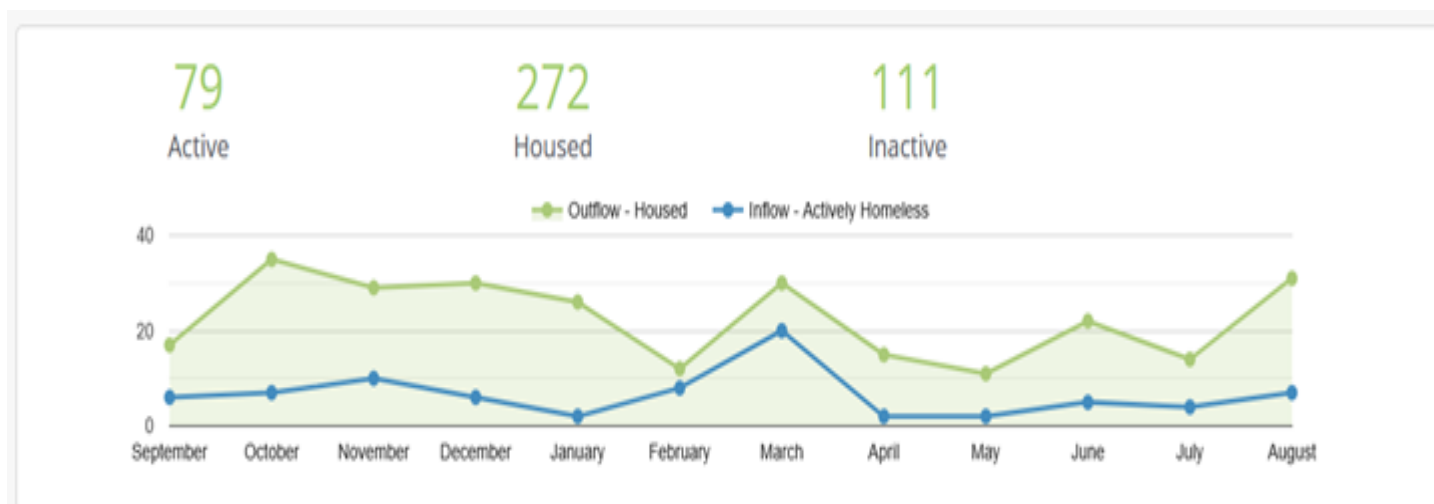
March 2025 Income Source	Total	HPP
Senior	4	\$2,901.27
ODSP	12	\$8,123.80
Ontario Works	7	\$6,604.94
Low Income	1	\$791.04
Total		

March 2025 Reason for Issue	Total
Rental Arrears	\$9,800.35
Utilities/Firewood	\$4,317.56
Transportation	
Food/Household/Misc.	\$4,303.10
Emergency Housing	
Total	\$18,421.01

## By-Name List Data

**September 1, 2021– March 31, 2025**

The By Name List is real-time list of all known people who are experiencing homelessness in our community that are willing to participate in being on the list and connecting with our agency for ongoing support to maintain affordable and sustainable housing. The individuals who are connected to this program are provided Intense Case Management supports with the foundations from Coordinated Access.



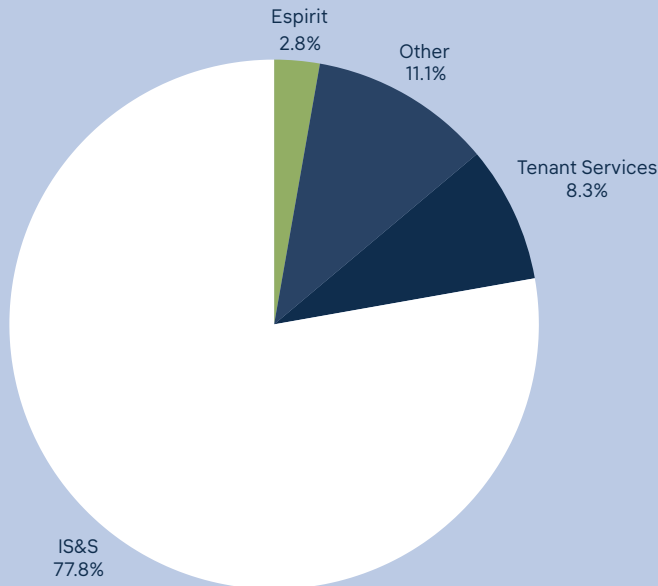
44  
Av. Age



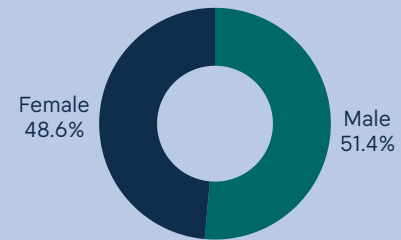
36  
Clients

291 CLIENT ENCOUNTERS

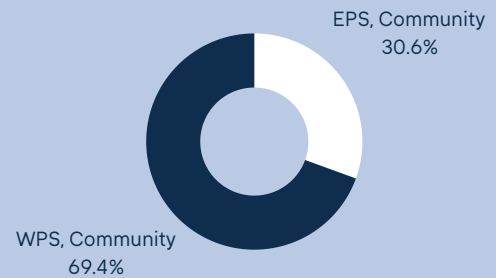
### Referral Source



### Client Gender



### Location of Encounter



### Referral Out

SJB 6	Home & Community Care 1	ODSP 2	Harvest Share 1	EMS 1
	Monarch 1	Housing Stability 1	ABI Collaborative 1	Legal Aid 3
CMHA 8	RAAM 2	PSFC 1	Victim Services 1	PSFHT 1
	Lakeland LTC 1	Huntsville Food Bank 1	Rural Wellington Addiction Service 1	Harvest Share 1
NPLC 4	Salvation Army 2	Connex Ontario 1		HSP 1

## Housing Programs

### Social Housing Centralized Waitlist Report March 2025

	East Parry Sound	West Parry Sound	Total
Seniors	50	134	184
Families	147	478	625
Individuals	503	159	662
Total	700	771	1471
Total Waitlist Unduplicated			408



### Social Housing Centralized Waitlist (CWL) 2024 - 2025 Comparison Applications and Households Housing from the CWL

Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2025	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	3		2	1		Jan	9	0	0	2	
Feb	5		11	1		Feb	8	0	2	3	
Mar	7		3	3		Mar	9	1	4	1	
Apr	10	1	7			Apr					
May	4	1	5	1		May					
June	1		15	3		June					
July	9	1	19			July					
Aug	9	1	21			Aug					
Sept	6		16	2		Sept					
Oct	6		9	4		Oct					
Nov	10	1	17	3		Nov					
Dec	11		6	3	2	Dec					
Total	81	5	131	21	2	Total	26	1	6	6	0

SPP = Special Priority Applicant

## Parry Sound District Housing Corporation

### March 2025

#### Activity for Tenant Services

	Current	YTD
Move outs	2	5
Move in (centralized waitlist along with internal transfers)	2	7
L1/L2 hearings	0	2
N4 Delivered to tenant or filed with the LTB– Notice of eviction for non-payment of rent	1	4
N5 Filed with the LTB– notice of eviction disturbing the quiet enjoyment of the other occupants	1	5
N6 Filed with the LTB –notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 Filed with the LTB – notice of eviction for willful damage to unit	0	0
Repayment agreements (formal & informal)	0	7
No Trespass Order	0	0
Tenant Home Visits	27	85
Mediation/Negotiation/Referrals	16	50
Tenant Engagements/Education	4	6

## Property Maintenance

### March 2025

Pest Control		2 Buildings are currently being monitored monthly for bedbugs. There are 4 active units.
Vacant Units	9	8 one-bedroom, 1- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	7	6 market, 1 affordable units available
After Hours Calls	10	leaks, Furnace not working, Fire panel offline, tenant behaviour, Technician required access, flooding from unit, Front door not latching, Tenant admitted into hospital required unit to be secured
Work Orders	70	Work orders are created for our staff to complete routine maintenance repairs for all DSSAB/LHC Buildings
Purchase Orders	238	Purchase Orders are for services, and materials required outside of the Housing Operations Department
Fire Inspections	0	**Scheduled to attend the annual inspections in May**
Annual Inspections	0	**SCHEDULED FOR MAY 2025**
Incident Reports	1	*February 2025- Head Office: gas smell which was a false alarm; determined it was a misfire of the HVAC unit and no potential for danger. HVAC repaired.

## Capital Projects

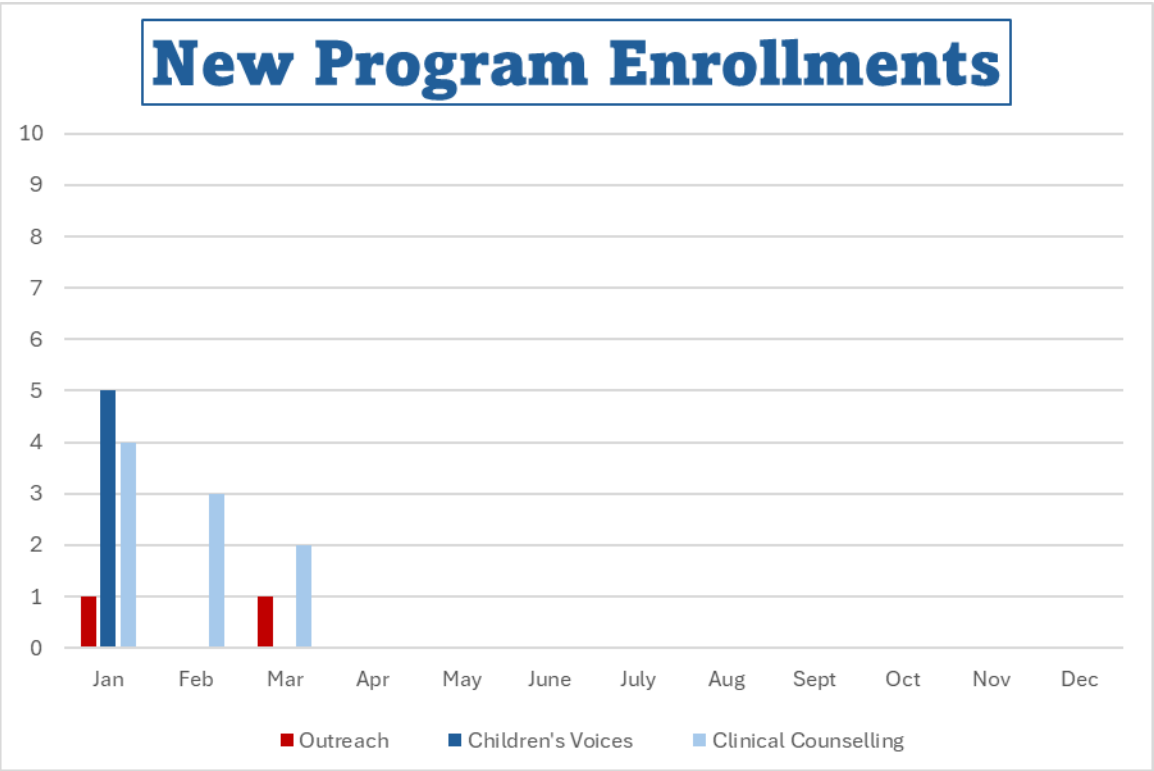
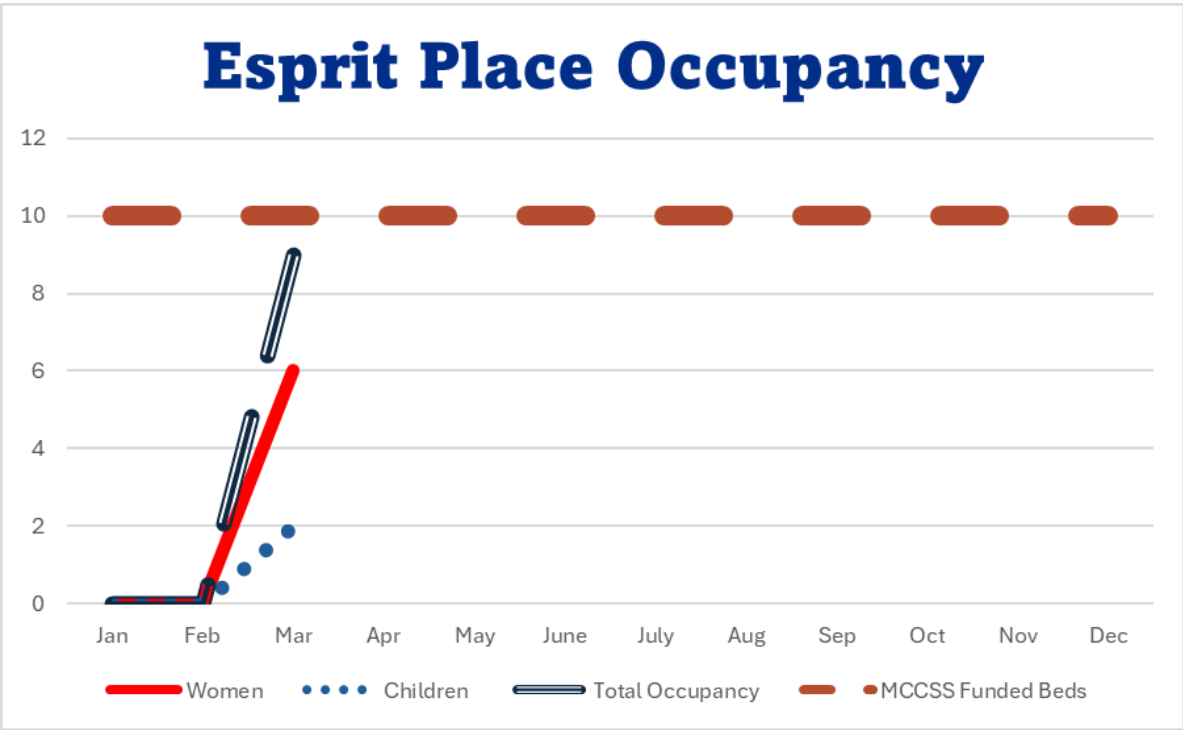
### March 2025

During the month of March, the Capital Program was busy with the following:

- Wrapping up the window replacement project at the 6-story apartment building in Parry Sound
- Wrapping up renovation to Esprit Place (doors opened March 8<sup>th</sup>)
- 2-Family homes with mould remediation in Parry Sound- **completed** March 27<sup>th</sup>, and 28<sup>th</sup> 2025
- Family home asbestos abatement and mould remediation in Burk's Falls- (**completed**) March 27<sup>th</sup>, 2025
- Two one-bedroom homes in Burk's Falls – extensive mould remediation, and plumbing repairs. (**Ongoing**)
- One-bedroom home in Callendar has a warped lintel; consultations underway to rectify (**Ongoing**)
- Carpet replacement at Parry Sound head office (**completed**) March 30<sup>th</sup>, 2025
- South River head office; working with insurance company to remedy damage from the flooding (**Ongoing**)
- Asbestos abatement and mould remediation at two 1-bedroom homes in South River. (One **completed**, one **ongoing**)
- Load bearing retaining wall replacement underway.
- Installation of a new door at a childcare facility (**completed**)
- Drainage repairs at a family home in Parry Sound (**ongoing**)



Esprit Place Family Resource Centre



## Social Media Stats

<b>Facebook –District of Parry Sound Social Services Administration Board</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>	<b>APR 2025</b>
Total Page Followers	677	682	698	713	721	731
Post Reach this Period (# of people who saw post)	3032	2421	5003	4923	7739	3660
Post Engagement this Period (# of reactions, comments, shares)	257	59	666	697	788	40

<b>Facebook -Esprit Place Family Resource Centre</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>	<b>APR 2025</b>
Total Page Followers	209	214	214	217	220	224
Post Reach this Period (# of people who saw post)	3103	3304	608	998	1214	164
Post Engagement this Period (# of reactions, comments, shares)	151	119	12	65	94	3

<b>DSSAB LinkedIn Stats</b> <a href="https://bit.ly/2YyFHIE">https://bit.ly/2YyFHIE</a>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>	<b>APR 2025</b>
Total Followers	501	503	515	519	525	537
Search Appearances (in last 7 days)	10	52	40	72	131	187
Total Page Views	55	50	32	46	34	37
Post Impressions	1800	1416	2342	1030	632	843
Total Unique Visitors	23	14	18	22	19	21

<b>Instagram - Esprit Place Family Resource Centre</b> <a href="https://www.instagram.com/espritplace/">https://www.instagram.com/espritplace/</a>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>	<b>APR 2025</b>
Total Followers	97	97	99	101	103	104
# of accumulated posts	53	59	61	63	64	65



# Township of McKellar

## Report to Council

<b>Prepared for:</b>	Mayor & Council	<b>Department:</b>	Administration
<b>Date:</b>	July 2, 2025	<b>Report No:</b>	ADMIN-2025-10

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**Subject: St. Stephen’s Church Easement for Parking Area and Portable Toilets**

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**Recommendation:**

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; and

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

**Background:**

As referenced in Report ADMIN-2025-09, the Historical Committee has been actively working with the adjacent landowner to secure land for the purpose of providing a designated parking area and space for portable toilets to serve St. Stephen’s Church.

Following discussions, the landowner expressed a preference for granting an easement rather than proceeding with a full land transfer. Both the Township and the landowner have mutually agreed upon the location and size of the easement area.

The easement will be registered on title, ensuring it runs with the land and remains in effect should the property be sold.

To initiate the process, the Township obtained a survey of the land, resulting in the creation of Reference Plan 42R22755 (attached). The lands subject to the easement are Part 1 on the land. This plan has been reviewed and accepted by both parties.

The Township’s Solicitor has prepared a draft transfer of easement agreement for Council’s consideration. Upon Council’s review and endorsement, the document will be forwarded to the landowner for further review and input.

**Analysis:**

To complete the easement process, once the landowners have reviewed and accepted the terms, Council will enact a By-law authorizing the Mayor and Clerk to execute the easement agreement and any associated documents on behalf of the Township. The easement will then be formally registered through a legal instrument known as a Transfer of Easement, rather than through a deed or full transfer of ownership. This instrument grants the Township the legal right to use the designated portion of land while ownership remains with the landowner. The Township’s solicitor will prepare and register the instrument with the Ontario Land Registry Office, referencing the approved Reference Plan (42R 22755 Part 1). Once registered, the easement becomes legally binding and runs with the land, ensuring its validity and enforceability in the event of a change in property ownership.

The Township may request, through the Solicitor, that the landowner allow site work to begin prior to the formal registration of the easement, in light of a scheduled Northern Ontario Heritage Fund Corporation (NOHFC) grant announcement taking place at St. Stephen's Church on Friday, August 22, 2025. Having the parking area and portable washroom facilities in place in advance of this event would enhance the experience for attending dignitaries and provide a more complete presentation of the site improvements.

**Financial:**

All reasonable costs associated with the creation and registration of the easement, including survey and legal fees, will be covered by the Township.

The Township's insurer has confirmed that liability coverage will extend to the newly established parking area. They have updated their records accordingly, and no additional premium or formal policy endorsement is required.

**Policies Affecting Proposal:**

N/A

**Conclusion:**

The proposed easement represents a cooperative and cost-effective solution to provide parking and sanitation facilities for St. Stephen's Church, a site of historical and community significance. The Township has acted in good faith, working closely with the landowner to ensure mutual agreement. With Council's support, the process can move forward toward finalization and implementation. Approval of this easement will support ongoing community access while preserving the intent and integrity of the property for future generations.

**Respectfully submitted by:**

  
Karlee Britton, Clerk/Administrator

**Attachments:**

Transfer of Easement – St. Stephen's Church Building Parking Lot and Portable Toilets

RP 42R22755

Transfer of Easement – St. Stephen's Church Building Parking Lot and Portable Toilets

1. Transfer of Easement

The Transferor does hereby grant, convey and transfer unto the Transferee, its successors and assigns, the right and easement in, over, along, upon, under and through the lands more particularly described as Part of Lot 16, Concession 4, Township of McKellar, District of Parry Sound, being Part 1 on Plan 42R-22755 (the "Tract") for use as a public parking lot and the placement of public portable toilets in connection with the municipal/community use of the "St. Stephen's Church" building. The foregoing includes the right to construct, operate, maintain, inspect, patrol, alter, remove, replace, reconstruct, repair or use such works as may be required by the Transferee, including without limitation the removal of earth, grading, placement of gravel, tree removal as mutually agreed upon between the Transferor and Transferee, installation of signage, placement of portable toilets, and all such other structures, equipment and appurtenances as may be necessary, useful or convenient in connection with or incidental to the rights transferred herein.

2. Right of Ingress and Egress

Together with the right of ingress and egress to, from, in and over the Tract for itself, its employees, servants, agents, contractors, sub-contractors with or without vehicles, machinery and equipment for all purposes, useful or convenient in connection with or incidental to the exercise and enjoyment of the right and easement herein granted and transferred as and from the date hereof and continuing in perpetuity.

3. Terms & Conditions

The aforesaid right and easement is herein granted and transferred on the following terms:

(a) Rights of Transferor

The Transferor shall have the right, in conjunction with all members of the public to use and enjoy the Tract provided, however:

i) It is confirmed that the Transferor's right to park vehicles on the Tract shall be the same as all other members of the public and any vehicles parked on the Tract by or on the direction of the Transferor shall be in connection with the reasonable use of the St. Stephen's Church building; and

ii) without the prior written consent of the Transferee the Transferor shall not remove or permit to be removed, any soil from the Tract, nor shall the Transferor excavate, drill, install, erect or permit to be excavated, drilled, installed or erected in, over, upon, under or through the Tract, any pit, well, pavement, foundation, building, tree, shrub or other structure or installation.

(b) Transferee's Rights Not To Be Interrupted

The Transferee performing and observing the covenants and conditions on its part to be observed and performed, shall and may peaceably hold and enjoy the right and easement herein granted and transferred without hindrance, molestation or interruption on the part of the Transferor or of any person claiming by, through, under or in trust for the Transferor.

(c) Restoration

Except as otherwise provided for herein, the Transferee agrees that after it has performed any work on the Tract it shall restore the surface as far as is practicable and possible given the works permitted to be installed hereunder.

(d) Occupiers and Insurance

The Transferee covenants and agrees that it is the occupier of the Tract for the purposes of the *Occupiers' Liability Act*, R.S.O. 1990, c. O.2, as amended. The Transferee further agrees that it shall maintain municipal insurance coverage against any liability that may arise out of the construction, installation, maintenance and use of the Tract by the Transferee or members of the public.

(e) Indemnification

The Transferee covenants and agrees that the Transferee will indemnify and save harmless the Transferor from any claim or demand, loss, cost, charge or expense which the Transferor may incur or be liable for in consequence of the permission herein granted and/or the exercise by the Transferee of such permission, save and except where such claim or demand, loss, cost, charge or expense may be caused by virtue of the negligence or willful act of the Transferor or by those for whom the Transferor is in law responsible.

(f) Additional Documents

The Transferor will, if so requested by the Transferee, execute such further and other documents of title and assurances in respect of the Tract as may be requisite and such documents shall be prepared at the expense of the Transferee.

(e) Notices

All Notices to be given hereunder may be given by registered letter addressed to:

**Transferor at:**

Transferee at:      The Corporation of the Township of McKellar  
PO Box 69  
701 Highway 124  
McKellar, Ontario  
P0G 1C0  
Attention: Clerk/Administrator

or such other address as the Transferor and the Transferee may respectively from time to time designate in writing, and any such Notice shall be deemed to have been given to and received by the addressee three (3) days after the mailing thereof, postage prepaid and registered.

4. Covenants Running With The Land

The right and easement herein granted and transferred, and the burden herein set forth, shall be of the same force and effect to all intents and purposes as a covenant running with the Lands and the Benefitted (Dominant Lands) are described as follows:

PT LT 16 CON 4 MCKELLAR PT 1 TO 4 42R12602; MCKELLAR,  
being all of PIN 52130-0309 (LT); and

PT LT 16 CON 4 MCKELLAR PT 4, 5 & 6 42R6765; MCKELLAR,  
being all of PIN 52130-0310 (LT)

Commented [JB1]: To revise once PINs are consolidated.

5. Successors and Assigns

This Indenture, including all the covenants and conditions herein contained, shall extend to, be binding upon and enure to the benefit of each and all of the heirs, executors, administrators, successors-in-title, and assigns of the parties hereto respectively and wherever the singular or masculine is used in this Indenture, it shall be construed as if the plural or the feminine or the neuter, as the case may be, had been used, where the context or the Party or Parties hereto so require, and the rest of the sentence shall be construed as if the grammatical and terminological changes thereby rendered necessary had been made.





## Township of McKellar Report to Council

**Prepared for:** Mayor & Council

**Department:** Administration

**Date:** June 20, 2025

**Report No:** ADMIN-2025-09

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**Subject:** Quotes for St. Stephen's Church Roof Painting and Creation of Parking Spaces

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### Recommendation:

**Be It Resolved That** the Council of the Corporation of the Township of McKellar does hereby receive Report ADMIN-2025-09 Quotes for St. Stephen's Church Roof Painting and Creation of Parking Spaces; and

**Further** directs staff to engage JT Excavation and Fabrication for the creation of parking spaces at St. Stephen's Church in the amount of \$4,410.00 plus HST of \$573.30 for a total of \$4,983.30 as outlined in their quotation dated May 16, 2025; and

**Further** directs the Treasurer to allocate the necessary funds from the Historical Committee's reserve account to support the roof painting project and the construction of parking spaces at St. Stephen's Church.

### Background:

The Historical Committee has undertaken significant upgrades to St. Stephen's Church. With funding support from the Northern Ontario Heritage Fund Corporation (NOHFC), enhancements have been made to the building's foundation, footings, and drainage systems. Most recently, the Church underwent a commercial deep cleaning to ensure it is a safe and welcoming space for use by the Broadbent community and to expand the township's available rental facilities.

### Analysis:

Restoring St. Stephen's Church is a meaningful investment in the heritage and identity of the Broadbent community. As one of the area's historic landmarks, the Church represents architectural value and the shared history and stories of generations past. Its restoration helps preserve this legacy while offering the potential for renewed purpose. With a notable influx of new families settling in the Broadbent area, St. Stephen's Church is well-positioned to become a central community hub. Restoring and upgrading the Church can offer a versatile and welcoming venue for this growing demographic - dedicated spaces for family-oriented events and community gatherings - reinforcing community cohesion and local vibrancy in a heritage-rich setting. Undertaking repairs to the roof fasteners and applying a protective coat of paint to the roof will significantly contribute to the long-term preservation and structural integrity of St. Stephen's Church. In addition, creating a designated parking area will enhance accessibility to the site, making it more welcoming and functional for current and future visitors.

### Financial:

The Historical Committee supported a recommendation to create parking spaces at St. Stephen's Church. Under the Township's Procurement By-law, which stipulates that a minimum of two quotations is required for contracts under \$15,000, quotations were obtained. A quotation from JT Excavation and Fabrication of \$4,983.30 was received and is within the parameters of the bylaw. It is recommended that Council award the contract to JT Excavation and Fabrication. Given the limited availability of contractors

in the area, staff have prepared a preliminary estimate for undertaking the roof painting of St. Stephen's Church using internal resources. The projected costs are as follows:

- **Labour:** Approximately 4–5 days (45 hours) – ~\$1,500
- **Paint:** 3 pails at approximately \$250 each – ~\$750
- **Fasteners:** 100 units at \$80 per set (5 sets) – ~\$400
- **Equipment Rental:** 60' articulating boom (1-week rental, delivered) – ~\$3,096.43

**Total Estimated Cost:** ~\$5,746.43

This estimate is intended for preliminary planning purposes and may be subject to adjustment upon further review.

**Policies Affecting Proposal:**

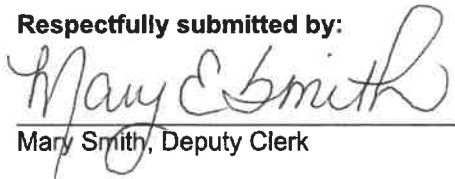
Procurement By-law No. 2019-44

**Conclusion:**

Four quotations were received for the construction of parking spaces at St. Stephen's Church, with JT Excavation and Fabrication submitting the lowest quote. To date, no quotations have been received for the roof painting. As an alternative, staff have prepared preliminary cost estimates for completing the work using internal resources.

These enhancements demonstrate a meaningful investment in preserving St. Stephen's Church's historical and cultural significance. By maintaining its structural integrity and improving accessibility, the Township is ensuring that this treasured landmark remains a welcoming and functional space.

**Respectfully submitted by:**



Mary E. Smith, Deputy Clerk

**Attachments:** Quotations, Historical Committee Resolutions



## TOWNSHIP OF MCKELLAR HISTORICAL COMMITTEE

DATE June 4/25

RESOLUTION No. 25-16

Moved by Carolyn Seconded by Muriel

Be it Resolved That the Historical Committee of the Township of McKellar does Hereby support Council awarding the contract to create parking spaces at St Stephen's Anglican Church.

Carried ☒ Defeated ☐ Deferred ☐

Chairperson W Moore

## JT Excavation and Fabrication

117 Broadbent Rd

McKellar ON P2A 0B5

7056650438

jtexcavation@outlook.com

GST/HST Registration No.: 72634 0805 RT0001

## Estimate

### ADDRESS

McKellar Historical Commity

701 Hwy 124

McKellar Ontario P0G 1C0

ESTIMATE

1178

DATE

16/05/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	labour	St. Stephensons Church parking area Located in broadbent  Excavate organic material to solid ground Haul away organics  Install 2" minus base approximately 4" thick Compact and install 4" thick 5/8" gravel cap Rake edges and compact  Remove any tree required and haul away	1	1,200.00	1,200.00
	gravel 2"minus		3	510.00	1,530.00
	gravel (A) 5/8"		3	560.00	1,680.00

Start date to be approximately the end of July and no later

SUBTOTAL

4,410.00

HST (ON) @ 13%

573.30

TOTAL

**\$4,983.30**

Accepted By

Accepted Date



# Estimate

Date: 26/06/2025  
QUOTE # [392]

TO

McKeller Township  
4701 HWY 124  
McKellar ON P0G 1C0

HST: 77775 0712RT0001

Customer	Job	Job Date	Payment Terms	Due Date
McKeller Township	Finish Gravelling & Grading Driveway & parking areas	TBD - 2025	Due upon receipt	Due upon receipt

Qty	Item #	Description	Unit Price	Discount	Line Total
Approx. 2 days		Float Equipment (Skid Steer & Mini Ex)			\$5244.44
		Excavate organic material (approximate area 100x30)			
45 tons		Add Gravel & Grade Causeway			
56 tons		A Type Gravel - 45 tons			
		B Gravel - 56 tons			

Subtotal	\$5244.44
HST (13%)	\$681.78
Total	\$5926.22

\*All materials and aggregates are property of Greenleaf Excavation until final payment is received. Make all cheques payable to Greenleaf Excavation

Greenleaf Excavation, 452C Clear Lake Road Seguin, Ontario P2A 2W8 Phone 705-229-9985  
greenleafexc@gmail.com, E-Transfers accepted



**JDS**

# CONSTRUCTION

31 BROWNLEY ROAD,  
MCKELLAR, ON P2A 0B4  
705-774-3880

[STONEMANJACK01@GMAIL.COM](mailto:STONEMANJACK01@GMAIL.COM)

TO: TOWNSHIP OF MCKELLAR

June 24, 2026

RE: Designated parking area at St. Stephen's Church. Broadbent

**Material**

Material for parking area	\$5,000.00
---------------------------	------------

**Time / Equipment**

Labour, Equipment and Soil Removal/Truckin	\$4,000.00
--	------------

TOTAL	\$9,000.00
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HST	\$1,170.00
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Thank you.

Jack Stoneman



## QUOTE

Township of McKellar  
Attn: Mary Smith

June 24, 2025

Re: St. Stephen's Church, Broadbent

*Quote valid for 30 days*

- Excavate organic material to solid ground. Cut any trees within this area. Haul away organics and trees. The area is approximately 100 feet (abutting the existing driveway) and approximately 30 feet wide. This area is within the red survey stakes.
- Install 2" minus crushed rock base approximately 4" thick.
- Compact and install 4" thick 5/8" gravel cap.
- Rake edges and compact.

**Quote: \$10,150.00 plus HST**

*\*\* Please note, the above price is based on the Township provided specs. Once the area is stripped, we may discover more that needs to be stripped and hauled away which could affect the quote.*

*This quote is for the above scope of work only.  
Any additional work requested will be billed on a time and material basis.  
A minimum 30% deposit is required before any work will commence.  
An additional 30% may be requested at 50% completion of project.  
Remaining balance is due upon receipt of final invoice.  
A 2% interest fee will be applied monthly on any outstanding balances.  
Any permits required are to be obtained by the property owner.  
Any engineering required (including soil) is the responsibility of the property owner.*

Date: \_\_\_\_\_

Acceptance of Estimate: \_\_\_\_\_  
(Print Name) (Signature)

Thank you,

  
David Adams  
Adams Bros. Construction





# Township of McKellar

## Report to Council

**Prepared for:** Mayor & Council

**Department:** Public Works

**Date:** July 2, 2025

**Report No:** PW-2025-05

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**Subject:** Request for Proposal 2025-12 OSIM Inspections for Municipal Bridges and Culverts

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### Recommendation:

Be It Resolved that the Council of the Corporation of the Township of McKellar hereby receives Report PW-2025-05; 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.

### Background:

The Township of McKellar issued a Request for Proposal for the inspection of seven (7) bridges and two (2) large culverts within the Municipality. The successful proponent will also be required to submit a detailed report of their findings.

All inspections must adhere to the Canadian Highway Bridge Design Code and Ontario Regulation 104/97, Section 2(1). Additionally, inspections must be conducted in accordance with the most recent edition of the Ontario Structure Inspection Manual (OSIM) and any applicable addenda. The work may be carried out at any point during the summer or fall of 2025, with all final documentation submitted to the Township no later than November 15, 2025. A formal presentation of the findings must also be made to Council before the end of 2025.

### Analysis:

Two addenda were issued during the RFP process. The first encouraged proponents to consider a multi-year pricing model, allowing the initial inspection costs, particularly those related to baseline measurement to be distributed over three inspection cycles (2025, 2027, and 2029). The second addendum extended the RFP closing date to June 19, 2025, at 2:00 p.m.

At closing, the Township received eight proposals, all of which included pricing for the three-year reporting option. Tulloch Engineering submitted the lowest bid and met all requirements.

### Financial:

This project was issued for tender as it had not been tendered in recent years, and the previous service provider significantly increased their pricing. A total of \$10,000.00 was budgeted for the 2025 inspections, based on historical costs. Tulloch Engineering's bid of \$7,910.00 falls within the approved budget, providing the Township with cost predictability for the subsequent inspection years (2027 and 2029).

### Policies Affecting Proposal:

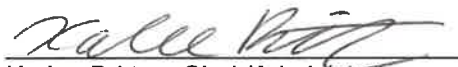
Procurement By-law No. 2019-44

**Conclusion:**

Awarding the bridge and culvert inspection contract to Tulloch Engineering represents a fiscally responsible and technically sound decision. Their low bid stays within budget, and their commitment to a multi-year inspection cycle allows the Township to plan for future infrastructure assessments with greater financial certainty. Subject to satisfactory performance in 2025, continued collaboration in 2027 and 2029 is expected to support the Township's long-term infrastructure maintenance and safety planning.

**Respectfully submitted by:**

Thomas Stoneman, Public Works Superintendent

**Reviewed by:**

Karlee Britton, Clerk/Administrator

**Attachments:** Tender Opening Results 2025-12



## Township of McKellar

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

Phone: (705) 389-2842

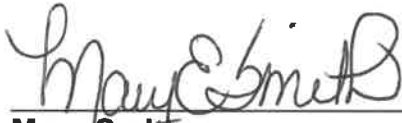
### Tender Opening Results

OSIM Bridge and Culvert Inspections  
Closing Date: June 19, 2025, 2:00 p.m.

Vendor	Date/Time Rec'd	Subtotal		
		2025	2027	2029
Art Engineering	June 16/25@ 2:20 Pm	\$6,950.00	\$8,000.00	\$9,050.00
Stantec	June 17/25@ 1:55 Pm	\$12,546.00	\$10,810.00	\$11,440.00
FPrimeC	June 17/25@ 3:36 Pm	\$8,865.00	\$9,751.50	\$10,726.65
GHD	June 18/25@ 2:36 Pm	\$16,700.00	\$13,700.00	\$14,500.00
Exp.	June 18/25@ 2:36 Pm	\$40,475.00	\$39,941.50	\$38,325.65
Tatham Engineering Ltd.	June 19/25@ 9:58 Am	\$11,560.00	\$10,535.00	\$9,488.00

Tulloch Engineering	June 19/25@ 10:56 AM	\$7,000.00	\$7,500.00	\$8,000.00
R&R Engineering Services	June 19/25@ 10:04 AM	\$29,000.00	\$32,000.00	\$35,000.00

Request for proposals were opened at the Township Office at 2:00 p.m.

  
**Mary Smith**  
 Deputy Clerk

  
**Karlee Britton**  
 Clerk/Administrator



## Township of McKellar Staff Report

**Prepared for:** Mayor & Council

**Department:** Fire Department

**Agenda Date:** July 2, 2025

**Report No:** FD-2025-08

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**Subject:** Month End Status Updates for June 2025

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For the month of June 2025, up to the date of this report, the Township of McKellar Fire Department responded to a total of 13 calls consisting of:

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

McKellar Fire has now attended 69 incidents this year as of the date of this report.

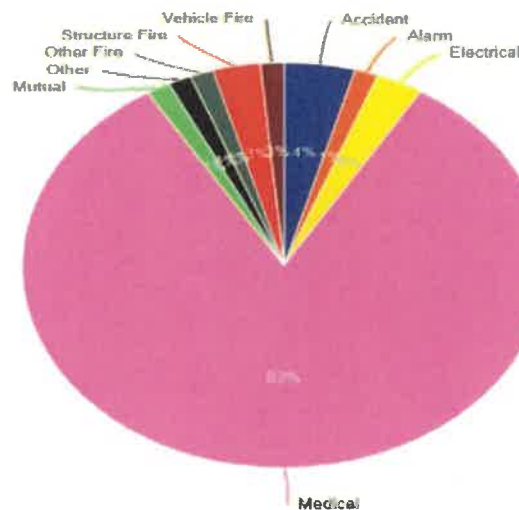
## Incident Report Stats for 2025

2025



Change Year

### Summary of Incidents




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**Total Incidents: 69**

### **Apparatus and Equipment:**

Apparatus mostly stable during the month of June.

Crews were very excited about the delivery and service initiation of the new Mini Pumper. The vehicle was decaled in house and put into service straight away. Many hours of learning have been put into the new truck and its pump and vehicle controls, and we have certainly put it through its paces with our Tanker Shuttle rehearsals. This purpose built apparatus will hopefully serve the Township for many years to come with great success. Crews have taken a lot of pride in getting the truck ready and showcasing it at public events.

McKellar's RFP for its new communication tower has been issued, with the closing date being extended to June 27, 2025 at 2PM. There has been significant interest from bidders with several site visits and questions coming in. We look forward to reviewing the bids in the first week of July.

Hydrant procurement and installation has begun and is still in the preparation and planning stages awaiting the permit approval from the MOE. We have received verbal confirmation of the permit approval but the paperwork is unfortunately going to take another couple weeks to receive. Hydrant equipment has been picked up and is sitting ready to go.

### **Personnel and Training:**

McKellar has begun the Hazmat portion of our certification for our firefighters. It begins with a 20 hour online course outlining Hazmat awareness and progresses into a much more in depth Operations course learning how to respond to these events and limit the dangers.

### **Asset Management and Planning:**

McKellar, as well as every other Mutual Aid partner has transferred to a new identification system for fire halls and apparatus. This new system reflects the consistent need for our partner departments to assist each other with the larger incidents and growing number of incidents we are seeing each year, and it prevents the dreaded misidentification of apparatus at an emergency scene (i.e. multiple pumper 2's on a fire scene and confusing orders). Attached you will find the new regional layout and numbering system. McKellar stations are now known as Station 510 and Station 520. With apparatus known as follows:

Squad 514 (formerly Rescue 1)  
Pumper 511 (Pumper 1)  
Tanker 512 (Tanker 1)  
Squad 524 (Rescue 2)  
Tanker 522 (Tanker 2)  
Pumper 521 (New mini pumper)

Digital upgrade to our radio system will take place this summer to coincide with the new dispatch system being installed in the hospital. Once completed the equipment will be transferred to the new tower once the construction is complete. This allows us to complete the upgrade in stages, and negates the need for an extended period where we would have no or limited radio communications.

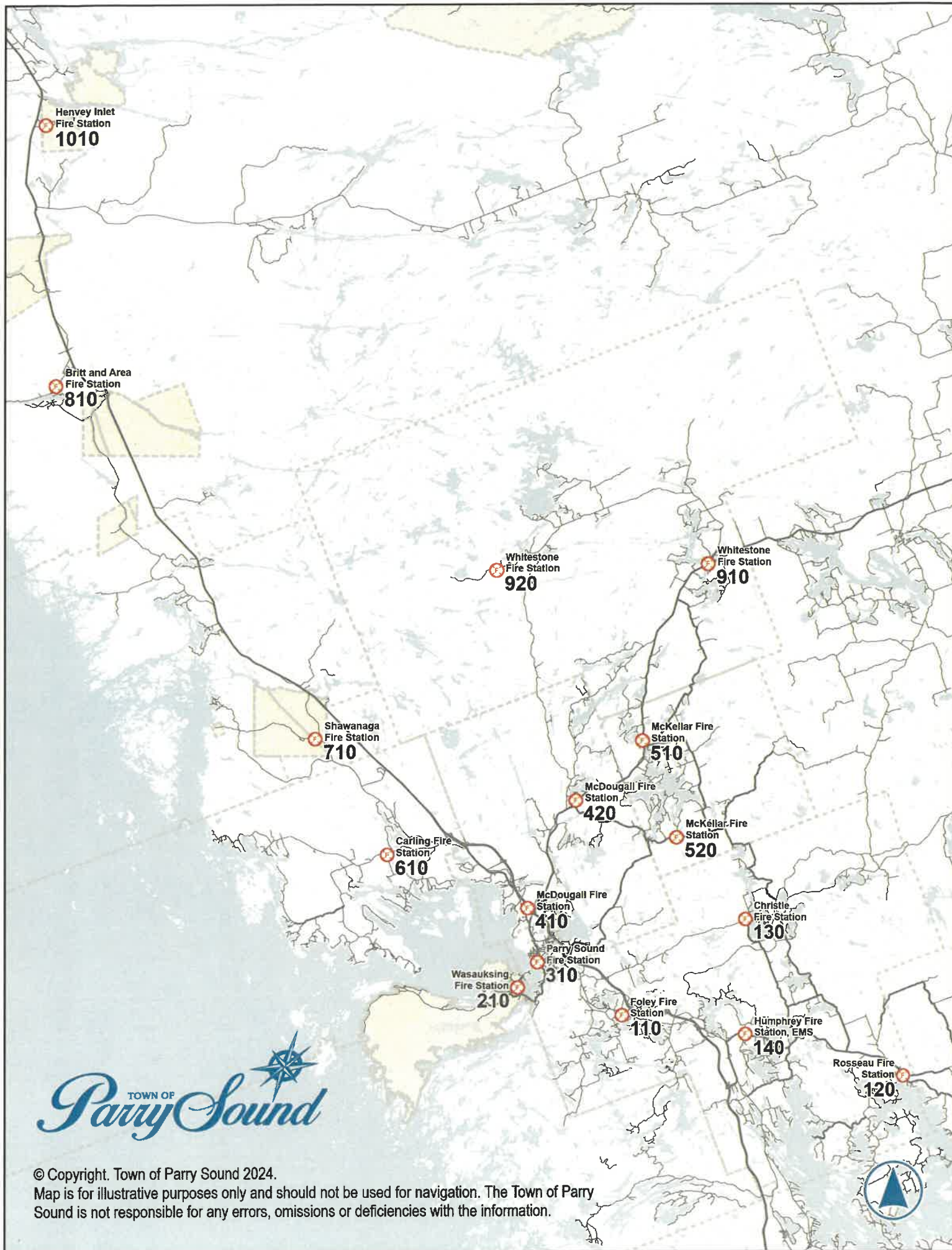
Changes to our Fireworks bylaw have taken place to allow for an easier interpretation of the rules by our ratepayers, with the outcome hopefully being better compliance. Further remodeling of the Fireworks bylaw will take place in the fall after the busy season has passed.

### **Respectfully submitted by:**

**Robert Morrison**  
Digitally signed by Robert Morrison  
DN: cn=Robert Morrison, o=Township  
of McKellar Fire Chief / CEMC,  
email=rmorrison@mckellar.ca  
Reason: I am approving this document  
Date: 2025.06.26 10:43:12-0400  
Robert Morrison, CEMC/Fire Chief

### **Reviewed by:**

**Karlee Britton**  
Digitally signed by Karlee Britton  
DN: cn=Karlee Britton,  
o=Township of McKellar,  
email=clerk@mckellar.ca  
Date: 2025.06.26 11:00:39-0400  
Karlee Britton, Clerk/Administrator



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Map is for illustrative purposes only and should not be used for navigation. The Town of Parry Sound is not responsible for any errors, omissions or deficiencies with the information.





June 11, 2025

Township of McKellar  
PO Box 69  
701 Highway 124  
McKellar, ON P0G 1C0

To: Karlee Britton, Township Clerk

Re: Expiring Memorandum of Understanding (MOU) with Dun-Ahmic Snowriders  
Snowmobile Club

The MOU executed by the Township of McKellar on August 29, 2024 will be expiring on August 01, 2025.

We assume that the renewal of the MOU will be treated as an administrative task and attendance at a Council Meeting will not be required. However, we are available if required.

The Township of McKellar may want to consider extending the term of the MOU to 5-years from 1-year to save Council time each year. It may be worth considering that; prior to the 1-Year MOU about to expire, the snowmobile trails used Township property for 30+ years without an MOU. Additionally, the other four Townships we have MOUs with expire every 5-years. From a volunteer standpoint it would be favourable if all of the Township MOUs had the same expiry date so nothing falls through the cracks.

I have taken the liberty of attaching the new MOU and have left the expiry date blank.

Hope to hear from you soon.

Sincerely,

Bill McNeice  
President,  
Dun-Ahmic Snowriders

Cc J. Sanderson, Vice President  
P. Duffey, Secretary

Schedule A & B attached.

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

I, 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. As per attached Schedule A & B	Township, County, District, Region, Municipality. Include all that apply. Township of McKellar in the District of Parry Sound
---	--

hereby gives the Dun-Ahmic Snowriders Snowmobile Club, 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 2 2025 to \_\_\_\_\_.
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:

**LANDOWNER/OCCUPIER**

Corporation of the Township of McKellar	admin@mckellar.ca
701 Highway 124, McKellar, Ontario, P0G 1C0	705-389-2842

**LOCAL SNOWMOBILE CLUB**

Bill McNeice	705-774-1107	billmcneice@accro.org
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Landowner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

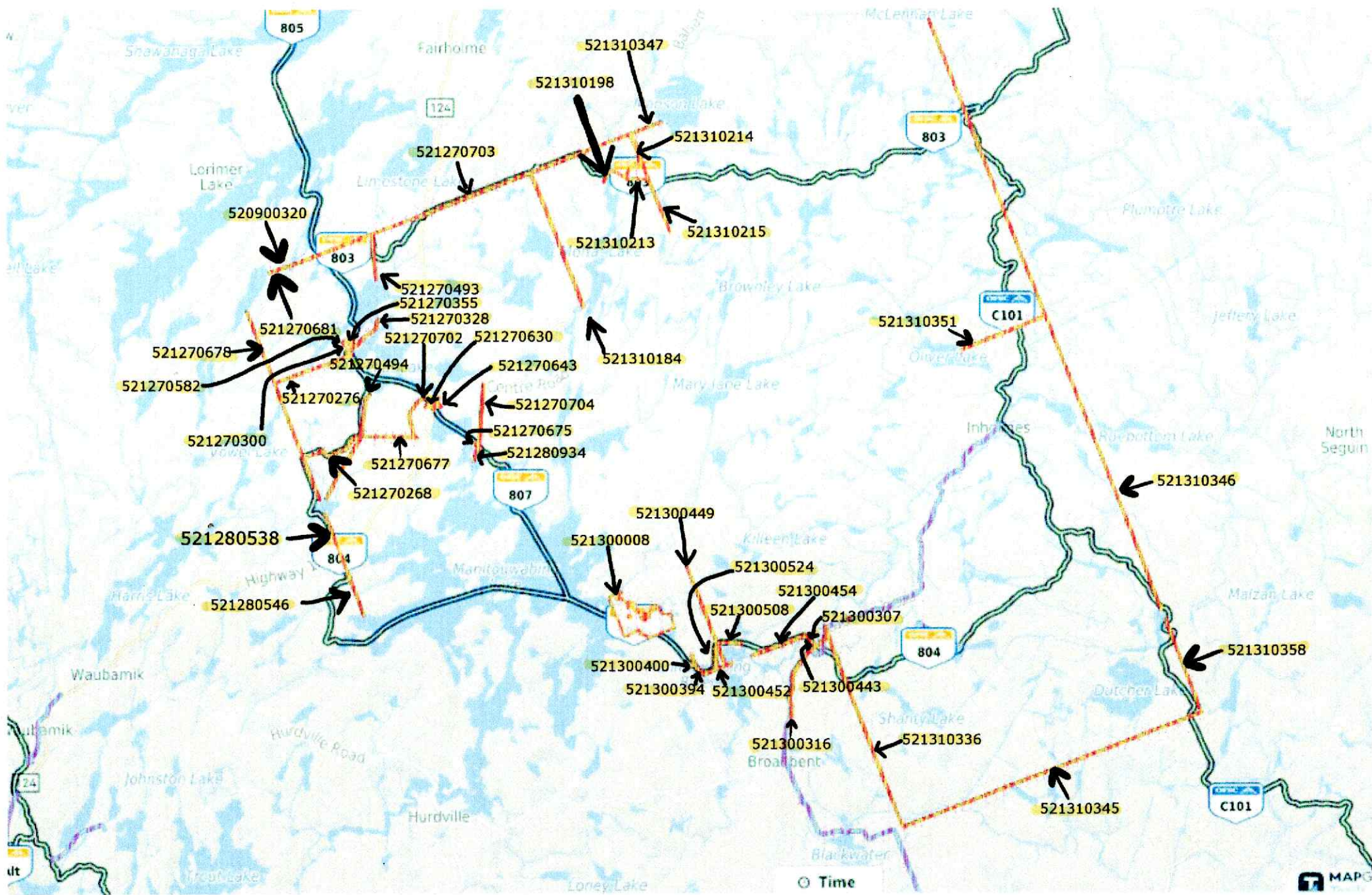
Club Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Schedule A Attachments:

☐ sketch and/or

☒ map



**McKellar Township Schedule A Dunahmic Snow Riders**

<b><u>Club</u></b>	<b><u>Obj ID #</u></b>	<b><u>Label Trail #</u></b>	<b><u>PIN</u></b>	<b><u>Desc</u></b>
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

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
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Hi Karlee,

In response to the first three items: Any perils not specifically excluded under the policy wordings would be covered under the “all-risk” property policy. I have attached a word document that lists ALL excluded perils under the policy wordings. This can also be reviewed on pages 9-11 of your complete property policy as well. It is important to note that while Flood and Earthquake are excluded under the standard wording as you will see in the attached document, these coverages have been “bought back” via endorsement so Flood and Earthquake coverage is in fact included.

I have included below the information that IPE has used to provide the premiums to schedule each bridge specifically, including values. Ultimately it is the responsibility of the policyholder to determine the value of insurance required, and we can amend these values as you see fit so long as we can demonstrate accurate evaluations and insurance to value.

Bridge Name	Year the Bridge was constructed	Value	Inspection or Appraisal of Bridge	Length of Bridge (m)	Construction details	Address
Inholmes Bridge	1920/2022/2023	\$ 1,372,524.00	2021	18.90	Tansverse Lam.Tmber Deck	Broadbent Road7.20 km North of Hurdville Road
Hurdville Bridge	1930	\$ 1,642,877.00	2021	24.40	Concret, Cast in place Deck	Hurdville Road6.80 IKM W of Centre Road
Ford Bridge	1930	\$ 1,185,007.00	2021	13.10	Concret, Cast in place Deck	Broadbent Road8.70 KM N ofHurdville Road
Broadbent Bridge	1910/2008	\$ 1,256,252.00	2021	17.30	Steel Plate, Non composi deck	Dickinson Road.20 km W of Broadbent Road
Grey Owl Bridge	1984	\$ 856,601.00	2021	7.00	Tansverse Lam.Tmber Deck	Grey Owl Road2.40 km W of Highway 124
Stewart Park Bridge	1992	\$ 2,342,665.00	2021	9.40	Concret, Cast in place Deck	Centre Road ,9.80 km S of Highway 124
Vetern Memorial Bridge	2010	\$ 3,029,916.00	2021	25.90	Concret, Cast in place Deck	Centre Road, 2.70 km E of Highway 124
		\$ 11,685,842.00				

Any bridges specifically scheduled will be subject to the Property of Every Description deductible which currently sits at \$10,000.

I hope you find this information helpful and I have answered all of Council’s questions. As mentioned, I am available if anything comes up in the meantime or if you have any further questions. Please don’t hesitate to reach out next week despite my Out of Office alert.

## B. PERILS EXCLUDED

The following exclusions apply regardless of whether or not there are one or more other causes or events (whether covered or not) that contribute concurrently or in any sequence to the "occurrence".

This "form(s)" does not insure loss, damage or expenses caused directly or indirectly:

(a) in whole or in part by "earthquake". This exclusion (a) does not apply to loss or damage caused directly by resultant fire, explosion, smoke or leakage from "fire protective equipment", leakage from a water main or to property in transit;

(b) in whole or in part by "flood". This exclusion (b) does not apply to loss or damage caused directly by resultant fire, explosion, smoke or leakage from "fire protective equipment", leakage from a water main, or to property in transit;

(c) (1) by seepage, leakage or influx of water derived from natural sources through basement walls, doors, windows or other openings, foundations, basement floors, sidewalks or sidewalk lights, unless concurrently and directly caused by a peril not otherwise excluded in this "form(s)";

(2) by the entrance of rain, sleet or snow through doors, windows, skylights or other similar wall or roof openings, unless through an aperture concurrently and directly caused by a peril not otherwise excluded in this "form(s)";

This exclusion (c) does not apply to "other property";

(d) to "property of every description" by snowslide, landslide, subsidence or other earth movement whether naturally occurring or not. This exclusion (d) does not apply to loss or damage caused directly by resultant fire, explosion, smoke or leakage from "fire protective equipment", leakage from a water main or to property in transit;

(e) by the backing up or overflow of water from sewers, sumps, septic tanks or drains, wherever located;

(f) by centrifugal force, mechanical or electrical breakdown or derangement, in or on the "premises". This exclusion

(f) does not apply to loss or damage caused directly by resultant fire;

(g) by settling, expansion, contraction, moving, shifting or cracking. This exclusion (g) does not apply to loss or damage caused directly and concurrently by a peril not otherwise excluded in this "form";

(h) by explosion (except with respect to explosion of natural, coal or manufactured gas), collapse, rupture, bursting, cracking, burning out or bulging of the following property owned, operated or controlled by the "Named Insured":

(1) the portions containing steam or water under steam pressure of all boilers generating steam, and piping or other equipment connected to said boilers and containing steam or water under steam pressure;

(2) piping and apparatus or parts thereof normally containing steam or water under steam pressure from an external source and while under such pressure;

(3) any other vessels and apparatus and pipes connected therewith while under pressure, or while in use or in operation, provided their maximum normal internal working pressure exceeds 103 kilopascals (15 pounds per square inch) above atmospheric pressure, but this exclusion (h) (3) does not apply to loss or damage resulting directly from the explosion of manually portable gas cylinders or of tanks having an internal diameter of 610 millimeters (24 inches) or less used for the heating and storage of hot water for domestic use or air storage tanks of 10 square feet or less;

(4) moving or rotating machinery or parts thereof;

(5) any vessels and apparatus and pipes connected therewith while undergoing pressure tests, but this exclusion does not apply to "other property" insured hereunder that has been damaged by such explosion;

(6) gas turbines;

This exclusion (h) does not apply to loss or damage caused by resultant fire;

(i) by smoke from agricultural smudging or industrial operations;

(j) (1) by dampness or dryness of atmosphere, changes in temperature, contamination, freezing, heating, shrinkage, evaporation, loss of weight, leakage of contents, exposure to light, change in colour or texture or finish;

(2) this exclusion (j) does not apply to loss or damage caused directly by freezing to any "building(s)" which is not "vacant" when caused concurrently and directly by a peril not otherwise excluded in this "form(s)";

(k) by marring, scratching or crushing unless directly caused by a peril not otherwise excluded elsewhere in this "form(s)". This exclusion (k) does not apply to loss or damage caused directly by an accident to a transporting conveyance;

(l) by rodents, insects, vermin, bats, raccoons, skunks and birds except that resultant damage shall be covered when caused by a peril not otherwise excluded elsewhere in this "form(s)";

(m) by delay, loss of market, loss of use or occupancy, fines or penalties;

(n) in whole or in part by war, invasion, act of foreign enemy, hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection or military power;

(o) (1) by any dishonest or criminal act committed by the "Named Insured" or any agent of the "Named Insured", acting alone or in collusion with others;

(2) by theft or attempted theft committed by any employee of the "Named Insured", acting alone or in collusion with others;

(3) by any dishonest or criminal act committed by anyone, other than as stated above, when the "Named Insured" or any agent of the "Named Insured" knew or ought to have known prior to the loss or damage of the dishonest or criminal act; Item (3) of exclusion (o) does not apply if, upon becoming aware of the dishonest or criminal act, the "Named Insured" or any agent of the "Named Insured" immediately notifies the police and the "Insurer(s)".

### C. POLLUTION EXCLUSION

The following exclusion applies regardless of whether or not there are one or more other causes or events (whether covered or not) that contribute concurrently or in any sequence to the "occurrence".

This "form(s)" does not insure:

(a) loss, damage or expense caused directly or indirectly by any actual or alleged spill, discharge, emission, dispersal, seepage, leakage, migration, release or escape of "pollutants", nor the cost or expense of any resulting "clean-up";

(b) the cost or expense for any testing, monitoring, evaluating or assessing, of an actual, alleged, potential or threatened spill, discharge, emission, dispersal, seepage, leakage, migration, release or escape of "pollutants".

### D. DATA EXCLUSION

The following exclusion applies regardless of whether or not there are one or more other causes or events (whether covered or not) that contribute concurrently or in any sequence to the "occurrence".

This "form(s)" does not insure loss, damage or expense caused directly or indirectly:

(a) to "data";

(b) by a "data problem".

This exclusion D. (b) does not apply to resultant loss or damage caused directly by "Named Perils".

### E. "FUNGI" AND "SPORES" EXCLUSION

The following exclusion applies regardless of whether or not there are one or more other causes or events (whether covered or not) that contribute concurrently or in any sequence to the "occurrence".

This "form(s)" does not insure loss, damage or expense caused directly or indirectly:

(a) by any "fungi" or "spores" unless loss, damage or expense is caused by a peril not otherwise excluded in this form;

(b) cost or expense for any testing, monitoring, evaluating or assessing of "fungi", or "spores".

### F. TERRORISM EXCLUSION

The following exclusion applies regardless of whether or not there are one or more other causes or events (whether covered or not) that contribute concurrently or in any sequence to the "occurrence".

This "form(s)" does not insure loss, damage or expense caused directly or indirectly by "terrorism" or by any activity or decision of a government agency or other entity to prevent, respond to or terminate "terrorism". If any portion of this exclusion is found to be invalid, unenforceable or contrary to statute, the remainder shall remain in full force and effect.

## G. NUCLEAR EXCLUSION

The following exclusion applies regardless of whether or not there are one or more other causes or events (whether covered or not) that contribute concurrently or in any sequence to the "occurrence".

This "form(s)" does not insure loss or damage:

- (a) caused directly or indirectly by any nuclear, atomic or radioactive material or substances in any form, device, state or process; or
- (b) that is insurable or insured under nuclear or atomic pool insurance or any other form of insurance specifically available for nuclear or atomic risks, (collectively a "nuclear loss").

Notwithstanding the above, this exclusion G. shall not apply to any loss, damage, cost or expense caused directly by radioactive isotopes which are used in the ordinary course of any non-governmental scientific, medical, agricultural or industrial business that does not involve in whole or in part the generation of electricity through or by use of nuclear, atomic or radioactive material, substances or processes. This paragraph does not apply to loss, damage, cost or expense caused by radioactive contamination.

## H. OTHER EXCLUDED LOSSES

The following exclusions apply regardless of whether or not there are one or more other causes or events (whether covered or not) that contribute concurrently or in any sequence to the "occurrence".

This "form(s)" does not insure loss, damage or expense:

- (a) caused directly or indirectly by wear and tear;
- (b) caused directly or indirectly by rust or corrosion, gradual deterioration, rot, hidden or latent defect or any quality in property that causes it to damage or destroy itself;

Items (a) and (b) above do not apply to loss or damage caused directly by a peril not otherwise excluded in this "form(s)".

- (c) consisting of or equal to the cost of making good:

- (1) faulty or improper material;
- (2) faulty or improper workmanship;
- (3) faulty or improper design.

This exclusion (c) does not apply to loss or damage caused directly by a peril not otherwise excluded in this "form(s)".

- (d) caused directly or indirectly by mysterious disappearance, or shortage of insured property disclosed on taking inventory;

- (e) consisting of or equal to any loss, cost or expense proximately or remotely arising in consequence of or contributed to by the enforcement of any by-law, regulation, ordinance or law regulating zoning or the demolition, repair or construction of "building(s)" or which by-law,

regulation, ordinance or law makes it impossible to repair or reinstate the property as it was immediately prior to the loss.

Sincerely,



**Samantha (Sam) Elliott, C.A.I.B. (Hons), R.I.B. (Ont) , B.A.**

Account Executive II – Commercial Lines | **BrokerLink**

**Pronouns:** She/Her

**TF:** 1-800-263-2157 ext. 83261 | **CELL:** 705-358-1140 [saelliott@brokerlink.ca](mailto:saelliott@brokerlink.ca)

2107 Lasalle Blvd, Unit #1 Sudbury, ON P3A 2A3

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## 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	Public Works & Administration & Finance	Tender closes on June 18, 2025. Recommendation from Engineer on award to be presented prior to July 2/25.
Mar. 7/23	<b>23-204</b>	By-law 2023-23 Being a By-law to Regulate Dogs in the Township	By-law Enforcement	By-law deferred at Dec. 19/23 meeting. BLEO to make updates and present to Council at a future meeting.
Jul. 4/23	<b>23-470</b>	Re-name Hart Road (formerly Fire Route 306)	Administration	Residents on road have been contacted; they are coming up with another name.
Jan. 9/24	<b>24-013</b>	Purchase and Circulation of Transfer Station Permits	Administration	Cards will be circulated with the final tax bill in July.
Jan. 9/24	<b>24-017</b>	By-law 2024-03 Adopt a Human Resources Policy	Administration	Comments received by staff and are being reviewed by Council on June 17 <sup>th</sup> closed agenda.
Feb. 7/24	<b>24-080</b>	By-law 2024-15 Being a By-law to Amend the Parking By-law (with respect to fees)	By-law Enforcement	Report to Council with area Municipality fees.
Mar. 1/24	<b>24-107</b> <b>25-194</b>	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	<b>24-160</b>	New Fees & Charges By-law	Administration & Finance	Draft By-law, with changes to be reviewed during Committee of the Whole on June 17, 2025.
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.





# AMO Watchfile



June 19, 2025

## In This Issue:

- Get access to MIDAS!
- Ontario launches Trade-Impacted Communities Program.
- BPS energy reporting deadline July 1.
- Health and Safety Water Stream fund.
- Nominations open for Medal of Distinction in Public Administration.
- Understanding and Managing Gen Z Potential in the Municipal Workplace webinar.
- Ontario's premier municipal event - AMO 2025 Conference - Register today.
- AMO Guide to Delegation Meetings: Be prepared for your ministerial delegations.
- AMO Trade and Tariff Forum - October 24.
- New episode! AMO/OMAA webinar series on the Mayor-CAO Relationship.
- Reduce employee group benefits costs.
- Provide sewer and water protection for homeowners.
- DUC's naturalized stormwater and habitat solutions for municipalities.
- Elected officials encouraged to attend LTC Engagement Day.
- Pembina Institute Guide on Assessing Energy Projects.
- Reducing Winter Salt Limited Liability webinar.
- Warrior Health Digital Portal and Grant application now open!
- OurCare survey open until July 9.
- Careers.

## AMO Matters

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

## Provincial Matters

The Ministry of Economic Development, Job Creation and Trade is [providing up to \\$40 million](#) to support communities and local industries facing economic challenges arising from ongoing trade disruptions.

Municipalities must submit 2024 energy reports to the Ministry of Energy and Mines by July 1. Learn how Ontario's BPS Energy Reporting Program can save energy and money: [Report energy use in BPS buildings | ontario.ca](#)

Intake is open for Ontario's new Health and Safety Water Stream fund to help municipalities and First Nations build, repair and expand aging water infrastructure. [Apply now!](#)

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'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.](#)

Building on the strong interest and success of our first session-*The Mayor-CAO Relationship: Building a Foundation for Success*-AMO and OMAA invite you to the second event in this vital leadership series. Session two focuses on the Mayor-CAO dynamic when disaster strikes. [Register here for the free June 24 webinar.](#)

## LAS

Our [Group Benefits Service](#) partners with Mosey & Mosey to help municipalities of all sizes save hundreds of dollars each year. Contact them today to customize a plan that works for your staff and elected officials.

Residential property owners are responsible for the maintenance of the buried water and sewer lines that run from the municipal connection to the exterior of their home. Learn how you could help them save money through our [Sewer and Water Line Warranty](#) program.

## 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](mailto:info@oltca.com) to learn more.

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.

[Partners in Project Green](#) invites municipal staff and elected officials to [register for a webinar on June 24](#) explaining how municipalities and businesses can reduce chloride pollution of freshwater sources.

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

[Economic Partnership Advisor - City of Toronto](#). Closing Date: June 24, 2025

[Director, Legal Services - City of Kingston](#). Closing Date: July 13, 2025

[Deputy Clerk - Town of Midland](#). Closing Date: July 1, 2025.

[Supervisor, Enforcement Services - City of Vaughan](#). Closing Date: July 2, 2025.

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### About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

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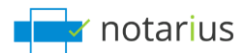
[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#)

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

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The Corporation of the Town of Bracebridge

June 16, 2025

**Re: Item for Discussion – Road Salt Usage**

At its meeting of June 11, 2025, the Council of the Corporation of the Town of Bracebridge ratified motion #24-GC-068, regarding Road Salt Usage, as follows:

“WHEREAS chloride concentrations have increased by at least 0.5 mg/L in 80 of 274 (29%) of the lakes sampled by the District of Muskoka between 2018 and 2022, and by 15-fold in Lake Muskoka since 1970;

AND WHEREAS Queen’s University scientist, Dr. Shelley Arnott, a leader in global research on the effects of road salt on lakes, has demonstrated that in Muskoka lakes, some important aquatic organisms are negatively affected at chloride exposure levels as low as 10 mg/L, far below the 120 mg/L long term or chronic exposure guideline;

AND WHEREAS roughly one quarter of lakes sampled by the District Municipality of Muskoka now have chloride levels above 10 mg/L;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Bracebridge:

1. Commits to ongoing efforts toward the reduction of road salt as much as possible, while maintaining safety on roads, including public reporting on annual use, supporting local efforts to research the ongoing impacts of road salt, and assisting education efforts.
2. Urges the Province of Ontario to work urgently with key stakeholders to develop limited liability legislation, including enforceable contractor training and a single set of provincially-endorsed standard Best Management Practices for snow and ice management on private lands; and to create and fund an expert stakeholder advisory committee to advise the Province and municipalities on the best courses of action to protect freshwater ecosystems, drinking water and infrastructure from the impacts of salt pollution.

AND FURTHER THAT a copy of this resolution be sent to the Premier of Ontario; the Ontario Minister of the Environment, Conservation and Parks; the Attorney General of Ontario; the Muskoka-Parry Sound MPP; Conservation Ontario; the Association of Municipalities of Ontario; the Association of Municipal Managers, Clerks and Treasurers of Ontario, the District Municipality of Muskoka; and other lower-tier municipalities in Muskoka.”

In accordance with Council's direction, I am forwarding you a copy of the resolution for your reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly

Lori McDonald  
Director of Corporate Services/Clerk



# Parry Sound District Age Friendly Community Needs Assessment

May 2025



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Recommended Citation: North Bay Parry Sound District Health Unit – Community Health (2025). *Parry Sound District Age Friendly Community Needs Assessment. May 2025*. Parry Sound, ON: North Bay Parry Sound District Health Unit.

## Table of Contents

Acknowledgements.....	4
Executive Summary.....	4
Local Context and Rationale .....	4
Methods .....	5
Results.....	6
Demographics.....	6
Outdoor Spaces and Buildings.....	9
Transportation Services .....	11
Aging in Place.....	15
Long Term Care .....	20
Community Involvement .....	21
Communication.....	24
Caregiver .....	30
Limitations .....	32
Conclusions and Recommendations .....	33
References .....	34
Appendices .....	35
Appendix 1: North Bay Parry Sound District Health Unit Board of Health Municipal Geographic Designation .....	35
Appendix 2: Age Friendly Parry Sound Community needs assessment survey .....	36
Appendix 3: Promotional Material .....	47

## Acknowledgements

We would like to acknowledge the Parry Sound District Age Friendly Community Committee for their support and commitment to this project. We would also like to extend our gratitude to the municipalities and First Nations communities in the Parry Sound district for their support in the promotion and dissemination of project information.

## Executive Summary

The Parry Sound District includes a high proportion of adults over 50 years of age. Age Friendly Communities are areas where all ages, abilities, and backgrounds live safely, and stay involved, active, and informed. Due to the unique geography, rural nature of the district, and diverse needs of older adults, a needs assessment was conducted by the Parry Sound District Age Friendly Community Committee to gather information from the community and report back to municipalities, organizations, and the general public. The goal of the assessment was to identify the needs and priorities of older adults in the community, including barriers to accessibility and community involvement. A survey was disseminated throughout Parry Sound district between August 14, 2024, and October 25, 2024. Respondents included individuals 50 years of age and older, who completed the survey online or through paper copies available throughout the district.

Findings from the surveys highlighted the need for accessible transportation throughout the Parry Sound district, a coordinated communication plan and/or directory that older adults and their families can access to learn about programs, services, events, and activities offered in and around their community, as well as the importance of engaging with the older adults and the community in planning and decisions making. These results will be shared by members of the Parry Sound District Age Friendly Community Committee through knowledge translation including, sharing the report and presentations to municipalities and decision makers. Continued engagement with older adults and services providers throughout the Parry Sound district is recommended to ensure a plan is developed and representative of all communities.

## Local Context and Rationale

The North Bay Parry Sound District Health Unit's (Health Unit) service area spans over 23,000 square kilometers and serves a population of approximately 134,400. This catchment area includes 31 municipalities, 6 First Nations communities, and 4 unorganized areas. Individuals 50 years of age and over make up 26,615 of those living in the Parry Sound district, which accounts for approximately 57% of the district's population (Statistics Canada, 2023). Comparatively, 39% of Ontario's population is over the age of 50.

In the Parry Sound district, adults 60 to 69 years of age comprise the highest percentage of the population (North Bay Parry Sound District Health Unit, n.d.). This age group is most represented in the population of the North East Parry Sound area and West Parry Sound area, compared to adults aged 55 to 64 years in the South East Parry Sound area (North Bay Parry Sound District Health Unit, n.d.). The older adult population (adults aged 65 years and older) has increased significantly by 32.2% in the Parry Sound district between 2013 and 2022 (North Bay Parry Sound District Health Unit, n.d.). Please see Appendix 1 for a map of the Health Unit's Municipal Geographic Designations.

Age Friendly Communities are accessible environments that allow for individuals of all ages, abilities, and backgrounds to live safely, stay involved, active, and informed. This is done through policy development, services, physical and social environment and the wellbeing of individuals. The World Health Organization has identified eight domains that support an age friendly community which include: outdoor spaces and public buildings, transportation, housing, social participation, respect and social inclusion, civic participation and employment, community support and health services, and communication and information (World Health Organization, n.d.).

Using the World Health Organization's Framework, the Ontario Age-Friendly Communities Outreach Program aims to help address issues related to social isolation, mobility, housing, and health and well-being throughout the province (Providence Care, n.d.). The Parry Sound District Age Friendly Community Committee, formed in 2023 and is a collaborative group of organizations that serve the older adult population across the district. By conducting a local community needs assessment, the committee will be able to establish priorities based on needs identified by the community, and address inequities across the district.

## Methods

The research team consisted of Health Unit staff from the Community Health and Foundational Services programs, and members of the Parry Sound District Age Friendly Community Committee. The research project was approved by the Health Unit's Research Ethics Review Committee (RERC) on July 2, 2024 (RERC #24-01).

The survey included multiple choice questions and open-ended responses on topics related to the eight domains of age friendly communities (Appendix 2). The target audience for the survey was individuals 50 years of age and older living in the Parry Sound district. The research team adapted an existing survey for rural communities provided by Ontario's Age Friendly Communities Outreach Program (Federal/Provincial/Territorial Ministers Responsible for Seniors, 2011).

A letter was sent to municipalities and First Nation communities to outline the committee's goals for completing a community needs assessment in the Parry Sound district and included information on OCAP principles, highlighted data that would be collected, and how information would be stored and shared. Two meetings were held with representatives from 13 municipalities and one meeting was held with a First Nation community. The goal of these meetings was to increase awareness of the project, encourage dissemination support, and to inform that the results would be shared back. Permission was received by Dokis First Nation to include their data in the report and data has been returned to their community.

The survey was disseminated by providing paper copies and an online survey tool to community partners that included municipalities, libraries, community support services, health services, and members of the research team. Additionally, the survey was promoted through the distribution of posters within communities, social media posts on community partner pages, and shared on municipal websites and municipal newsletters. Please see Appendix 3 for promotional material used during dissemination.

Surveys were completed between August 14, 2024, and October 25, 2024. Paper copies of the survey were inputted into the online survey tool by a project team member. Survey participants were provided

with an opportunity to voluntarily enter their names into a draw for 1 of 5 \$50 grocery gift cards at the completion of the survey.

Data analysis was conducted using Microsoft Excel to determine descriptive statistics (e.g. frequencies). Qualitative data collected through open ended questions were analyzed using inductive thematic analysis. Codes were gathered and themes were identified that were representative of the data. Due to individual community response rates being low, responses were separated into East Parry Sound and West Parry Sound regions. Since some organizations may only serve East Parry Sound or West Parry Sound residents, and/or individuals in these communities access services outside of the region, a comparison was conducted to determine key differences and similarities.

## Results

### Demographics

A total of 463 respondents, 50 years of age and over, from the Parry Sound district completed the survey. 145 respondents identified as living in East Parry Sound (31%), 273 respondents reported living in West Parry Sound (59%), 38 from an unorganized territory (8%), and 6 from First Nation Communities (1%). One respondent did not identify where they lived. The Town of Parry Sound and McKellar both accounted for 17% of the respondents, while Whitestone had 9% and Callander had 6%. (Table 1) Please note that First Nation population specific data was omitted from Table 1 comparison data is currently unavailable.

Forty one percent (41%) of respondents included individuals between the ages of 61 and 70 years of age (Figure 1). The majority of respondents (312) stated that they lived with their partner or spouse, 83 stated that they resided alone, and 58 respondents indicated they lived with their child(ren). The Parry Sound district attracts many seasonal residents, 359 of survey respondents identified as year-round residents while 43 identified as full summer seasonal (Figure 2).

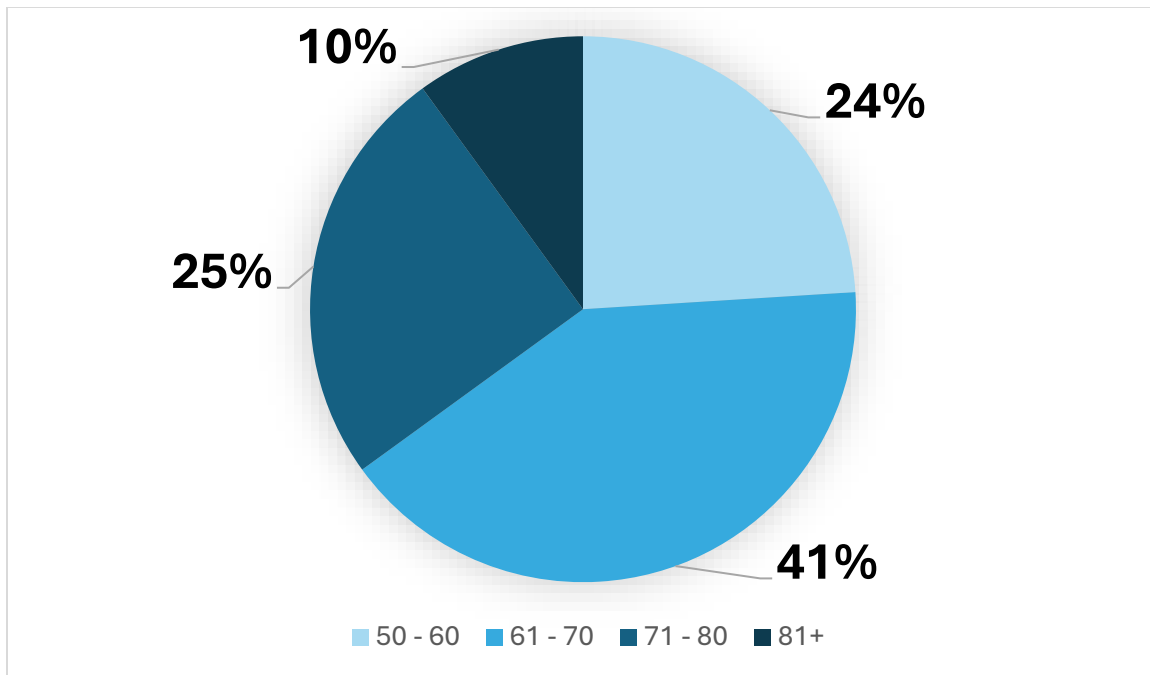
**Table 1**

*Number of survey respondents and percentage of respondents in each community.*

Municipality	Survey Respondents (Count)	Percentage of Survey Respondents (%)	Population of individuals 50 years and over (Statistics Canada, 2023)	Percentage of individuals 50 years and over
McKellar	79	17%	1000	7.90%
Town of Parry Sound	79	17%	3675	2.15%
Whitestone	40	9%	790	5.06%
Callander	26	6%	2005	1.30%
Parry Sound Unorganized Centre Part	25	5%	1790	1.40%
The Archipelago	24	5%	715	3.36%
McDougall	20	4%	1440	1.39%
Carling	19	4%	935	2.03%
Magnetawan (Municipality)	14	3%	1125	1.24%
Machar	13	3%	635	2.05%
Parry Sound Unorganized North East Part	13	3%	90	14.44%
Armour	12	3%	890	1.35%
Seguin	12	3%	2965	0.40%
Burks Falls	10	2%	430	2.33%
Kearney	10	2%	620	1.61%
McMurrich/ Monteith	9	2%	540	1.67%
South River	9	2%	545	1.65%
Nipissing Township	9	2%	1010	0.89%
Perry	8	2%	1375	0.58%
Powassan	8	2%	1680	0.48%
Dokis First Nation	6	1%	Data unavailable	
Joly	6	1%	170	3.53%
Ryerson	5	1%	420	1.19%
Strong	4	0.9%	865	0.46%
Sundridge	2	0.4%	515	0.39%

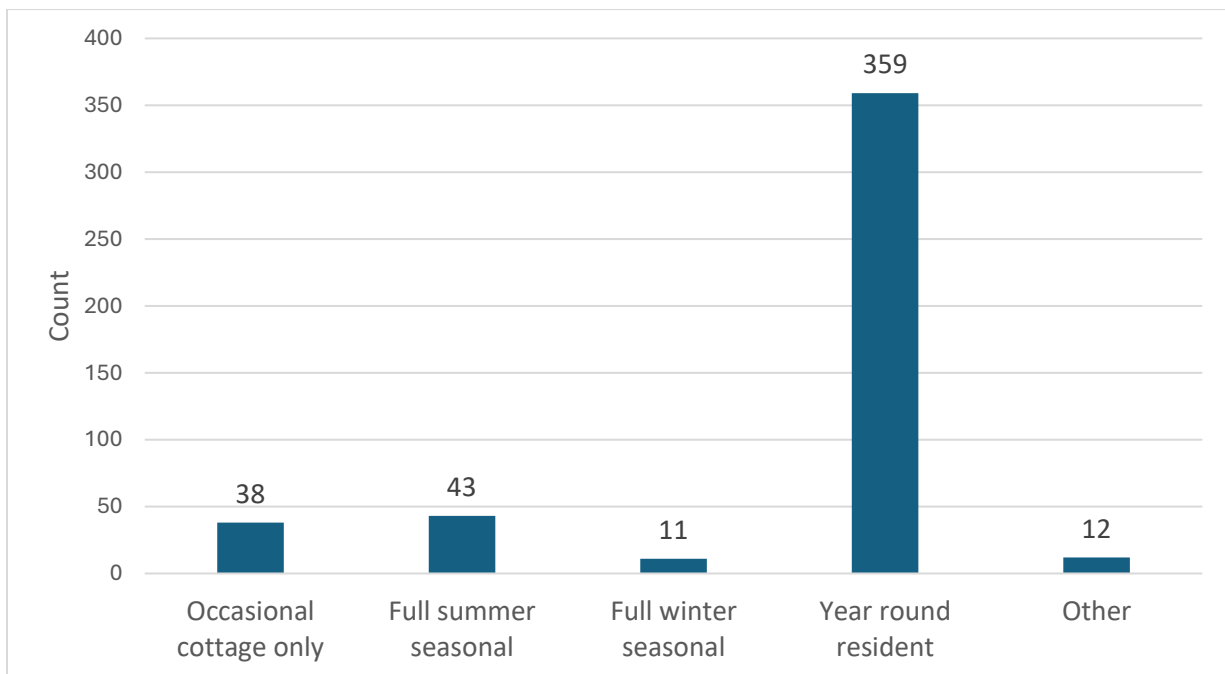
**Figure 1**

*Survey respondent's age from Parry Sound district (n= 461).*



**Figure 2**

*Survey respondent's residency definition in Parry Sound district (n=463).*



## Outdoor Spaces and Buildings

### *Parry Sound District Data*

Respondents were asked questions about sidewalks and trails in the Parry Sound district, as well as accessible benches, ramps, parking, and public washrooms. Forty five percent (45%) of respondents stated sidewalks, pathways, and trails are well-maintained, cleared in the winter, non-slip and accessible, while 33% stated that they do not access sidewalks, pathways, and trails, and 22% felt that sidewalks, pathways, and trails are not maintained, cleared in the winter, non-slip or accessible. Similarly, 46% of respondents reported accessible benches are located along sidewalks, paths, or trails and are spaced at regular intervals, while 30% stated that they do not access sidewalks, pathways, and trails, and 24% stated that accessible bench were not adequately available. When asked to provide additional information, respondents highlighted the importance of accessibility of pathways and sidewalks that include benches and seating for rest stops, parking spaces, ramps, and washrooms in or near public buildings in town centres. Respondents also emphasized the impacts of winter snow removal delays and the importance of snow removal on the shoulders of rural roads as this can contribute to being a barrier to movement in communities.

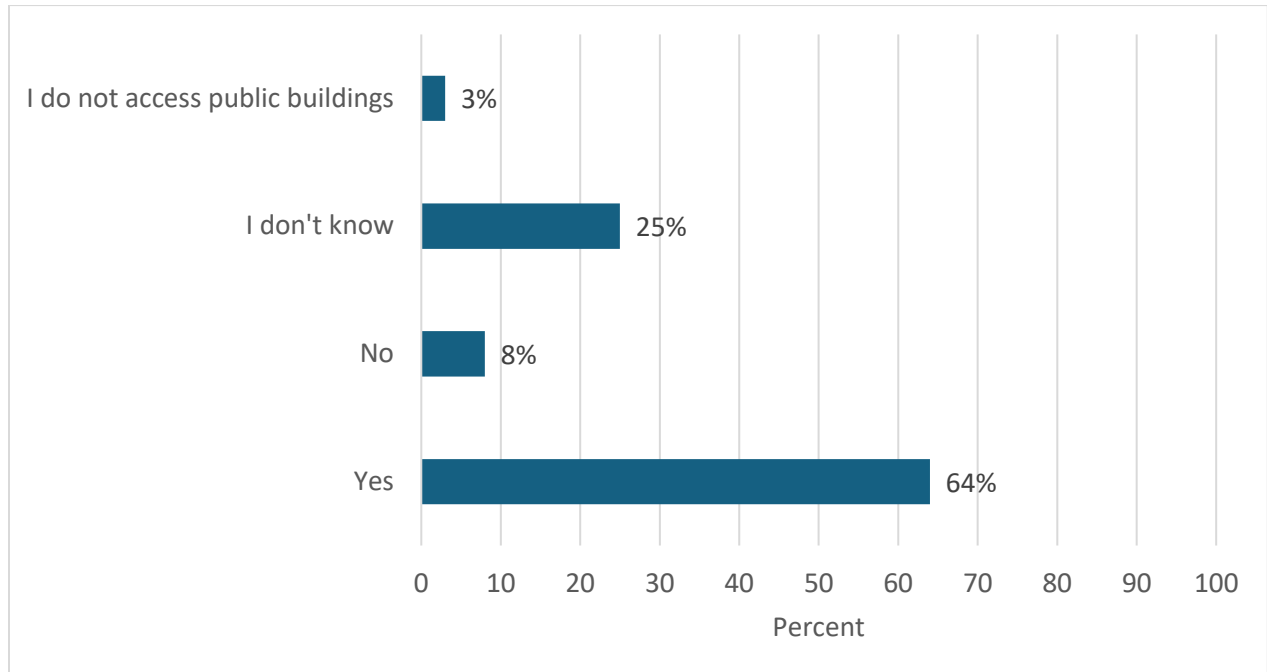
Two thirds (67%) of respondents stated that ramps at entrances of public buildings were at an appropriate slope for wheelchairs, 22% reported that they didn't know, 7% stated that ramps at entrances are not at an appropriate slope, and 4% stated that they do not access public buildings. Sixty four percent (64%) reported that there are a few stairs to get into and within public buildings, 23% reported that they did not know, 8% did not agree with the statement, and 5% stated that they do not access public buildings. For accessibility of buildings, a respondent stated, *"Generally, government buildings (hospitals, municipal offices, clinics) are well serviced. Private buildings (stores, recreation businesses) are more variable."* When asked if public washrooms are accessible and located on the main floor of public buildings, 64% of respondents reported yes, while 25% reported that they did not know (Figure 3). Over three quarters (78%) of respondents reported that parking is well-maintained and located near public buildings for easier access. Respondents also highlighted that signage on building or in public places needs to be clear and visible to read from a distance.

Forty six percent (46%) and 35% of respondents stated that their neighbourhood and trails are well lit, respectively. When asked to expand, respondents stated that many of them live in rural communities where there are no street lights and do not walk in town or on their streets at night because of this. Some respondents noted that they prefer dark skies and that light pollution is a concern. Respondents highlighted the need for improved lighting at municipal buildings, such as libraries, municipal offices, and community centres. For public buildings, a respondent highlighted, *"Adequate lighting in outdoor spaces enhances visibility and safety, especially during evenings. Lights should be positioned to avoid glare and shadows."*

Finally, a respondent highlighted the importance of engagement with local residents to allow for valuable feedback and consideration for municipalities and local businesses. They stated *"Engage older community members in the planning process to understand their needs and preferences. Their input can guide effective design and service delivery."*

**Figure 3**

*Response to question “Accessible washrooms are located on the main floor” for Parry Sound district (n = 463).*

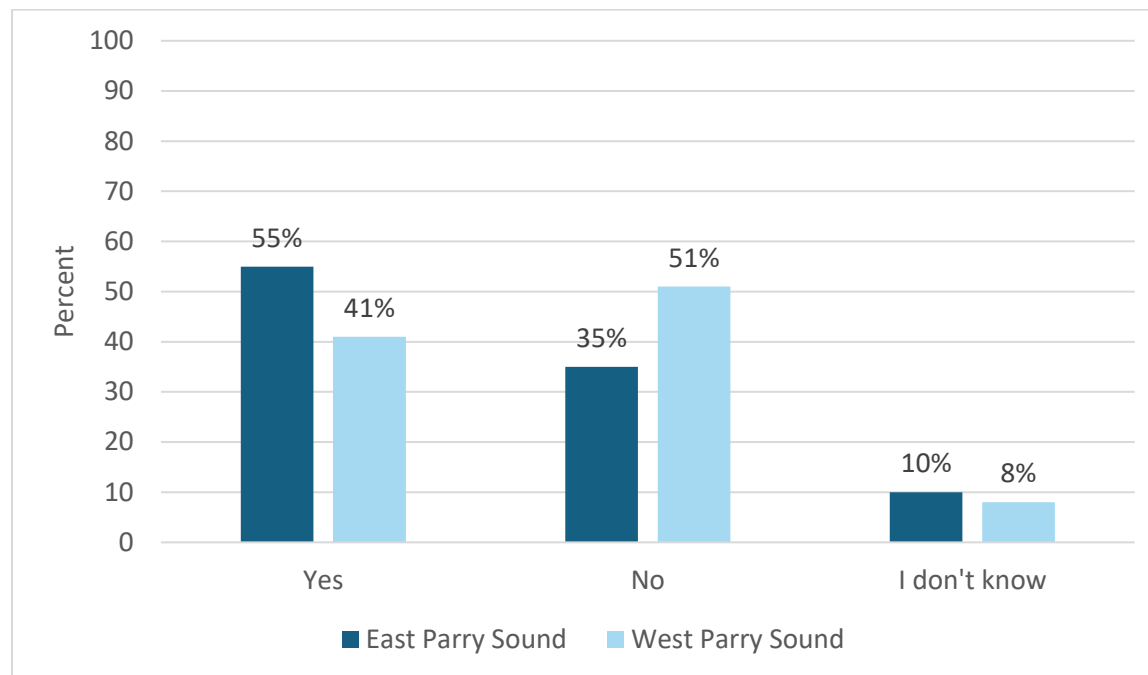


*East Parry Sound and West Parry Sound Regions*

When comparing data for East and West Parry Sound regions, there were differences in responses when looking at if communities or neighborhoods are well-lit. Over half (55%) of respondents in East Parry Sound stated that neighbourhood is well lit, while 41% of respondents in West Parry Sound stated that their neighbourhood is well lit (Figure 4). This was discussed above with open ended responses to questions regarding the concern for light pollution in rural areas and the need for adequate lighting around municipal and public buildings.

**Figure 4**

Response to question “Your neighbourhood is well-lit.” for East Parry Sound (n=145) and West Parry Sound (n=273).



## Transportation Services

### Parry Sound District Data

Respondents were asked to answer questions about affordable and accessible transportation options in the Parry Sound district. One third (31%) stated that affordable and accessible community transport services are available to take older adults to events, shopping, social events, and medical appointments, while 37% of respondents reported that they do not access community transportation services, and 31% stated these services do not exist. For accessible transportation services that take older adults to and from medical appointments (including in larger cities), 43% reported these services exist, while 57% stated that they are not aware of accessible transportation services in their communities (Figure 5).

When asked to provide additional responses, many respondents highlighted the reliance on family members and friends to get them to and from appointments or services, as they are not aware of transportation services in their community. One respondent stated, “My daughter drives me where I need to go. I am not aware of other services (I can't drive myself).” Respondents stated that they are unable to find information about local services through online search engines.

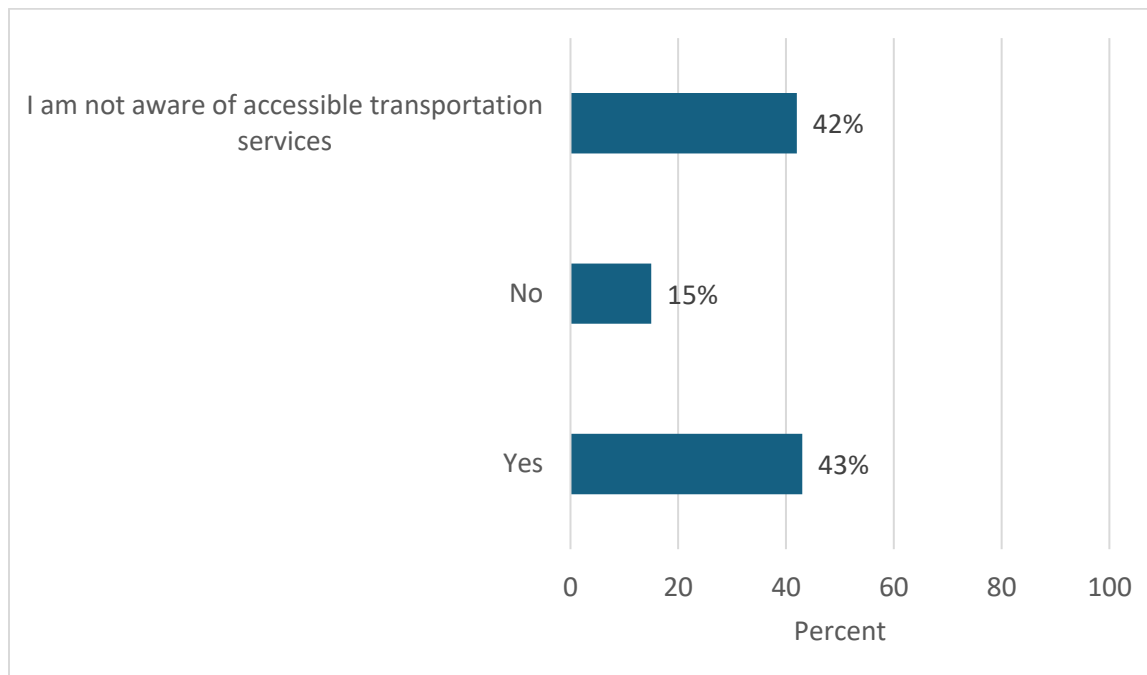
When asked if taxis are available and affordable to older adults in the Parry Sound district, 30% reported yes, while 29% stated that they are available by not affordable. Forty-one percent (41%) stated that they are not aware of taxis being available or affordable in their community. Almost half of respondents (49%) stated that they are not aware of taxis that are accessible to those using mobility devices (Figure 6).

Many respondents emphasized that taxi services are not always accessible and can be expensive since many individuals live in rural communities that require longer commutes to access services. One

respondent stated, “Taxis will come but are over 50 dollars to get to the nearest grocery store.” Respondents referred to taxis as only being used for emergencies. They also noted that finding accessible transportation is difficult, stating that many taxis and vehicles are difficult to get in and out of, and that transportation services are essential to remaining in their community and aging in place. Respondents reported previous attempts have been made in some communities to implement a rural bus service to connect communities however these services are no longer available.

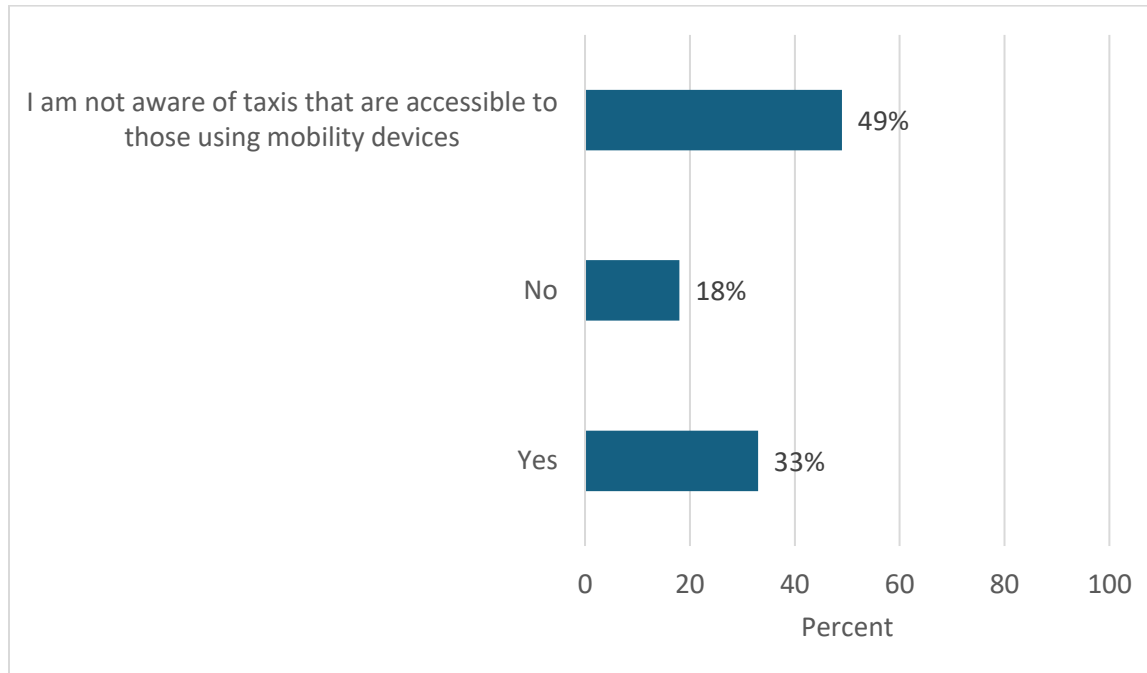
**Figure 5**

*Response to question “Accessible transportation services are available to take older adults to and from health appointments (including those in larger cities)” in Parry Sound District (n=463).*



**Figure 6**

*Response to question “Taxis are accessible to older adults using mobility devices (e.g., walker, wheelchairs, etc.) in Parry Sound district (n=463).*



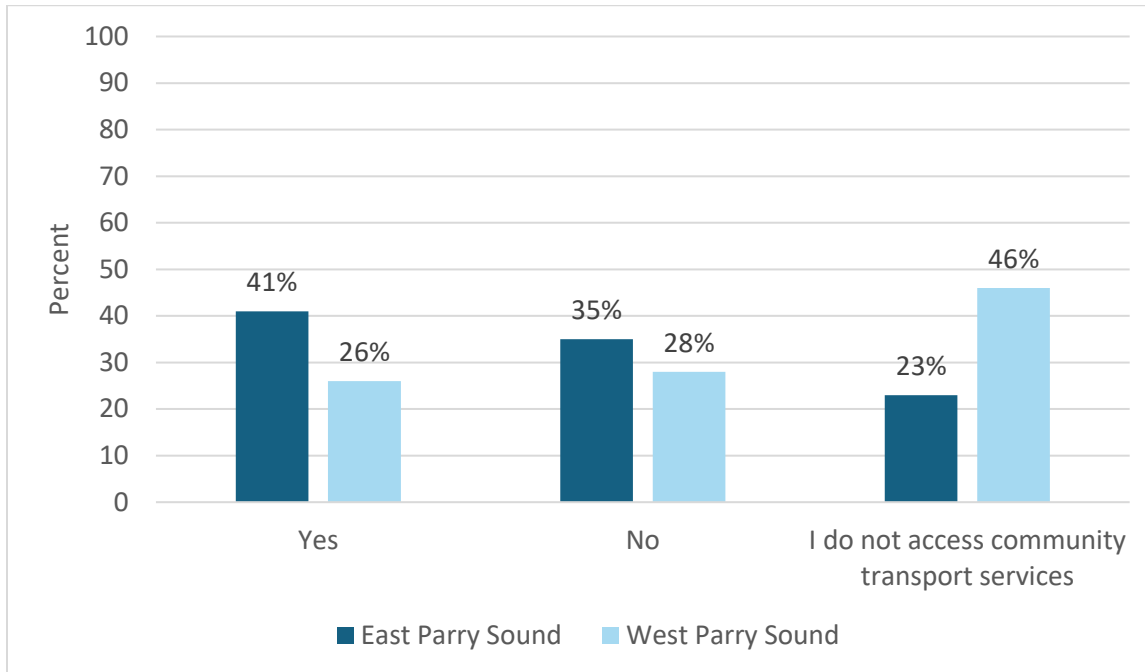
*East Parry Sound and West Parry Sound Regions*

Forty one percent (41%) and 26% of respondents in East Parry Sound and West Parry Sound respectively reported that affordable and accessible community transport services are available to take older adults to events, shopping, social events, and medical appointments. While 23% and 46% of respondents in East Parry Sound and West Parry Sound respectively reported that they do not access community transport services (Figure 7).

Fifty two percent (52%) and 37% of respondents in East Parry Sound and West Parry Sound respectively reported accessible transportation services are available to take older adults to and from health appointments (including those in larger cities), while 31% and 51% of respondents in East Parry Sound and West Parry Sound respectively reported that they are not aware of accessible transportation services (Figure 8). Many respondents (145) who identified as being from West Parry Sound reported that there is no community transportation in their communities and that many of these services require volunteers which can be difficult to recruit.

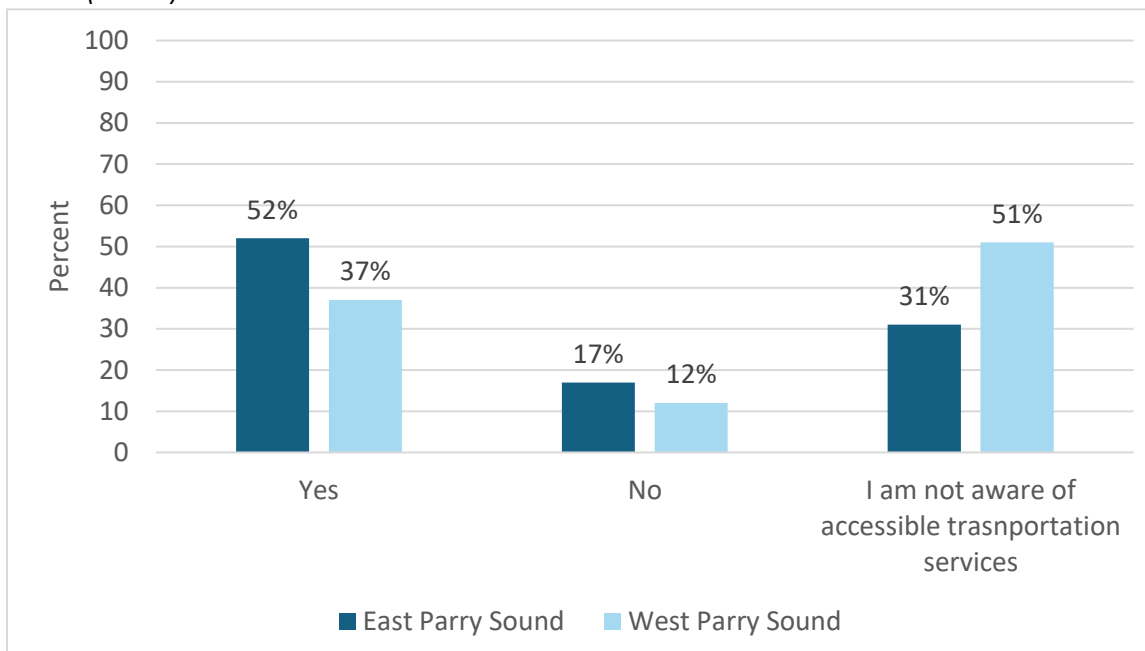
**Figure 7**

*Response to question “Affordable and accessible community transport services (including shuttle vans) are available to take older adults to events, shopping, social events, and medical appointments.” For East Parry Sound (n=145) and West Parry Sound (n=272).*



**Figure 8**

*Response to question “Accessible transportation services are available to take older adults to and from health appointments (including those in larger cities).” For East Parry Sound (n=145) and West parry Sound (n=273)*



## Aging in Place

### *Parry Sound District Data*

Respondents were asked to answer questions about affordable supports, assisted living options, information on financial assistance programs, and health and social services. When asked if affordable supports are available to enable older adults to remain at home, 40% responded yes, while 60% stated no or that they were not aware of supports available. Almost half (44%) of respondents reported that they were not aware of assisted living options available in Parry Sound district, while 37% responded that there are options in their community. When asked if affordable or free general maintenance services are available in the community for older adults, 56% stated that they are not aware of these services (Figure 9). One third (31%) of respondents stated that they are informed on financial assistance programs for housing modifications available and accessible to older adults, while 54% stated they were not aware (Figure 10).

When asked if home visiting programs are offered in the community to those who do not or cannot leave their home, 45% stated yes, while 55% stated they are not aware or that these programs do not exist. For health and home care services, such as personal care and housekeeping, 41% of respondents reported that these services are affordable and available in the community, while 43% stated they were not aware of these services.

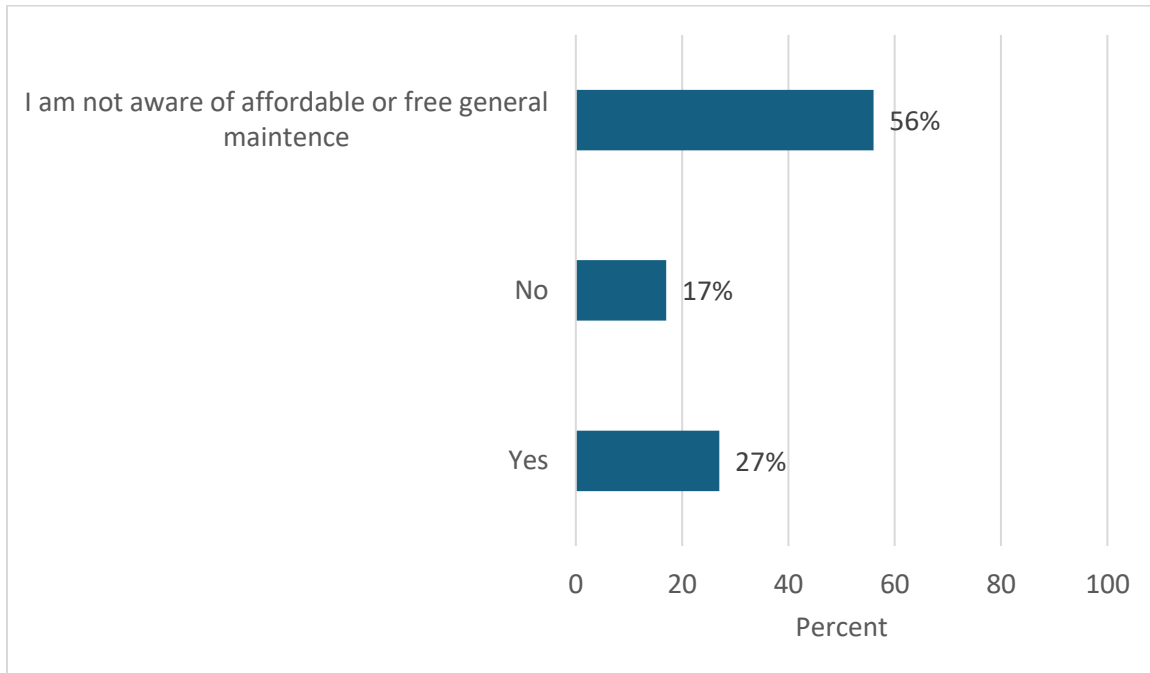
When asked to provide additional responses related to aging in place, they highlighted, waitlists and affordability as being the main barrier to accessing services. Many respondents reported that family members and friends provide the supports and care to their loved ones when services are not available. Respondents noted that many assisted living options are not affordable to majority older adults, and that many of the home visit programs and services are provided by volunteers who are not trained to provide medical assistance. Additionally, staffing issues have been highlighted as a barrier to access services. One respondent stated *“No options were suggested to us when my husband was in hospital trying to coordinate a safe return home. We have been on the wait list for a family doctor for 3 years. Home care took 3 weeks to get (family members had to figure out how to do the care themselves). Not enough staff in the area to service the need.”*

Of respondents, 35% stated that delivery services for groceries and medications or escorted shopping services are available to older adults in the community. While 65% stated that they were not aware of or that these services are not offered in their community. One respondent mentioned, “Meals on Wheels is mentioned at Lunch & Learn but no information on how to access [...]”

Two thirds (68%) of respondents reported that they have a local primary care provider (e.g., family doctor, nurse practitioner, etc.), while 12% stated that they do not have a primary care provider, and 12% report they have a primary care provider, although they are not local (Figure 11). Respondents highlighted the difficulty finding a family doctor in their community, with many individuals who have recently moved to the area mentioning keeping their doctor in other communities. One respondent stated, *“Family doctor retired, no others are available + 2 years, at the time in my life when I most need a family doctor.”*

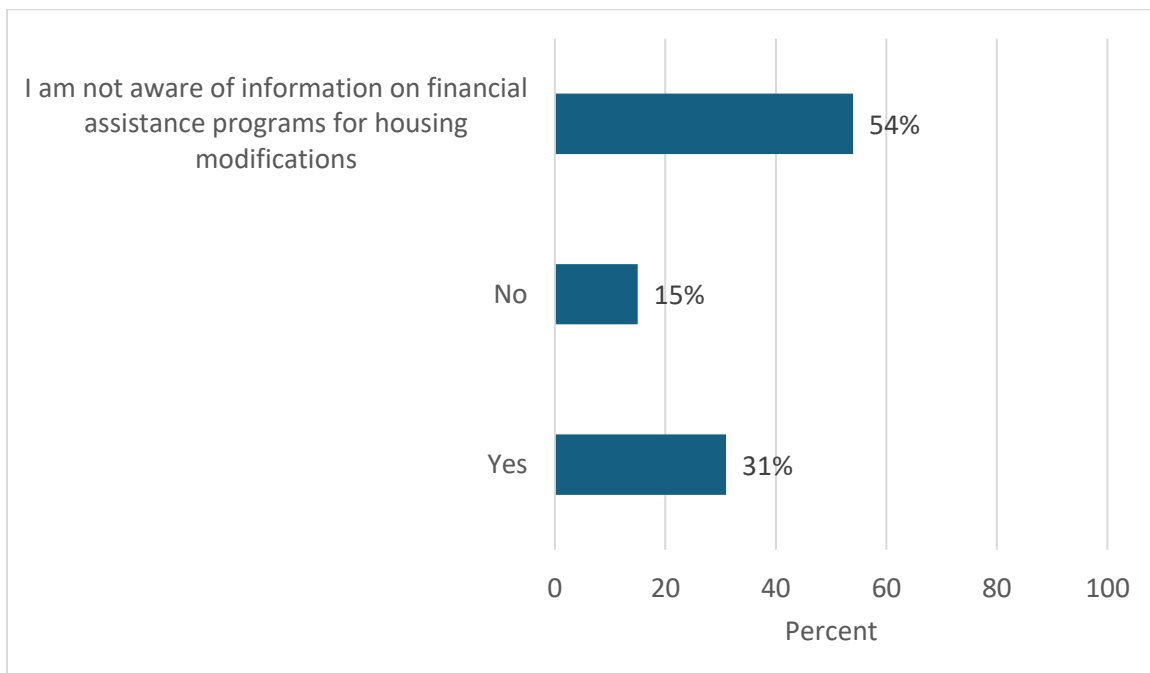
**Figure 9**

*Response to question “Affordable or free general maintenance (i.e., yard work) is available for older adults” in Parry Sound district (n=463).*



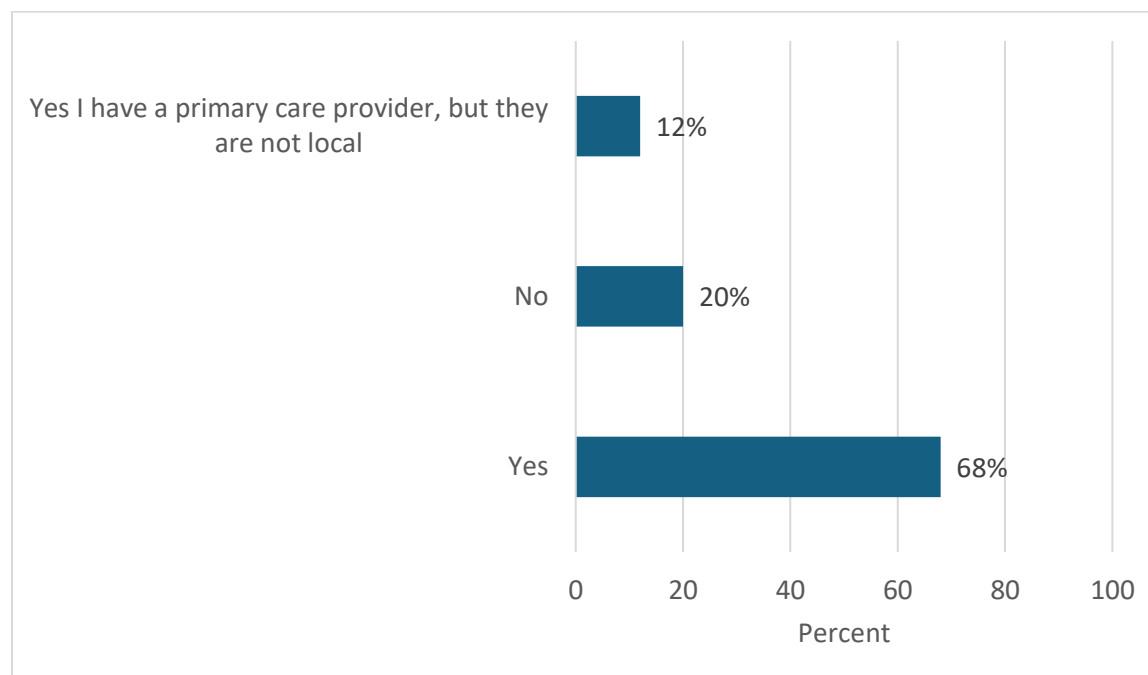
**Figure 10**

*Response to question “Information on financial assistance programs for housing modifications is readily available and easily accessible by older adults” in Parry Sound district (n=463).*



**Figure 11**

Response to question “Do you have a local primary care provider (family doctor, nurse practitioner, etc.)?” in Parry Sound district (n=463).



When asked if medical equipment is available through loan programs or at no cost to older adults in the community, 31% stated that these programs are available, while 69% stated that they do not access or are not aware of these programs available in their community. One respondent stated, “[...]Access to medical equipment may be from the Legion but their equipment is old.”

Respondents highlighted being unaware of services and being unsure of where to get information whether that being where to start online searches for services, or those with limited access, who can support with navigation. One respondent stated *“The reason I am replying negatively to these questions is that I don’t think there are nearly enough of these services available for elderly people now, and baby boomers like myself enter this higher need category, I think a disaster is coming. Some of these services are available, but not enough. I have a few elderly friends who can afford to pay for services like medic alerts. Friendly visiting is really needed when people can’t get out, and is hard to find. When people qualify for services at home, such as meals, they are very time limited services, and Meals on wheels are pretty expensive. I think we should be thinking of co-housing here.”*

#### *East Parry Sound and West Parry Sound Region*

Thirty four percent (34%) and 50% of respondents reported that they were not aware of assisted living options available, respectively, while 40% and 35% responded that there are options in their community in East Parry Sound and West Parry Sound respectively (Figure 12).

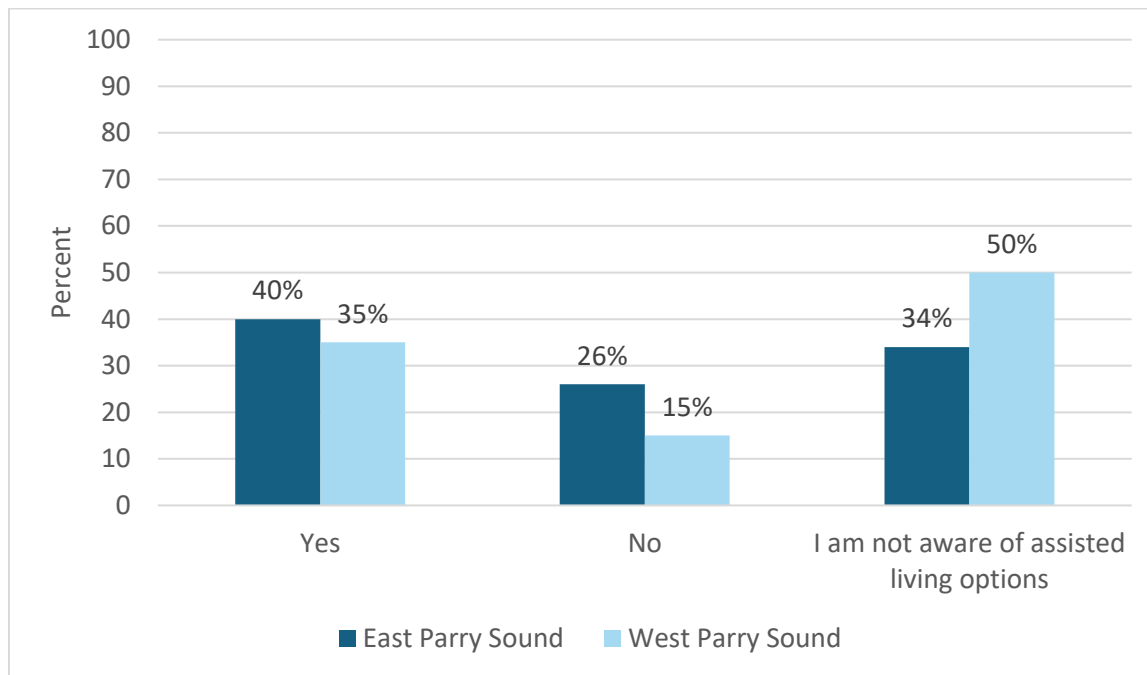
When asked if affordable or free general maintenance services are available in the community for older adults, 37% and 67% of respondents in East Parry Sound and West Parry Sound, respectively stated that

they are not aware of these services, while 37% and 22% reported there are services in their community (Figure 13).

Thirty nine percent (39%) and 28% of respondents in East Parry Sound and West Parry Sound, respectively, stated that there is information on financial assistance programs for housing modifications are available and accessible to older adults, while 42% and 60% stated they were not aware (Figure 14).

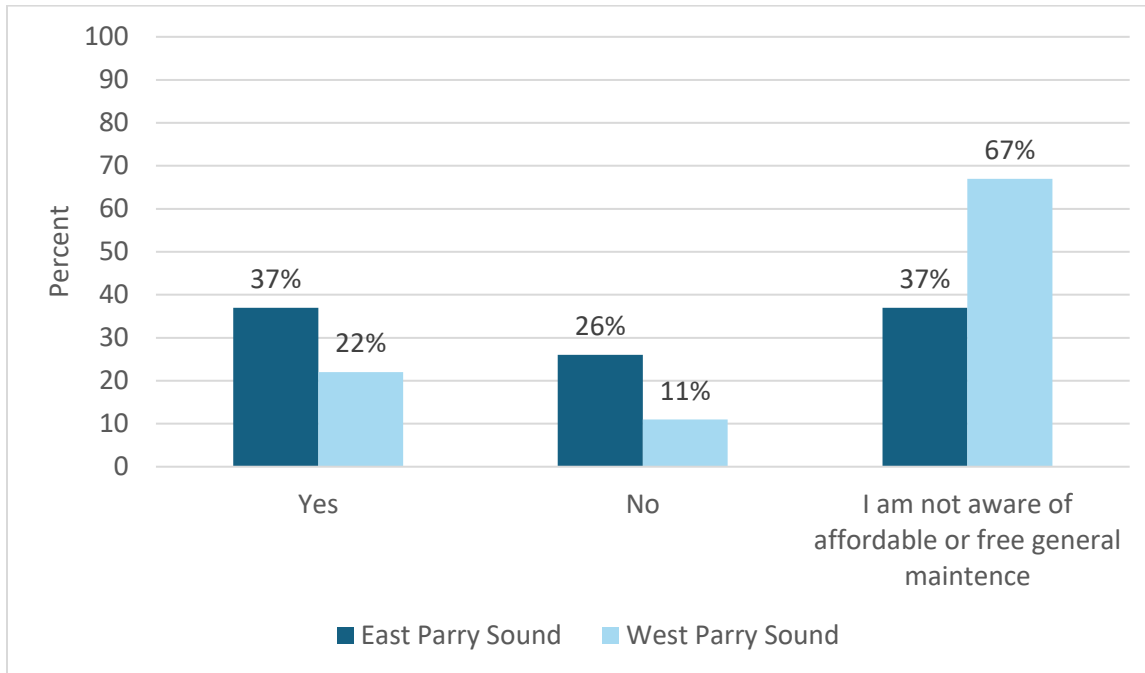
**Figure 12**

*Response to question “Assisted living options are available to all.” For East Parry Sound (n=145) and West Parry Sound (n=273).*



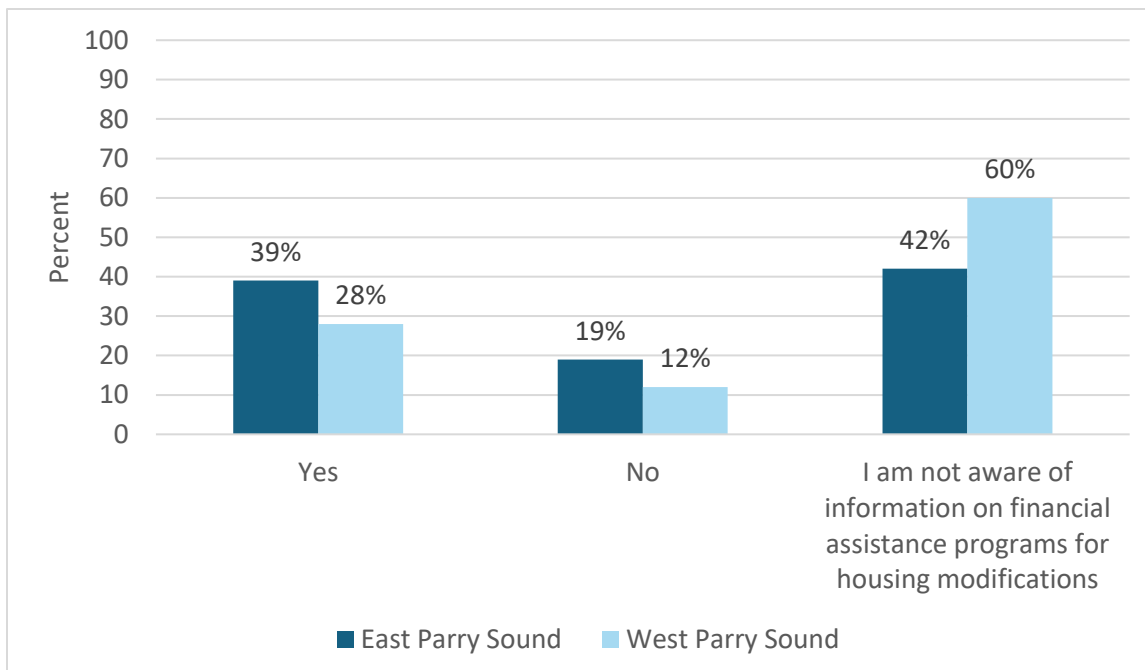
**Figure 13**

Response to question “Affordable or free general maintenance (i.e. yard work) is available for older adults.” For East Parry Sound (n=145) and West Parry Sound (n=273).



**Figure 14:**

Response to question “Information on financial assistance programs for housing modifications is readily available and easily accessible by older adults.” For East Parry Sound (n=145) and West Parry Sound (n=273).



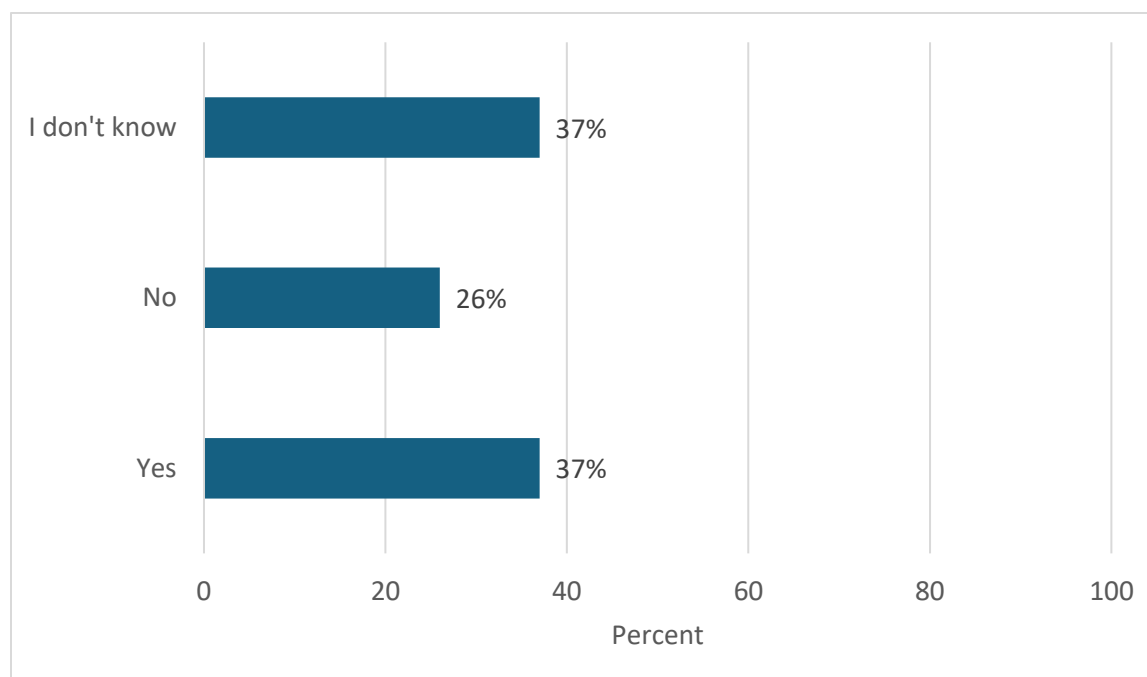
## Long Term Care

### Parry Sound District Data

There are three long-term care homes in the Parry Sound district. This includes two in the Town of Parry Sound and one in Powassan. When asked if there are affordable long-term care options available that prevent the separation of families and the need to move out of the community, 37% stated that there were options, while 37% were unsure of options available (Figure 15). A respondent stated, *“I don’t believe there are enough long-term care rooms to satisfy the needs of the community.”*

**Figure 15**

*Response to question “Affordable long-term care options are available that prevent the separation of families and the need to move out of the community.” For Parry Sound District (n=463).*

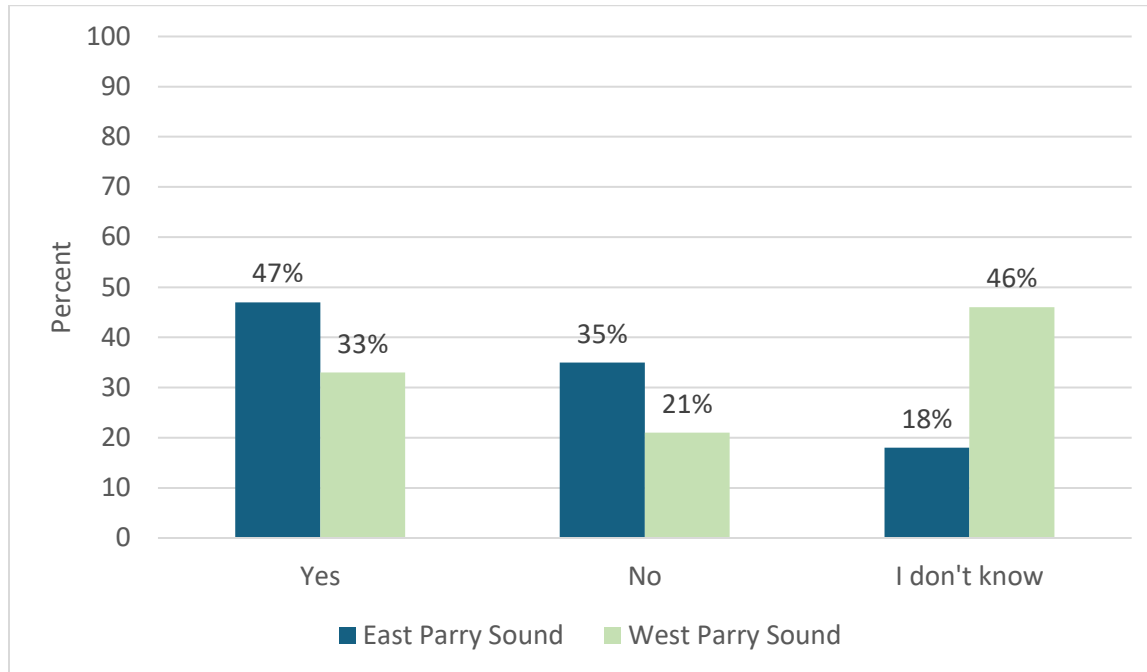


### East Parry Sound and West Parry Sound Regions

Forty seven percent (47%) and 33% of respondents stated that affordable long-term care options are available that prevent the separation of families and the need to move out of the community, while 18% and 46% were unsure of options available in East Parry Sound and West Parry Sound, respectively (Figure 16).

**Figure 16**

*Response to question “Affordable long-term care options are available that prevent the separation of families and the need to move out of the community” for East Parry Sound (n=145) and West Parry Sound (n=273).*



## Community Involvement

### *Parry Sound District Data*

Respondents were asked to answer questions about volunteer and employment opportunities, and events and programs offered for older adults in Parry Sound district. Two thirds (64%) of respondents reported that they feel included and respected in their community, while 17% do not, and 19% were unsure (Figure 17).

When asked about volunteer opportunities, 64% of respondents feel there are a range of volunteer opportunities available in their community that meet their interest, while 36% stated that they are not aware of or that volunteer opportunities are not available in the Parry Sound district (Figure 18). More than half (56%) of respondents felt that volunteer opportunities are flexible and accommodate older adults needs, while 34% reported that they do not access volunteer opportunities. With respect to paid employment, 29% of respondents felt there is a range of paid employment opportunities for older adults, while 82% were unsure or stated these opportunities are not available.

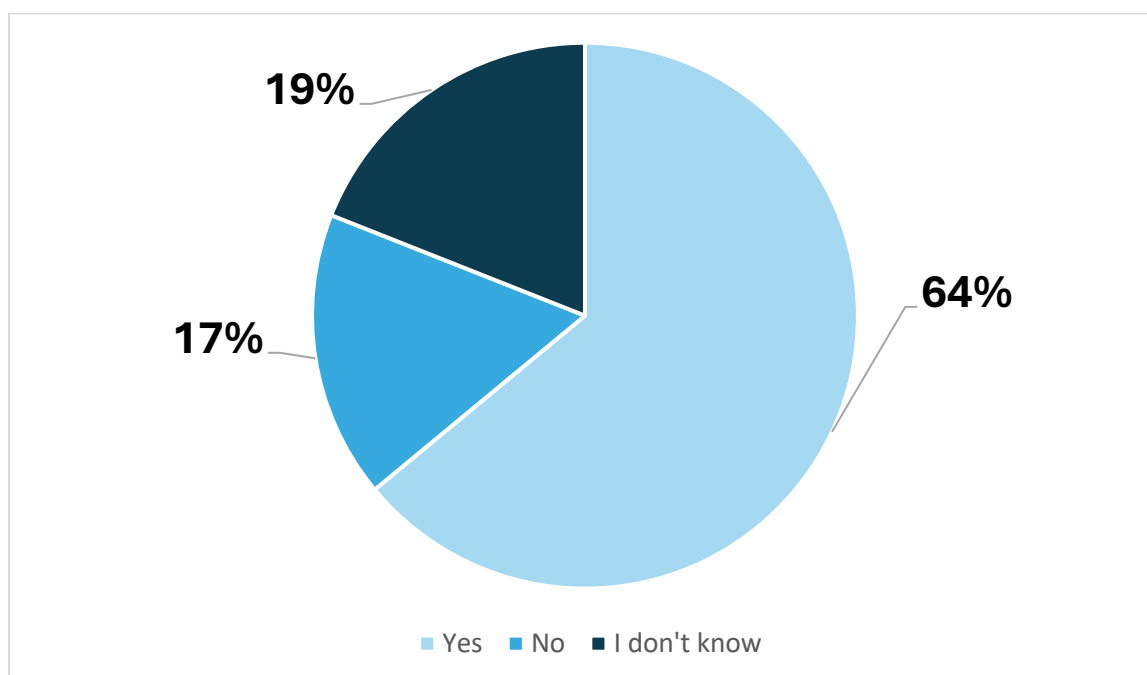
Three quarters (75%) of respondents reported that there are a range of events and activities for older adults, one quarter (25%) stated that they were not aware of or that these event and activities are not available in their community (Figure 19). Seventy seven percent (77%) of respondents stated that indoor and outdoor activities are available in their community. When asked to expand, respondents suggested including programs that encourage social interactions such as community gardens, fitness classes, social nights, and arts and crafts workshops for older adult. Respondents also highlighted that communication

and promotion of activities and events do not always reach older adults. Communication is explored further in the next section of this report.

Respondents highlighted that much of the programming offered for this population are run by volunteers who are older adults. One respondent stated, *“There is some limited activity but it's all run by volunteers who are themselves seniors. Too have activity, seniors have to do all the work!”* Respondents stated that many rely on their family members to provide them with this information, as well as support with transportation. Transportation was identified as a barrier to being involved, as many need to travel to different communities to participate in events.

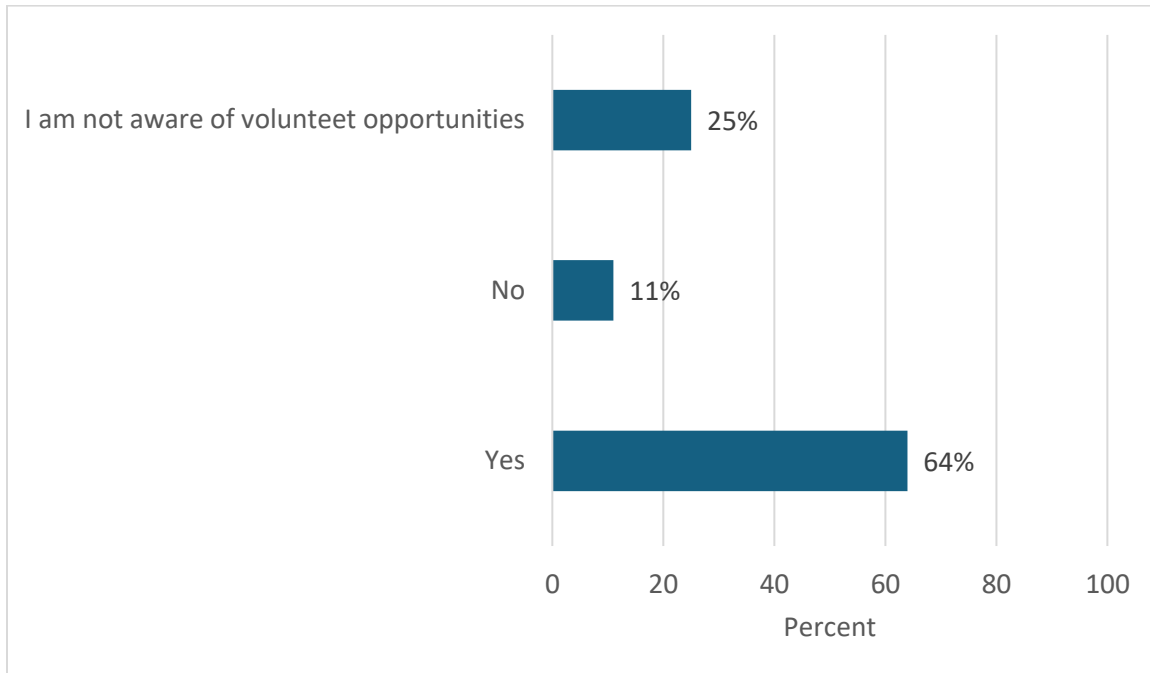
**Figure 17**

*Response to question “You feel included and respected in your community? (ex. Are you asked to participate, provide your input on community issues and your contributions are honoured) (n=463)."*



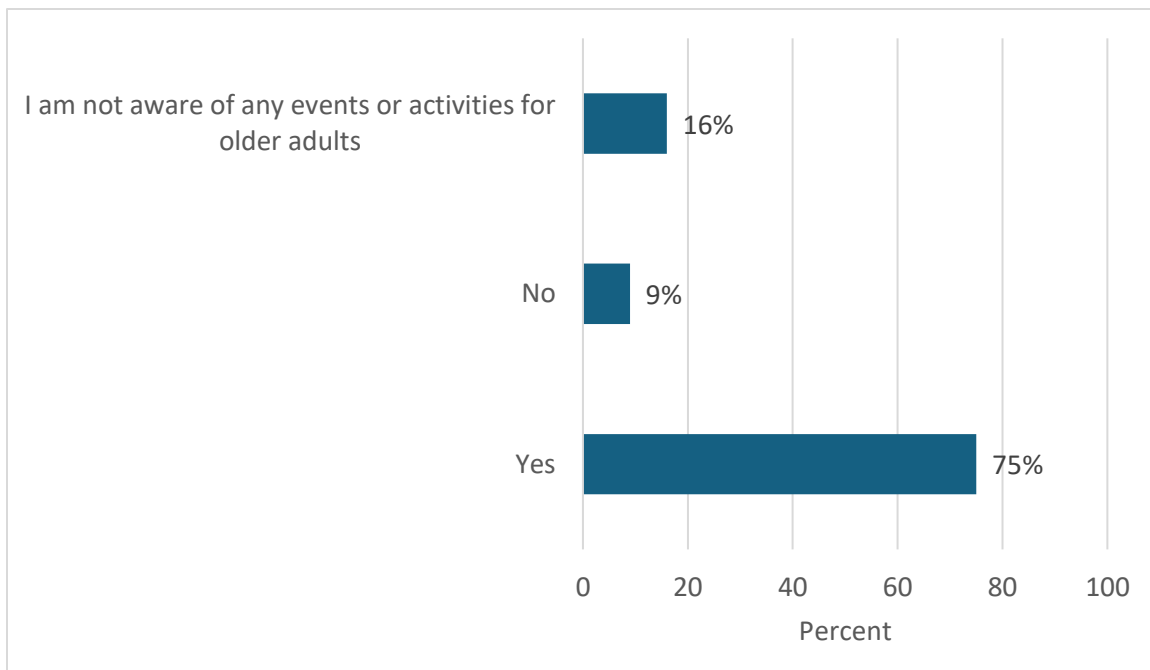
**Figure 18**

*Response to question “A range of volunteer opportunities is available that meets the interests of older adults” in Parry Sound district (n=463).*



**Figure 19**

*Response to question “There is a range of events and activities for old adults of all ages—some are age-specific and others are intergenerational. Activities could include physical/recreational activities, spectator sporting events, church and school related events, gatherings” for Parry Sound district (n=463).*

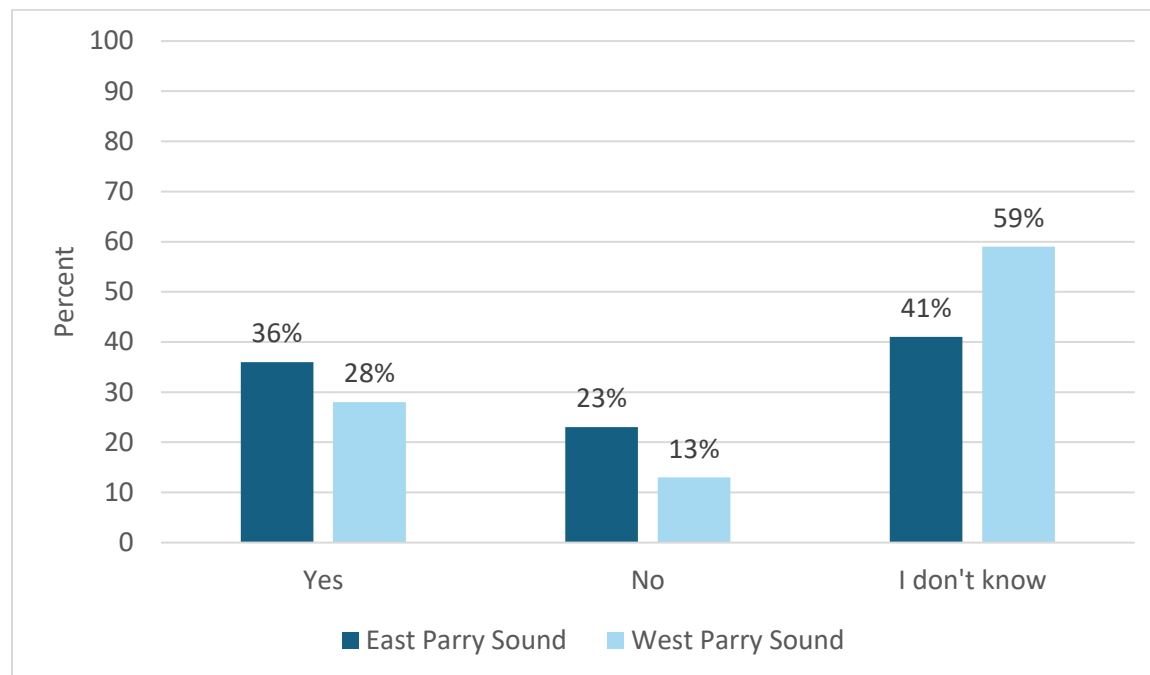


### *East Parry Sound and West Parry Sound Regions*

One third (36%) and 28% of respondents felt there are a range of paid employment opportunities for older adults, while 23% and 13% reported there were no opportunities, and 41% and 59% were unsure in East Parry Sound and West Parry Sound respectively (Figure 20).

**Figure 20**

*Response to question “There is a range of paid employment opportunities for older adults.” For East Parry Sound (n=145) and West Parry Sound (n=273).*



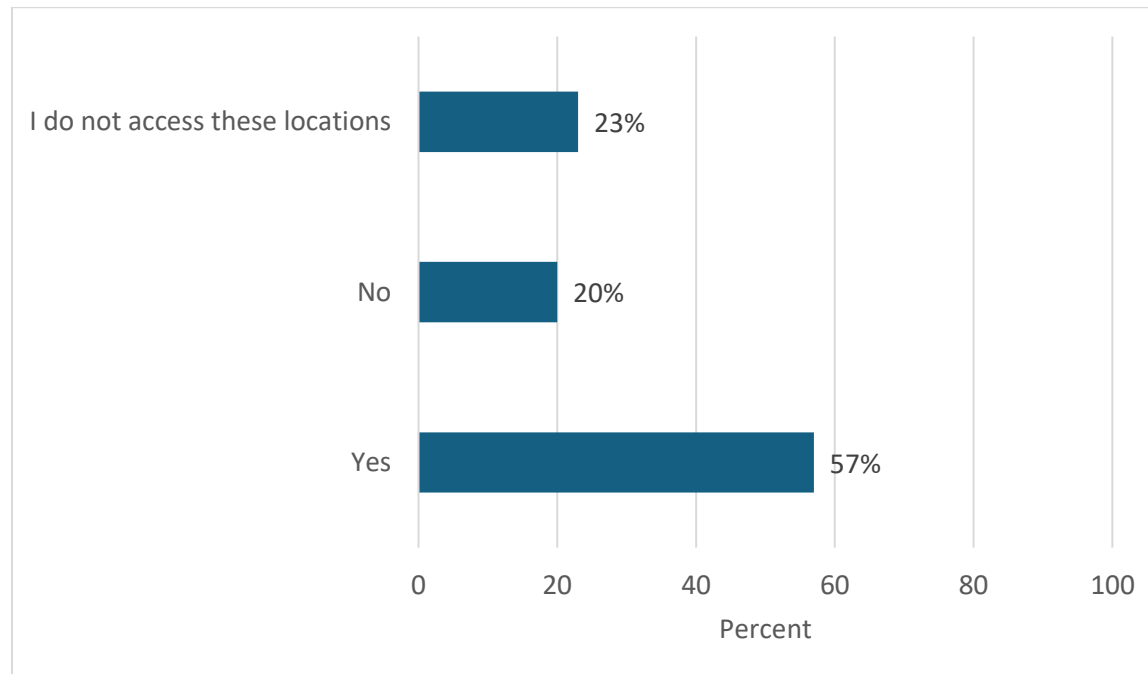
## Communication

### *Parry Sound District Data*

Respondents were asked to answer questions about regular and reliable distribution of information, central directories, and accessible ways and formats information is provided. Two thirds (65%) of respondents reported that information about local events and programs are distributed regularly and reliably. More than half (57%) reported that information is disseminated and posted where older adults conduct their daily activities (e.g., post office, place of worship, local centre, and town halls), while 20% stated this is not the case, and 23% stated they do not access these locations (Figure 21). Half of the respondents feel that there is a central directory where older adults can access information on activities and services, which includes information on how to access the service.

**Figure 21**

Response to question “Information is disseminated/ posted where older adults conduct their daily activities – such as the post office, places of worship, local centres, and town halls” in Parry Sound district (n=463).



Common themes that were identified included ensuring that information is disseminated with a purpose, in a way that older adults access (e.g., physical newsletters, community bulletins, flyers delivered to homes/ mailboxes), and not only through social media. One respondent shared that *“Face-to-face communication through community centers, senior clubs, or local events helps build trust and relationships. Older adults should have opportunities to ask questions and receive information directly from staff or volunteers.”*

Respondents highlighted that there is no local newspaper, radio, or tv channel in many of communities in the Parry Sound district. These media outlets were highlighted as a place to share community events, health tips, and local news. *“As a healthy senior, I can travel and “dig” for information yet even I am constantly exasperated by the lack of a comprehensive source for learning about available social services and optional social activities or events. It’s extremely fragmented.”* Respondents also referred to accessing information through their municipality’s websites, although stated that many are not up to date or intuitive on where information can be found.

One quarter (26%) of respondents reported that information is delivered by phone or through personal visits to older adults who are socially isolated, while 57% of respondents were unsure if this is being done. When asked if an interactive speaker series that delivers important information to older adults is available in their community, 37% reported yes, while 63% stated that they were unsure or that speaker series are not offered in their community. Thirty seven percent (37%) of older adults report that they have been recruited and used as volunteers to fill roles as experts, disseminators of information, and trainers, while 50% stated they were unsure.

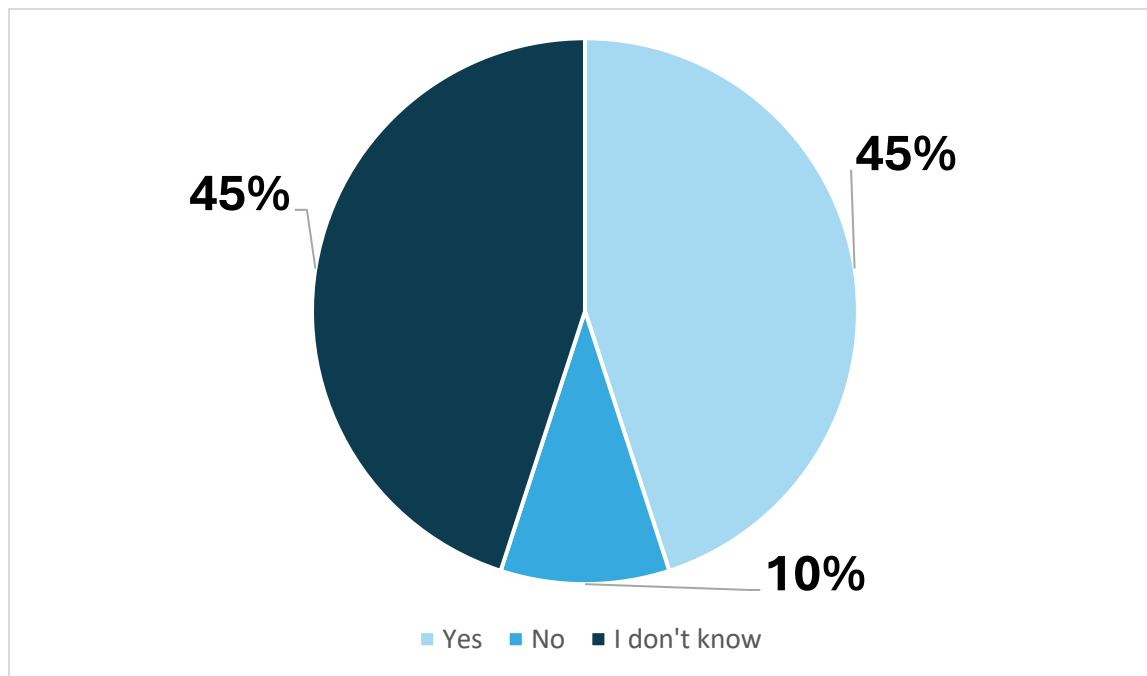
When asked if written communication is clearly printed in large letters, is easy to read and includes simple messaging, 41% stated yes, while 36% of respondents reported that they do not have access to this type of communication. One respondent reported that information shared needs to be in an accessible way and stated, *“Ensure that communication materials (pamphlets, posters, websites) use clear, simple, and jargon-free language. Avoid complex terminology that might be confusing, and use large, easy-to-read fonts.”*

Almost half (44%) of respondents reported that information of interest to older adults is being disseminated effectively, such as information on local events, vital information (health, security, etc.), and programs and services that are available to them, while 41% were unsure.

Seventy percent (70%) of respondents reported that they have access to computers and the internet at local centres open to the public, while 20% reported that they were unsure. Half (45%) of respondents reported that trainings courses on new technology are available and accessible to older adults, while 45% were unsure (Figure 22).

**Figure 22**

*Response to question “Training courses on new technologies are available and accessible to older adults” for Parry Sound district (n=463)*



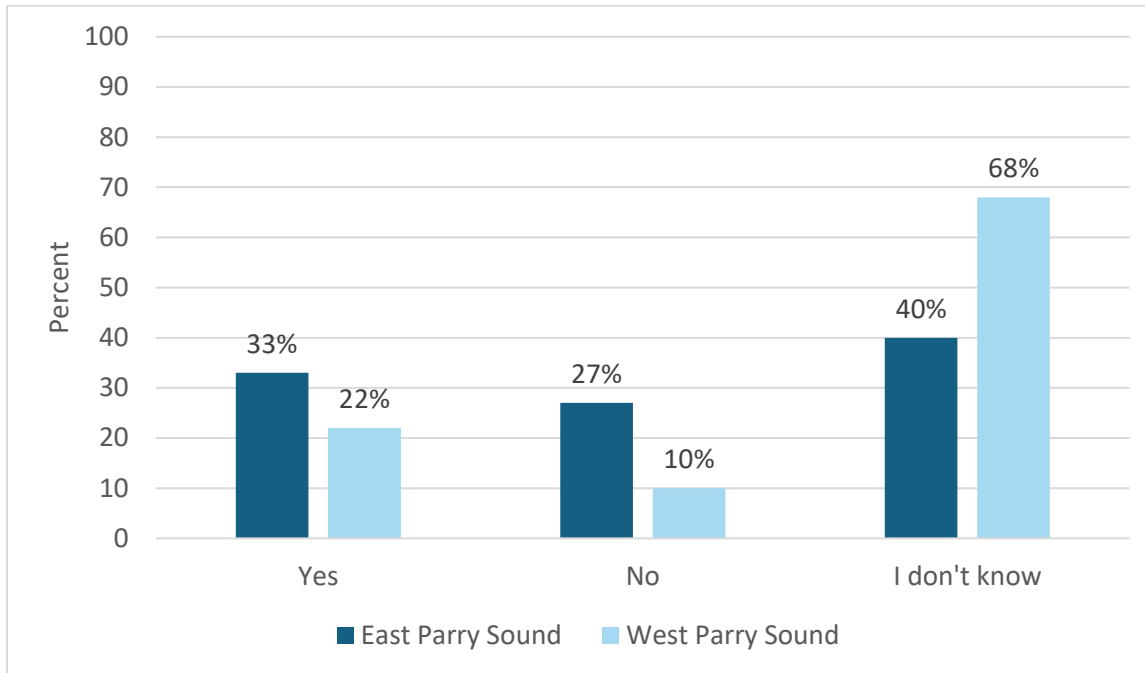
#### *East Parry Sound and West Parry Sound Regions*

Thirty three percent (33%) and 22% of respondents reported that information is delivered by phone or through personal visits to older adults who are socially isolated, while 40% and 68% of respondents were unsure if this is being done in East Parry Sound and West Parry Sound respectively (Figure 23).

When asked if an interactive speaker series that delivers important information to older adults is available in their community, 45% and 32% respondents reported yes, while 30% and 59% stated that they were unsure in East Parry Sound and West Parry Sound respectively (Figure 24).

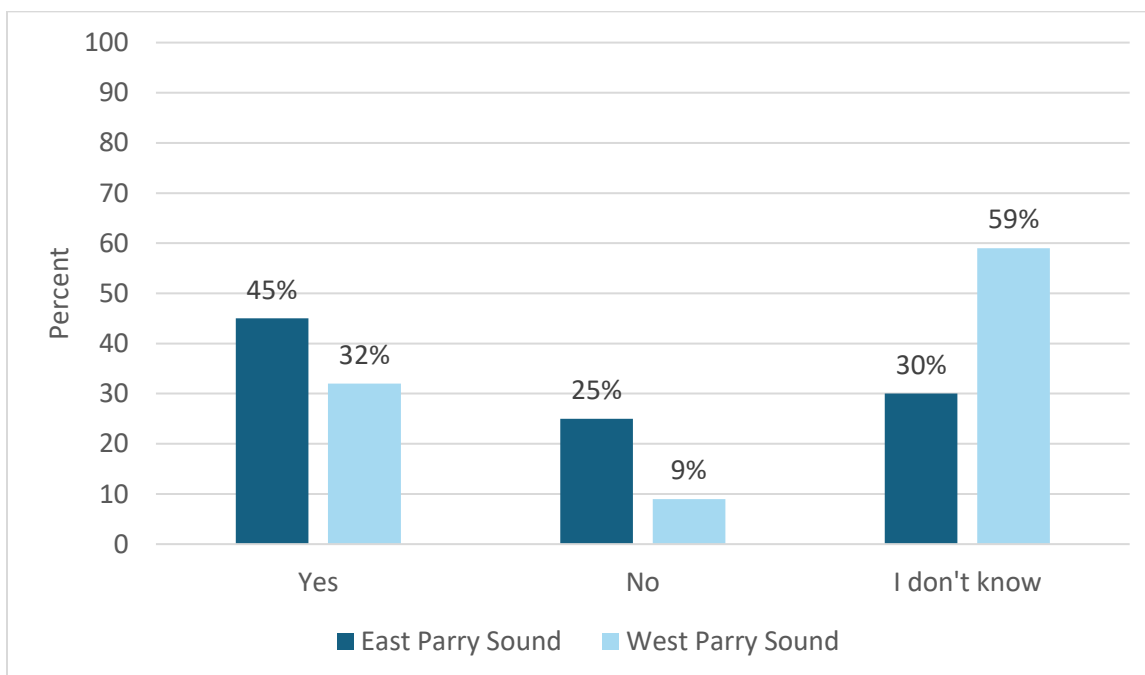
**Figure 23**

Response to question “Information is delivered to older adults who are socially isolated by phone or other person visits.” For East Parry Sound (n=145) and West Parry Sound (n=273).



**Figure 24**

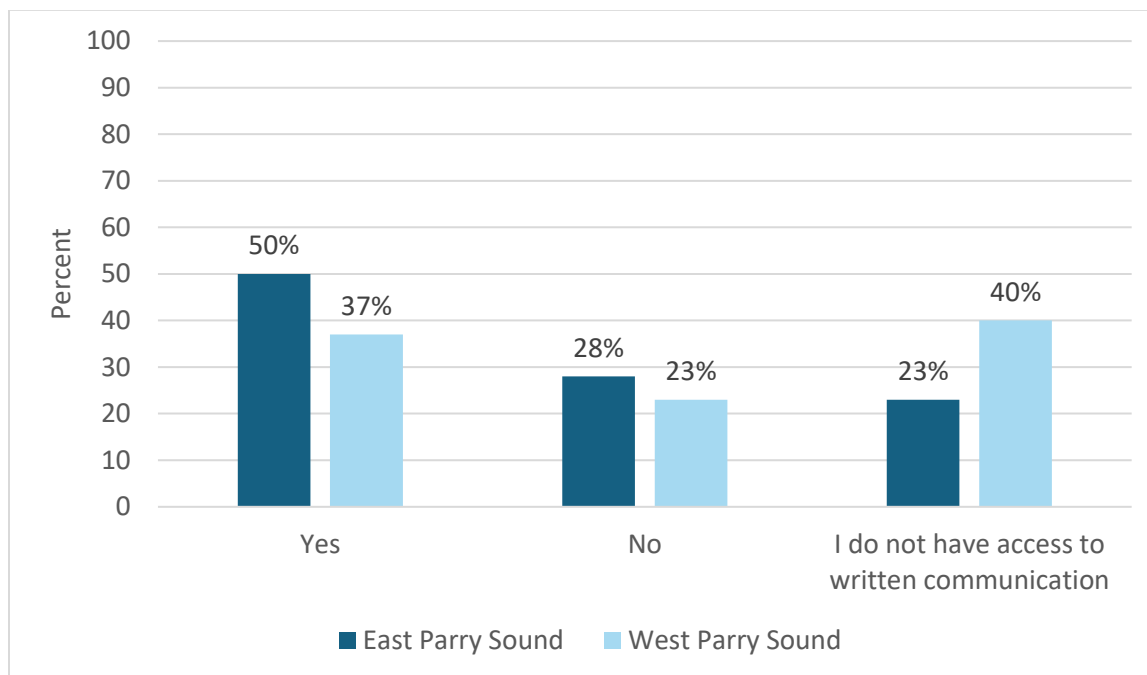
Response to question “An interactive speaker series is created that delivers important information (e.g., on health issues, protecting against fraud).” For East Parry Sound (n=145) and West Parry Sound (n=273).



When asked if written communication is clearly printed in large letters, is easy to read and includes simple messaging, 20% and 37% of respondents reported yes, while 23% and 40% reported do not have access this communication in East Parry Sound and West Parry Sound respectively (Figure 25).

**Figure 25**

*Response to question “Written communication is clearly printed in large letters and is easy to read, with simple messaging.” For East Parry Sound (n=145) and West Parry Sound (n=273).*

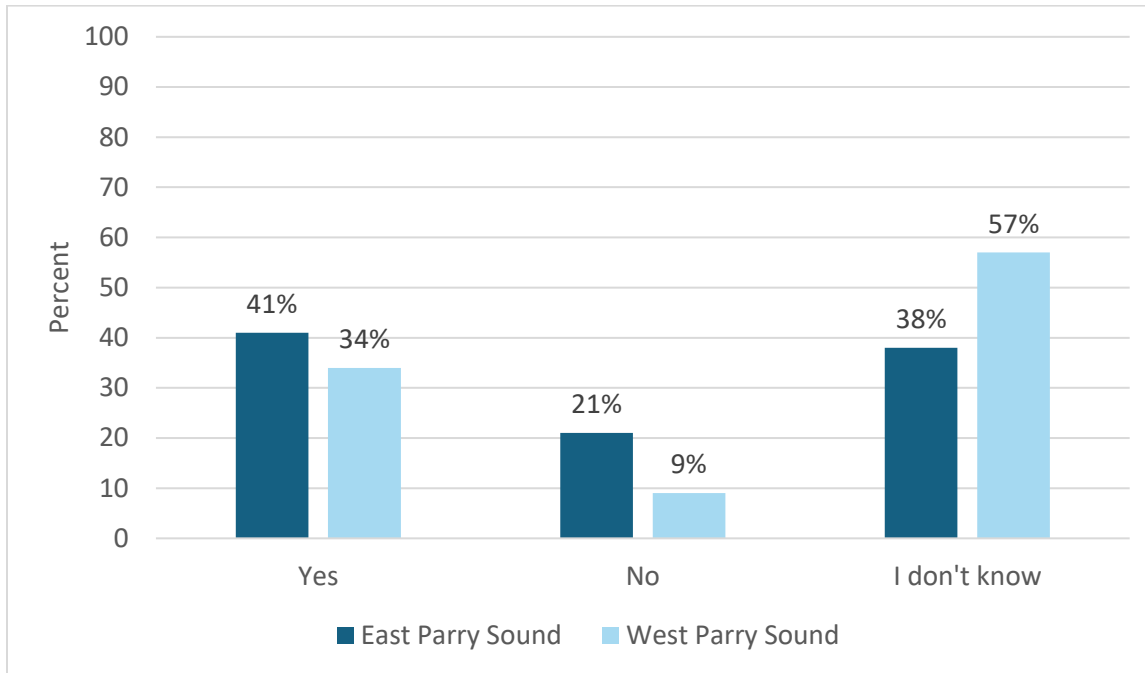


Forty one percent (41%) and 34% of respondents report that they are recruited and used as volunteers to fill roles as experts, disseminators of information and trainers, while 38% and 57% stated they were unsure from East Parry Sound and West Parry Sound respectively (Figure 26).

Fifty two percent (52%) and 40% of respondents reported that information of interest to older adults is being disseminated effectively, such as information on local events, vital information (health, security, etc.), and programs and services that are available to them, while 26% and 48% were unsure, in East Parry Sound and West Parry Sound respectively (Figure 27).

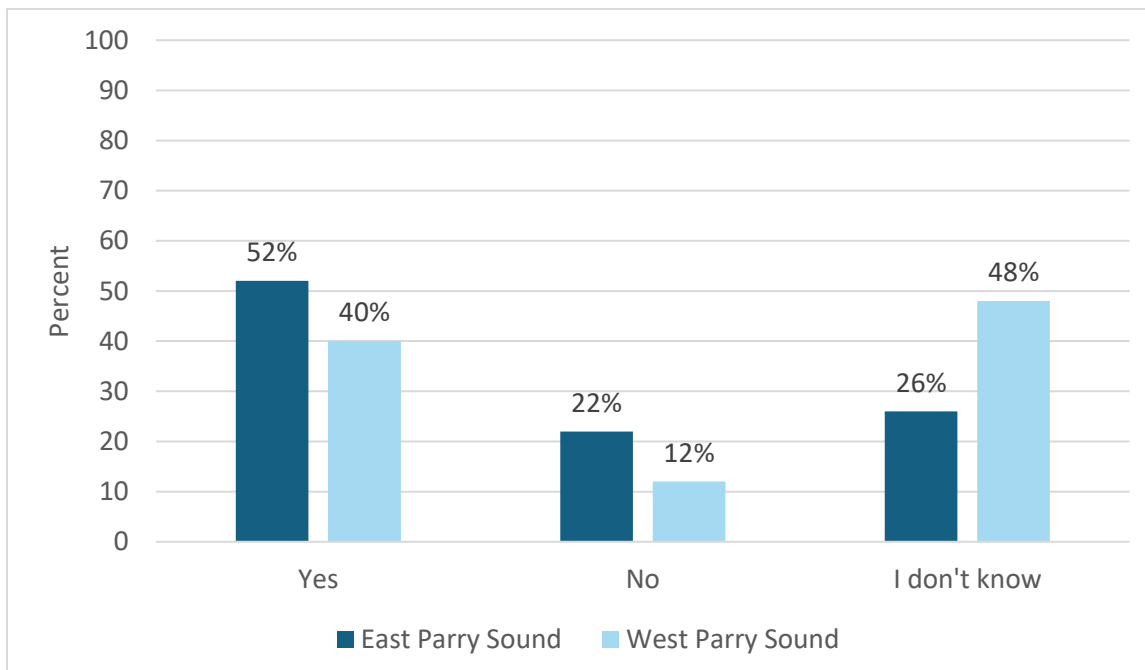
**Figure 26**

*Response to question “Older adults are recruited and used as volunteers as experts, disseminators of information and trainers.” For East Parry Sound (n=145) and West Parry Sound (n=273).*



**Figure 27**

*Response to question “Information of interest to older adults is disseminated effectively – such as information on local events, vital information (health, security, etc.), and programs and services that are available to them” for East Parry Sound (n=145) and West Parry Sound (n=273).*



## Caregiver

### Parry Sound District Data

Respondents were asked to answer questions about program and services available to caregivers supporting older adults. Sixty percent (60%) of respondents stated that they were not aware of or that home support or older adult day programs to provide respite to their care partner are not available in their community. Forty-one percent (41%) stated that these programs were available in their community.

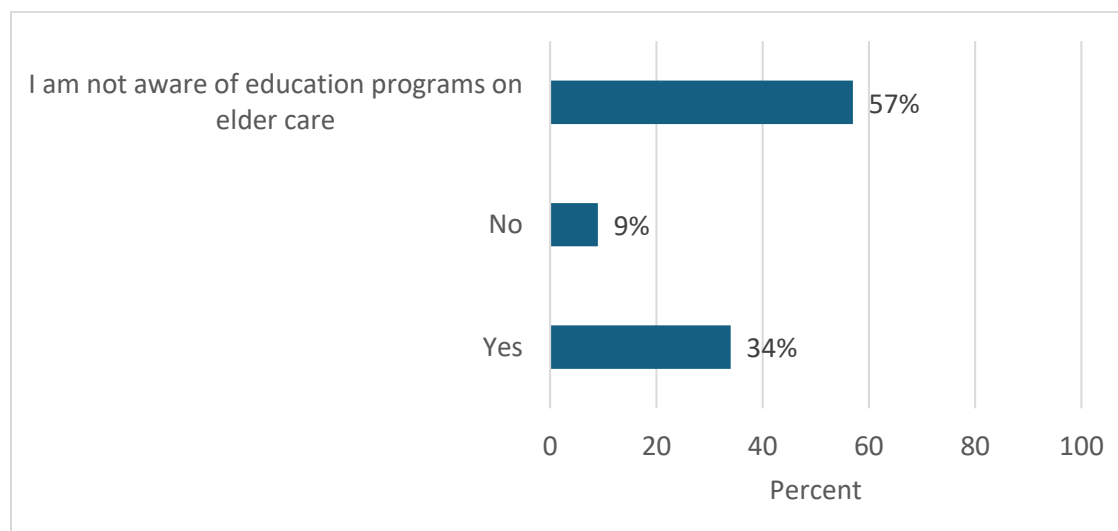
Many respondents highlighted that respite services are not available in rural communities, and that there is a need to advocate for increased funding for support services. One respondent reported, *“Advocate for local funding to support caregiver relief services, such as subsidies for in-home care or adult day services.”* Additionally, another respondent reported, *“While I didn't answer no, the fact that I don't know is equally unfortunate. It is difficult to know where this info can be found when you don't even know the names of organizations that might assist.”*

The importance of programs and services that promote prevention was mentioned by one respondent who stated, *“Services that I am aware of that provide this sort of program is CSS and the Friends. The unfortunate reality is that services are usually only available after an incident, (i.e., stroke/fall/dementia incident). It would be good to see more programs that address preventing incidents.”*

When asked if education programs are offered to individuals caring for an older adult, 34% stated there are programs available, 66% stated that they are not aware of or that these programs are not available (Figure 28). Respondents highlighted the need for training sessions available in the community to provide individuals with the knowledge and skills needed to provide care for an older adult. One respondent stated, *“Offer regular training sessions that cover essential caregiving skills, such as managing medications, understanding chronic illnesses, and navigating health care systems.”* Additionally, it was highlighted that there is a need for community resource centres that support with navigating local services, joining support groups, and providing education/ training.

**Figure 28**

*Response to question “Education programs on elder care and similar available services are provided to families who are, or will be, caring for an older adult.” For Parry Sound district (n=463).*



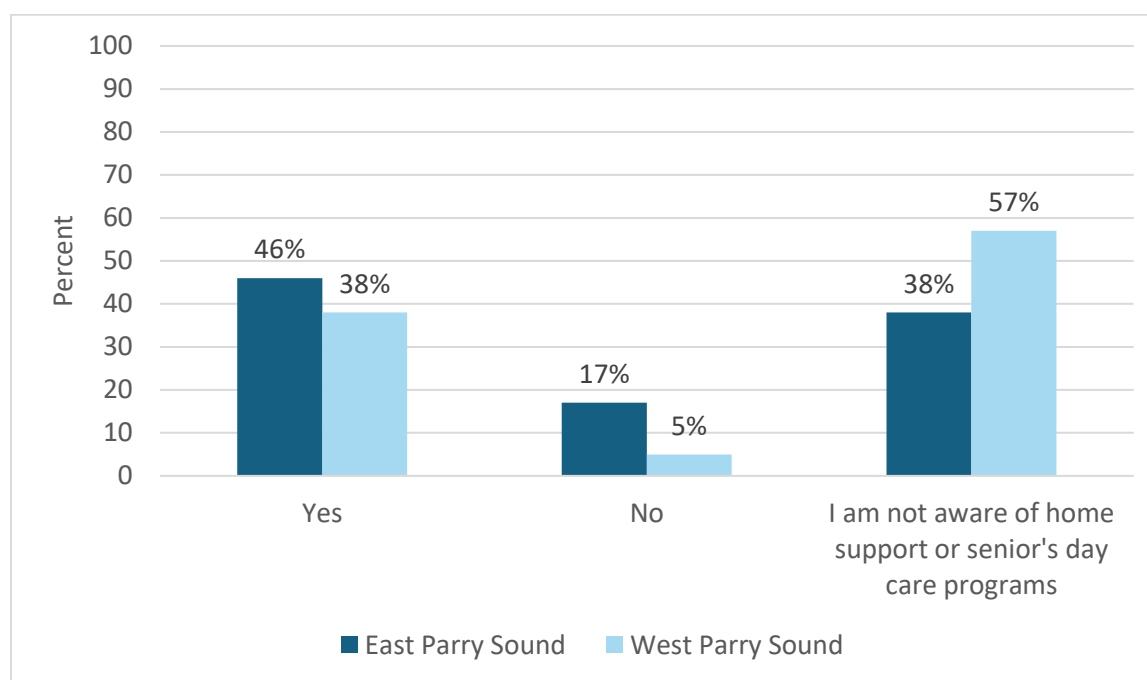
### *East Parry Sound and West Parry Sound Regions*

Thirty eight percent (38%) and 57% of respondents in East Parry Sound and West Parry Sound respectively stated that they were not aware of home support or older adult day programs to provide respite to their care partner. Forty six percent (46%) and 38% stated that these programs were available in their community (Figure 29).

When asked if education programs are offered to individuals caring for an older adult, 41% and 31% of respondents in East Parry Sound and West Parry Sound respectively stated there are programs available, while 43% and 63% stated they were not aware of programs in their community (Figure 30).

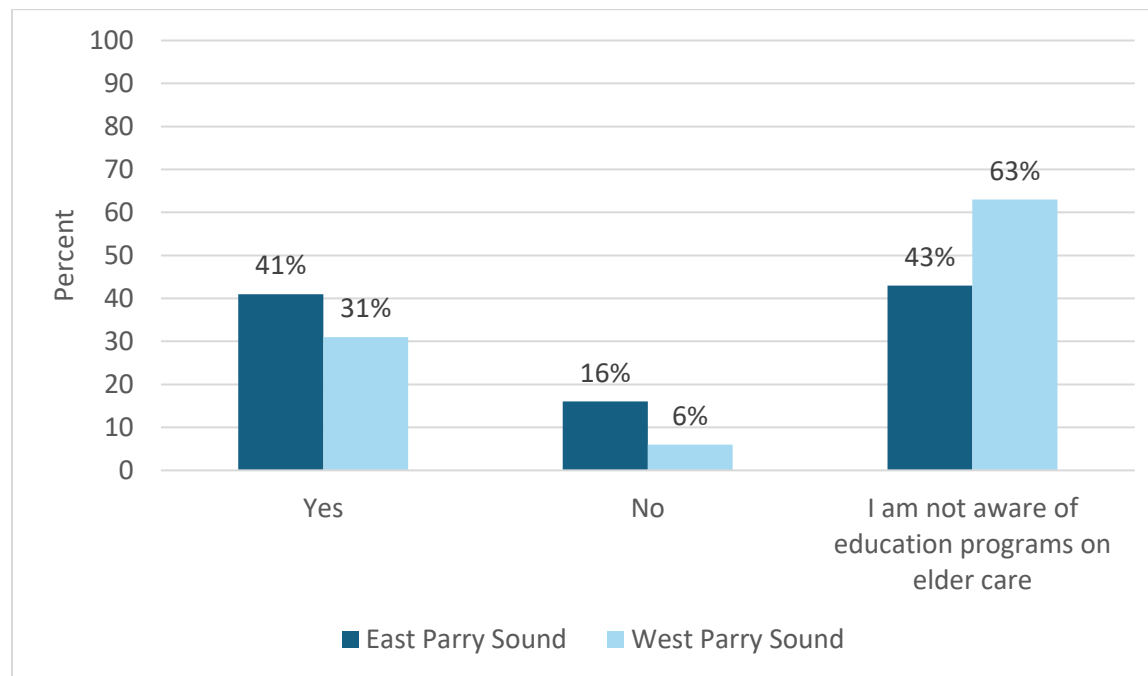
**Figure 29**

*Response to question "Caregivers are "given a break" from caretaking through programs such as home support and senior's day care programs." For East Parry Sound (n=145) and West Parry Sound (n=273).*



**Figure 30**

*Response to question “Education programs on elder care and similar available services are provided to families who are, or will be, caring for an older adult.” For East Parry Sound (n=145) and West Parry Sound (n=273).*



## Limitations

The project team recognizes that there were limitations with this research project. While efforts were made to mitigate these limitations, the following should be noted. Due to the vast geography of the Parry Sound district, and the rural nature of these communities, where individuals access services may be outside of the communities in which they reside in, as well as outside of the Parry Sound district. This will specifically affect responses to questions in the survey about the built environment and aging in place supports. Therefore, general themes were included in the survey and specific locations were omitted.

The survey was disseminated throughout the Parry Sound district and although the overall response count was high for the survey, there was a low response rate in individual communities. Future research should look at ensuring that dissemination of surveys or other data collection efforts are done consistently through the district. Additionally, First Nation Communities had limited representation in the report. Future research should include First Nation Communities during all phases of the research including planning, implementation, data analysis and knowledge translation and ensure that OCAP principles are being incorporated throughout.

Finally, due to the dissemination plan, socially isolated older adults may not have been reached. Community partners and online social media advertisements were used to disseminate the survey which may limit respondents to individuals who are connected to services and/ or have access to the internet. Due to these limitations the data must be interpreted with caution.

## Conclusions and Recommendations

The survey's main focus was to conduct a community needs assessment to identify needs and priorities for older adults living in the Parry Sound district, including barriers to accessibility and social inclusion. Three main themes were identified based on respondents answers to the survey questions. These themes included increased awareness and promotion of services, transportation as a barrier to accessing programs and services, and the importance of the continued involvement of older adults in planning of initiatives.

Further consultations are recommended with older adults and service providers throughout the Parry Sound district. Additional information on where older adults access services, how older adults access information, and how accessible their community or communities they access services in, is required. In collaboration with the 19 municipalities, 5 First Nations Communities, and 2 unorganized territories that make up the Parry Sound district, the Parry Sound District Age Friendly Communities Committee can support a coordinated next phase of the needs assessment to ensure all residents across the district provide input and are engaged throughout.

To be an age friendly community, individuals of all ages, abilities, and backgrounds are able to live safely, stay involved, active, and informed in the accessible environments that they live, work, and play in. The information collected in this initial survey provides organizations and decision-makers who service these area valuable insights from older adults in the Parry Sound district.

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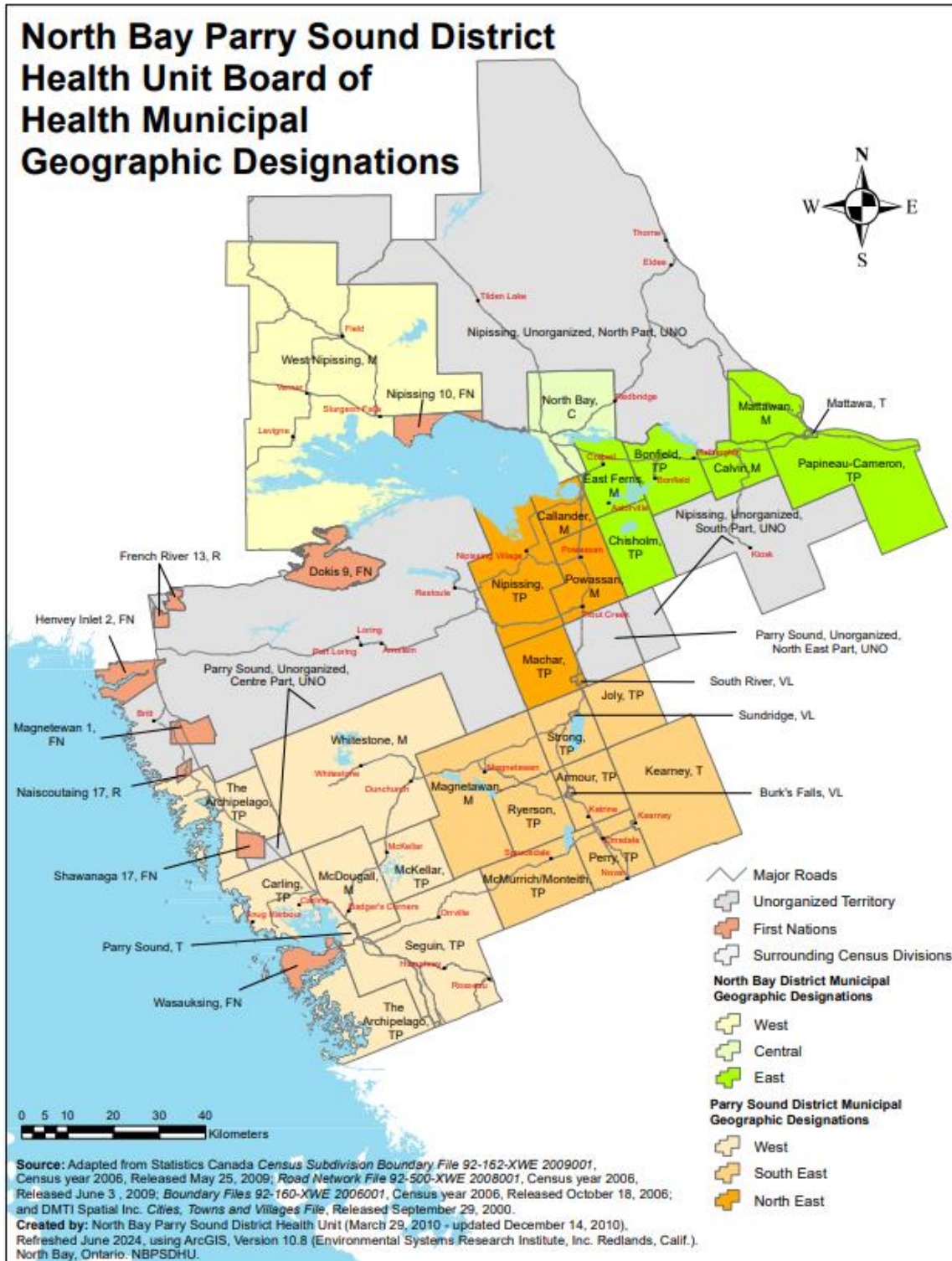
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## Appendices

### Appendix 1: North Bay Parry Sound District Health Unit Board of Health Municipal Geographic Designation



## Appendix 2: Age Friendly Parry Sound Community needs assessment survey

### Introduction:

Age-friendly communities are designed to meet the needs of people of all ages, but they specifically focus on the needs and preferences of older adults. These communities are designed to be safe, walkable, accessible, and provide opportunities for social engagement, civic participation, and continued learning. The Parry Sound Age Friendly Committee (AFC) is conducting a community needs assessment to identify the needs and priorities of older adults in the community to make the district of Parry Sound more age friendly.

### Purpose, Benefits and Risks to Participate:

The purpose of this community needs assessment is to guide the AFC in the development of an action plan that includes specific initiatives to address identified needs and priorities for older adults living in the district of Parry Sound, including barriers to accessibility and social inclusion.

There are no direct benefits to participation in this survey, however there will be indirect benefits which include an opportunity to contribute to the action plan which will directly affect your community. There are minimal risks to participating in this survey, however for those who have experienced many inequities in aging you may feel disconnected from your community. If you need to speak with someone call ConnexOntario at 1-866-531-2600 or visit <https://www.connexontario.ca/en-ca/> to find a mental health service in your area.

### Time Commitment and Incentive to Participate:

The survey will take approximately 25 minutes to complete. At the end you can choose to have your name entered into a draw to win 1 of 5 \$50 grocery gift cards.

### Protection of Information:

All findings from this survey will be stored securely on a password protected computer on the servers at the North Bay Parry Sound District Health Unit. Project information will be stored for 7 years, and then destroyed. Responses will be kept private and confidential and will be summarized for reporting purposes.

### Questions or Concerns:

If you have any questions about your participation in this needs assessment or general questions about the project, please contact Sam Docherty at the North Bay Parry Sound District Health Unit at 1-800-563-2808 ext. 3222 or via email at [Samantha.docherty@healthunit.ca](mailto:Samantha.docherty@healthunit.ca)

- By proceeding to complete the survey, I provide consent to participate in this survey. Please check box if you wish to proceed.

***Demographic information:***

What is your age?

- ☐ Under 50 (please skip to the end of the survey)
- ☐ 50-60
- ☐ 61-70
- ☐ 71-80
- ☐ 81+

Who do you live with? Select all that apply.

- ☐ Partner/Spouse
  - ☐ Child(ren)
  - ☐ Parent(s)
  - ☐ Friend(s)/Roommate(s)
  - ☐ I live alone
  - ☐ I do not currently have a permanent residence/home
  - ☐ Other, please specify:
- 

Which town, township, or First Nation do you live in?

- ☐ Armour
- ☐ Burk's Falls
- ☐ Callander
- ☐ Carling
- ☐ Dokis First Nation
- ☐ Henvey Inlet First Nation
- ☐ Joly
- ☐ Kearney
- ☐ Machar
- ☐ Magnetawan (Municipality)
- ☐ Magnetawan First Nation
- ☐ McDougall
- ☐ McKellar
- ☐ McMurrich/Monteith
- ☐ Nipissing Township
- ☐ Parry Sound Unorganized Centre Part
- ☐ Parry Sound Unorganized North East Part
- ☐ Perry
- ☐ Powassan
- ☐ Ryerson
- ☐ Seguin
- ☐ Shawanaga First Nation
- ☐ South River

- ☐ Strong
- ☐ Sundridge
- ☐ The Archipelago
- ☐ Town of Parry Sound
- ☐ Wasauksing First Nation
- ☐ Whitestone
- ☐ I do not live in the district of Parry Sound (please skip to the end of the survey)

How would you define your residency?

- ☐ Occasional cottage only
- ☐ Full summer seasonal
- ☐ Full winter seasonal
- ☐ Year-round resident

### ***Outdoor spaces and buildings***

Sidewalks, pathways and trails are well-maintained, cleared in the winter, non-slip and accessible.

- ☐ Yes
- ☐ No
- ☐ I do not access sidewalks, pathways, and trails.

Accessible benches (the appropriate height for older adults) are located along sidewalks, paths, or trails and are spaced at regular intervals.

- ☐ Yes
- ☐ No
- ☐ I do not access sidewalks, pathways, and trails.

Your neighbourhood is well-lit.

- ☐ Yes
- ☐ No
- ☐ I don't know

Your local trails are well-lit.

- ☐ Yes
- ☐ No
- ☐ I do not access local trails

Public buildings (such as municipal buildings, medical offices, hospitals, etc.) are accessible and have the following:

Ramps with a slope appropriate for wheelchairs

- ☐ Yes
- ☐ No
- ☐ I don't know

- ☐ I do not access public buildings

Fewer stairs to get into buildings and within buildings

- ☐ Yes
- ☐ No
- ☐ I don't know
- ☐ I do not access public buildings

Non-slip flooring

- ☐ Yes
- ☐ No
- ☐ I don't know
- ☐ I do not access public buildings

Accessible washrooms located on the main floor

- ☐ Yes
- ☐ No
- ☐ I don't know
- ☐ I do not access public buildings

Parking that is well-maintained and located near public buildings for easier access

- ☐ Yes
- ☐ No
- ☐ I don't know
- ☐ I do not access public buildings

If you answered no to any of the above, please provide any more detail you would like to share about age friendly priorities for outdoor spaces and buildings in your community:

### ***Transportation services***

Affordable and accessible community transport services (including shuttle vans) are available to take older adults to events, shopping, social events, and medical appointments.

- ☐ Yes
- ☐ No
- ☐ I do not access community transport services

Volunteer and/or an informal network of drivers are available and are compensated (i.e. gas money) for their efforts.

- ☐ Yes
- ☐ No
- ☐ I am not aware of volunteer and/or informal networks of drivers

Accessible transportation services are available to take older adults to and from health appointments (including those in larger cities).

- ☐ Yes
- ☐ No
- ☐ I am not aware of Accessible transportation services

Taxis are available, and affordable to older adults.

- ☐ Yes
- ☐ No
- ☐ Taxis are available, but not affordable to older adults
- ☐ I am not aware of taxis

Taxis are accessible to older adults using mobility devices (ex. Walkers, wheelchairs, etc).

- ☐ Yes
- ☐ No
- ☐ I am not aware of taxis that are accessible to those using mobility devices

If you answered no to any of the above, please provide any more detail you would like to share about age friendly priorities for transportation in your community:

### ***Aging in Place***

Affordable supports are available to enable older adults to remain at home.

- ☐ Yes
- ☐ No
- ☐ I am not aware of supports to enable older adults to remain at home

Assisted living options are available to all.

- ☐ Yes
- ☐ No
- ☐ I am not aware of assisted living options

"Alert systems" are available for older adults living alone (i.e. systems that alert someone when an older adult needs help).

- ☐ Yes
- ☐ No
- ☐ I am not aware of "alert systems"

Affordable or free general maintenance (i.e. yard work) is available for older adults.

- ☐ Yes
- ☐ No
- ☐ I am not aware of affordable or free general maintenance

Information on financial assistance programs for housing modifications is readily available and easily accessible by older adults.

- ☐ Yes
- ☐ No
- ☐ I am not aware of information on financial assistance programs for housing modifications

Home visits are provided to those who do not, or cannot, leave their homes.

- ☐ Yes
- ☐ No
- ☐ I am not aware of home visiting programs

Affordable and available health and home services are in place and include health, personal care and housekeeping.

- ☐ Yes
- ☐ No
- ☐ I am not aware of health and home services

Home supports are available in a timely manner.

- ☐ Yes
- ☐ No
- ☐ I do not access home supports

Affordable meal programs are available to all older adults in the community, regardless of their health status.

- ☐ Yes
- ☐ No
- ☐ Meal programs are available, but not affordable
- ☐ I am not aware of meal programs

Delivery services (groceries, medicines, etc.) or escorted shopping services are available to older adults.

- ☐ Yes

- ☐ No
- ☐ I am not aware of delivery services or escorted shopping services

Do you have a local primary care provider (family doctor, nurse practitioner, etc.)?

- ☐ Yes
- ☐ No
- ☐ Yes I have a primary care provider, but they are not local

Medical equipment (including medical alerts) is available through a loan program, at no cost to older adults.

- ☐ Yes
- ☐ No
- ☐ I do not access medical equipment

If you answered no to any of the above, please provide any more detail you would like to share about age friendly priorities for aging in place in your community:

### ***Long-term care***

Affordable long-term care options are available that prevent the separation of families and the need to move out of the community.

- ☐ Yes
- ☐ No

### ***Community involvement***

You feel included and respected in your community? (ex. are you asked to participate, provide your input on community issues and your contributions are honoured)

- ☐ Yes
- ☐ No
- ☐ I don't know

A range of volunteer opportunities is available that meets the interests of older adults.

- ☐ Yes
- ☐ No
- ☐ I am not aware of volunteer opportunities

Volunteering options allow for intergenerational involvement.

- ☐ Yes
- ☐ No
- ☐ I am not aware of intergenerational volunteer opportunities

Opportunities for volunteering are flexible (e.g., short-term) to accommodate older adults who travel or have other commitments

- ☐ Yes
- ☐ No
- ☐ I do not access volunteer opportunities

There is a range of paid employment opportunities for older adults.

- ☐ Yes
- ☐ No
- ☐ I don't know

There is a range of events and activities for old adults of all ages—some are age-specific and others are intergenerational. Activities could include physical/recreational activities, spectator sporting events, church and school related events, gatherings with food, hobbies and courses, etc.

- ☐ Yes
- ☐ No
- ☐ I am not aware of any events or activities for older adults

Activities available include outdoor (e.g., walking) and indoor activities (e.g., bingo, cards, darts, etc.).

- ☐ Yes
- ☐ No
- ☐ I am not aware of any events or activities for older adults

If you answered no to any of the above, please provide any more detail you would like to share about age friendly priorities for community involvement in your community:

### ***Communication***

There is regular and reliable distribution of information about events and programs (including contact information) through local government and/or voluntary organizations.

- ☐ Yes
- ☐ No

Information is disseminated/ posted where older adults conduct their daily activities—such as the post office, places of worship, local centres and town halls.

- ☐ Yes
- ☐ No
- ☐ I do not access these locations

Local channels (TV and radio) advertise community events and news items of interest to older adults—for example, through "community access channels."

- ☐ Yes
- ☐ No
- ☐ I do not access local channels (TV and radio)

There is a central directory where older adults can find information about what activities and services are available, and how to access them (including phone numbers).

- ☐ Yes
- ☐ No

Information is delivered to older adults who are socially isolated by phone, or through personal visits.

- ☐ Yes
- ☐ No
- ☐ I don't know

An interactive speaker series is created that delivers important information (e.g., on health issues, protecting against fraud).

- ☐ Yes
- ☐ No
- ☐ I don't know

Written communication is clearly printed in large letters and is easy to read, with simple messaging.

- ☐ Yes
- ☐ No
- ☐ I do not access written communication

Older adults are recruited and used as volunteers as experts, disseminators of information and trainers.

- ☐ Yes
- ☐ No
- ☐ I don't know

Information of interest to older adults is disseminated effectively — such as information on local events, vital information (health, security, etc.), and programs and services that are available to them.

- ☐ Yes
- ☐ No

- ☐ I don't know

Access to computers and the internet is available at a local centre open to the public.

- ☐ Yes  
☐ No  
☐ I don't know

Training courses on new technologies are available and accessible to older adults.

- ☐ Yes  
☐ No  
☐ I don't know

If you answered no to any of the above, please provide any more detail you would like to share about age friendly priorities for communication in your community:

### ***Caregiver support***

Caregivers are "given a break" from caretaking through programs such as home support and senior's day care programs.

- ☐ Yes  
☐ No  
☐ I am not aware of home support or senior's day care programs

Education programs on elder care and similar available services are provided to families who are, or will be, caring for an older adult.

- ☐ Yes  
☐ No  
☐ I am not aware of education programs on elder care

If you answered no to any of the above, please provide any more detail you would like to share about age friendly priorities for caregiver support in your community:

Thank you for completing our community needs assessment, your feedback is incredibly valuable in setting the stage for the creation of an Age Friendly Action Plan.

If you would like to be entered into a draw to win 1 of 5 \$50 grocery gift cards, please enter using your name and contact information below (your information will not be linked to your survey results).

If you would like to be contacted in the future to provide input into Age Friendly Parry Sound, please provide your contact details to the project team member at your location (your information will not be linked to your survey results).

Would you like to be entered to win **1 of 5 \$50 grocery gift** cards?

- Yes
- No

If yes, please provide contact details (your information will not be linked to your survey results):

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Would you like to be contacted in the future to provide further input into Age Friendly Parry Sound?

- Yes
- No

If yes, please provide contact details (your information will not be linked to your survey results):

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

## Promotional Poster

## Age-Friendly Parry Sound

# We need to know!

## What do YOU need to age well?

Are you over the age of 50, living in the Parry Sound district? We need your help to create an action plan to make Parry Sound more Age Friendly.

**Take our survey**

### Why participate?

- Enter for your chance to win 1 of 5 \$50 grocery gift cards
- Have your voice heard!



### Benefits of Age Friendly communities



Supports  
independent, active  
living



Allows everyone to contribute to the community



Creates  
accessible built  
environments

**Find the survey online:**

[ca.mar.medallia.com/AFC](http://ca.mar.medallia.com/AFC)



Or visit a participating location near you for a paper copy. Check your:

- Municipal office
- Community Centre
- Library

\*locations vary by community

---

Age-Friendly Parry Sound

# We need to know!

## What do YOU need to age well?

### *Take our survey*

- Enter for your chance to win **1 of 5 \$50** grocery gift cards
- Have your voice heard!



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Caption: The Parry Sound Age Friendly Committee is asking for your help to create an action plan to make Parry Sound more Age-Friendly. Take the short survey to have your voice heard and enter for your chance to win a \$50 grocery gift card. <https://ca.mar.medallia.com/AFC>

## Newsletter Insert Options

### Electronic Newsletter:

#### **What do YOU need to age well?**

The Parry Sound Age Friendly Committee is asking for your help to create an action plan to make Parry Sound more Age-Friendly. Take the short survey to identify priorities in your community, have your voice heard and enter for your chance to win a \$50 grocery gift card.

Age-Friendly Communities support independent, active living; allow everyone to contribute to the community; and create accessible built environment

Follow [this link](#) to fill out our survey online OR pick up a paper copy from your local municipal office, community centre or library from August 23-September 30, 2024.

### Paper/mail out newsletter:

#### **What do YOU need to age well?**

The Parry Sound Age Friendly Committee is asking for your help to create an action plan to make Parry Sound more Age-Friendly. Take the short survey to identify priorities in your community, have your voice heard and enter for your chance to win a \$50 grocery gift card.

Age-Friendly Communities support independent, active living; allow everyone to contribute to the community; and create accessible built environment

Scan the QR code with your smartphone camera to fill out our survey online ([ca.mar.medallia.com/AFC](https://ca.mar.medallia.com/AFC)) OR pick up a paper copy from your local municipal office, community centre or library from August 23-September 30, 2024.





# Transportation Inventory














Medical



Social



Grocery

Transportation Service	Who is eligible?	Service Location	Transportation for:
Nipissing District			Item 25.4
<b>Au Chateau</b> 705-753-7116 Office Hours: Monday to Friday 8 a.m. to 4 p.m.	<b>No age requirement</b> Escort may be required to support mobility.	<b>West Nipissing</b> Travel to North Bay and Sudbury.	  <b>Accessible Vehicle:</b> Yes
<b>Canadian Cancer Society</b> 1-888-939-3333 Office Hours: Monday to Friday 9 a.m. to 5 p.m.	<b>Living with cancer diagnosis</b> Electronic referral completed by member of clinical team.	<b>Nipissing District, Parry Sound, &amp; Almaguin</b> Medical travel up to 400km one way.	 <b>Accessible Vehicle:</b> No
<b>Canadian Red Cross</b> 705-472-5760 Office Hours: Monday to Friday 8:30 a.m. to 4:30 p.m.	<b>60 years of age +</b>	<b>Nipissing District</b> Medical Travel to Huntsville and Sudbury.	   <b>Accessible Vehicle:</b> No
<b>Cassellholme Community Support Services</b> 705-474-4250 ext. 789 Office Hours: Monday to Friday 8 a.m. to 4 p.m.	<b>65 years of age +</b> Lives at Castle Arms or at an approved seniors' building	<b>North Bay</b> Will travel outside of North Bay for special occasions.	  <b>Accessible Vehicle:</b> Yes
<b>Metis Nation of Ontario</b> 705-474-2767 Office Hours: Monday to Friday 8:30 a.m. to 4:30 p.m.	<b>Self-identify as Metis.</b> Approved clients with physical or financial barriers regardless of age.	<b>Nipissing District</b> Coordinator will assist arranging travel outside of district for those eligible.	  <b>Accessible Vehicle:</b> Yes
<b>North Bay Indigenous Friendship Centre</b> 705-472-2811 Office Hours: Monday to Friday 8:30 a.m. to 4:30 p.m.	<b>All Ages, Urban Indigenous People</b> Registration required.	<b>Live in the City of North Bay</b>	 <b>Accessible Vehicle:</b> No

# Transportation Inventory








Medical



Social



Grocery

Transportation Service	Who is eligible?	Service Location	Transportation for:
<b>Nipissing District (Continued)</b>			
<b>North Bay Limousine Services</b> 705-474-7942 Office Hours: Monday to Friday 6 a.m. to 8 p.m.	<b>Must be able to self-transfer</b>	<b>Nipissing District</b> Will travel outside of district.	  <b>Accessible Vehicle:</b> Yes
<b>North Bay Transit (Para-Bus)</b> 705-476-5530 Office Hours: Monday to Friday 7 a.m. to 5 p.m.	<b>Unable to access conventional transit.</b> Eligibility considered case-by-case.	<b>Within urban boundaries of North Bay</b>	   <b>Accessible Vehicle:</b> Yes
<b>5-0 Cab</b> 705-476-5050	<b>No specific eligibility criteria</b>	<b>North Bay and area</b>	<b>Accessible Vehicle:</b> No
<b>Belanger Taxi</b> 705-744-5722	<b>No specific eligibility criteria</b>	<b>Primarily Mattawa and North Bay</b> Will travel to Sturgeon Falls and Sudbury.	<b>Accessible Vehicle:</b> No
<b>North Bay Transit (City Bus)</b> 705-474-0419	<b>Public Transit Service</b>	<b>No residency requirement</b> Bus stops located across North Bay.	<b>Accessible Vehicle:</b> Yes
<b>U-NEED-A-CAB</b> 705-497-7777	<b>No specific eligibility criteria</b>	<b>North Bay and area</b>	<b>Accessible Vehicle:</b> Yes
<b>Urider</b>	<b>No specific eligibility criteria</b> Must download the app	<b>Pick up in North Bay, Redbridge, Corbeil.</b>	<b>Accessible Vehicles:</b> No



Canadian Red Cross

Croix-Rouge canadienne



This resource is for information purposes only. Please contact the transportation service for additional information including cost. Last updated March 2025.

# Transportation Inventory



Medical



Social



Grocery

Transportation Service

Who is eligible?

Service Location

Transportation for:

## Parry Sound District

### Dokis First Nation

705-763-2112

Office Hours: Monday to Friday  
8:30 a.m. to 4:30 p.m.

**Band member or member  
with Indian status**

### Dokis First Nation resident

Will travel to North Bay, Sudbury,  
and Sturgeon Falls.



**Accessible Vehicle:** No

### East Parry Sound Community Support Services

1-888-521-0000/ 705-724-6028

Office Hours: Monday to Friday  
8 a.m. to 4 p.m.

### Older Adults +

Services available to  
approved clients who are  
impacted by illness, recovery,  
or disability regardless of age

### East Parry Sound District

Will provide travel outside of  
district for medical appointment  
and provide travel for clients in  
transportation gap areas.



**Accessible Vehicle:** Yes

### Henvey Inlet First Nation

1-866-252-3330

Office Hours: Monday to Friday  
8:30 a.m. to 4:30 p.m.

**Band member or member  
with Indian status**

### Henvey First Nation resident

Will travel to Parry Sound, Sudbury,  
and Britt.



**Accessible Vehicle:** Yes

### Magnetawan First Nation

705-383-1047

Office Hours: Monday to Friday  
8 a.m. to 4 p.m.

**Band member**

### Magnetawan First Nation resident

Parry Sound Monday to Friday, Britt  
on Wednesday  
Will travel to outside regions (call to  
arrange).



**Accessible Vehicle:** Yes

### Parry Sound Friendship Centre

705-746-5970

Office Hours: Monday to Friday  
8:30 a.m. to 4:30 p.m.

**All Ages, Urban  
Indigenous People**

For both registered and non-  
registered participants

### City of Parry Sound

Will travel to surrounding First  
Nation communities if required



**Accessible Vehicle:** No

### Shawanaga First Nation

705-366-2378

Office Hours: Monday to Friday  
9 a.m. to 4:30 p.m.

**Band member**  
(call for more information)

### Shawanaga First Nation resident

Will travel to Toronto and Sudbury.



**Accessible Vehicle:** Yes

# Transportation Inventory



Medical



Social



Grocery

Transportation Service

Who is eligible?

Service Location

Transportation for:

## Parry Sound District (Continued)

### Wasauksing First Nation

705-746-8022

Office Hours: Monday to Friday  
8:30 a.m. to 4:30 p.m.

**Band member or member  
with Indian status.**

Call for more information

**Wasauksing First Nation resident**

Will travel within Parry Sound District  
and beyond (with approval)



**Accessible Vehicle:** Call  
for availability

### West Parry Sound Community Support Services

705-746-5602

Office Hours: Monday to Friday  
8 a.m. to 4 p.m.

**Older adults +**

Services available to approved  
clients who are impacted by  
illness, recovery, or disability  
regardless of age

**West Parry Sound District**

Will travel outside of district for  
medical appointments



**Accessible Vehicle:** Yes

### Burks Falls Taxi

705-571-9479

**No specific eligibility criteria**

**Burks Falls Area**

Will travel to other areas if required

**Accessible Vehicle:** No

### Callander Taxi

705-752-1271

**No specific eligibility criteria**

**Callander to North Bay**

**Accessible Vehicle:** No

**Carpool Almaguin**  
explorealmaguin.ca

**No specific eligibility criteria**

**Pick up and drop off varies** Determine  
route on Poparide app and website

**Accessible Vehicle:** No

### Muskoka Taxi

705-687-2111

**No specific eligibility criteria**

**Primarily Gravenhurst**

Will travel to other areas if required

**Accessible Vehicle:** Yes

### Parry Sound Taxi

705-746-1221

**No specific eligibility criteria**

**Primarily Parry Sound District**

Pre-arranged travel to other areas

**Accessible Vehicle:** No



Canadian  
Red Cross

Croix-Rouge  
canadienne



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Last updated March 2025.

**Ministry of Municipal  
Affairs and Housing**

Office of the Deputy Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7100**Ministère des Affaires  
Municipales et du Logement**

Bureau du sous-ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7100

242-2025-4

June 19, 2025

Dear Sir/Madam,

I am writing to provide clarity regarding the authority of municipalities in setting building standards, particularly in light of the recently passed legislative changes under the *Protect Ontario by Building Faster and Smarter Act, 2025* (Bill 17).

As part of the government's commitment to accelerating housing development and ensuring consistency across Ontario, the amendment to the *Building Code Act, 1992*, in Schedule 1 of Bill 17 now provides greater clarification that municipalities do not have, and have never had, the authority to pass by-laws that establish construction or demolition standards. Municipalities cannot use provisions in the *Municipal Act*, *City of Toronto Act*, and *Planning Act*, including site plan control, to create and require construction or demolition standards for buildings. This includes, but is not limited to, local green building standards or green development standards as they pertain to the construction of a building, including any energy efficiency requirements for buildings.

The intent of this clarification is to:

- Ensure predictability and consistency for builders and developers across the province.
- Avoid duplication and any differences between municipal by-laws and provincial regulations.
- Support the timely delivery of housing and other buildings.
- Avoid the need for developers and designers to redesign their products for use in different municipal jurisdictions.

Municipalities play an important role in community planning and development, however, it is essential that all jurisdictions operate within the framework established by provincial legislation to ensure a streamlined and effective approach to building across Ontario.

As this clarification is reflected in municipal processes, the ministry has been directed to monitor outcomes to ensure actions are not taken to bypass this, which would erode efforts to ensure standardization of mandatory requirements across the province. If necessary, and considering economic conditions, the government is prepared to take additional legislative action to ensure municipalities are adhering to the provincial framework and reducing red tape in this space.

Should you have any questions or require further clarification, please contact David McLean, Assistant Deputy Minister, Housing Policy and Planning Division, MMAH.

Sincerely,

A handwritten signature in black ink, appearing to read 'Martha', followed by a horizontal line with a small loop at the end.

Martha Greenberg  
Deputy Minister, Ministry of Municipal Affairs and Housing

Cc: David McLean, Assistant Deputy Minister, Housing Policy and Planning Division,  
MMAH

# NAMP News

June, 2025

## Aanii / Hello NAMP Partners!

For many years, we have had meaningful conversations with a wide range of partners about the need for a habitat mapping tool that better supports biodiversity conservation, land use planning, research, and stewardship. These discussions led to the official launch of the Natural Asset Management Planning (NAMP) project in February 2024, co-developed with the University of Waterloo (UW), McMaster University (McMaster), and numerous partners.

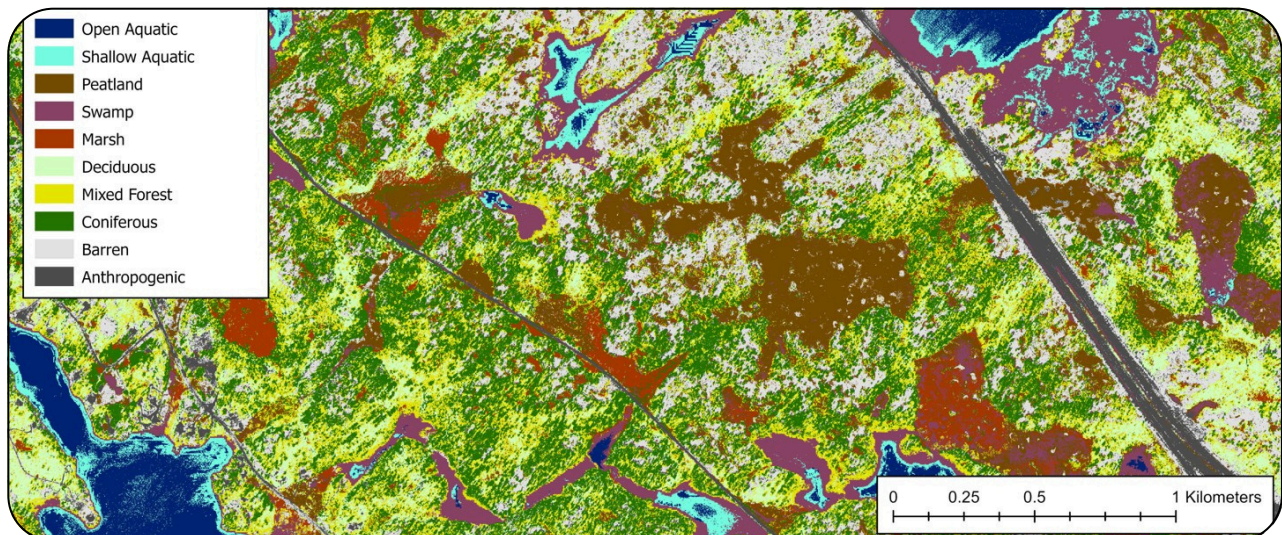
Since then, we have made exciting strides—including developing a pilot habitat mapping model, kicking off ground-truthing, and hosting a hands-on field training day. This new quarterly NAMP newsletter will keep you informed and involved as the project continues to grow!



## Pilot Habitat Mapping Model & Project Scoping with Partners

The UW and McMaster teams have developed a pilot habitat mapping model in an area north of Parry Sound. Early results show significantly greater accuracy and detail compared to existing habitat datasets (see figure below). Additional ground-truthed training data collected throughout 2025 and 2026 will further refine habitat boundaries and improve the model's accuracy to scale it out to the entire study area.

We have also hosted several focus groups on key topics such as data hosting and sharing, fluctuating water levels in Georgian Bay, and planning needs among municipal planners. These sessions are helping shape tools to support more informed land use decisions. Watch the recording of the information sharing session here: [youtu.be/MQLFDd-IVeY](https://youtu.be/MQLFDd-IVeY)

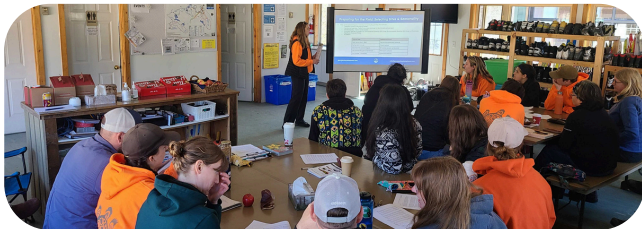


## Partner Spotlight

High-quality ground-truthed data from across the region is essential to produce accurate, reliable habitat maps that support local and regional planning and land management. That is why we are working closely with Lands Departments at Shawanaga, Wasauksing, and Moose Deer Point First Nations to support community members—including elders and knowledge holders—in joining us on the land to learn, share, and help guide this work.

## Ground-Truthing Training

In May, we co-led a field training day with UW's Wetland Ecohydrology and Conservation (WEC) Lab at Georgian Nordic Outdoor Activity Centre. Approximately 30 participants joined, including partners from Moose Deer Point First Nation, Wasauksing First Nation, Shawanaga First Nation, Georgian Bay Land Trust, Parks Canada, and Ontario Parks. The morning focused on project orientation, safety, and data collection protocols. In the afternoon, we hit the trails to test the Habitat Classification Guide (Version 1) and FieldMaps form—spotting turtles, salamander eggs, and even skinks along the way!



## Ground-Truthing in Action

Although we have only just begun ground-truthing, fieldwork is off to a strong start! GBB and UW WEC Lab staff are actively recording habitat types, refining methods, and testing updates. Moose Deer Point First Nation and Grundy Lake Provincial Park teams have also started collecting data.



## Resource Updates

Thanks to feedback gathered from the training day, Version 2 of the Habitat Classification Guide and FieldMaps form are now available! Changes are summarized on the first two pages of the guide for easy reference.

## What's Next

1. Ground-truthing continues this summer with First Nation, Parks Canada, and Ontario Parks partners!
2. We are working on creating a NAMP project webpage—stay tuned for details!

## We Want to Hear From You!

Do you have feedback, thoughts or ideas? Please continue to send us your comments, questions, and suggestions! Collective feedback is crucial to ensure the data collection process is tailored to meet the needs and priorities of various partners.

✉ Reach out to: Angela Vander Eyken at [avandereyken@georgianbaybiosphere.com](mailto:avandereyken@georgianbaybiosphere.com)

This project was undertaken with the financial support of:  
Ce projet a été réalisé avec l'appui financier de :



Environment and  
Climate Change Canada

Environnement et  
Changement climatique Canada



Ganawenim  
Meshkiki

mitacs



Natural Sciences and Engineering  
Research Council of Canada

Conseil de recherches en sciences  
naturelles et en génie du Canada

Canada





West Parry Sound Health Centre  
6 Albert Street, Parry Sound  
Ontario, P2A 3A4

DONALD SANDERSON  
CHIEF EXECUTIVE OFFICER

DR. WIL SMITH  
CHIEF OF MEDICAL STAFF

Dear West Parry Sound elected representatives and municipal leaders:

20 June 2025

We write to provide an update on West Parry Sound Health Centre's plans to acquire Magnetic Resonance Imaging (MRI) technology. The MRI was approved by the Medical Advisory Committee (MAC) for inclusion on the health centre's capital planning inventory on 22 September 2011. A copy of Ontario Health North East's letter of endorsement dated 10 October 2024 is appended to this communique.

WPSHC's MRI will be located within our Medical Imaging (MI) Department, next to our CT scanner, with easy access from our regional Air Ornge helipad, Emergency Medical Services (EMS), and Emergency Department (ED), thereby significantly reducing the need for external transport of our most critically ill patients being cared for in our ED, Intensive Care Unit (ICU), and inpatient departments.

The MRI service at WPSHC will provide imaging to urgent, emergent as well as non-urgent and scheduled patients. Final approval by Ontario Health Capital Branch will include additional funding that will allow the health centre to operate the MRI on a 24/7 basis. It is envisioned that our MRI will be operational within 12 – 18 months of Ministry approval.

The MRI application has been championed and endorsed by WPSHC's Chief of Medical Staff, President of the Medical Staff Organization, and the Chiefs of Surgery, Internal Medicine, Emergency Medicine, Child-Maternal Program, Ambulatory Care, and Hospitalists. We firmly believe that an MRI located within the WPSHC will best address the urgent and elective needs of the patients in our community in the safest, most efficient and highly integrated manner.

We look forward to working with our elected representatives and municipal leaders to improve the health status of everyone that together we are privileged to serve.

Respectfully,

Wil Smith MD  
Chief of Staff

Jonathan Witt MD  
Medical Staff President

Ken Foster MD  
Chief of Surgery

Kaen Mills MD  
Chief of Internal Medicine

Victoria Smith MD  
Chief of Emergency Medicine

Margaret Frere MD  
Chief of Maternal Child

Heather Smith MD  
Medical Director, Ambulatory Care