

CORPORATION OF THE TOWNSHIP OF MCKELLAR

June 20, 2023 – 6:00 p.m.

AMENDED AGENDA

Topic: Regular Council Meeting

Time: June 20, 2023 6:00 P.M.

Join Zoom Meeting

<https://us06web.zoom.us/j/82694913528>

Dial by your location

+1 647 374 4685 Canada

+1 647 558 0588 Canada

23-420 1st resolution

2023-48 1st by-law

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
- 4. ADOPTION OF AGENDA**
- 5. CLOSED SESSION**
 - 5.1 Minutes of Closed Session – June 8, 2023
 - 5.2 Personal matters about an identifiable individual, including Municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b) – By-law Enforcement Recruitment & Committee Appointment
- 6. CALL TO ORDER – REGULAR SESSION (6:30pm)**
- 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**

- 9. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
- 10. PUBLIC MEETING**
- 11. DELEGATIONS AND PRESENTATIONS**
 - 11.1 Pahapill And Associates Chartered Accountants, Presentation of Draft 2022 Financial Statements
- 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 6, 2023 Regular Meeting of Council and the June 8, 2023 Special Closed Meeting
- 15. PLANNING MATTERS**
 - 15.1 Consent Application B12/2023 Crossman
 - (i) Application
 - (ii) Planning Report, John Jackson Planner Inc.
 - 15.2 Consent Application B14/2023 2165268 Ontario Ltd.
 - (i) Application
 - (ii) Planning Report, John Jackson Planner Inc.
 - 15.3 Consent Application B02/2022 – Conditions in Res. No. 22-236
 - (i) Memo from Karlee Britton dated June 20, 2023
 - (ii) Letter from Applicant dated June 20, 2023
 - (iii) Site Evaluation Report – November 2022
- 16. COMMITTEE/BOARD MINUTES WITH RECOMMENDATIONS FOR APPROVAL**
 - 16.1 May 25, 2023 Township of McKellar Recreation Committee Meeting
- 17. STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL**
 - 17.1 PW-2023-06 Master Services Agreement – Blue Box Transition July 2024
 - 17.2 PW-2023-07 RFP No. PW-2023-10 Municipal Building Complex Shingle Replacement
 - 17.3 Accounts Payable Preliminary Cheque Run Report, May 2023
- 18. MAYOR’S REPORT**
- 19. CORRESPONDENCE FOR CONSIDERATION**
 - 19.1 Parry Sound Community Radio Association – Support Resolution
- 20. MOTION AND NOTICE OF MOTION**

21. BY-LAWS

21.1 By-law No. 2023-48 Being a By-law to Enter into a Service Contract with Chris Everitt for By-law Enforcement and to Appoint a By-law Officer

22. UNFINISHED BUSINESS

22.1 Unfinished Business as of June 20, 2023

23. NEW BUSINESS

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

25. CONSENT AGENDA – CORRESPONDENCE

25.1 Letter dated May 23, 2023 from Parry Sound Area Community Business & Development Centre Inc.

25.2 AMO Watchfile – June 1, 2023

25.3 Ministry for Seniors & Accessibility, Seniors Active Living Centres Program Expansion for 2023-2024

25.4 AMO Watchfile – June 8, 2023

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

27. CONFIRMING BY-LAW

27.1 By-law 2023-49 - Confirming the Proceedings of Council

28. ADJOURNMENT

Instructions for Joining the Council Meeting

1. Please try to sign in between 6:20 to 6:30 if possible; you are still welcome to sign in after 6:30 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.



SCHEDULE "E"

Township of McKellar Request for Delegation/Deputation before Council

Pursuant to By-law No. 2023-08, any person wishing to make a deputation before Council shall submit a request in writing to the Clerk no later than 1:00 p.m. on the Tuesday prior to the meeting the following week at which they wish to be heard. The written request shall be a detailed written submission that clearly outlines the matter that the deputation wishes to present to Council including the nature of the business to be discussed and the person(s) named to make the deputation. The detailed written submission, together with this form, shall be circulated with the Council Agenda. Please note that Deputations are limited to ten (10) minutes in length.

PLEASE PRINT

Name of Person to Appear: <u>Carl Pakapill, CPA, CA, LPA</u>	
Address: <u>75 Main St W, Suite 2, Huntsville, ON</u>	
Phone: _____ Home _____ Cell [REDACTED] Business _____	
Name of person requesting appearance: (if different from the person preparing the request) <u>Rebecca MacDonald</u>	
Phone: _____ Home _____ Cell [REDACTED] Business _____	
Name of Group or Person(s) being represented (if applicable) <u>Pakapill and Associates Professional Corp.</u>	
Meeting Date requested to appear before Council <u>June 20, 2023</u>	
Subject Matter of Deputation: <u>Presentation of 2022 Draft</u> <u>Financial Statements</u>	
Detailed written submission must be attached or submitted to the Clerk (by 1:00 p.m. the Tuesday of the week prior to the Council Meeting).	
Signature: <u>Rebecca MacDonald</u>	Date: <u>June 13/23</u>

DRAFT FOR DISCUSSION PURPOSES ONLY

**THE CORPORATION OF THE
TOWNSHIP OF MCKELLAR
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2022**

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
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INDEPENDENT AUDITORS' REPORT

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

Opinion

We have audited the consolidated financial statements of The Corporation of the Township of McKellar, which comprise the consolidated statement of financial position as at December 31, 2022, and the consolidated statements of operations, the consolidated change in its net financial assets (debt) and its consolidated cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the Township of McKellar as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

Other Matter

The comparative financial statements as at December 31, 2021 have been restated as disclosed in note 2 to the financial statements.

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

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

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

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

Auditor's Responsibility for the Audit of the Financial Statements

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

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

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

Huntsville, Ontario

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
2022 FINANCIAL HIGHLIGHTS

TAX RATES

	2022 Tax Rates (%)		2021 Tax Rates (%)	
	Township purposes	School Board purposes	Township purposes	School Board purposes
Residential and Farm	0.544300	0.153000	0.515094	0.153000
Farmland and Managed Forest	0.136075	0.038250	0.128774	0.038250
Commercial Occupied	0.598730	0.880000	0.566604	0.880000
Industrial Occupied	0.598730	0.880000	0.566604	0.880000

TRANSACTIONS FOR THE SCHOOL BOARDS

	2022	2021
Payable (Receivable) at the beginning of the year	\$ 17,168	\$ 3,998
Taxation and payments-in-lieu, net of adjustments	1,079,288	1,062,661
Remitted during the year	(1,063,747)	(1,049,491)
Payable (Receivable) at the end of the year	\$ 32,709	\$ 17,168

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

YEAR END BALANCE OF TRUST FUNDS UNDER ADMINISTRATION

	2022	2021
Trust Funds	\$ 51,485	\$ 49,345

NOTES

1. The 2022 financial report consolidates the operations, assets and liabilities of the Township and its local cemetery and library boards.
2. The above data has been extracted from the audited 2022 Consolidated Financial Report of the Township and its local boards and committees as described in Note 1. Copies of the 2022 Consolidated Financial Report and the Auditors' Report of Pahapill and Associates Professional Corporation, Chartered Professional Accountants, Huntsville, Ontario are available at the Township office to any resident who wishes to review or analyze the financial operations of the Township in greater detail.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2022

	2022	2021 (Note 2)
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 4,071,488	\$ 2,502,335
Accounts receivable, net of allowance	634,020	494,472
	4,705,508	2,996,807
LIABILITIES		
Accounts payable and accrued liabilities	680,872	539,263
Deferred revenue (Note 6)	62,188	64,798
Municipal debt (Note 7)	896,556	155,293
Employee benefits payable (Note 9)	5,708	2,788
Landfill closure and post-closure liability (Note 10)	13,400	13,400
	1,658,724	775,542
NET FINANCIAL ASSETS	3,046,784	2,221,265
NON-FINANCIAL ASSETS		
Tangible capital assets - net (Schedule 1)	13,705,520	13,680,980
Inventories of supplies	61,954	35,723
Prepaid expenses	70,673	61,564
	13,838,147	13,778,267
ACCUMULATED SURPLUS	\$ 16,884,931	\$ 15,999,532

APPROVED ON BEHALF OF COUNCIL:

_____ Reeve

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2022

	Budget 2022 (Note 12)	Actual 2022	Actual 2021 (Note 2)
REVENUE			
Property taxes	\$ 3,696,060	\$ 3,761,132	\$ 3,514,577
User fees	24,170	55,451	32,553
Government transfers	1,213,363	1,249,368	1,166,708
Other	303,734	532,962	397,435
TOTAL REVENUE	5,237,327	5,598,913	5,111,273
EXPENSES			
General government	1,011,535	922,590	818,300
Protection to persons and property	956,857	874,484	885,770
Transportation services	1,774,518	1,500,118	1,584,167
Environmental services	266,480	242,725	244,141
Health services	268,112	263,635	286,933
Social and family services	368,768	368,768	331,059
Recreation and culture	391,997	441,544	218,188
Planning and development	155,455	99,650	136,099
TOTAL EXPENSES	5,193,722	4,713,514	4,504,657
ANNUAL SURPLUS (DEFICIT)	43,605	885,399	606,616
ACCUMULATED SURPLUS, BEGINNING OF YEAR	15,999,532	15,999,532	15,392,916
ACCUMULATED SURPLUS, END OF YEAR	\$ 16,043,137	\$ 16,884,931	\$ 15,999,532

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2022

	Budget 2022 (Note 12)	Actual 2022	Actual 2021 (Note 2)
Annual surplus (deficit)	\$ 43,605	\$ 885,399	\$ 606,616
Acquisition of tangible capital assets	(729,220)	(838,084)	(684,333)
Amortization of tangible capital assets	813,544	813,544	754,252
Change in supplies inventories	-	(26,231)	30,828
Change in prepaid expense	-	(9,109)	(8,361)
Increase (decrease) in net financial assets	127,929	825,519	699,002
Net financial assets, beginning of year	2,221,265	2,221,265	1,522,263
Net financial assets, end of year	\$ 2,349,194	\$ 3,046,784	\$ 2,221,265

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF CASH FLOW
FOR THE YEAR ENDED DECEMBER 31, 2022

	2022	2021 (Note 2)
Operating transactions		
Annual surplus	\$ 885,399	\$ 606,616
Non-cash charges to operations:		
Amortization	813,544	754,252
	1,698,943	1,360,868
Changes in non-cash items:		
Accounts receivable	(139,548)	36,378
Accounts payable and accrued liabilities	141,609	9,442
Deferred revenue	(2,610)	(114,158)
Employee benefits payable	2,920	294
Landfill closure and post closure liability	-	(1,500)
Inventories of supplies	(26,231)	30,827
Prepaid expenses	(9,109)	(8,361)
	(32,969)	(47,078)
Cash provided by operating transactions	1,665,974	1,313,790
Capital transactions		
Acquisition of tangible capital assets	(838,084)	(684,333)
Cash applied to capital transactions	(838,084)	(684,333)
Financing transactions		
Proceeds of municipal debt	775,000	172,000
Debt principal repayments	(33,737)	(16,707)
Cash applied to financing transactions	741,263	155,293
Net change in cash and cash equivalents	1,569,153	784,750
Cash and cash equivalents, beginning of year	2,502,335	1,717,585
Cash and cash equivalents, end of year	\$ 4,071,488	\$ 2,502,335
Cash flow supplementary information:		
Interest income received	\$ 85,588	\$ 15,936
Net interest received	\$ 85,588	\$ 15,936

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2022

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

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Reporting Entity

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

(i) Consolidated and Proportionally Consolidated entities

The following local boards are consolidated:

Cemetery
Library

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

(ii) Non-consolidated entities

The following joint local boards are not consolidated:

North Bay Parry Sound District Health Unit
Parry Sound District Social Services Administration Board
District of Parry Sound (East) Home for the Aged.

(iii) Accounting for school board transactions

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

(iv) Trust funds

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

(b) Basis of Accounting

(i) Accrual basis of accounting

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

(ii) Non-financial assets

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2022

(a) Tangible capital assets

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

Land improvements - 20 years
Buildings - 50 years
Machinery, equipment and furniture - 10 to 20 years
Vehicles - 8 to 20 years
Roads - 10 to 60 years
Bridges - 60 years

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

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

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

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

(b) Inventories of supplies

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

(iii) Reserves and reserve funds

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

(iv) Government transfers

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

(v) Deferred revenue

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2022

(vi) Taxation and related revenues

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

(vii) Pensions and employee benefits

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

(viii) Use of estimates

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2022

2. RESTATEMENT

The comparative figures included in these financial statements have been restated to conform with the accounting and reporting practices adopted for the current year.

During the year, the Township completed its Asset Management Plan. In order to improve the overall financial statement presentation and accurate measurement of the Tangible Capital Assets of the Township, a review of the accounting measurement including historical cost and accumulated amortization, asset category classification and presentation categories was completed.

As a result of this review, several errors in certain recorded historical costs and related amortization were identified. These errors have been corrected on a retroactive restated basis.

The effects of this restatement are as follows:

Year ended December 31, 2021

ACCUMULATED SURPLUS	
Accumulated surplus, as previously reported	\$ 18,548,984
Net book value of tangible capital assets	(2,549,452)
ACCUMULATED SURPLUS, AS RESTATED	\$ 15,999,532
ANNUAL SURPLUS	
Annual surplus as previously reported	\$ 387,540
Amortization expense previously expensed	219,076
ANNUAL SURPLUS, AS RESTATED	\$ 606,616

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2022

3. CONTRIBUTIONS TO UNCONSOLIDATED JOINT BOARDS

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

	2022	2021
District of Parry Sound Social Services Administration Board	\$ 289,814	\$ 286,030
North Bay Parry Sound District Health Unit	39,548	38,290
Belvedere Heights Home for the Aged	78,954	45,029
EMS Ambulance Levy	217,956	204,713
Total contributions made	\$ 626,272	\$ 574,062

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

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

4. OPERATIONS OF SCHOOL BOARDS

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

	2022	2021
Payable at the beginning of the year	\$ 17,168	\$ 3,998
Taxation and payments-in-lieu, net of adjustments	1,079,288	1,062,661
Remitted during the year	(1,063,747)	(1,049,491)
Payable (Receivable) at the end of the year	\$ 32,709	\$ 17,168

5. TRUST FUNDS

Trust funds administered by the Municipality amounting to \$51,485 (2021 \$49,345) have not been included in the Consolidated Statement of Financial Position nor have their operations been included in the Consolidated Statement of Operations. As such balances are held in trust by the Municipality for the benefit of others, they are not presented as part of the Municipality's financial position or operations.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2022

6. DEFERRED REVENUE

The 2022 continuity of transactions within the obligatory reserve funds are described below:

	Balance beginning of year	Contributions received	Interest earned	Amounts taken into revenue	Balance end of year
Federal gas tax	14,851	70,471	1,296	(86,618)	-
Other	49,947	13,246	950	(1,955)	62,188
	\$ 64,798	\$ 83,717	\$ 2,246	\$ (88,573)	\$ 62,188

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2022

7. MUNICIPAL DEBT

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

	2022	2021
Infrastructure Ontario, due June 2026, repayable in semi-annual payments of \$17,816 including interest calculated at 1.29% and is unsecured	\$ 121,556	\$ 155,293
Infrastructure Ontario, due October 2032, repayable in semi-annual payments of \$48,339 including interest calculated at 4.41%	775,000	-
	\$ 896,556	\$ 155,293

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

	Principal	Interest
2023	\$ 97,365	\$ 34,947
2024	100,624	31,687
2025	104,014	28,296
2026	89,727	24,768
2027	75,236	21,442
2028 onwards	429,590	53,802
	\$ 896,556	\$ 194,942

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

	2022	2021
Principal payments	\$ 33,737	\$ 16,707
Interest	1,895	1,109
	\$ 35,632	\$ 17,816

The annual principal and interest payments required to service the Municipality's debt were within the annual debt repayment limit of \$1,007,520 prescribed by the Ministry of Municipal Affairs and Housing.

8. CREDIT FACILITY AGREEMENT

The Municipality has a credit facility agreement with the Canadian Imperial Bank of Commerce of \$800,000 (2021 \$800,000), of which NIL (2021 NIL) was used at the end of the year. The loan is payable on demand and bears interest at the rate of prime.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2022

9. EMPLOYEE BENEFITS PAYABLE

Under the sick leave benefits plan, unused sick leave can accumulate and employees may become entitled to, after 10 years of continuous service, a cash payment of 20 percent of the accumulated credits (to a maximum of 120 days), rising two percent for each additional year beyond 10 years to a maximum of 50 percent divided by 120 multiplied by the annual salary when they leave the Municipality's employment. The liability for these accumulated days amounted to \$5,708 (2021 \$2,788) at the end of the year.

The municipality also has a liability related to unused employee vacation and overtime and retiring allowances amounting to \$149,133 (2021 \$108,378). This liability is reported under accounts payable on the Consolidated Statement of Financial Position.

10. LANDFILL CLOSURE AND POST CLOSURE LIABILITY

Commencing in 2001, the local government accounting standards issued by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants require that municipalities recognize a liability related to the closure of solid waste landfill sites. The closure and post-closure care requirements are mandated by the Environmental Protection Act and encompasses all costs related to the closure and subsequent maintenance of such sites including final covering and landscaping of the landfill, gas management, on-going monitoring, site inspections, and maintenance. The liability is recognized in the financial statements over the operating life of the solid waste disposal site, in proportion to its utilized capacity.

The Municipality is in the process of closing the Lee's Road Landfill site, which stopped receiving waste in 2003. Total remaining closure and post-closure costs of \$13,400 are anticipated. The balance of these estimated expenditures is reported as a liability on the consolidated statement of financial position.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2022

11. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT

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

General Government

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

Protection to Persons and Property

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

Transportation Services

Transportation Services include roadway systems and winter control.

Environmental Services

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

Health Services

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

Social and Family Services

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

Recreation and Culture

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

Planning and Development

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

Unallocated Amounts

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

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2022

11. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT (continued)

FOR THE YEAR ENDED DECEMBER 31, 2022

	General Government	Protection to Persons and Property	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Culture	Planning and Development	Unallocated Amounts	Consolidated
REVENUE										
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,761,132	\$ 3,761,132
User fees	360	-	-	5,383	-	-	20,755	28,953	-	55,451
Government transfers	251,924	-	86,617	-	-	-	159,827	-	751,000	1,249,368
Other	2,340	15,629	-	-	-	-	27,637	268,390	218,966	532,962
TOTAL REVENUE	254,624	15,629	86,617	5,383	-	-	208,219	297,343	4,731,098	5,598,913
EXPENSES										
Salaries, wages and benefits	582,563	285,210	421,953	54,588	6,131	-	86,124	26,361	-	1,462,930
Long-term debt charges (interest)	1,895	-	-	-	-	-	-	-	-	1,895
Operating expenses	300,468	489,146	511,282	164,065	257,504	368,768	270,624	73,289	-	2,435,146
Amortization	37,664	100,128	566,883	24,072	-	-	84,796	-	-	813,543
TOTAL EXPENSES	922,590	874,484	1,500,118	242,725	263,635	368,768	441,544	99,650	-	4,713,514
ANNUAL SURPLUS (DEFICIT)	\$ (667,966)	\$ (858,855)	\$(1,413,501)	\$ (237,342)	\$ (263,635)	\$ (368,768)	\$ (233,325)	\$ 197,693	\$ 4,731,098	\$ 885,399

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2022

11. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT (continued)

FOR THE YEAR ENDED DECEMBER 31, 2021

	General Government	Protection to Persons and Property	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Culture	Planning and Development	Unallocated Amounts	Consolidated (Note 2)
REVENUE										
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,514,577	\$ 3,514,577
User fees	288	-	-	5,354	-	-	1,021	25,890	-	32,553
Government transfers	222,238	-	123,799	-	-	-	63,071	-	757,600	1,166,708
Other	2,958	19,242	-	-	-	-	15,859	259,589	99,787	397,435
TOTAL REVENUE	225,484	19,242	123,799	5,354	-	-	79,951	285,479	4,371,964	5,111,273
EXPENSES										
Salaries, wages and benefits	575,158	259,585	400,652	53,220	6,799	-	76,508	18,712	-	1,390,634
Long-term debt charges (interest)	1,109	-	-	-	-	-	-	-	-	1,109
Operating expenses	217,393	533,153	656,630	166,613	280,134	331,059	56,293	117,387	-	2,358,662
Amortization	24,640	93,032	526,885	24,308	-	-	85,387	-	-	754,252
TOTAL EXPENSES	818,300	885,770	1,584,167	244,141	286,933	331,059	218,188	136,099	-	4,504,657
ANNUAL SURPLUS (DEFICIT)	\$ (592,816)	\$ (866,528)	\$ (1,460,368)	\$ (238,787)	\$ (286,933)	\$ (331,059)	\$ (138,237)	\$ 149,380	\$ 4,371,964	\$ 606,616

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2022

12. BUDGET FIGURES

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

13. PENSION AGREEMENTS

The Municipality makes contributions to the Ontario Municipal Employee Retirement Fund (OMERS), which is a multi-employer plan, on behalf of certain members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2022. The results of this valuation disclosed total actuarial liabilities of \$128,789 million with respect to benefits accrued for service with actuarial assets at that date of \$122,111 million indicating an actuarial deficit of \$6,678 million. Because OMERS is a multi employer plan, any Plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Municipality does not recognize any share of the Plan surplus or deficit.

The amount contributed to OMERS for 2022 was \$78,186 (2021 \$59,405) for current service and is included as an expense on the Consolidated Statement of Operations.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS

2022

Schedule 1

	Land and Land Improvements	Buildings	Machinery and Equipment	Vehicles	Roads and Bridges	Assets Under Construction	TOTAL 2022	TOTAL 2021 (Note 2)
COST								
Balance, beginning of year	\$ 1,482,565	\$ 4,782,751	\$ 951,681	\$ 2,819,739	\$ 18,034,391		\$ 28,071,127	\$ 27,389,533
Additions and betterments	12,886	-	45,387	81,357	550,596	147,858	838,084	684,333
Disposals and writedowns			(4,756)	(67,406)			(72,162)	(2,739)
BALANCE, END OF YEAR	1,495,451	4,782,751	992,312	2,833,690	18,584,987	147,858	28,837,049	28,071,127
ACCUMULATED AMORTIZATION								
Balance, beginning of year	238,342	1,328,526	419,288	927,745	11,476,246		14,390,147	13,638,634
Annual amortization	32,429	97,803	79,449	154,944	448,919		813,544	754,252
Amortization disposals			(4,756)	(67,406)			(72,162)	(2,739)
BALANCE, END OF YEAR	270,771	1,426,329	493,981	1,015,283	11,925,165	-	15,131,529	14,390,147
TANGIBLE CAPITAL ASSETS-NET	\$ 1,224,680	\$ 3,356,422	\$ 498,331	\$ 1,818,407	\$ 6,659,822	\$ 147,858	\$ 13,705,520	\$ 13,680,980

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

SUPPLEMENTARY FINANCIAL INFORMATION

MCKELLAR LIBRARY

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

	Budget 2022 (Note 12)	Actual 2022	Actual 2021
REVENUE			
Municipal contributions	\$ 55,084	\$ 55,584	\$ 53,021
Provincial grants	6,421	6,421	6,421
Other	4,295	5,864	4,052
TOTAL REVENUE	65,800	67,869	63,494
EXPENSES			
Wages and benefits	40,190	41,416	35,698
Books, magazines and videos	-	1,628	1,833
Rent and insurance	7,800	8,300	8,000
Telephone and internet	2,950	3,066	2,983
Postage and supplies	2,200	1,364	1,530
Miscellaneous	2,660	3,924	3,647
Amortization	6,333	6,333	6,212
TOTAL EXPENSES	62,133	66,031	59,903
ANNUAL SURPLUS (DEFICIT)	3,667	1,838	3,591
ACCUMULATED SURPLUS, BEGINNING OF YEAR	70,291	70,291	66,700
ACCUMULATED SURPLUS, END OF YEAR	\$ 73,958	\$ 72,129	\$ 70,291

DRAFT FOR DISCUSSION PURPOSES ONLY

**THE CORPORATION OF THE
TOWNSHIP OF MCKELLAR
TRUST FUNDS FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2022**

**INDEPENDENT AUDITORS' REPORT
TRUST FUNDS**

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

Qualified Opinion

We have audited the accompanying financial statements of the trust funds of the Corporation of the Township of McKellar which comprise of the statement of financial position as at December 31, 2022 and the statement of financial activities and changes in accumulated surplus for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the accompanying financial statements present fairly, in all material respects, the financial position of the trust funds of The Corporation of the Township of McKellar as at December 31, 2022, and its statement of financial activities and changes in accumulated surplus for the year then ended in accordance to Canadian public sector accounting standards.

Basis for Qualified Opinion

The trust funds of the of the Corporation of the Township of McKellar derive cash receipts from the sale of cemetery interment rights, which are not susceptible to compete audit verification. Accordingly, our verification of such receipts was limited to accounting for the amounts recorded in the records of the trust funds. Consequently, we were unable to determine whether any adjustments to these amounts were necessary.

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

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

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

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

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

Auditor's Responsibility for the Audit of the Financial Statements

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

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

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

Huntsville, Ontario

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR TRUST FUNDS
STATEMENT OF FINANCIAL ACTIVITIES AND CHANGES IN ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2022

	2022	2021
Revenue		
Capital receipts	2,140	1,600
Opening Accumulated Surplus	49,345	47,745
Closing Accumulated Surplus	\$ 51,485	\$ 49,345

STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2022

	2022	2021
Financial Assets		
Cash and temporary investments	\$ 49,986	\$ 48,615
Accounts receivable	1,499	730
	\$ 51,485	\$ 49,345
Liabilities and Accumulated Surplus		
Accumulated surplus	51,485	49,345
	\$ 51,485	\$ 49,345

The accompanying notes are an integral part of these financial statements

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

TRUST FUNDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended December 31, 2022

1. ACCOUNTING POLICIES

The financial statements of the Corporation of the Township of McKellar Trust Funds are prepared by management in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Basis of Accounting

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

(b) Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

2. CARE AND MAINTENANCE FUND

The Care and Maintenance Fund administered by the Municipality is funded by the sale of cemetery interment rights and markers. These funds are invested and earnings derived therefrom are used to perform maintenance to the Municipality's cemetery. The operations and investments of the fund are undertaken by the Municipality in accordance with the regulations of the Funeral, Burial and Cremation Services Act, 2002.

3. INTEREST INCOME

In 2022 \$441 (2021 \$853) of interest was earned on care and maintenance funds and transferred to the Municipality's Cemetery.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

June 6, 2023

Mayor Moore called the meeting to order at 6:03 p.m.

ROLL CALL

Mayor Moore took Roll Call.

- Present:** Mayor David Moore
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak
- Staff:** Clerk/Administrator, Ina Watkinson; Deputy Clerk/Planning Assistant, Karlee Britton;
Director of Operations, Greg Gostick; and By-law Enforcement Officer, Chris Everitt for
his respective items on the agenda
- Guests:** Patrick Christie, Parry Sound Area Planning Board
Graeme Huizinga, Tulloch

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

There were no conflicts of interest declared.

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

23-376 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Agenda, as amended to move Item 15.1 Planning Matter to precede Item 11.1 Delegations and Presentations.

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 Ryeland
Seconded by: Councillor Haskim

23-377 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the proposed creation of one new rural lot by 1000159798 Ontario Inc. in consent application No. B11/2023 (McK) subject to the following conditions:

1. Rezoning the proposed lots to recognize the lesser frontage and area of the severed and retained lands;
2. Payment of a fee in lieu of parkland dedication in accordance with the Township's fee By-Law;
3. 911 Addressing at the time of issuance of an entrance or building permit;
4. Confirmation of the proposed driveway locations by the Director of Operations onto Centre Road; and
5. Payment of all applicable planning fees.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

June 6, 2023

DIVISION VOTE

YEAS: None.
NAYS: Councillors Haskim, Kekkonen, Ryeland, Zulak, Mayor Moore
ABSTAIN: None.
ABSENT: None.

Defeated

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

23-378 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the deputation from Jennifer Ghent-Fuller, Chair of the Lake Stewardship & Environmental Committee; and

FURTHER authorize that the Septic Flyer be distributed in the final tax bill mailout.

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

23-379 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby move into Committee of the Whole at 7:13 p.m. to discuss Cemetery matters; and the draft Dog By-law with By-law Enforcement Officer, Chris Everitt.

Carried

COMMITTEE OF THE WHOLE

12.1 Cemetery Discussion – Private Columbariums

Deputy Clerk/Planning Assistant, Karlee Britton provided a brief summary of a request from a cemetery plot owner to erect a private columbarium on a cemetery plot in the Lakeview Cemetery. A response received by the Town of Parry Sound was provided to Council regarding the responsibilities of Municipalities for private columbariums and the procedures set by the Bereavement Authority of Ontario.

12.2 Draft Dog By-law

By-law Enforcement Officer, Chris Everitt presented comments received from the Office of the Attorney General and answered questions regarding the draft By-law from Council.

Reg Moore spoke not in favour or against the draft By-law but referenced the Township’s Official Plan stating rural policies permits kennels, not limiting the number of dogs. Reg also stated that dog owners should be charged for dog licences as not all ratepayers own a dog.

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

23-380 **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 7:56 p.m. and reconvene into the regular session of Council.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

June 6, 2023

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

23-381 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Minutes of the May 16, 2023, Regular Meeting of Council and the May 18, 2023; May 25, 2023; and May 26, 2023, Special Closed Meetings of Council; as circulated.

Carried

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

23-382 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the April 27, 2023, Minutes of the Township of McKellar Recreation Committee.

Carried

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

23-383 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the February 8, 2023, and March 1, 2023, meetings of the Township of McKellar Historical Committee.

Carried

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

23-384 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report BYLAW-2023-04 Monthly By-law Report for May 2023 from By-law Enforcement Officer, Chris Everitt, for information purposes.

Carried

By-law Enforcement Officer, Chris Everitt left the meeting.

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

23-385 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report PW-2023-05 Bailey's Subdivision Recommendation for Road Assumption from Director of Operations, Greg Gostick, for information purposes.

Carried

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

23-386 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report ADMIN-2023-09 Solicitor Recommendation for Legal Agreement between the Township and Landowners on Deerfield Road and Bay Drive from Deputy Clerk/Planning Assistant, Karlee Britton; and

FURTHER THAT Jennifer Biggar of Russell Christie, LLP, be retained as the Council approved Solicitor as referred to in Resolution No. 23-315 to prepare a legal agreement to include cost sharing, contractual details, time frames, responsibilities, liabilities, maintenance and all other such requirements relative to upgrading and eventual adoption of Deerfield Road and Bay Drive.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

June 6, 2023

DIVISION VOTE

YEAS: Councillors Haskim, Kekkonen, Ryeland, Zulak, Mayor Moore
NAYS: None.
ABSTAIN: None.
ABSENT: None.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

23-387 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report PW-2023-03 Engineering Services from Director of Operations, Greg Gostick; and

FURTHER THAT that Bob Hughes of RHH Engineering be retained as the Council approved Engineer as referred to in Resolution No. 23-315 to assist the Director of Operations to arrive at a cost estimate for upgrading the Municipally owned unassumed roads known as Deerfield Road and Bay Drive so they satisfy the Minimum Class 6 standards in Schedule 'A' to By-law 2022-24.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-388 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report PW-2023-04 Zero Turn Riding Mower from Director of Operations, Greg Gostick; and

FURTHER authorize the purchase of (1) Kubota Z200 Series Zero Turn Riding Mower as budgeted for in the 2023 Capital budget.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

23-389 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Reports FD-2023-10 Month End Status Update for April 2023 from Fire Chief, Robert Morrison, for information purposes.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-390 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report ADMIN-2023-10 Draft Volunteer Policy from Clerk/Administrator, Ina Watkinson; and

FURTHER THAT a By-law be presented at the next Regular Meeting of Council to Adopt a Volunteer Policy.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

23-391 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby award Tender No. PW-2023-11 to Micro Seal 3.1 KM of Tait's Island Road and 2.2 KM of Lakeside Drive to Duncor Enterprises Inc. in the amount of \$166,208.00 plus HST of \$21,607.04 for a total bid of \$187,815.04.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

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Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

23-392 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report ADMIN-2023-11 Unmarked Rocks in Manitouwabing Lake for information; and

FURTHER direct staff to develop an information package to be posted to the Township's website and other social media platforms for the purpose of informing and educating residents and visitors to the area about safe boating practices and awareness to navigational hazards, both marked and unmarked; and

FURTHER direct staff to contact the authorities with jurisdiction over waterbodies, being the Department of Fisheries and Oceans/Canadian Coast Guard, the

Department of Transportation and the Ministry of Natural Resources and request assistance in the marking of navigational hazards in the lakes within the Township, in particular Manitouwabing Lake; and

FURTHER direct staff to communicate with Cottager's Associations regarding educating members of the association of the need for safe boating education and awareness of marked hazards and potential hazards in the local lakes.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

23-393 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the email dated May 15, 2023, from Peter Marrello regarding concerns of unmarked rocks in Manitouwabing Lake.

Carried

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

23-394 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the email dated May 7, 2023, from Dave Spiegl regarding MPA's (Manitou Peninsula Association) request to be involved in professional contract engagements to create a Legal Agreement between the Township and Landowners on Deerfield Road and Bay Drive.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

23-395 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the letter dated May 11, 2023 from SOAR Rope Skipping Team asking for a donation to support their World's Skipping Competition in Colorado Springs, Colorado; and

FURTHER donate \$500.00 as a discretionary donation.

Carried

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

23-396 **WHEREAS** the Council of the Corporation of the Township of McKellar has received the email dated May 9, 2023 from GTA Strategies; and

WHEREAS Chronic pain affects 1 in 5 Ontarians and makes up nearly 40% of repeat visits to emergency rooms; and



CORPORATION OF THE TOWNSHIP OF MCKELLAR

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WHEREAS it is also a frequent cause of social isolation and addiction issues, with many sufferers reporting depression and suicidal thoughts; and

WHEREAS thousands of Ontarians rely on the services of pain management clinics to function in their daily lives, and these reductions would put their health and safety at risk, as more and more of them will turn to opioids to cope with the pain;

BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby request the Government of Ontario maintain OHIP coverage for chronic pain treatments and continue to provide much-needed care for the people of Ontario; and

FURTHER this support resolution be circulated to Jim Karygiannis, Lobbyist for GTA Strategies, Scott Aitcheson, MP of Parry Sound-Muskoka and Sylvia Jones Minister of Health and Long-Term Care.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

23-397 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the letter dated May 24, 2023, from Reg Moore providing a history on the creation of the Township's Roads Policy and commenting on discussions at the May 2, 2023, Regular Meeting of Council.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-398 **WHEREAS** the Parry Sound Family Health Team is submitting a funding application to Ontario Health, to expand and enhance the interprofessional primary care teams; and

WHEREAS this Expression of Interest (EOI) application is aligned with Ontario Health's visions to provide direct care and health-care related information to vulnerable and marginalized people, new immigrants (e.g., Ukraine, Mexico, India), and those without a family physician, resulting in decreased visits to the Emergency room at the West Parry Sound Health Centre and enhancing health outcomes and access to health care, of patients in the Parry Sound area;

BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby authorize the Clerk/Administrator to sign the Letter of Support dated June 6, 2023, addressed to Ontario Health and send the letter to Executive Director of the Parry Sound Family Health Team, Peter Istvan, to include in their application.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

23-399 **WHEREAS** J.T. Masons was awarded RFP No. PW-2023-08 for the replacement/installation of a new foundation for St. Stephen's Church; and

WHEREAS the contractor has completed a site inspection and has informed the Township he cannot determine the amount of rot that may be present in the existing floor joists until the Church is lifted off of the foundation; and

WHEREAS the contractor has asked for the contract to include a 10% contingency for possible cost overruns that cannot be verified by a site visit such as floor joist replacement and chimney removal for the foundation work on St. Stephen's Church;



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NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby authorize the Clerk Administrator, or designate, to include a 10% contingency in the contract with J.T. Masons and include the following statement:

A site inspection with the contractor and Chief Building Official (CBO) must occur once the building is lifted from the foundation to conduct an inspection of structural

components such as floor joists. The CBO will determine if floor joists need to be replaced, if the chimney needs to be dealt with immediately or if any other unforeseen issues arise that need to be completed by the contractor. The contractor shall not replace any floor joists or complete any additional work not outlined in the Request for Proposal PW-2023-08 that has not been approved by the CBO.

A 10% contingency is included in the contract, to be used only for the unforeseen work listed above.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-400 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby deem the collapsed structure (barn), including contents, located at the South East corner of Highway 124 and Fire Route 152 surplus; and

FURTHER that a tender be released for the sale of **ALL** concrete, stone and foundation material and an additional tender for the sale of **ALL** wood, metal, windows and contents and that the tenders be awarded to the highest bidder and bidders will be responsible to remove **ALL** material specified in the Tender from the site.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

23-401 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby deem aged, not in service, fire hose surplus by the recommendation of Fire Chief, Robert Morrison; and

FURTHER THAT the surplus hose will be disposed of.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-402 **WHEREAS** the elderly population in our community deserves recognition, appreciation, and support for their valuable contributions and achievements;

WHEREAS seniors have played a significant role in shaping our community and have a wealth of knowledge, experience, and wisdom to share with younger generations;

WHEREAS June is an opportune time to celebrate and honor the contributions and accomplishments of our senior citizens;

WHEREAS acknowledging seniors' achievements and addressing their unique needs can enhance their quality of life and well-being;

WHEREAS fostering inclusivity and creating age-friendly environments are vital to building a compassionate and thriving community;



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BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby declare June as Seniors Month in the Township of McKellar.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

23-403 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby appoint Muriel Junck to the Township of McKellar Historical Committee.

Carried

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

23-404 **WHEREAS** at the May 16, 2023 Regular Meeting of Council, Transfer Station Attendant, Andy Ward updated Council on the benefits and challenges to the new Transfer Station permitting sticker system; and

WHEREAS ratepayers have been using the stickers and those who did not receive them have been contacting the Township Office; and

WHEREAS changes to permitting systems require time to fully understand their functionality;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby continue to utilize the 2023 sticker permits until the interim tax bill mailouts in February 2024; and

FURTHER THAT Transfer Station Attendant continues to accept the pink cards as previously issued; and

FURTHER THAT Andy Ward can provide Council with an update at the end of 2023 to suggest keeping the current system or looking into alternative permitting options.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

23-405 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the letter dated April 24, 2023, from the Parry Sound High School Commencement Awards Committee and approve a \$1,500.00 scholarship to be divided equally to graduating McKellar high school students who will be attending a post-secondary institution in 2023.

Carried

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

23-406 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby direct the Clerk to contact the Parry Sound By-law Department, requesting information on direct costs in becoming a participating member, for the use of the impound facility in the Town of Parry Sound; and

FURTHER THAT this be added to the Agenda of the next Town of Parry Sound regular meeting of Council as correspondence for consideration.

Carried



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Council Meeting Minutes

June 6, 2023

Moved by: Councillor Kekkonen
Seconded by: Councillor Zulak

23-407 WHEREAS upgrades to roads in Bailey's Subdivision were completed in May 2021; and

WHEREAS Twenty-six property owners have shared the cost of the road improvements; and

WHEREAS the two-year monitoring period for defects and deficiencies has expired at the end of May 2023 and a final engineering report has been completed confirming the roads are in conformance with the Township's Roads Policy and suitable to be considered for assumption; and

WHEREAS the Director of Operations has recommended the By-law be passed to designate and assume Charles Avenue, Susan Avenue, Elizabeth Avenue, Philip Avenue, Kirk Avenue and Islandview Drive as highways as defined by the *Municipal Act, 2001 as amended*;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-43, being a By-law to Designate and Assume Roads in Bailey's Subdivision as Highways, a First and Second reading;

And further Read a Third time and Passed in Open Council this 6th day of June, 2023.

DIVISION VOTE

YEAS: Councillors Haskim, Kekkonen, Ryeland, Zulak, Mayor Moore
NAYS: None.
ABSTAIN: None.
ABSENT: None.

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

23-408 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-44, being a By-law to Provide for the Adoption of Tax Rates and to Further Provide for Penalty and Interest in Default of Payment thereof for the Year 2023, a First and Second reading;

And further Read a Third time and Passed in Open Council this 6th day of June, 2023.

Carried

Moved by: Councillor Kekkonen
Seconded by: Councillor Zulak

23-409 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-45, being a By-law to Amend By-law 2012-14 (the Cemetery By-law), a First and Second reading;

And further Read a Third time and Passed in Open Council this 6th day of June, 2023.

Carried



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Council Meeting Minutes

June 6, 2023

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

23-410 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-37, being a By-law to Authorize Cost Recovery (Fees) with Respect to Fire Department Specific Response, a First and Second reading;

And further Read a Third time and Passed in Open Council this 6th day of June, 2023.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-411 **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)

Reg Moore commented that the Zoning By-law permits not more than two driveways up to the first 30 metres of frontage, and not more than one additional driveway for each additional frontage of 30 metres.

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

23-412 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-46, being a By-law to confirm the proceedings of Council, a First and Second reading;

And further Read a Third time and Passed in Open Council this 6th day of June, 2023.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-413 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 10:25 p.m. to meet again on June 8, 2023, for a Special Closed Meeting of Council to conduct closed session business under Section 239(2)(b) of the Municipal Act regarding the forensic audit with KPMG citing identifiable individuals; or at the call of the Mayor.

Carried

David Moore, Mayor

Ina Watkinson, Clerk/Administrator



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Special Council Meeting Minutes

June 8, 2023

Mayor Moore called the meeting to order at 10:00 a.m.

ROLL CALL

Mayor Moore took Roll Call.

Present: Mayor David Moore
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak
Staff: Clerk/Administrator, Ina Watkinson
Guests: Tyler Reavell, KPMG Senior Manager of Forensic Services
Rachel Feeney, KPMG Senior Consultant (for their respective item on the agenda)

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

There were no conflicts of interest declared.

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

23-414 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby approve the Agenda for this special meeting of Council, as presented.

Carried

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

23-415 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar, pursuant to the Municipal Act, S.O. 2001, as amended, move into closed session at 10:02 a.m. to discuss the following items;

- 5.1 Personal matters about an identifiable individual, including Municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b) – KPMG Forensic Audit 'Working Group Meeting' citing identifiable individuals;

Tyler Reavell and Rachel Feeney left the meeting.

- 5.2 Closed Session Minutes – May 18, 2023; May 25, 2023; May 26, 2023;
- 5.3 Personal matters about an identifiable individual, including Municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b) – By-law Enforcement Recruitment & Contractor of the Township Discussion.

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

23-416 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby reconvene into open session of Council at 1:08 p.m.

Carried

Moved by: Councillor Kekkonen
Seconded by: Councillor Zulak

23-417 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 8, 2023.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Special Council Meeting Minutes

June 8, 2023

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

23-418 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-47, 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 8th day of June, 2023.

Carried

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

23-419 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 1:10 p.m. to meet again on June 20, 2023; or at the call of the Mayor.

Carried

David Moore, Mayor

Ina Watkinson, Clerk/Administrator

DRAFT

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

No. B 12/2023 (mk)

1. Applicant Information

Name of Applicant Arnold Crossman
Address _____
Postal Code _____
E-mail Address _____

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

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

1.2 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 Arnold Crossman & Audrey Haskim
Address 32 BLACKWATER RD
McKELLAR, ON
Postal Code P2A 0B5
E-mail Address _____

Home Tel No. (705) 389-1657
Business Tel No. ()
Home Fax Tel No. ()
Business Fax Tel No. ()

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

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

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

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

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

2. Purpose of this Application (check appropriate box)

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

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

Explain: _____

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) 4928000001 13550

4.1 Municipality McKellar Lot(s) No.(s) 23 Concession No. 3

Street Name and No. 809 CENTRE RD M-Plan No. _____ Lot(s) _____

Registered Plan No. Part(s) 42R-13887 PT PART 1 Parcel No. _____

5. Easements or restrictive covenants

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

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

6.1

	Frontage (m)	Depth (m)	Area (ha)	Existing Uses	Proposed Uses	Existing Structures	Proposed Structures
Retained Lot	153	285	3.88	Residential	Residential	Dwelling	Unknown
Lot Addition							
Right-of-way							
Benefiting Lot							
Severed Lot 1	91.4	400	5.28	Vacant	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						
Municipal (maintained all year)	Centre Road	X		X		
Municipal (Seasonal)						
Other public road						
Right of way						
Water Access						

If Water Access Only

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

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

	Retained	Benefiting Lot	Sever (Lot 1)	Sever (Lot 2)	Sever (Lot 3)
Publicly owned and operated piped water system					
Privately owned and operated individual well	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	E		P		
Privately owned and operated communal well					
Privately owned and operated communal septic system					
Privately owned and operated communal septic system					
Privy					
Other means					

7. Official Plan

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

8. Current Application

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

YES NO UNKNOWN

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

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

YES NO UNKNOWN

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

B45/2004, B16/2017

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.

2004, 2017

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 12 day
of May 2023

I, Arnold Crossman 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 12 day
of May 2023.


A Commissioner of Oaths

Patrick James Christie, a Commissioner, etc.,
Province of Ontario, for John Jackson Planner Inc.,
Expires October 12, 2024

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

Date May 12, 2023

Signature of Owner  xx

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 12, 2023

Signature of Owner  ee

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

PLANNING BOARD

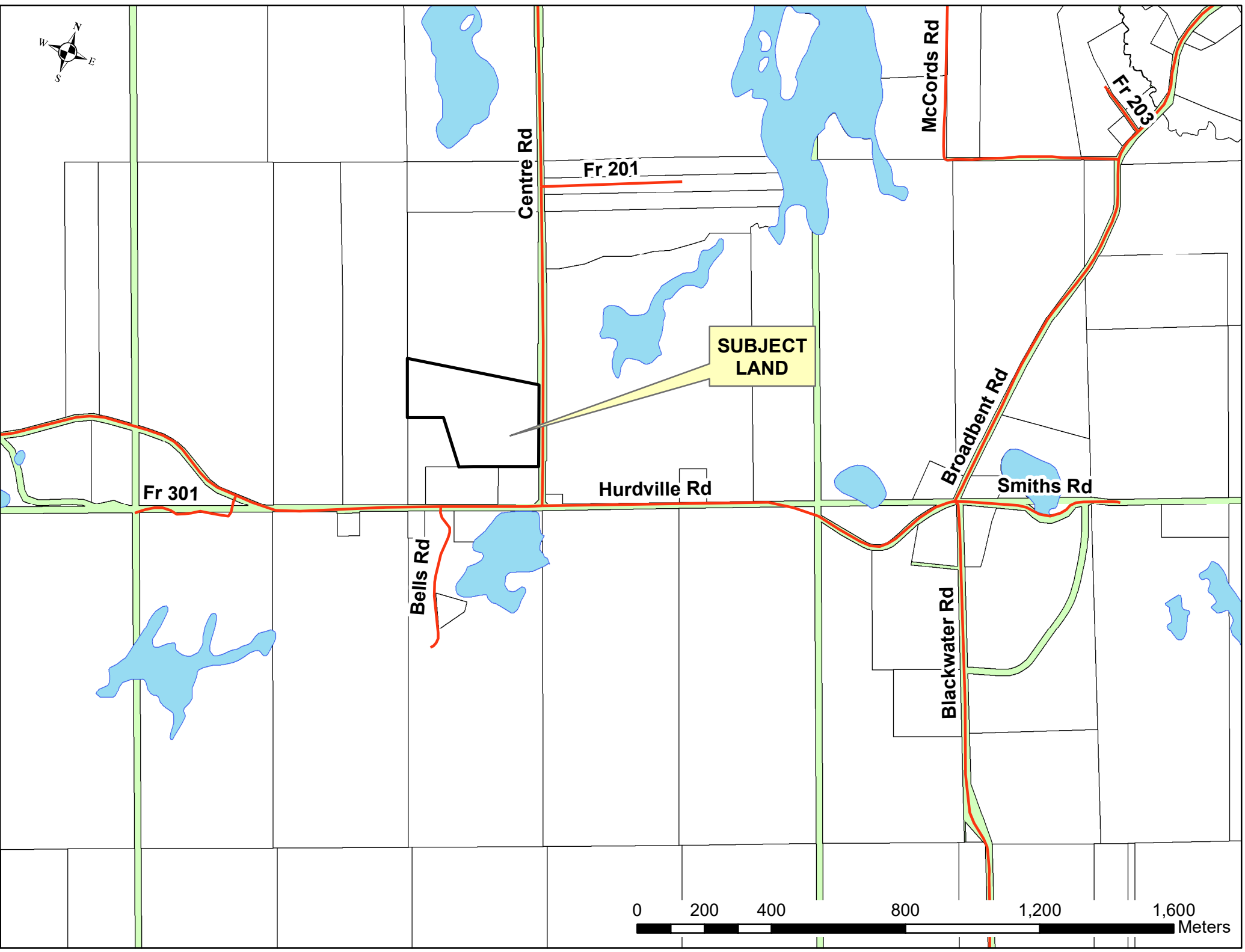
2022 Fees **Base Fee \$1500 + \$750 per lot/lot addition, \$250 for each additional lot addition, \$250 per right-of-way + \$500 deposit for Professional Planning Services**

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

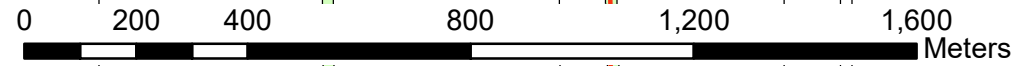
A fee of \$325 payable to the Town of Parry Sound is required for any application within the Town of Parry Sound.

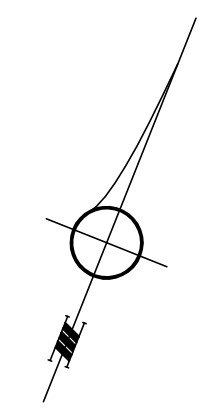
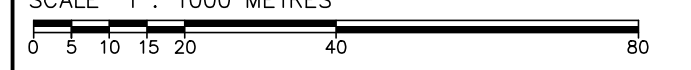
A fee of \$333 payable to the Township of Carling is required for any application within the Township of Carling (The Township deposit will be reconciled in accordance with the Townships standard rate for their planner for actual time taken).

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



**SUBJECT
LAND**





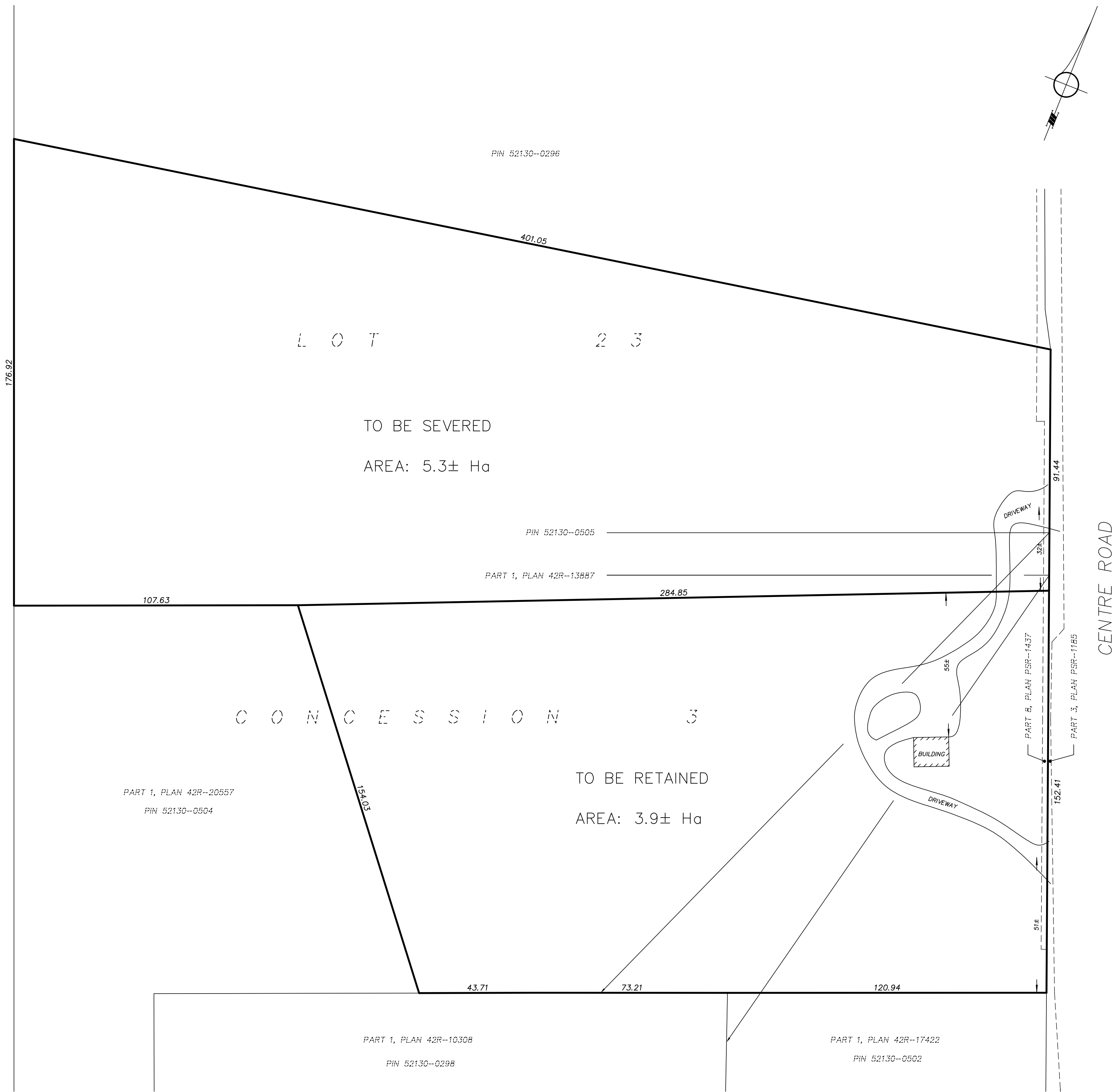
CAUTION
 THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK. THE WORK AND DRAWINGS HEREIN WERE COMPLETED FOR THE EXCLUSIVE USE OF OUR CLIENT AND NO LIABILITY IS ASSUMED TO ANY THIRD PARTIES OR SUBSEQUENT OWNERS.
 THIS PLAN IS NOT AN ORIGINAL UNLESS EMBOSSED BY A SURVEYORS SEAL

NOTE
 PROPERTY DIMENSIONS SHOWN HEREON ARE IN ACCORDANCE WITH IBW SURVEYORS RECORDS. (PROJECT NUMBER A-041625)

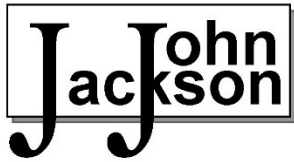
GEOGRAPHIC LOCATION NOTE
 PART LOT 23 CONCESSION 3, MCKELLAR, PART 1 42R13887 EXCEPT PARTS 1 AND 2 42R17422 AND EXCEPT PART 1 42R20557, TOWNSHIP OF MCKELLAR

DISTANCE NOTES – METRIC
 DISTANCES ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

LOT 24, CONCESSION 3



IBWSURVEYORS.COM | 1.800.667.0696



CONSENT APPLICATION NO. B12/2023(McK)

PART OF LOT 23, CONCESSION 3

TOWNSHIP OF MCKELLAR

809 CENTRE ROAD

PART 1, 42R-13887

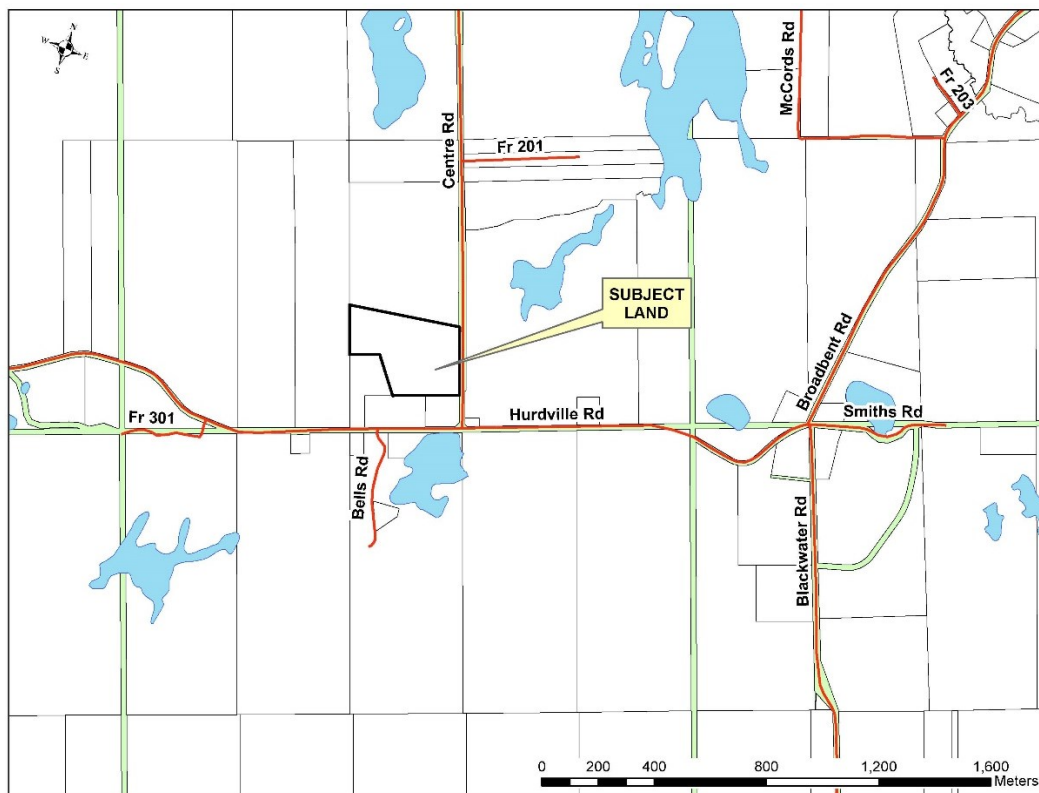
ROLL # 4928 0000 0113550

APPLICANT: Arnold Crossman

June 6, 2023

BACKGROUND/PURPOSE

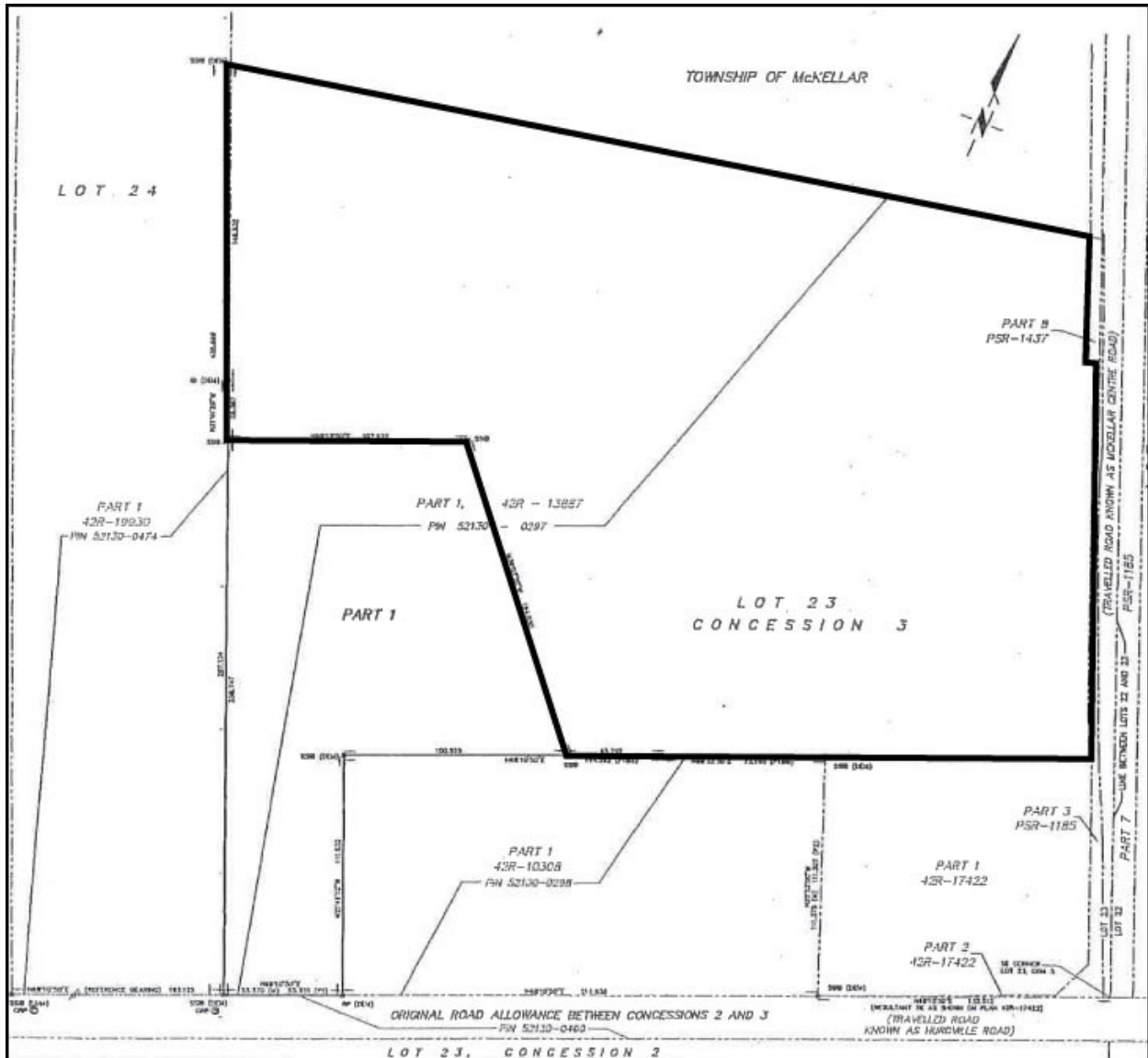
Arnold Crossman owns 22.77 acres at the northwest intersection of Centre and Hurdville Roads.



Arnold Crossman is proposing to create a new Rural lot on Centre Road that he hopes to pass along to his grandson.

PROPERTY DESCRIPTION

The subject lands have 243 metres of frontage on Centre Road and have 9.2 hectares of area. They are described as part of Part 1 of survey plan 42R-13887.



The lands have an existing dwelling on the property and a former sand pit that has been abandoned and no longer in use.

The former pit lands remain clear while the rear of the lands remain forested.



PROPOSED CONSENT

The consent proposes to divide the subject lands in half. The severed lot will have 5.3 hectares and 91.44 metres of frontage.

There are no policy concerns respecting the proposed consent.

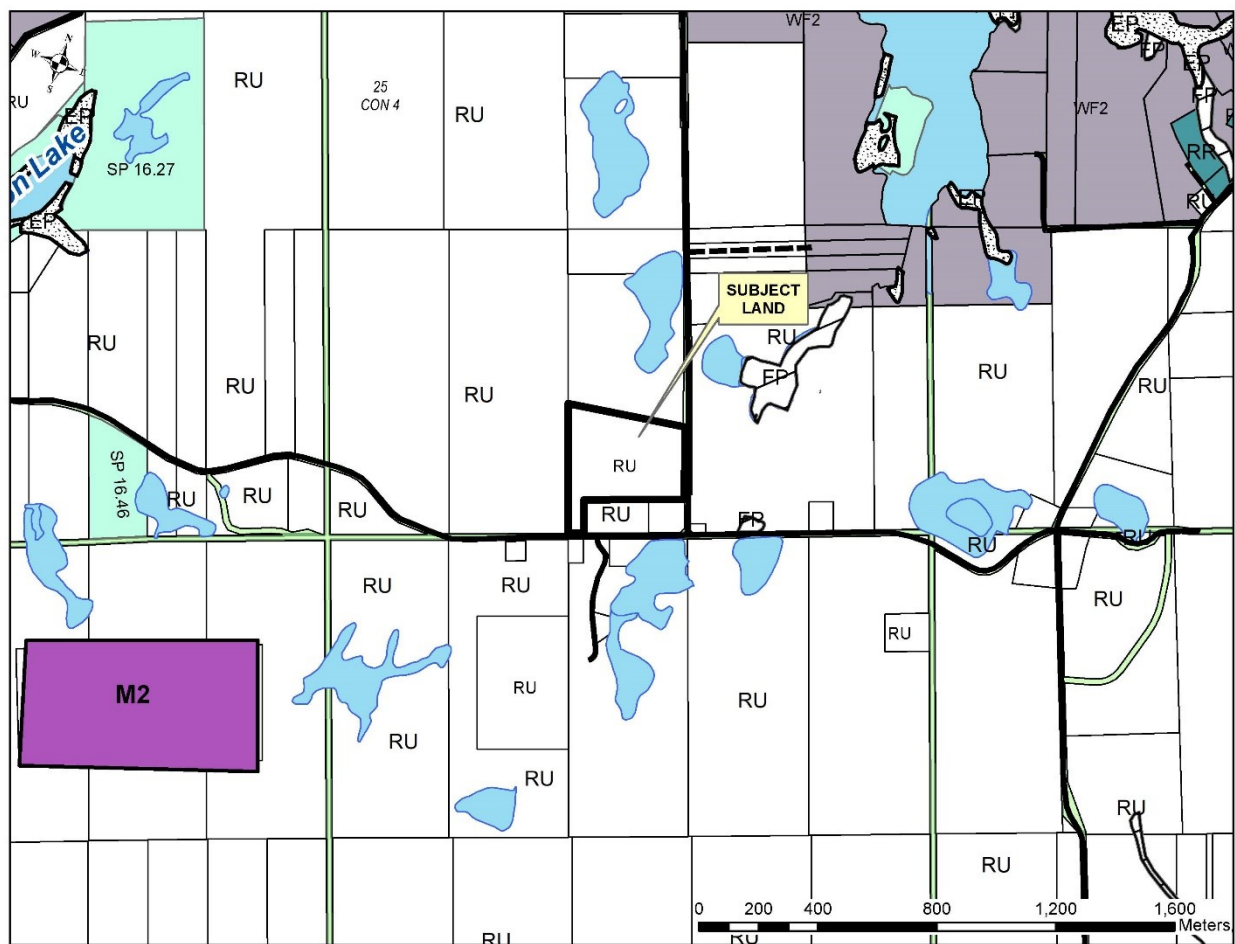
There are no known natural heritage features on the subject lands.

The former licensed sand pit has been removed from the land.

There are no site line issues respecting the resulting frontages.

ZONING By-Law

The subject lands are zoned Rural (RU) (Inland Development).



The minimum lot standards for the RU Zone are 60 metres of frontage and 0.4 hectares.

CONCLUSIONS / RECOMMENDATIONS

That the proposed consent to create one new rural lot on Part of Lot 23, Concession 3 as applied for by Arnold Crossman in Application No. B12/2023(McK) be approved subject to the following conditions:

1. Payment of a fee in lieu of parkland in accordance with the Municipality's fee By-Law;
2. 911 Addressing;
3. Payment of applicable planning fees.

Respectfully submitted,



John Jackson M.C.I.P., R.P.P.
JJ; jc

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

No. B 14/2023(MLK)

1. Applicant Information

Name of Applicant Sergui Demintchouk
Address 504336 HWY 89 Amaranth, Ontario
Postal Code L9V 1P5
E-mail Address sdemintchouk@yahoo.ca

Home Tel No. 905 301 1319
Business Tel No. ()
Home Fax Tel No. ()
Business Fax Tel No. ()

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

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

Name of Owner 2165268 Ontario Ltd.
Address 504336 HWY 89 Amaranth
Postal Code L9V 1P5
E-mail Address sdemintchouk@yahoo.ca

Home Tel No. ()
Business Tel No. 905 301 1319
Home Fax Tel No. ()
Business Fax Tel No. ()

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

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

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

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

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

2. Purpose of this Application (check appropriate box)

- 2.1 Type and purpose of transaction for which application is being made
- creation of a new lot
 - lot additions
 - easement
 - right-of-way
 - lease
 - correction of title
 - charge
 - other (specify, e.g., partial discharge of mortgage)

Explain: _____

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) 49-28-000-001-50206-0000

4.1 Municipality Mc Kellar Lot(s) No.(s) _____ Concession No. _____

Street Name and No. Wendys Lane M-Plan No. 42M600 Lot(s) _____

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

5. Easements or restrictive covenants

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

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

6.1

	Frontage (m)	Depth (m)	Area (ha)	Existing Uses	Proposed Uses	Existing Structures	Proposed Structures
Retained Lot	75	± 200	1.5	Vacant	Res.	None	
Lot Addition							
Right-of-way							
Benefiting Lot							
Severed Lot 1	81	± 200	1.5	Vacant	Res	None	
Severed Lot 2							
Severed Lot 3							

6.2 Access (check appropriate space)

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

If Water Access Only

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

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

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

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

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

7. Official Plan

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

8. Current Application

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

YES NO UNKNOWN

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

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

YES NO UNKNOWN

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

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 CITY of MISSISSAUGA this 24TH day
of MAY 2023

I, SERGUI DEMINTCHOUK of the TOWN OF AMARANATH in the
County/District/Regional Municipality of PROVINCE OF ONTARIO 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 CITY of MISSISSAUGA in the
PROV OF ONTARIO of ONTARIO this 24TH day
of MAY 2023.

A Commissioner of Oaths ANNA SWIADER
Barrister and Solicitor
3034 Palstan Rd, Suite 306
Mississauga, ON L4Y 2Z6

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

Date 23.05.2023

Signature of Owner S. Hyjek

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, Sylwia Hyjek, 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 Sergui Demintchouk 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 23.05.2023

Signature of Owner S. Hyjek

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, Sylvia Hyjek, 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 23.05.2023

Signature of Owner S. Hyjek

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 23.05.2023

Signature of Owner S. Hyjek



Manitouwabing Lake

Fr 161

Inn Rd

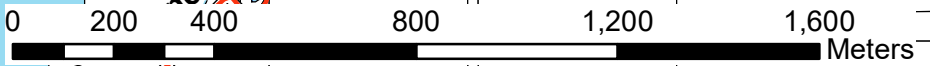
Reins Way

Lizzies Lane

**SUBJECT
LAND**

Fr 300

Fr 304



Lyndsey Lane

Pine Pt Trl

Meharg Dr

Maplewood Dr

Sunnyshore Park Dr

Silver Birch Cir

Smithpine Cres

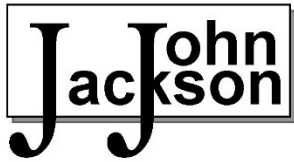
Gardenview Rd

Burnetts Rd

Camp Majala Rd

Craigmore Dr

Fr 304



CONSENT APPLICATION NO. B14/2023(McK)

WENDY'S LANE

BLOCK 30, PLAN 42M600

TOWNSHIP OF MCKELLAR

PART 15, 42R-15764

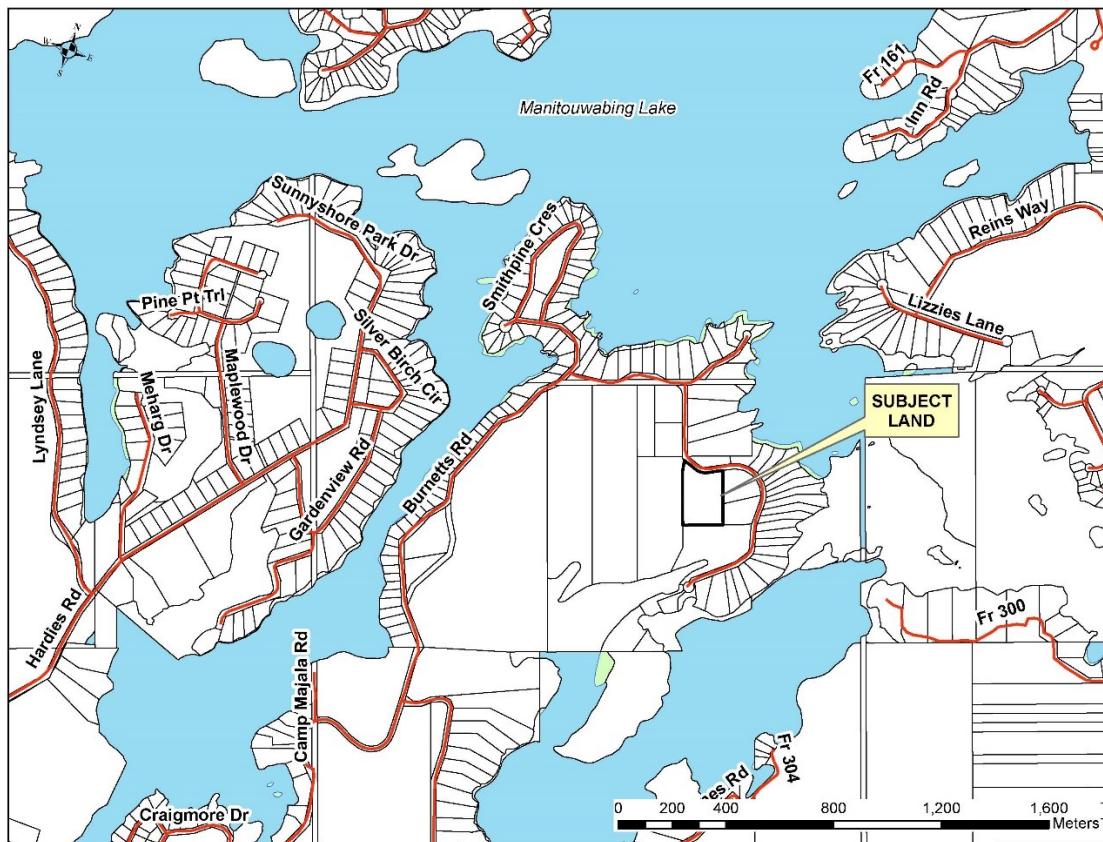
ROLL # 4928 0000 0150206

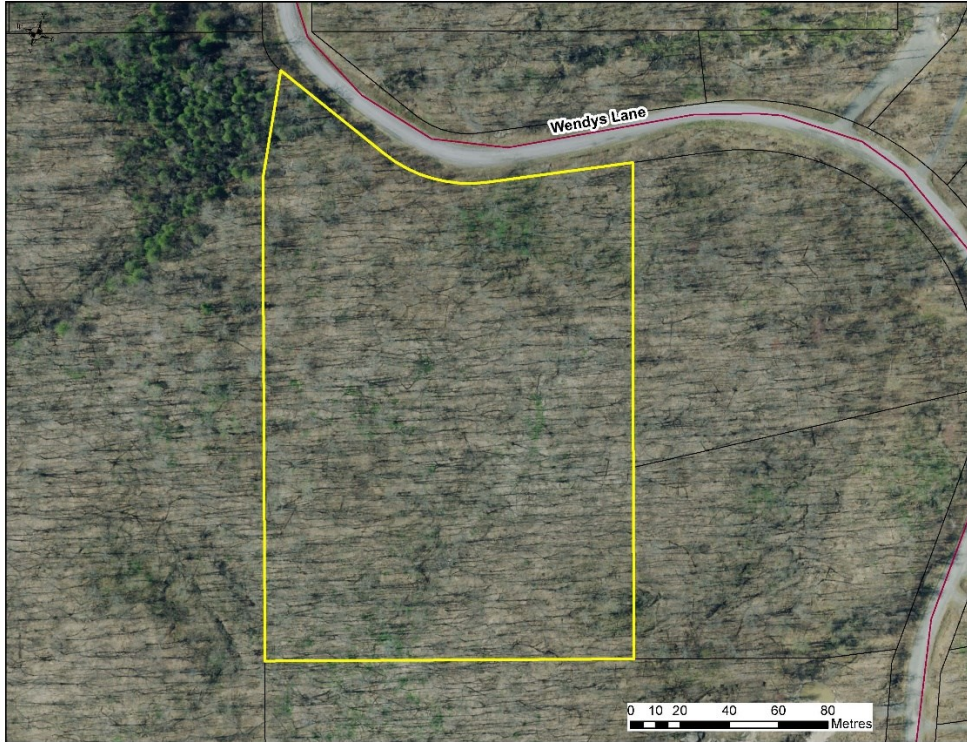
Applicant: 2165268 Ontario LTD. (Sergui Demintchouk)

June 9, 2023

BACKGROUND/PURPOSE

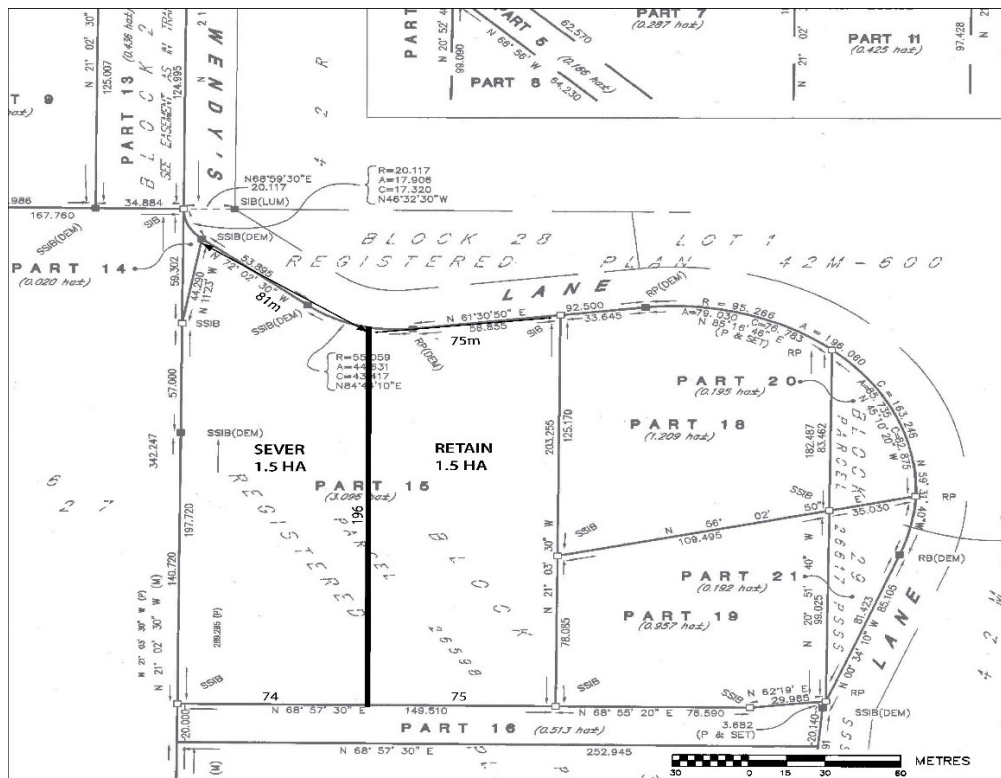
The owner of a rural lot on Wendy's Lane is proposing to divide the parcel in half.





PROPOSED CONSENT

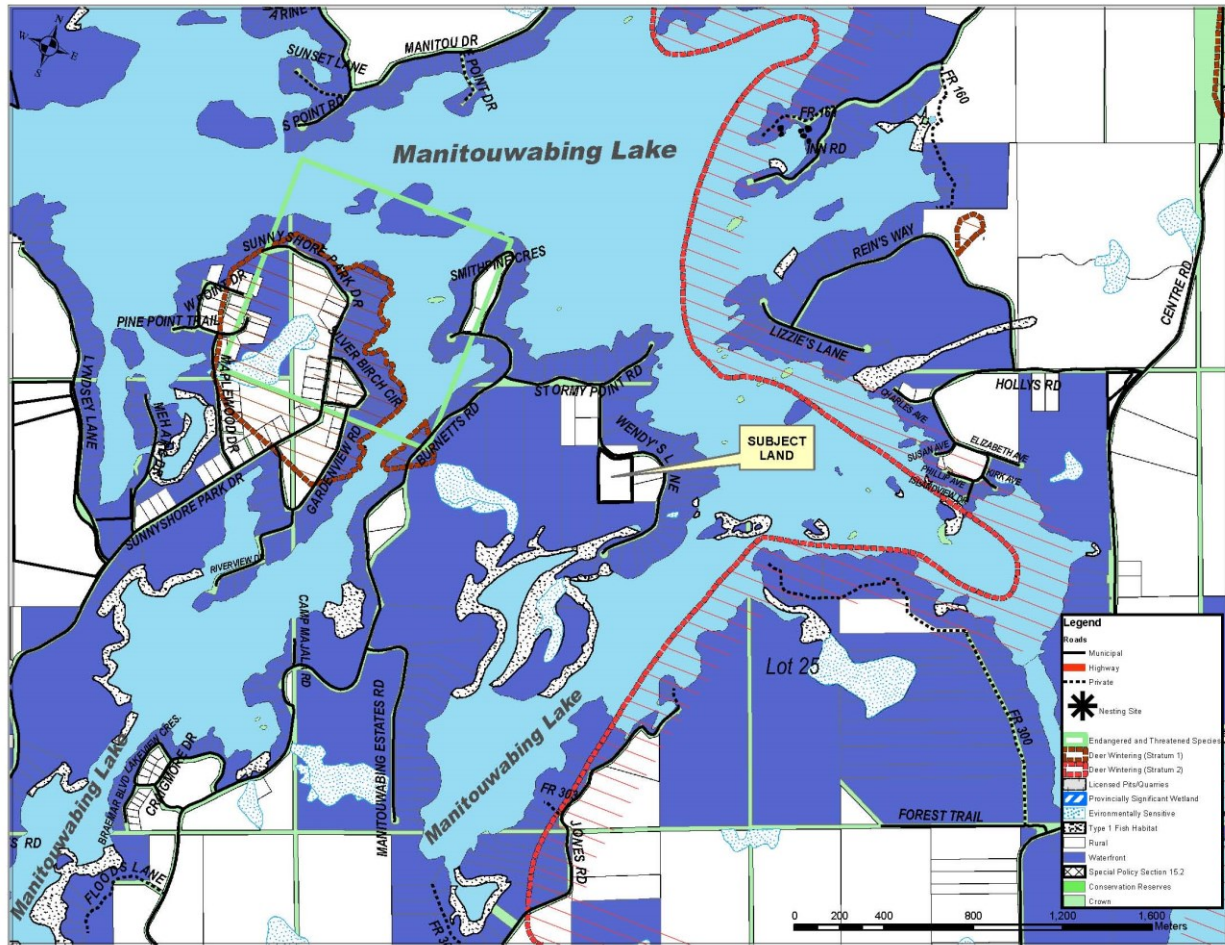
The lands are proposed to be divided in half. Each lot will have 1.5 hectares of land.



Each lot will have 85 and 75 metres of frontage on Wendy's Lane respectively.

OFFICIAL PLAN

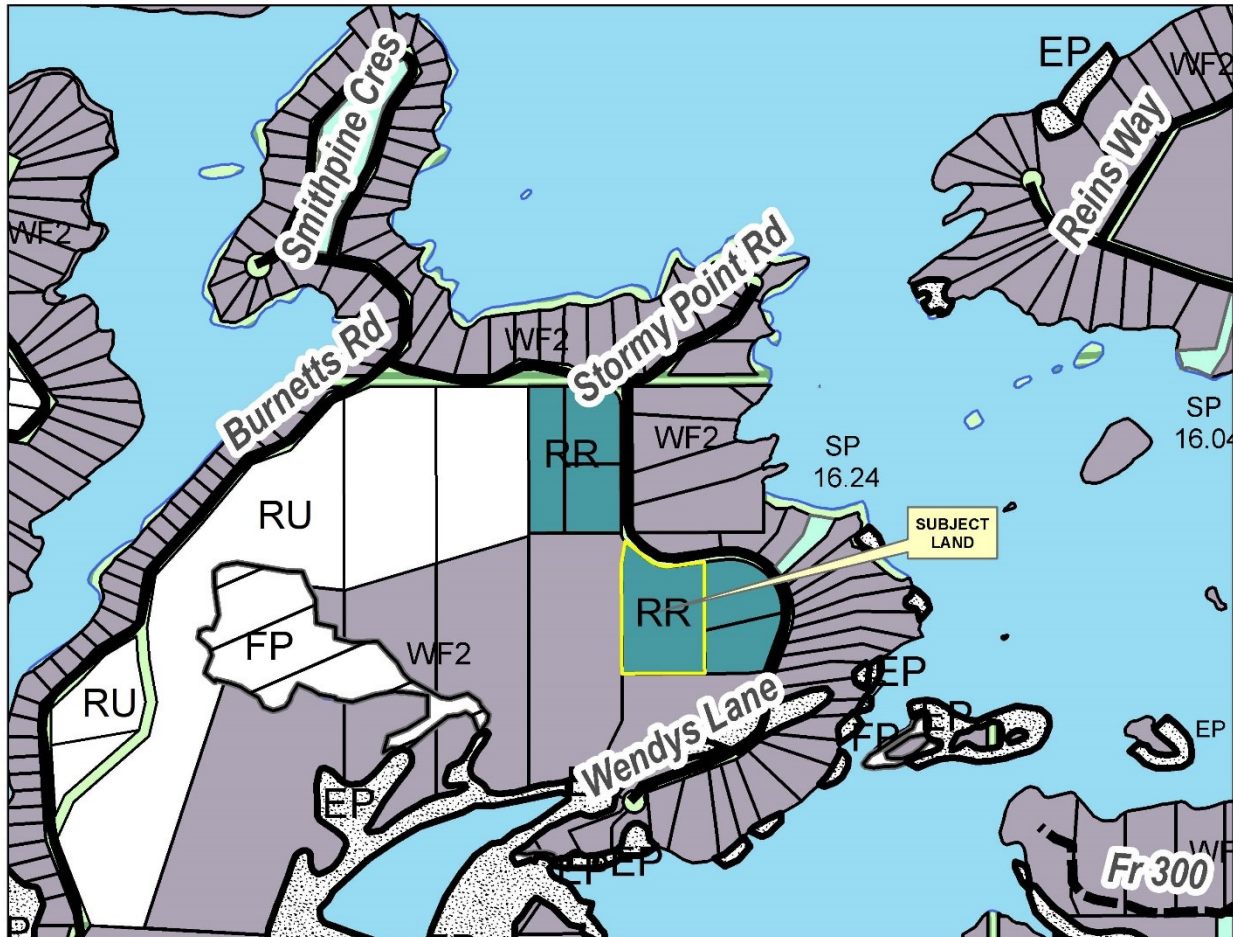
The subject lands are designated Rural.



There are no official plan conflicts.

ZONING BY-LAW

The subject lands are zoned Rural Residential (RR).



The standard for lots in the RR Zone are 60 metre frontages and 0.4 hectares.

The proposed severed and retained lots will comply with this standard.

CONCLUSION/RECOMMENDATION

That the application to create one new rural lot on Wendy's Lane as applied for by 2165268 Ontario LTD in Application B14/2023(McK) be approved subject to the following conditions:

1. Payment of a fee in lieu of parkland dedication;
2. Obtaining confirmation from the road superintendent that there are suitable driveway locations for the severed and retained lands;
3. That any portion of Wendy's Lane 33 feet (10 m) from the centre line be conveyed to the Township;
4. Acquiring 911 addressing; and
5. Payment of applicable planning fees.

Respectfully Submitted,



John Jackson R.P.P., M.C.I.P.
JJ; jc



Corporation of the Township of McKellar

MEMORANDUM

DATE: June 20, 2023
TO: MAYOR & COUNCIL
FROM: Karlee Britton, Deputy Clerk/Planning Assistant

The applicant of Consent Application No. 2792311 Ontario Ltd. contacted the Township to confirm the exact conditions of the consent application with the intention to have them fulfilled. Resolution No. 22-236 was carried on June 14, 2022 listing six conditions for the consent application. The sixth condition was worded vaguely and did not detail the exact requirements of the condition, *"That the report of Ted Davidson Consultant is added, to this resolution and further that fulfillment of his recommendations are a condition to this consent application."*

On April 12, 2022 Council deferred the consent application. On May 10, 2022, Council carried Resolution No. 22-192 retaining Ted Davidson to provide independent professional planning advice directly to Council concerning B02/2022. His report titled, Planning Opinion Report Consent Application: B02/2022 Burnett's Road, provided 8 recommendations. It was later discovered that the report by Mr. Davidson was based on an incorrect site plan sketch where the property lines were incorrectly shown.

Recommendation 1 suggests the applicant submit an application to amend the Official Plan, but later in the report it gives reasoning why a need to amend the Official Plan can be avoided. This is interpreted as the applicant is not required to apply for an OPA.

Recommendation 2 suggests the rezoning of the proposed retained lot (211 Burnett's Rd.), proposed lot 1 (as shown as Part 2 in RP 42R-22140) and proposed lot 3 (as shown as Part 4 in RP 42R-22140) to rural residential (RR).

Recommendation 3 suggests considering further rezoning proposed lot 3 (as shown as Part 4 in RP 42R-22140) to include provisions for the floodplain.

Recommendation 4 suggests proposed lot 2 (as shown as Part 3 in RP 42R-22140) rezoned to a site-specific waterfront zone to rectify the "split" zoning of the property.

Recommendation 5 being to complete a site evaluation report, which has been completed by the applicant.



Recommendations 6, 7 and 8 were reflected in Resolution No. 22-236.

John Jackson also provided a Planning report for the application. In his report, he did not recommend an amendment to the Official Plan or any amendments to the Zoning By-law. He noted in his report that, *"The split RU / WF2 zoning will generally follow the ultimate new boundaries for the Rural and Waterfront lands so that no zoning adjustment will be required."*

The applicant noted that the property lines were mirrored intentionally to reflect the split zoning to avoid amendments to the Zoning By-law.

Staff reached out to the Parry Sound Area Planning Board to ask if the Township could change the conditions in Resolution No. 22-236. They replied that if Council passes a resolution stating that all conditions are fulfilled, they will stamp the transfers once received.

It is at the discretion of Council to decide how to proceed, ultimately giving the applicant clarity on how to fulfill the conditions of the consent application:

Option 1: Retain the Township's current Planner, JL Richards to provide a report on the application to determine whether rezoning should be a condition and provide specifics on zoning for each lot. It will need to be determined if this would be at the expense of the applicant or the Township.

Option 2: Pass a resolution stating condition 6 of Resolution No. 22-236 is not required to forward to the applicant.

Option 3: Keep Resolution 22-236 as is and confirm with the applicant that rezoning of the proposed retained lot and proposed lots 1, 2 and 3 are to be rezoned as recommended in Ted Davidson's opinion report.

Prepared by:

Karlee Britton, Deputy Clerk

Attachments: Resolution No. 22-236 (June 14, 2022)
Planning Opinion Report for B02/2022, Ted Davidson Consultants Inc.
RP 42R-22140
Sheet 3 to Zoning By-law No. 95-12
Planning Report dated March 14, 2022, John Jackson Planner Inc.

TOWNSHIP OF MCKELLAR

DATE: June 14, 2022

RESOLUTION No. 22- 236

Moved by: Morley Haskim
 Mike Kekkonen
 Reg Moore
 Nick Ryeland

Seconded by: Morley Haskim
 Mike Kekkonen
 Reg Moore
 Nick Ryeland

Be It Resolved That the Council of the Township of McKellar does hereby support the consent application for three new rural lots and a lot addition in Part of Lot 29, Concession 6, on Burnett's Road as applied for by 2792311 Ontario Ltd. In Consent Application B02/2022(McK) subject to the following conditions:

1. Conveyance of a strip of land 33 feet from the centre line of the travelled portion of Burnett's Road to the Township.
 2. Payment of a fee in lieu of Parkland to the Township.
 3. Acquiring adequate 911 addressing.
 4. Payment of any applicable planning fees; and
 5. Verification from the Director of Operations, by way of Staff Report the three lots can accommodate an entrance in compliance with Municipal Standards. *Consultant.*
- b. *That the Report of Ted Davidson Planner is added, to this Resolutions and further that Inc.*

Carried Defeated Deferred



 Peter Hopkins, Mayor

DIVISION VOTE

	YEA	NAY	ABSTAIN
Councillor Morley Haskim	___	___	___
Councillor Mike Kekkonen	___	___	___
Councillor Reg Moore	___	___	___
Councillor Nick Ryeland	___	___	___
Mayor Peter Hopkins	___	___	___

fulfillment of his recommendations are a condition to this Consent Application.



Ted Davidson (Consultants) Inc.

Planning ❖ Development ❖ Mediation ❖ ADR Consultants

PLANNING OPINION REPORT

CONSENT APPLICATION: Application B02/2022

Burnett's Road

Township of McKellar

RECOMMENDATIONS

It is recommended that Council consider the following conditions of provisional consent respecting Application B02/2022 filed by 2792311 Ontario Ltd. (Burnett's Road) respecting the proposed consent to create three new "lots", plus the retained, and a lot addition, to be conveyed to the abutting lot.

The proposed application for consent will create one new waterfront lot, three new non-waterfront lots (including the retained lot) and one lot addition to merge with the existing property to the east. The recommended conditions of provisional consent are as follows:

- 1). An application to amend the Official Plan could be considered to redesignate the proposed retained lot, proposed lot 1 and proposed lot 3 from "Waterfront" to "Rural", in keeping with other lands similarly designated in the immediate area.

COMMENT: Although Section 12.2 (Boundaries) of the Township of McKellar Official Plan allows for "minor interpretations of the boundary locations shown on Schedule "A" of the Township's Official Plan, the creation of three new residential lots (the retained, lot 1 and lot 3) without any frontage on Lake Manitouwabing, are not considered a "minor interpretation" of a boundary adjustment to the Waterfront Designation.)

However, given the flexibility provided in Sections 7.01.13 and 7.02.2 of the Township's Official Plan, as well as the current multiple zoning of the property, a need to amend the Official Plan can be avoided;

- 2). That an application to rezone the proposed retained lot, proposed lot 1 and proposed lot 3 be required as a condition of provisional consent to amend the current zoning to a site-specific Inland

Development 2 (RR) zone exception permitting only the following uses:

- i). one single detached dwelling per lot;
- ii). an accessory apartment
- iii). a home occupation as defined in this by-law;
- iv). A home industry; and
- v). accessory uses to the above

(This recommendation is in keeping with other zone categories within the immediate area located on the interior non-waterfront areas located on Stormy Point Road and the interior of Wendy's Lane).

3). That the application for an amendment to the zoning by-law, recommended above, also consider, in regards to proposed lot 3, the extent of the floodplain affecting proposed lot 3, including any appropriate building setbacks or other measures, to mitigate against any natural hazards as outlined in the PPS 2020, Section 3.1 (Natural Hazards) and Section 9.2 (Flood Plain Management) of the Township of McKellar Official Plan

4). That, as a condition of provisional consent, proposed Lot 2 be rezoned to a site-specific Waterfront zone, taking into consideration the site evaluation report, outlined in Recommendation 5. (This zoning amendment will properly rectify the current split-zoning of the subject property and properly consider matters related to the protection of critical fish habitat as well as the use of any flooded lands.)

5). That as a condition of the proposed consent, and in support of the Zoning Amendment, a site evaluation report (Section 7.21.2 of the Township of McKellar Official Plan) be undertaken in accordance with the requirements of Section 2 of the Provincial Policy Statement 2020 (PPS 2020) and Section 7.0 (Waterfront), Section 7.12 (Natural Heritage), Section 7.21.5 (Natural Heritage Evaluation), Section 9.0 (Environmentally Sensitive Lands, including identifiable flood plain

areas) of the Township of McKellar Official Plan to determine the impact of future development and site alteration on the proposed lot shapes and dimensions given the identified constraints on the property (Fish Habitat and Flood plain lands).

6). The proposed lot addition is considered appropriate since no new waterfront lot will be created.

7). That the Township of McKellar recommend to the Parry Sound Area Planning Board that in their consideration of the proposed consent application (B02/2022) the above recommendations be included as conditions of provisional consent.

8). That all other normal conditions of provisional consent identified by the Parry Sound Area Planning Board be adopted together with the above.

INTRODUCTION

The Township of McKellar by way of Resolution 22-136 (April 12, 2022) deferred consideration of the consent application filed by 2792311 Ontario Ltd.

On May 10, 2022, Council passed Resolution 22-192 which states:

“Be It Resolved That the Council of the Township of McKellar does hereby amend Resolution #22-136 to add that Council retain the services of Ted Davidson (Consultant) Inc. to provide independent professional planning advice directly to Council concerning Consent Application B02/2022/McK) (2792311 Ont. Ltd.).

That the Parry Sound Area Planning Board be advised that McKellar Council requests that they defer this matter until the Council has

received all pertinent professional advice.”

This Planning Opinion Report is in response to Resolution 22-192.

The consent application filed with the Parry Sound Area Planning Board, Exhibit “A”, seeks to create 3 new lots plus the creation of a lot addition to merge with the adjacent property. The property is identified as Lot 29, Concession 6 in the Township of McKellar and has frontage on Burnetts Road and Lake Manitouwabing.

The proposed dimensions of the new lots, the retained lot and the lot addition are as follows:

- 1). **Retained lot:** 60 metres of lot frontage on Burnetts Road

Lot depth of 250 metres

Existing and Proposed Uses: Residential (Existing Year Round Cottage)

Lot Area: 2 hectares (approximate)

Note: The retained lot will have no frontage on Lake Manitouwabing.

- 2). **Proposed Lot 1:** 60 metres of frontage on Burnett’s Road

Lot Depth of 350 metres

Existing and Proposed Uses: Proposed Residential use

Lot Area: 5 hectares (approximate)

Note: Proposed lot 1 will have no frontage on Lake

Manitouwabing.

3). **Proposed Lot 2:** 211 metres of frontage on Lake Manitouwabing

48 metres of frontage on Burnetts Road

Lot Depth of 400 metres

Existing and Proposed Uses: Proposed Residential

Lot Area: 7 hectares (approximate)

Note: This waterfront “lot” is considered a flag-shaped lot. As will be discussed further in this Opinion Report, the entire frontage of proposed lot 2 is zoned Environmental Protection “EP” signifying identified “Fish Habitat – Type 1”.

4). **Proposed Lot 3:** 500 metres of frontage on Burnetts Road

Lot Depth of 250 metres

Existing and Proposed Uses: Proposed Residential

Lot Area: 14 hectares (approximate).

Note: Proposed lot 3 will have no frontage on Lake Manitouwabing. In addition, proposed lot 3 contains a large pond zoned as flood plain “FP”.

4). **Proposed Lot**

addition:

65 metres of frontage on Lake Manitouwabing

No road frontage

Lot depth of 300 metres

The benefitting lot to the east has 500 metres (approximate) of frontage on Lake Manitouwabing

Existing and Proposed Uses: The benefitting lot has an existing dwelling.

Lot Area: 17 hectares (approximate) being a combination of the existing lot plus the proposed lot addition.

Access to the existing dwelling located on the benefitting lot is taken from Stormy Point Road to the north.

Note: The entire frontage of the proposed lot addition and the benefitting lot to the east have frontage on Lake Manitouwabing that is designated and zoned Environmental Protection (EP) signifying the presence to fish habitat.

It is also proposed that the lot addition contain a portion of the large pond (flood plain area), as well as considerable areas, zoned Environmental Protection “EP” in recognition of identified “fish habitat”.

The proposed severance of the lands is outlined in the following Figure 1:

PURPOSE

The purpose of this Planning Opinion Outline is to review both the proposed provisional consent application and the conditions, as suggested by the Planning Board, evaluate the proposal from a land-use planning perspective and provide a professional planning opinion as to the suitability of the proposal.

This Planning Opinion Outline has been prepared following a review of the consent application filed, reports filed by the Planning Board, a review of the relevant provisions of the PPS 2020, the McKellar Official Plan, and the Growth Plan for Northern Ontario and a review of similar applications within the Township.

A site visit by water was conducted on May 29, 2022 and a site visit by vehicle was conducted on May 31, 2022 to determine the existing character of the subject site and its context.

The lands proposed to remain the “Retained lands” are improved with a dwelling as depicted in Figure 2. This dwelling has frontage on Burnett’s Road.



Figure 2

The following photographs show the Environmental Protection zone associated with the frontage of proposed Lot 2 and the proposed lot addition on Lake Manitouwabing.



TYPICAL SHORELINE ASSOCIATED WITH THE PROPOSED LOT ADDITION AND PROPOSED LOT 2

TYPICAL SHORELINE ASSOCIATED WITH PROPOSED LOT ADDITION AND PROPOSED LOT 2



SHORELINE ASSOCIATED WITH PROPOSED LOT 2 and THE PROPOSED LOT ADDITION. WATER IS SHALLOW AND THE MAINLAND IS INACCESSIBLE BY BOAT.

2.0 Location and Description of the Subject Site

The subject site is an odd shaped parcel of approximately 33 hectares located with frontage on Lake Manitouwabing and Burnett's Road. It appears that there is an unused Township right-of-way (Hardies Crescent) but I could find no evidence pertaining to this right-of-way. Regardless, it is unused and appears to be heavily forested.

The following air photo depicts the parcel and the large pond (flood plane) associated therewith.



Lands comprising Application B02/2022

The following elements represent existing conditions respecting the subject lands:

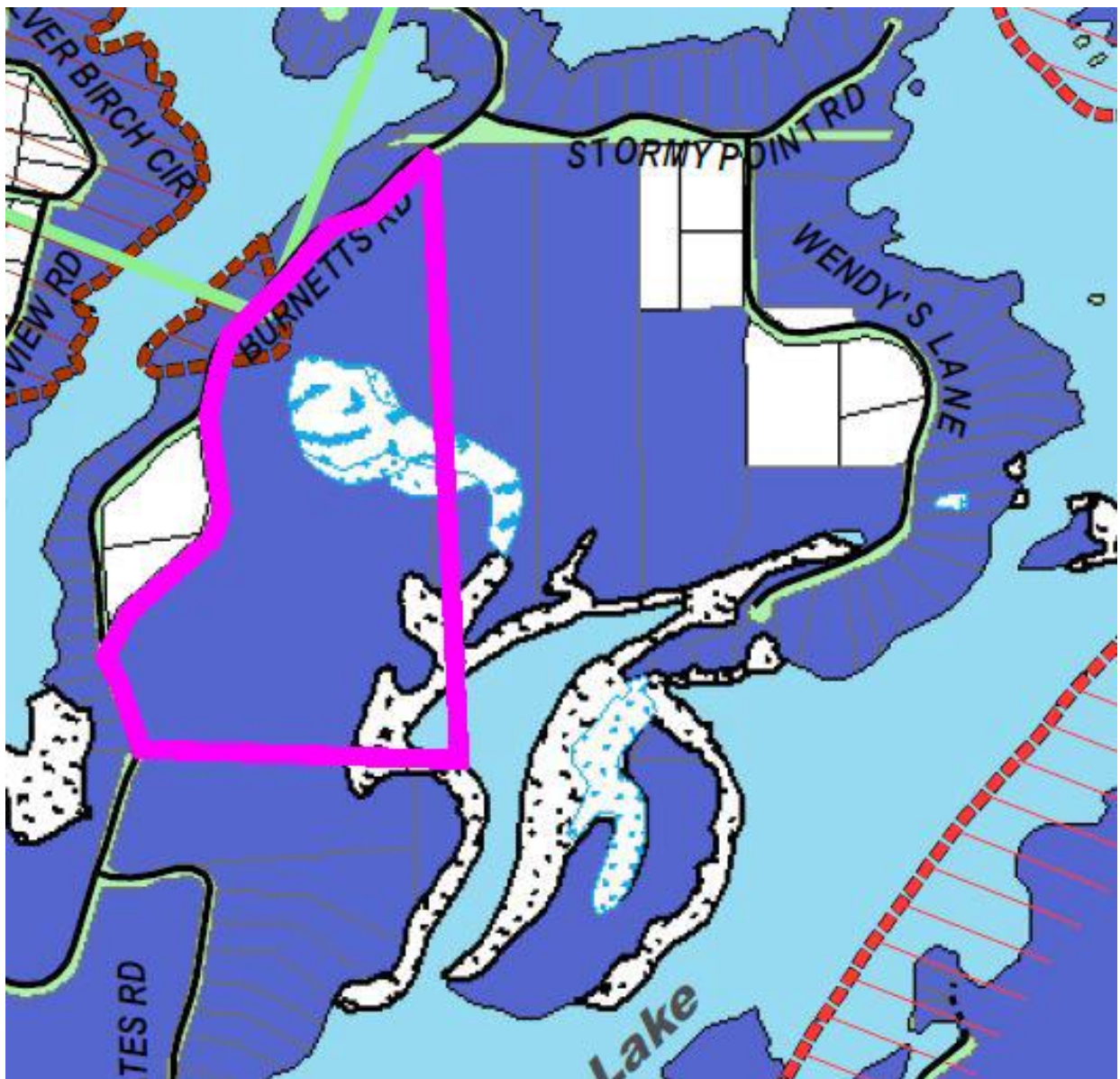
- An existing dwelling faces Burnett's Road. This dwelling is

situated on the proposed “retained lands”.

- A large pond (zoned flood plain) is situated on proposed Lot 3.
- The site is forested and the frontage on Lake Manitowabing is designated as Environmental Protection (Fish Habitat Type 1) in the Official Plan and zoned Environmental Protection in By-law 95-12, as amended.

OFFICIAL PLAN

The following is an excerpt from the Land Use Schedule of the Official Plan.



The lands are predominantly designated Waterfront (Dark Blue). The lands are also designated Flood Plain and Environmental Protection area along the shoreline (Type 1 Fish Habitat).

The predominant applicable policies of the Township's Official Plan, governing development of the lands, are the Waterfront policies found in Section 7.0.

The consent application proposes to create non-waterfront lots consisting of the retained lands, proposed Lot 1 and proposed Lot 3. Proposed Lot 3 would also comprise the large pond (flood plain) designated in the Official Plan.

Proposed Lot 2 is a Waterfront lot fronting on Lake Manitouwabing with access frontage on Burnett's Road.

The Waterfront policies of the Official Plan state in Section 7.01.13 the ***"Lands that physically and functionally front on recreational waterbodies in the municipality have been designated in the waterfront policy designation. This policy category will include single residential dwellings, seasonal residential dwellings....."***

It is clear that proposed lot 2 and the proposed lot addition are subject to the Waterfront policies.

Section 7.01.13 of the Official Plan addresses the extent of the Waterfront designation as follows:

"The Waterfront designation will generally not apply to lands beyond 150 metres of the shoreline but may vary up or down to reflect the variable depth of lands and conditions in individual circumstances. It is the intention of this Plan that lands beyond the functional limits of the waterfront may be considered as Rural".

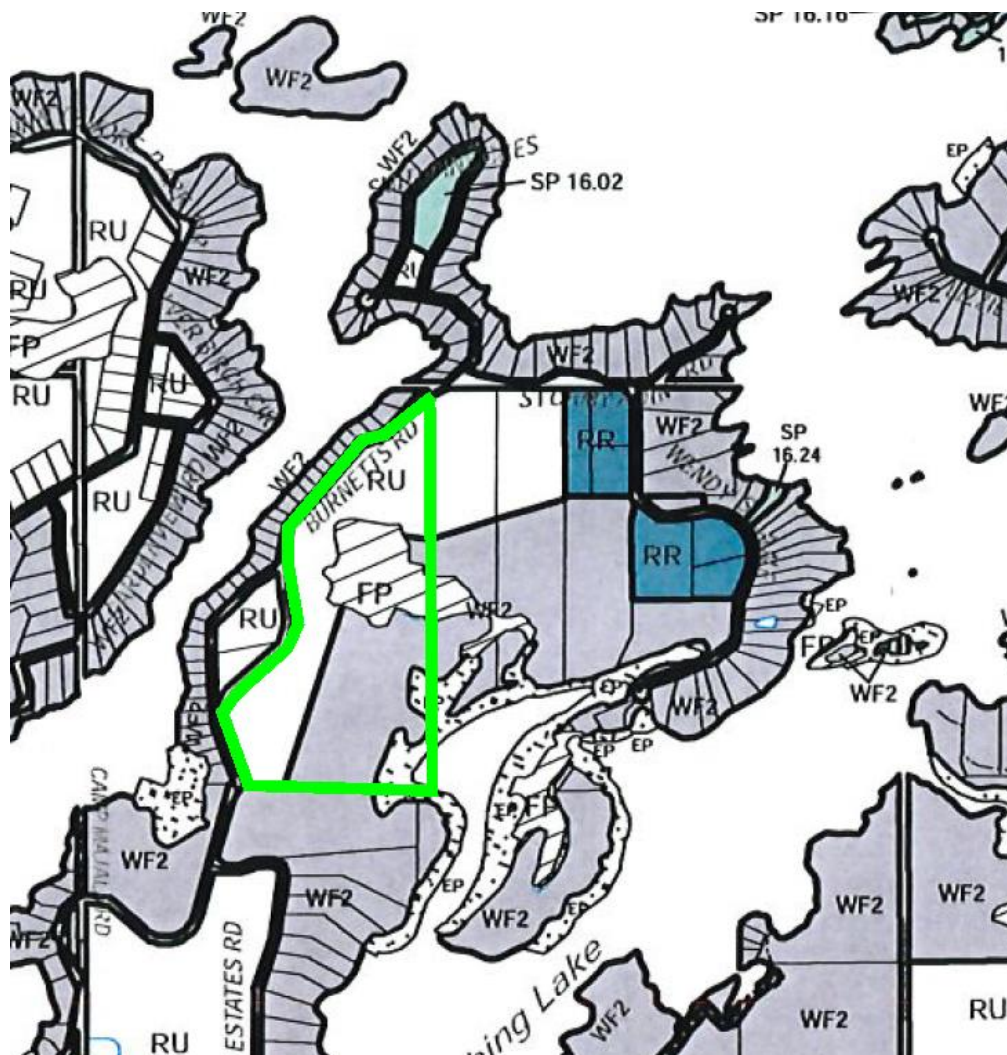
While it has been the practice of the Township of McKellar to designate entire property holdings that front on the waterfront in the "Waterfront" designation, Policy 7.01.13 of the Official Plan would appear to allow for flexibility in interpretation and thus avoid the need

for an amendment to the Official Plan. Proposed lots 1 and 3 plus the retained lands may be considered a “Rural” by Council.

This flexible interpretation is carried forward in Section 7.02.2 which again states that “The depth of the lands that are designated “Waterfront” will vary depending upon the depth of the conveyable lands adjacent to the shoreline.” In the case of proposed Lot 1, Lot 3 and the Retained lot, it appears that the Official Plan allows for Council to consider a flexible approach to land division beyond a depth of 150 metres from the shoreline.

ZONING BY-LAW 95-12, AS AMENDED

The following is an extract from the Zoning Schedule to By-law 95-12, as amended:



Zoning: By-law 95-12, as amended

As outlined in the zoning by-law Schedule, the subject lands are comprised of various zones including:

1. An Environmental Protection (EP) zone along the entire water frontage of the subject lands;
2. A large Flood Plain (FP) zone affecting proposed Lot 3 and the proposed lot addition lands;
3. A WF2 zone adjacent to the shoreline of Lake Manitouwabing; and
4. An Inland Development 1 (RU) zone along the frontage of the lands on Burnett's Road.

Based on a review of the proposed lots, the retained lands and the lot addition, it is recommended that the non-waterfront lots be the subject of a zoning amendment, as a condition of provisional consent, to an Inland Development 2 (RR) zone with restricted uses as set out in the recommendations advanced in this Planning Opinion Report

The RR zone reflects the interior development outlined on Stormy Point Road and Wendy's Lane.

Lot 2, the proposed Waterfront lot should be rezoned to an appropriate site-specific WF exception based on the results of the recommended site evaluation report as outlined in Section 7.21.2 of the Township Official Plan.

The Official Plan contains many policies aimed at protecting and preserving both wildlife and fish habitat as well as policies where waterfront lands comprise environmentally sensitive natural heritage features.

Proposed Lot 2 should be subject to a proper site evaluation report, as has been undertaken for other consent applications within the Township involving critical fish habitat. The site evaluation report will address matters relating to soil depth, type and moisture; shoreline and upland vegetation; overland or stormwater drainage; fish and wildlife habitat; natural heritage protection, access, water supply and

sewage disposal; the location of existing and proposed buildings, structures and sewage treatment systems; whether lot frontages and areas, and building, structure, tile field, setbacks from water, should be greater than the minimums that would otherwise apply. In general, whether the environmental policies can be met and what mitigation measures may be required to do so.

PROVINCIAL POLICY STATEMENT 2020 (PPS 2020)

All consents granted in Ontario must be consistent with the PPS 2020.

The PPS 2020 outlines many policies respecting Rural Lands within Municipalities; Housing; Sewage, Water and Stormwater; Natural Heritage (Significant Wildlife Habitat and Fish Habitat); and Natural Hazards (Flooding).

All of these matters reflect the Provincial Interest and must be considered in assessing consent applications.

Of importance in the Implementation of the Provincial Policy Statement is the following statement in Section 4.6 of the PPS 2020:

“The Official Plan is the most important vehicle for the implementation of this Provincial Policy Statement. Comprehensive, integrated and long-term planning is best achieved through Official Plans.

Official Plans shall identify provincial interests and set out appropriate land use designations and policies. To determine the significance of some natural heritage features and other resources, evaluation may be required.

In order to protect provincial interests, planning authorities shall keep their plans up-to-date with this Provincial Policy Statement. The policies of this Provincial Policy Statement continue to apply after adoption and approval of an Official Plan.”

The recommended site evaluation report will ensure that both the Provincial Interests and the interests of McKellar in seeking to ensure the protection and preservation of sensitive environment lands and

waters are properly considered.

PLANNING ACT CRITERIA RESPECTING CONSENT APPLICATIONS

The criteria for evaluating consent applications are set out in Section 51(24) of the Planning Act as follows:

“Criteria

(24) In considering a draft plan of subdivision (or consent), regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,

(a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;

(b) whether the proposed subdivision is premature or in the public interest;

(c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;

(d) the suitability of the land for the purposes for which it is to be subdivided;

(d.1) if any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;

(e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;

(f) the dimensions and shapes of the proposed lots;

(g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;

(h) conservation of natural resources and flood control;

(i) the adequacy of utilities and municipal services;

(j) the adequacy of school sites;

(k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;

(l) the extent to which the plan’s design optimizes the available supply, means of supplying, efficient use and conservation of energy; and

(m) the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the City of Toronto Act, 2006. 1994, c. 23, s. 30; 2001, c. 32, s. 31 (2); 2006, c. 23, s. 22 (3, 4); 2016, c. 25, Sched. 4, s. 8 (2).

In reviewing the subject lands, its constraints (flood plain and fish habitat) a site evaluation report is recommended to particularly address Criteria 51(24) (a), (b), (c), (d), (f) and (h) outlined above.

SUMMARY

The conditions of provisional consent respecting Application for consent B02/2022 are outlined in this Planning Opinion Report and, if adopted or amended, should be forwarded to the Parry Sound Area Planning Board for consideration when Application B02/2022 is before the Planning Board.

It is recommended that site-specific zoning by-laws be required as outlined in the RECOMMENDATIONS of this Report.

A site evaluation report should be undertaken pursuant to Section 7.21.2 of the Township's Official Plan in consideration of the designated and zoned critical fish habitat and flood plain lands.

Respectfully submitted

A handwritten signature in black ink that reads "N. Edward Davidson". The signature is written in a cursive, flowing style.

N. Edward Davidson B.A., M.E.S., M.C.I.P., R.P.P.
Ted Davidson (Consultants) Inc.

EXHIBIT "A"

9.1 (c)

PARRY SOUND AREA PLANNING BOARD - APPLICATION FOR CONSENT 70 Isabella Street, Unit #110, Parry Sound, Ontario P2A 1M6 (Phone 705-746-5216 Fax 705-746-1439)

No. B 02/2022 (mk)

1. Applicant Information

Name of Applicant MAUCHAN SURVEYORS - R.C. HAWKINS
Address 5 M'URRAY ST
PARRY SOUND, ON
Postal Code P2A 1E6
E-mail Address bob.hawkins@ibwsurveyors.com

Home Tel No. ()
Business Tel No. (705) 746-5805
Home Fax Tel No. ()
Business Fax Tel No. ()

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

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

Name of Owner 2792311 ONTARIO LTD.
Address _____
Postal Code _____
E-mail Address _____

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

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

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

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

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

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

2. Purpose of this Application (check appropriate box)

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

- creation of a new lot (3) 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, 3 RESALE Lot 2 BRAD MOIRA ROBERTS ^{LOT ADDITION} ~~LOT 3~~ ROKA HOLDINGS INC.

4. Location of the Subject Land Roll / PIN No.(s) 4928 0000 0150 500

4.1 Municipality MCKELLAR Lot(s) No.(s) 29 Concession No. 6
Street Name and No. BURNETT'S ROAD M-Plan No. _____ Lot(s) _____
Registered Plan No. Part(s) _____ Parcel No. PIN 52129-0866

5. Easements or restrictive covenants

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

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

6.1

	Frontage (m)	Depth (m)	Area (ha)	Existing Uses	Proposed Uses	Existing Structures	Proposed Structures
Retained Lot	60	250 ±	2 ±	RESIDENTIAL	RESIDENTIAL	YEAR-ROUND COTTAGE	NIL
Lot Addition	65 ± (LAKE)	300 ±	5 ±	VACANT	PRIVATE	NIL	NIL
Right-of-way	N/A						
Benefiting Lot	500 ±	750 ±	12.2 ±	SEASONAL	RESIDENTIAL	COTTAGE	NIL
Severed Lot 1	60	350 ±	5 ±	VACANT	RESIDENTIAL	NIL	UNKNOWN
Severed Lot 2	211 (LAKE)	400 ±	7 ±	VACANT	RESIDENTIAL	NIL	UNKNOWN
Severed Lot 3	700 ±	300 ±	14 ±	VACANT	RESIDENTIAL	NIL	UNKNOWN

6.2 Access (check appropriate space)

	Name	Retained	Benefiting Lot	Sever (Lot 1)	Sever (Lot 2)	Sever (Lot 3)
Provincial Highway						
Municipal (maintained all year)	BURNETT'S ROAD	✓		✓	✓	✓
Municipal (Seasonal)						
Other public road	STORMY POINT RD		✓ - LOT ADDITION			
Right of way						
Water Access						

If Water Access Only N/A

	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	P
Privately owned and operated communal well					
Other public road					
Lake or other waterbody		E			
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	E	E	P	P	P
Privately owned and operated communal well					
Privately owned and operated communal septic system					
Privately owned and operated communal septic system					
Privy					
Other means					

7. Official Plan

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

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 20th day of JANUARY 2022

I, R.C. HAWKINS of the TOWN OF PARRY SOUND 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.

R. C. HAWKINS
ONTARIO LAND SURVEYOR


Signature of Applicant or Agent

DECLARED BEFORE ME at the TOWN of PARRY SOUND in the DISTRICT of PARRY SOUND this 20th day of JANUARY 2022.



A Commissioner of Oaths

For a Stat. a Commissioner, etc.,
Province of Ontario, for
L.L. Mackenzie Company Limited.
Date: May 9, 2012.

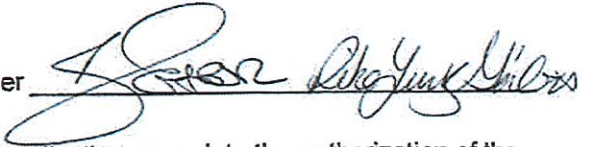
11. Authorizations

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, 2792311 ONTARIO LTD., am the owner of the land that is the subject of this application for Consent and/or Zoning By-law Amendment and I authorize MAUGHAN SURVEYORS to make this application on my behalf.

Date Jan. 20, 2022


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, 2792311 ONTARIO LTD., 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 MAUGHAN SURVEYORS, 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 Jan. 20, 2022

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, 2792311 ONTARIO LTD., 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 Jan 20, 2022

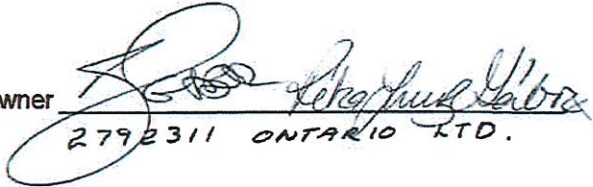
Signature of Owner 

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 LPAT 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 Jan 20, 2022

Signature of Owner 
2792311 ONTARIO LTD.

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

PLANNING BOARD

2018 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

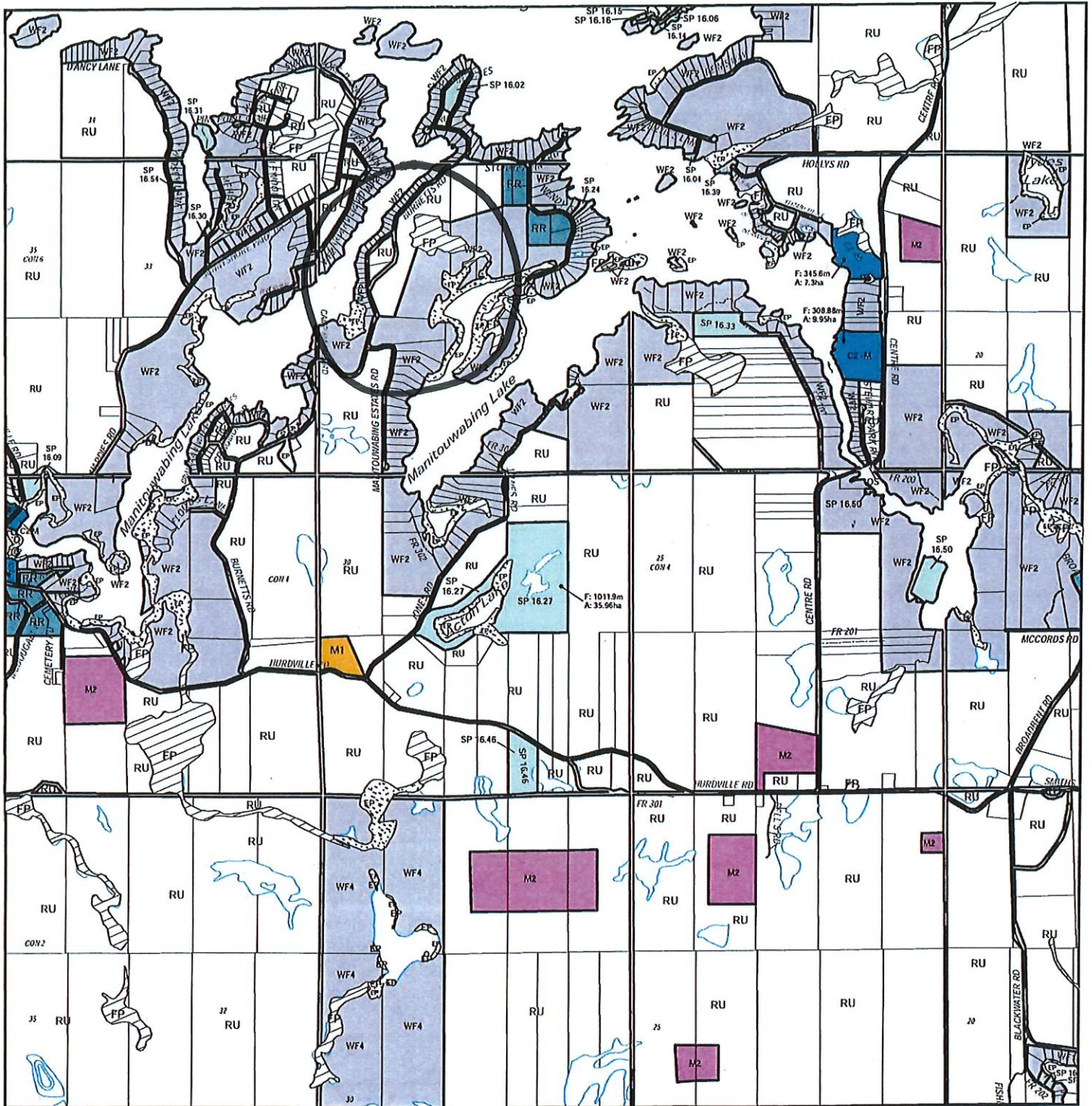
A fee of \$325 payable to the Town of Parry Sound is required for any application within the Town of Parry Sound.

A fee of \$333 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.

TOWNSHIP OF McKELLAR

SHEET 3 TO ZONING BY-LAW No. 95-12



CONSENT APPLICATION NO. B02/2022(McK)

PART OF LOT 29, CONCESSION 6

TOWNSHIP OF McKELLAR

BURNETT'S ROAD

ROLL# 4928 0000 0150 500

APPLICANT: 27992311 ONTARIO LTD

March 14, 2022

APPLICATION PURPOSE

The owner of a large parcel of land on Burnett's Road is proposing to create three (3) new rural lots on the property together with a lot addition to a neighbouring property.

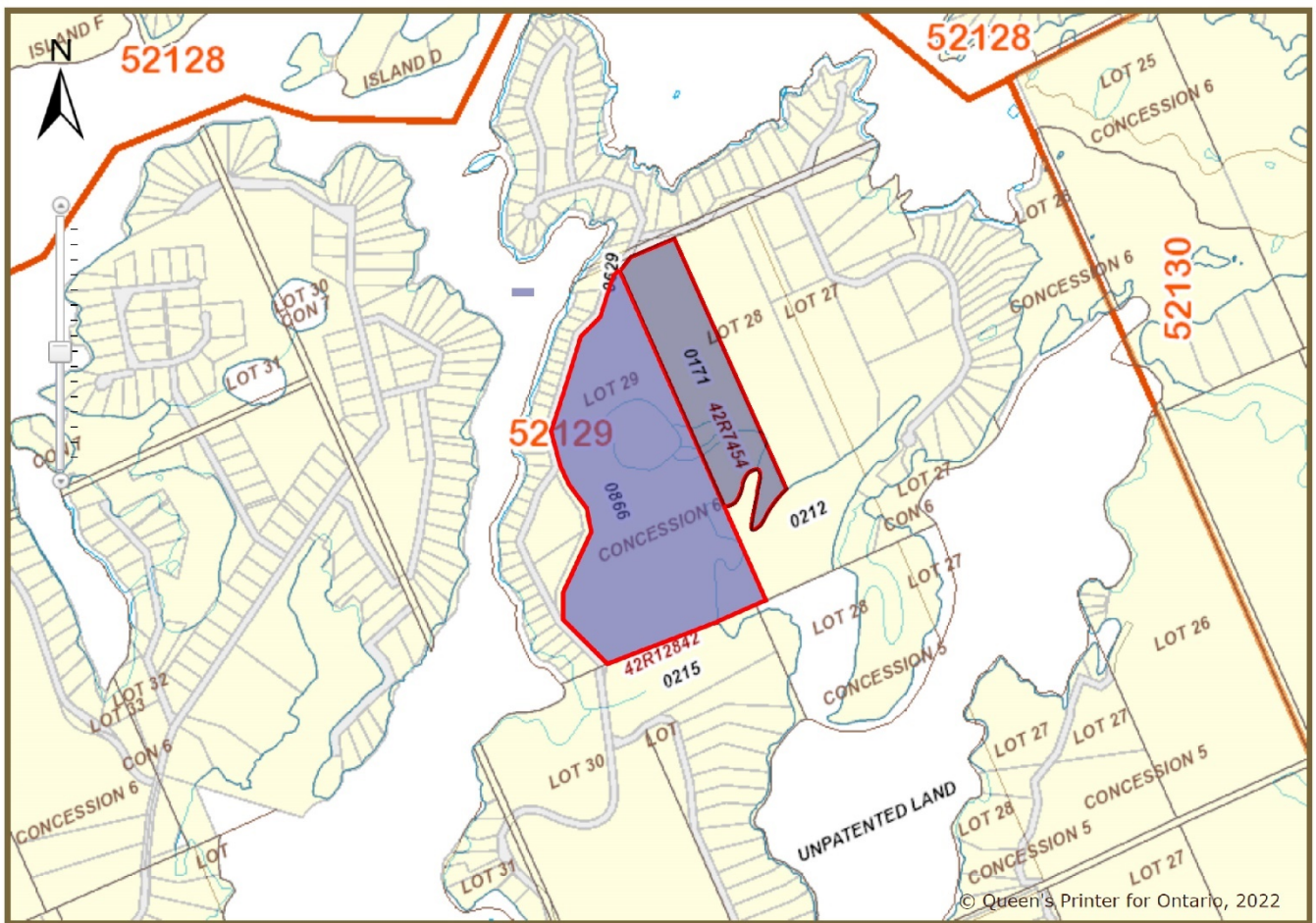


The lands are located approximately 3 kilometres in off Burnett's Road. The property has frontage on a back bay of Lake Manitowabing so the property is considered as waterfront.

PROPERTY DESCRIPTION

The property has approximately 32 hectares (80 acres) with approx. 300 metres of frontage on Lake Manitowabing. The property has an irregular shape with almost a kilometre of frontage on Burnett's Road.

There is an existing dwelling at the southwest corner of the property adjacent to an unopened Township road allowance identified as Hardie Crescent.

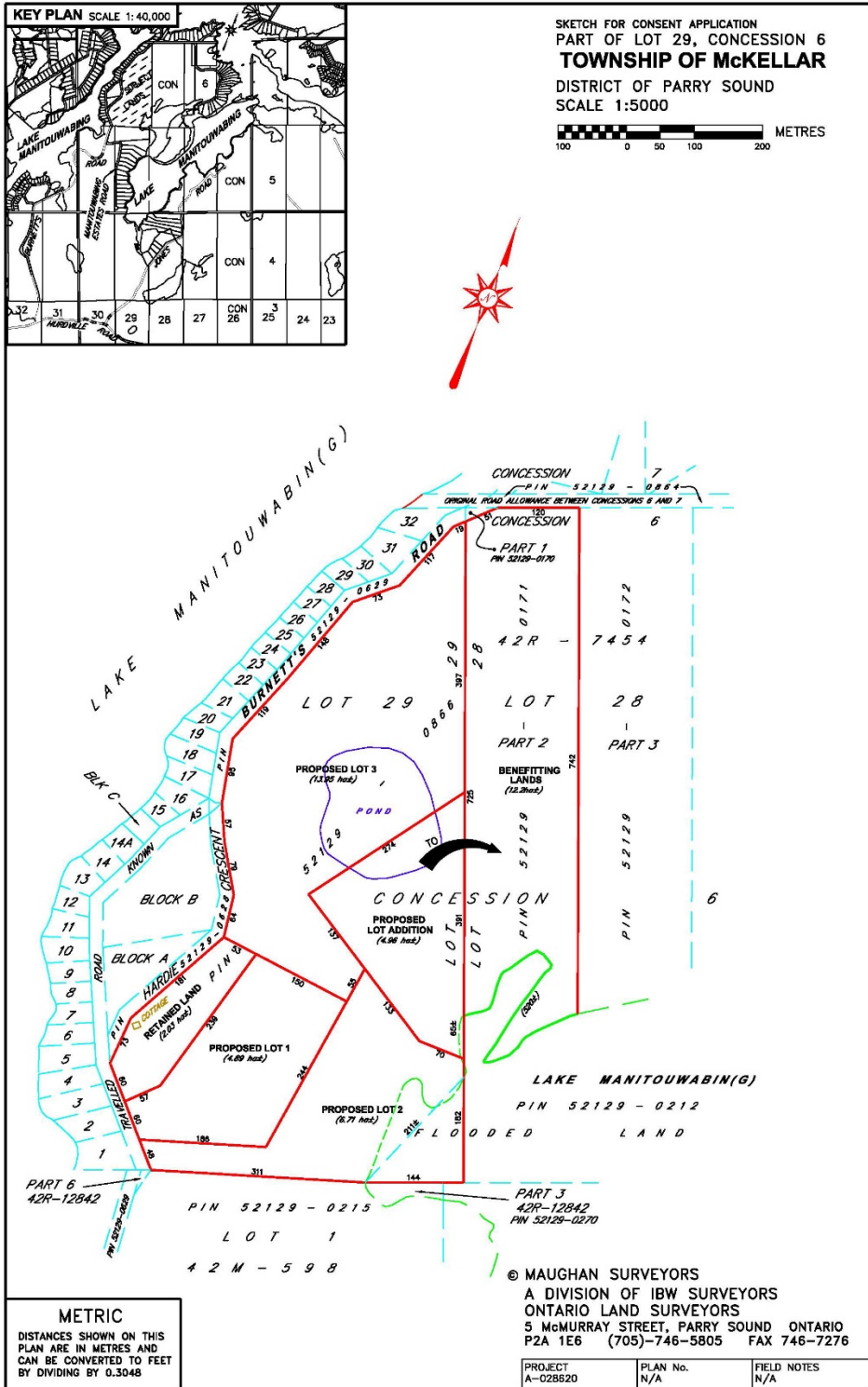


The lands are heavily forested with predominantly Hemlocks. There is a pond on the property that drains in to Lake Manitowabing.



PROPOSED CONSENT

The proposed consent will create three new rural lots and a lot addition to a neighbouring property.



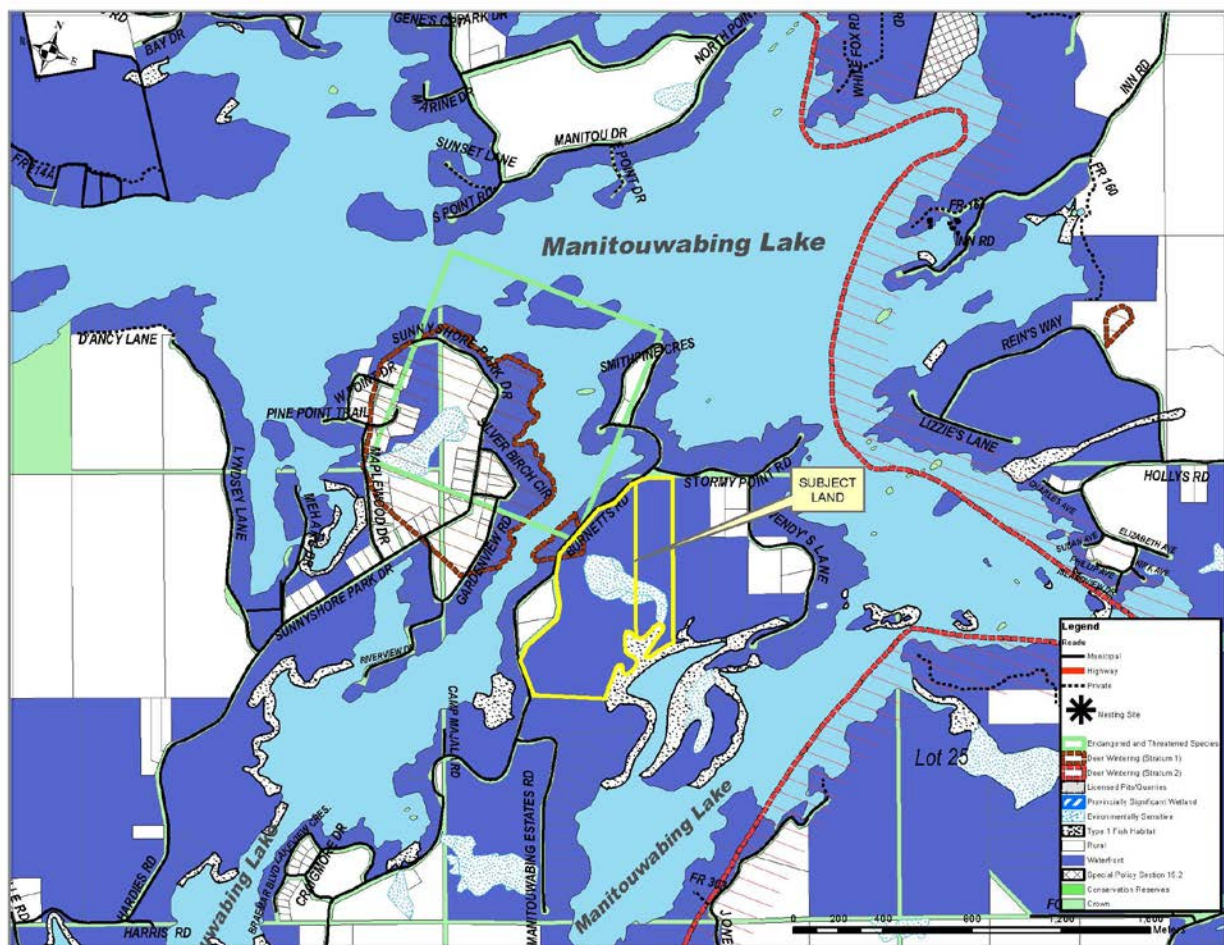
The above sketch illustrates the proposed transactions. It should be noted that the property is recognized as an existing lakefront lot with no change in the number of lots on the lake.

The resulting lots will have the following dimensions

LOT	FRONTAGE (m)	AREA (ha)
Retained	60	2
Lot 1	60	5
Lot 2	211	7
Lot 3	70	14
Lot Addition	65	5

OFFICIAL PLAN

The lands are designated Waterfront in the official plan.



The shoreline is identified as having critical fish habitat and the pond is designated as Environmentally Sensitive.

The proposed consent will remove three parcels from the lake transforming the lands in to non-waterfront or rural.

Residential uses are permitted in the Rural areas.

The proposed consent will comply with the Rural policies of the official plan.

The subject lands are considered part of The Rural Area as set out in the Provincial Policy Statement.

1.1.5 Rural Lands in Municipalities

1.1.5.1 When directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.

1.1.5.2 On rural lands located in municipalities, permitted uses are:

- a) the management or use of resources;***
- b) resource-based recreational uses (including recreational dwellings);***
- c) residential development, including lot creation, that is locally appropriate;***
- 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.***

1.1.5.3 Recreational, tourism and other economic opportunities should be promoted.

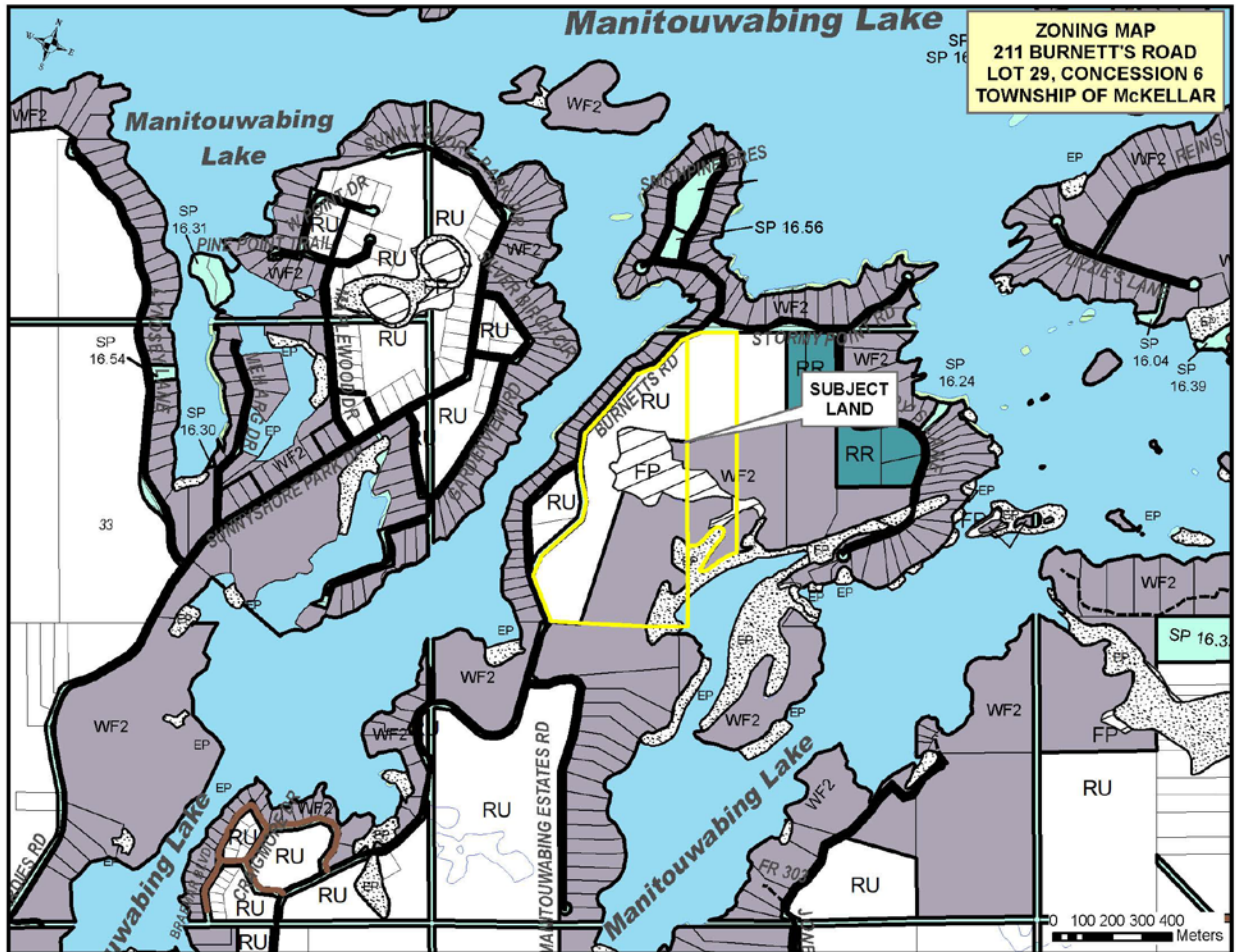
1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

1.1.5.5 Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.

The proposed consent is consistent with the P.P.S.

ZONING

The subject lands have four separate zonings in the Municipality's zoning By-Law.



The waterfront area is zoned Waterfront Residential 2 (WF2) with the shoreline zoned Environmentally Protected to recognize the Type 1 Fish Habitat.

The lands along Burnett's Road are zoned Rural (RU) and the pond in the centre of the property is zoned as a Flood Plain (FP).

The split RU / WF2 zoning will generally follow the ultimate new boundaries for the Rural and Waterfront lands so that no zoning adjustment will be required.

RECOMMENDATION

That council support the consent application for three new rural lots and a lot addition in Part of Lot 29, Concession 6 on Burnett's Road as applied for by 2792311 Ontario LTD in Consent Application B02/2022(McK) subject to the following conditions:

1. Conveyance of a strip of land 33 feet from the centre line of the travelled portion of Burnett's Road to the Township;
2. Payment of a fee in lieu of Parkland to the Municipality;
3. Acquiring adequate 911 addressing; and
4. Payment of any applicable planning fees.

Respectfully



John Jackson R.P.P., M.C.I.P.
JJ;jc

Letter to McKellar Council – June 20, 2023

From: Brad Roberts

On behalf of: 2792311 Ontario Inc

RE: Application to Purchase Unopened Road Allowance known as “Hardie Crescent”, located off Burnett’s Road, Township of McKellar, Ontario.

Good Evening. My name is Brad Roberts, my wife and I own #2 Manitouwabing Estates Road. I’m appearing on behalf of 2792311 Ontario Inc, which we co-own with our neighbours and friends Rob and Reka Gabor, who own 253 Burnett’s Road.

In November 2020, we formed 2792311 Ontario Inc and purchased the 68 acre property and existing residence, garage and outbuildings at 211 Burnett’s Road for the purpose of preserving the land and waterfront in its’ current state between our two properties, which we both intend to make our retirement residences in the near future.

At the June 14, 2022 Council meeting, Council approved our severance proposal Consent Application B02/2022(McK), please refer to the sketch attached.

At the December 2022 Council meeting, I appeared to a) highlight an issue we discovered during surveying related to the unopened road allowance named “Hardie Crescent” (referred to and known as “Original Road Allowance between Plan 275 Block A and Con 6 Lot 29, Township of McKellar, District of Parry Sound”) to our attention, and b) suggest a solution to this issue which involved 2792311 Ontario Inc purchasing the unopened road allowance.

As a reminder, the issue that IBW surveyors highlighted was that the required 20m wide road allowance of Hardie Crescent comes within 2.77m (9 feet) of the corner of the existing residence, and within 1.2m (4 feet) of the existing garage currently located (for several decades now) on the retained cottage lot at 211 Burnett’s Road.

In addition, the attached sketch shows that the existing gravel driveway to the residence is physically located on the Hardie Crescent road allowance, as is a portion of the cement patio attached to the residence, a cedar rail fence, a shed and a firepit. We believe this situation and the practical use of the property has existed for approximately five decades now, since Frank Hardie built the cottage in the 1970’s.

It appears that somehow an error was made in the past by township staff in either the granting of a building permits for both the cottage and the garage, or in the building inspection process, that allowed for these two buildings to be built without the required setbacks from the property line and the unopened road allowance, and for an entrance permit to be issued to allow the driveway to be constructed to the garage.

Our efforts here, as the new property owners, are to clean up, formalize and bring into compliance what has existed for some fifty years.

We are grateful that at the March 21, 2023 Council meeting, Council approved our request to purchase the southern portion of the Hardie Crescent unopened road allowance, By-law 23-27, with some conditions at our expense:

- a) Survey the road allowance lands
- b) Pay for staff time to address this issue
- c) Pay for an appraisal of the land
- d) Purchase the land from the township

We have completed the first three conditions, and have now received the appraisal from Parry Sound Muskoka Appraisals Limited. Upon careful review, we respectfully disagree with the suggested appraised value for the following reasons:

- a) While admittedly exactly comparable properties to the Hardie Crescent unopened road allowance are hard to find, the comparable properties chosen and highlighted for this evaluation in our opinion don't accurately compare:
 - a. Four of the six comparable properties (Stisted Road, Loch Earn Road, 592 Highway Road, and 41 Ladds Road) are very large parcels of land, all of which, as such, have potential significant severance opportunities, as specifically noted in the listing descriptions of some, which the 1.4 acre unopened road allowance, nor the approximately 4 acre exiting property it is being added to, is not severable and will not be severable even after the purchase of the road allowance given current township by-laws;
 - b. Three of the comparable properties do not even have a road running through them or adjacent to them;
 - c. The Stormy Point and 41 Ladds Road comparable properties both have significant waterfront frontage to their lots, which the unopened road allowance, nor the property it is being added to, does not, so the overall value per acre is inappropriately and significantly raised;
 - d. The only portion of the Lori-Lea Trail comparable property that would be truly a comparable is the narrow irregular shaped (access) portion leading in from the road to the actual building lot on the point, which is also waterfront, so the overall value per acre of the 'access' portion is inappropriately raised;
- b) In contrast, the 1.4 acre unopened road allowance of Hardie Crescent is very irregular in shape, only 20 metres wide, and has no development potential, given setback requirements in the township by-laws, as a standalone lot. This does not accurately or fairly compare to acreage noted in each of the comparable lots referenced in the appraisal, that is useable land with severance and/or development potential;

- c) None of the other comparable properties have a building on an adjacent property with setback issues from the property line that if not purchased may require a minor-variance or survey adjustment in order to be in compliance.

We suggest that perhaps a more reasonable and appropriate method to determine the approximate acre valuation of the road allowance, for this particular property, would be to take the price we purchased the full 68 acre property for (\$900,000) and deduct an approximate and reasonable estimated market value of the 4 acre lot with the existing improvement of a four-season cottage, garage, septic and well (\$650,000), and divide the difference (\$250,000) by the remaining undeveloped acreage (64 acres) to arrive at a value of approximately \$3,906 per acre; which we still believe is somewhat high because the original 68 acre property was a waterfront property when we purchased it, however this price of \$3,906 per acre is consistent with, and in the per acre valuation range, of the first two comparable properties (which are the only two comparable properties with a road running through them).

We would like to work with the township to a) resolve the past errors that permitted buildings on our existing lot to be built too close to the lot line, b) to clean up the property boundaries/lot lines in a way that makes logical sense consistent with current and historic use, and c) to comply with current township by-laws.

To this end, we have already invested \$8,850 so far - \$5,500 for a survey of just the road allowance property itself (separate from our survey costs relevant to our severance proposal), \$1,750 for staff costs to address the road allowance issue, \$1,600 for the appraisal of the road allowance.

We therefore suggest to council that taking into consideration these above costs, the issue with the setback from the lot lines of the two buildings, the historic use of the road allowance property as a driveway to the existing cottage and garage which has been allowed to exist, the utter lack of value the road allowance would have to any other potential purchaser, that an appropriate purchase price we believe to be \$5,500.

We therefore respectfully request that township agree to sell the road allowance to 2792311 Ontario Inc for \$5,500 which is slightly higher than the per acre value of the first two comparable properties, and the per acre value of the unimproved 64 acres of the current property.

Our intention from the beginning was that this would be a financially positive transaction for the township, while at the same time being fair to us. We believe this suggestion accomplishes that goal as we have borne all the costs thus far, and the \$5,500 price for the 1.4 acres is in fact new found money for the township.

In a related matter, regarding the possible re-zoning of the lands, we were very aware of and very purposely took into careful consideration the existing zoning of the subject lands in the preparation our severance proposal. After much consultation with, and advice from,

planner John Jackson, Ontario Land Surveyor Bob Hawkins of L.U .Maughan Surveyors, and Ontario Land Surveyor Gavin Tyler of IBW Surveyors, our final proposed new lots lines roughly and as much as possible fall into the existing township zoning lines between waterfront and rural zoning. This was done very purposely in an effort to avoid the possible need to rezone the lands.

- a) We believe that the retained cottage lot falls 100% in the RU zoning, and thus doesn't need to be rezoned.
- b) We believe the that Proposed Lot 1 (please refer to attached sketch), falls almost entirely within the RU zone and thus doesn't need to be rezoned.
- c) We believe that Proposed Lot 2 falls almost entirely within the Waterfront Zone with the exception of the thin strip of land coming in from Burnett's Road to access the lot, and as such we don't believe it needs to be rezoned. Specifically the lot line between Proposed Lot 2 and Proposed Lot 3 was drawn to mirror and approximate the line between the rural and waterfront zone lines as noted in By-law 95-12, and reproduced in Mr. Davidson's report on page 15;
- d) We believe that Proposed Lot 4 falls entirely within the RU and FP zone and thus doesn't need to be rezoned.
- e) We believe that the Lot Addition that will be added to the existing lot at 253 Burnett's Road, is not changed in any way from it's current zoning, and it is being added to an existing lot with the exact same zoning designations, and thus doesn't need to be rezoned.
- f) We would like to point out to council that the severance proposal sketch that accompanied Ted Davidson's report (Figure 1 on page 8) was incorrect (in that a lot line incorrectly dissected the existing pond on the part that would be the lot addition) . This incorrect sketch was provided by the planning board to Mr. Davidson in error, and was subsequently corrected. This may have contributed to Mr. Davidson's incorrect understand of what we were proposing, and his resulting recommendations.
- g) We believe that our final sketch, attached to this letter below, and approved by the planning board without any recommendations or requirements for rezoning, ensures that our proposed lot lines are such that the final lots almost entirely fall within the existing zoning areas, and therefore no rezoning of any one or more lots is required.

Respectfully submitted,

Brad Roberts
On behalf of 2792311 Ontario Inc

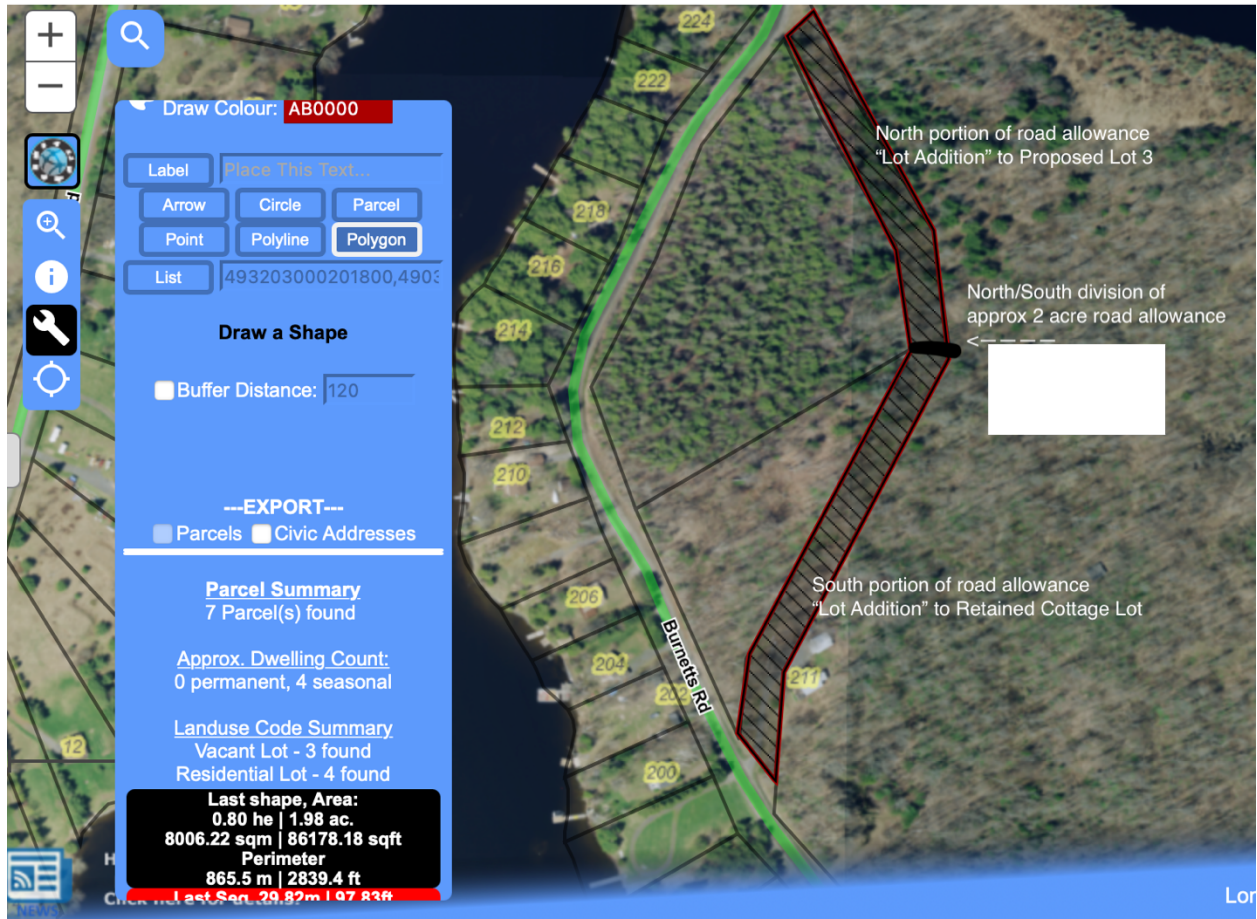
Photo - Survey Mark in relation to existing Residence at 211 Burnett's Road (Retained Lot)



Photo – Survey Mark in relation to existing garage at 211 Burnett's Road (Retained Lot)



Screenshot of WPSGN – indicating North and South portions of approx 2 acre road allowance land as proposed “Lot Additions” to Proposed Lot 3 and Retained Cottage Lot.



NATURAL HERITAGE FEATURE SITE EVALUATION

PROPOSED LOT 2; CONSENT APPLICATION B02-2022
PART OF LOT 29, CONCESSION 6
TOWNSHIP OF MCKELLAR, PARRY SOUND DISTRICT

NOVEMBER 2022

September 2022

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1. INTRODUCTION

FRi Ecological Services was retained to conduct a site evaluation for potential natural heritage features scoped to proposed lot 2 (herein referred to as the “subject property”) of a consent application for Part of Lot 29, Concession 6 in the Township of McKellar (Figure 1). The 7ha subject property is fronting on Lake Manitouwabing and is surrounded by rural and waterfront residential development.

A desktop review of the available information related to natural heritage values on or within 120 metres of the study area was conducted. The following sources of information were consulted:

- Make-a-Map, Natural Heritage Information Centre
- Land Information Ontario (LIO) Data (Natural Heritage Feature Geodatabases)
- Township of McKellar Official Plan (2018)
- Forest Resource Inventory (FRI) – French Severn Forest (Forest Management Plan) (LIO)
- Ontario Breeding Bird Atlas¹
- Significant Wildlife Habitat Ecoregion 5E Criterion Schedule
- iNaturalist.org
- eBird.org

Five natural heritage categories, consistent with the Provincial Policy Statement (PPS) (2020), were considered for this site evaluation and impact assessment, including:

1. Habitat of Endangered and Threatened Species
2. Significant Wetlands and other wetlands
3. Significant Wildlife Habitat
4. Fish Habitat
5. Areas of Natural and Scientific Interest (ANSI)

The background review confirmed the absence of ANSIs, candidate ANSIs, and Provincially Significant Wetlands on and within 120m of the property.

¹ Bird Studies Canada, Environment Canada's Canadian Wildlife Service, Ontario Nature, Ontario Field Ornithologists and Ontario Ministry of Natural Resources. 2006. Ontario Breeding Bird Atlas Website. <https://www.birdsontario.org/atlas-2/>

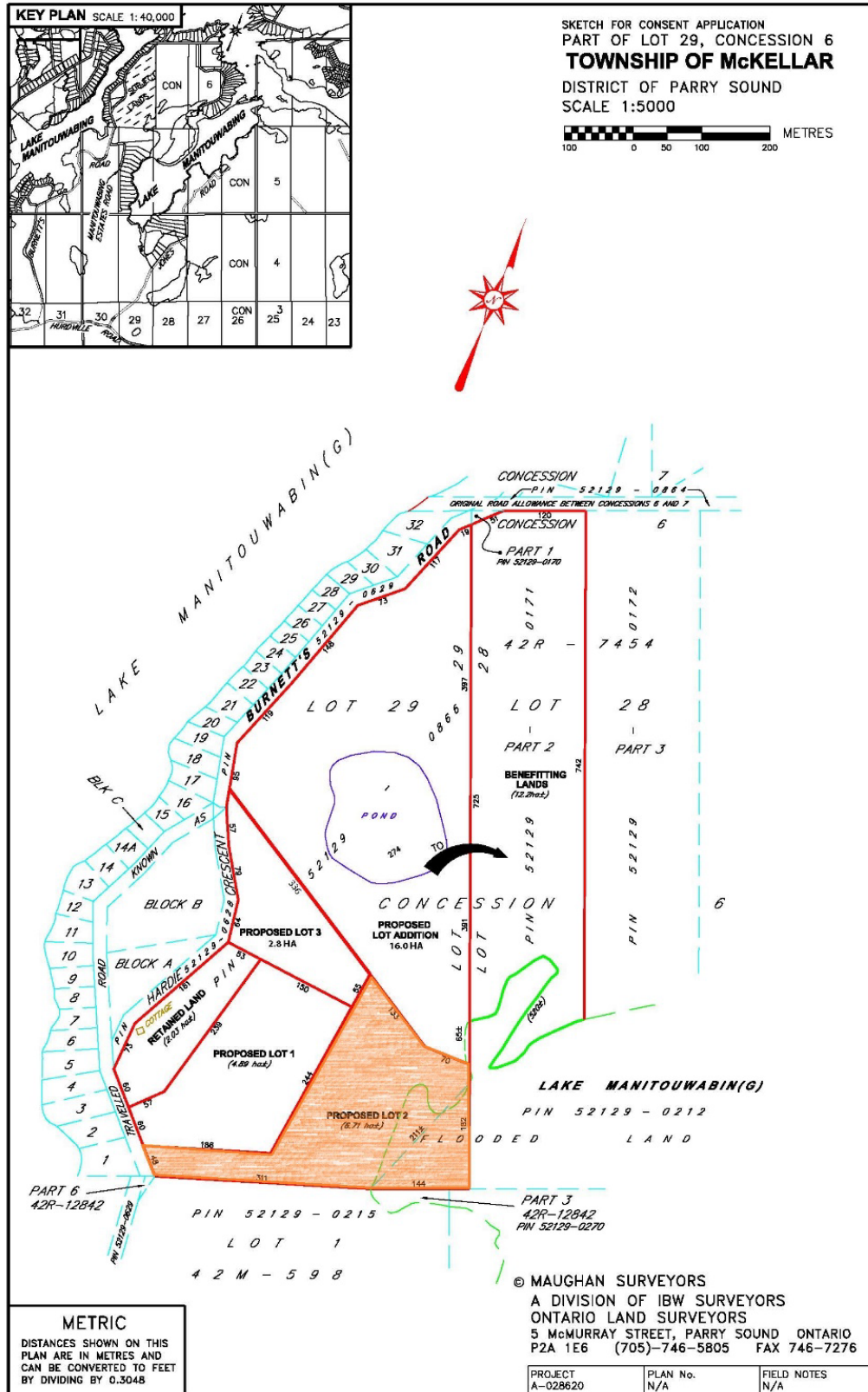


Figure 1: Location of subject lands (shown in orange), Proposed Lot 2, Pt Lot 29, Concession 6, Township of McKellar

2. ECOLOGICAL LAND CLASSIFICATION

Ecological land classification through ecosite mapping is determined by assessing the soil and vegetation characteristics of a site. To assess the presence of potential habitat and natural heritage features, including species at risk and significant wildlife habitat, the ecosites on the property were determined during field investigations that occurred on September 14th, 2022.

There are two representative natural ecosites on subject land and two ecoelements (ecosites <0.4ha in size), as follows:

- *G018Tt Very Shallow, Dry to Fresh: Maple Hardwood*
- *G117Tt Moist, Fine: Conifer (ecoelement)*
- *G124Tt Moist, Fine: Maple Hardwood (ecoelement)*
- *G130Tt Intolerant Hardwood Swamp*

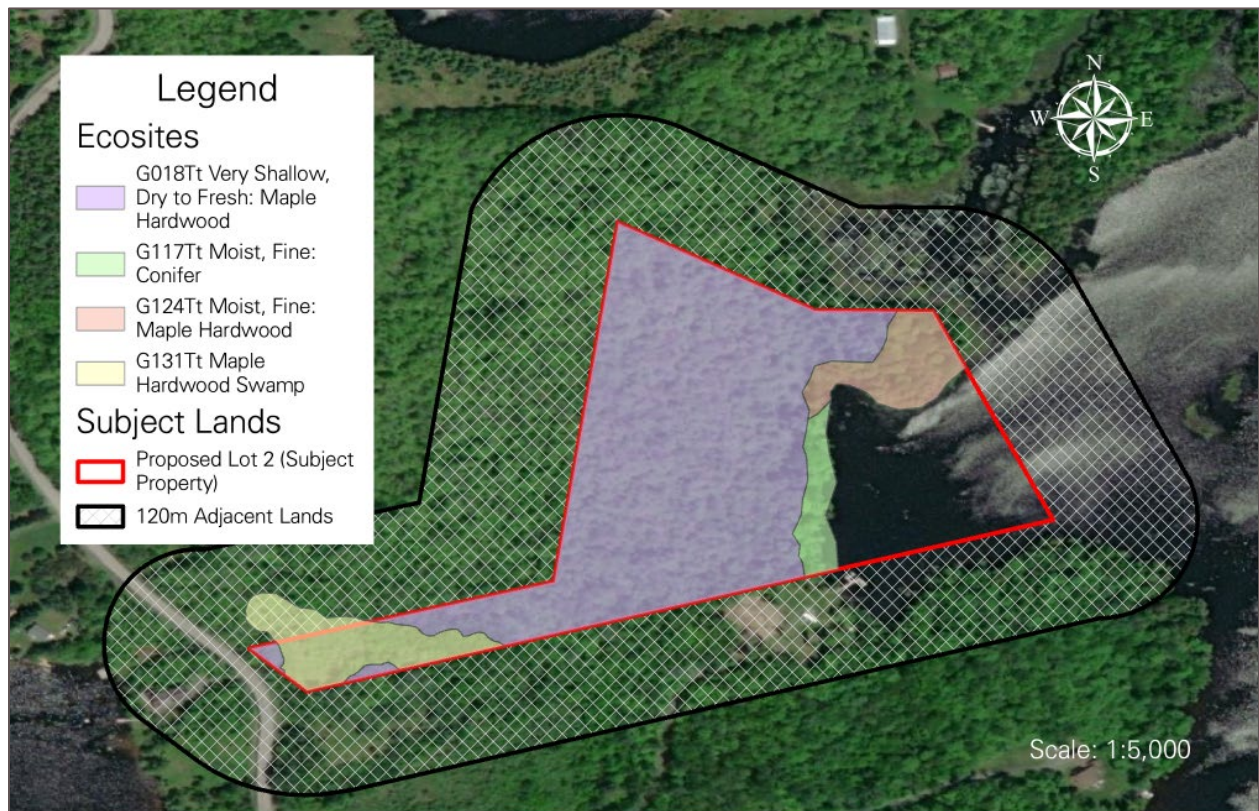


Figure 2: Location of ecosites and ecoelements on the subject property

G018Tt Very Shallow, Dry to Fresh: Maple Hardwood

The majority of the subject property was mapped as the G018Tt ecosite. The canopy is dominated by sugar maple, red maple, black ash, American basswood, and balsam fir. Minor canopy components include bur oak, yellow birch, silver maple, and black cherry. The understory is mostly broadleaf litter over shallow soils with coarse rock fragments visible at the surface. Sugar maple saplings, wild sarsaparilla, hobblebush, starflower, Canada mayflower, bracken fern, fly honeysuckle, baneberry, false Solomon's seal, and mosses were all noted to be present in the understory.



Photo 1: Representative photo of the G018Tt ecosite

G117Tt Moist, Fine: Conifer

This ecoelement is found along the shoreline of Lake Manitouwabing. The canopy is dominated by balsam fir, eastern hemlock, and eastern white cedar. There are minor elements of yellow birch, white birch, and silver maple present. The understory consists of woodfern, sarsaparilla, young balsam fir and sugar maple, and Canada mayflower.



Photo 2: Representative photos of the G117Tt ecosite

G124Tt Moist, Fine: Maple Hardwood

This ecoelement is found south of the G117Tt ecosite but is also located along the shoreline of the lake. It is characterized by large silver maple and yellow birch. There are elements of bur oak, black ash, and balsam fir in the subcanopy. Several of the larger trees in this ecoelement support large cavities, fissures, and cracks and the root systems show evidence of small animal burrows. The understory is mixed with many of the same species as the G018Tt ecosite transitioning to more hydrophilic species towards the shoreline such as sedges, bur-reed, sweetgale, sensitive fern, winterberry, and buttonbush.



Photo 3: Representative photo of the G124Tt ecosite

G131Tt Maple Hardwood Swamp

This ecosite is dominated by silver maple with a minor component of black ash and red maple. It is located proximate to Burnett's Road and aerial imagery confirms that the ecosite likely exists south of the subject property as well. The shrub layer of the ecosite consists of speckled alder and winterberry and the understory is largely sedges, mosses, and ferns. There was no standing or pools of water present at the surface during the site visit in September but it is likely that this ecosite is flooded for a portion of the year.



Photo 4: Representative photo of the G131Tt ecosite

3. HABITAT OF ENDANGERED AND THREATENED SPECIES

The *Endangered Species Act, (2007)*², or ESA, affords protection to species at risk and their habitats and identifies tools to encourage protection and recovery activities. The ESA seeks to balance species' protection with social and economic considerations.

Species are assessed according to their risk of extinction and are designated as either endangered, threatened, or of special concern on the *Species at Risk in Ontario* list (Ont. Reg. 230/08). Those species listed as endangered or threatened receive both species and habitat protection. Proposed work that may impact endangered or threatened species or their habitat may be subject to authorizations under the ESA. Unlike their counter parts, those species listed as special concern do not receive specific habitat protection under the ESA. Any proposed work with potential to impact species of special concern should consider the provisions outlined in the 2020 PPS under considerations for Significant Wildlife Habitat

A list of species at risk (SAR) (4 endangered, 6 threatened) with potential to occur on the property is included in Table 1.

Table 1: END & THR SAR and/or their habitat with potential to be present on subject lands

Species	ESA Designation
Little Brown Myotis (<i>Myotis lucifugus</i>)	Endangered
Northern Myotis (<i>Myotis septentrionalis</i>)	Endangered
Tri-coloured Myotis (<i>Perimyotis subflavus</i>)	Endangered
Barn Swallow (<i>Hirundo rustica</i>)	Threatened
Black Ash (<i>Fraxinus nigra</i>)	Endangered
Blanding's Turtle (<i>Emydoidea blandingii</i>)	Threatened
Chimney Swift (<i>Chaetura pelagica</i>)	Threatened

Endangered SAR Bats

Little Brown Myotis (*Myotis lucifugus*), Northern Myotis (*Myotis septentrionalis*), and Tri-Coloured Bat (*Perimyotis subflavus*)

During the active season, bats feed on insects at night and roost during the day. They roost either individually (males) or in groups (females with pups), usually in warm, elevated spaces. Bats often choose human-created roosts such as attics and abandoned buildings as these locations offer optimum habitat for summer roosts, usually close to water and open areas for foraging. Natural roosts include large hollow trees and spaces behind loose bark. Bats hibernate in caves and abandoned mines in October through April where temperatures remain above freezing and humidity levels are high.^{3 4}

² <https://www.ontario.ca/laws/statute/07e06>

³ Dobbyn, S. 1994. Atlas of the Mammals of Ontario. Federation of Ontario Naturalists. 120 pp.

⁴ Ontario Ministry of Natural Resources. 2000. Significant Wildlife Habitat Technical Guide. Toronto: Queen's Printer for Ontario. 151pp.

LITTLE BROWN MYOTIS

According to the Significant Wildlife Habitat Technical Guide, Appendix G4, Table G4, little brown myotis use caves, quarries, tunnels, hollow trees or buildings for roosting. Maternity colonies are most often found in warm dark areas, like barns, attics and old buildings. They overwinter in caves and mine adits (horizontal mine shafts) in Ontario. This species forages mainly over open areas including wetlands and near forest edges where insect densities are greater.⁵

NORTHERN MYOTIS

According to the Significant Wildlife Habitat Technical Guide, Appendix G4, Table G4, Northern myotis roost in hollow trees or under loose bark. Males roost individually while females are found in maternity colonies of up to 60 adults. They overwinter in mines and caves similar to other species which hibernate in Ontario. Unlike little brown myotis, Northern myotis hunt primarily in forested areas, below the canopy.

TRI-COLOURED BAT

According to the Significant Wildlife Habitat Technical Guide, Appendix G, Table G4, the Tri-coloured bat prefers open woods near water, roosts in trees, cliff crevices, buildings or caves. It hibernates in damp, draft-free warm caves, mines or rock crevices.

ASSESSMENT

Acoustic monitoring surveys were not completed on the subject property because of the timing of the study but rather a habitat-based approach has been applied. Large cavity trees that may potentially provide suitable roosting and maternity habitat for tree-roosting bats was identified on the subject property along the immediate shoreline of Lake Manitouwabing. Although the upland shallow maple hardwood ecosite is listed as potential habitat for bat species in the 2015 MNRF Technical Note⁶, the trees are largely thin (Photo 5) and would not be suitable for roosting bats.

⁵ Forbes, G. 2012. COSEWIC. Technical Summary and Supporting Information for an Emergency Assessment of the Little Brown Myotis, *Myotis lucifugus*. 25pp.

⁶ Ministry of Natural Resources and Forestry (MNRF) Regional Operations Division. 2015. Technical Note: Species at Risk (SAR) Bats. June 2015.



Photo 5: Sugar maple trees in G018Tt ecosite unsuitable habitat for tree-roosting bats

It is recommended that no vegetation clearing or site development occur within 30m of the shoreline. This recommended setback will protect any potentially suitable habitat for SAR bat species (G124Tt ecosite) that may be using the subject property. Further, it is recommended that any initial site clearing beyond the recommended shoreline setback occur outside the active season for SAR bats and take place from November 1 to March 31 of any given year. Acoustic monitoring in the bat active season to confirm species presence/absence is recommended to occur where the above recommendations cannot be applied.

Black Ash (*Fraxinus nigra*)

Black Ash is a hardwood tree species that occurs in transition areas high in moisture or wetlands such as swamps. This species is typically 15 to 20m in height and can be found throughout Ontario until approximately 51° of latitude. Black ash trees are threatened by invasive emerald ash borers which girdle and eventually kill the tree. Black ash was listed as an endangered species on the Species at Risk in Ontario List (SARO List) regulation (*O. Reg. 230/08*) on January 26, 2022.

ASSESSMENT

Black ash trees were present throughout proposed Lot 2 in the subcanopy of the shallow maple hardwood and maple hardwood swamp ecosites. As of January 27, 2022, the Ministry of Environment, Conservation and Parks (MECP) issued a Minister's Order for the temporary suspension of protection on the listing on Black Ash under the ESA. This pause on protections for the species is to allow time to develop an approach to support protection and recovery of the species and this pause will be in place for two years until January 26, 2024. Where negative impacts to black ash trees are anticipated following January 26, 2024, it is recommended that MECP is consulted to determine appropriate mitigation measures. No further study or mitigation measures are recommended at this time.

Blanding's Turtle (*Emydoidea blandingii*)

The Blanding's turtle is a mostly aquatic turtle found in a variety of habitats, including lakes, ponds, marshes, ditches, creeks, rivers, and bogs. Within these habitats, the species generally prefers shallow water, organic substrates and dense submergent and/or emergent vegetation. Basking sites are a critical component of suitable habitat. These are characteristically floating vegetation mats, hummocks, partially submerged logs, rocks, bog mats, or suitable shoreline areas with access to full sunlight. Blanding's turtles hibernate from October through April, usually in permanent bodies of water, often the same wetlands they utilize during the active season. Recent studies confirm seasonally isolated wet areas, ditches for example, are used for hibernacula in some years.

Blanding's turtles will travel up to 6 km or more to nesting sites that are usually within 250 m from the shore of some waterbody. Nesting activities generally occur at the end of June through the beginning of July. Nest sites are chosen in areas that offer suitable substrate for digging (e.g. loose soil), well-drained, open locations which increases the incubation temperatures because of sunlight exposure. This in turn increases nest success. Upland areas adjacent wetlands can be used for nesting, basking and travel between summer activity areas. Turtles regularly move up to 1 km between wetlands and will chose a 'wetted' corridor, rather than a direct route.^{7 8 9 10 11}

⁷ COSEWIC 2005. COSEWIC assessment and update status report on the Blanding's Turtle *Emydoidea blandingii* in Canada. Committee on the Status of Endangered Wildlife in Canada. Ottawa. viii + 40 pp. (www.sararegistry.gc.ca/status/status_e.cfm)

⁸ Edge, C. B. 2008. Multiple Scale Habitat Selection by Blanding's Turtles (*Emydoidea blandingii*). Master's Thesis. School of Graduate Studies, Laurentian University.

⁹ Ontario Ministry of Natural Resources. 2012. Survey Protocol: Blanding's Turtle (*Emydoidea blandingii*). Policy Division, Species at Risk Branch. 15pp.

¹⁰ Seburn, D. C. 2007. Recovery Strategy for Species at Risk Turtles in Ontario. Ontario Multi-Species Turtles at Risk Recovery Team. 83pp.

¹¹ Ontario Ministry of Natural Resources. 2013. General Habitat Description for the Blanding's turtle (*Emydoidea blandingii*).

ASSESSMENT

There are some confirmed observations of this species within 4.3km of the study area and the species is known to occur within the Township of McKellar. The General Habitat Description (GHD) for Blanding's turtle describes any suitable habitat up to 2km from a species' occurrence as general habitat.¹² The habitat is further subdivided into categories from most to least sensitive. Category 1 habitat includes nests and overwintering sites and a 30m buffer and is the most sensitive to disturbance or alterations. Category 2 habitat includes all the identified wetlands and waterbodies and a 30m buffer on these as outlined in the habitat delineation from an occurrence. Category 2 habitat has a moderate tolerance to disturbance or alteration. Category 3 habitat extends from the edge of the Category 2 habitat for an additional 220m. It has the highest tolerance to alteration and is primarily a movement corridor between wetlands and other habitat features. Without the benefit of targeted surveys, it is impossible to determine if there is any Category 1 habitat within the study area.

Activities in general habitat of Blanding's turtles can occur as long as the function of these areas for the species is maintained and individuals of the species are not killed, harmed, or harassed. Generally compatible uses in general habitat of Blanding's turtles includes small-scale alterations to land cover that do not impede overland movements or impair nesting sites. Proposed land uses that require significant draining, infilling, dredging, or other significant alteration of wetlands or other suitable waterbodies are considered generally incompatible uses and such works would likely require authorization.

The upland, closed canopy forest ecosites would only function as potential movement habitat for this species. The shoreline of the property and the adjacent open water habitat of Lake Manitouwabing support habitat functions such as thermoregulation, foraging, and potentially movement habitat for Blanding's Turtles. To maintain these noted habitat functions, it is recommended that no development or site alteration occur within 30m of the shoreline. The GHD notes that a 30 m radius (average tree height) buffer is important to maintain the microclimate conditions (e.g., thermal, vegetative and lighting features). Given that there is no tree or vegetation removal proposed within 30m of the shoreline, the microclimate conditions and overwintering form and function of shoreline of the subject land will not be altered or negatively impacted by the proposed additions. If observed moving upland through the property, Blanding's turtles should not be harmed, harassed, or killed, and be permitted to move away on their own.

Where the stockpiling of aggregates is anticipated on the site outside of the 30m shoreline setback during nesting season (approximately from late May to late July) of any given year, these areas shall be isolated (using sediment fencing or equivalent reptile exclusion fencing). Isolation of stockpiles should occur prior to May 15th and remain until the end of July to preclude turtle nesting.

Where the above recommendations are followed, no negative impacts to the Blanding's turtles or habitat are anticipated as a result of the proposed consent. Turtles will continue to use the habitat in the same manner post-construction as they do at present.

¹² https://files.ontario.ca/environment-and-energy/species-at-risk/mnr_sar_ghd_bln_trtl_en.pdf

Barn Swallow (*Hirundo rustica*)

Barn swallows are an aerial insectivore, known to build nests on barns, bridges and other buildings especially in open areas near water. Open habitats including grasslands, fields, right-of-way's, shorelines and wetlands are particularly important for foraging. They live in close association with humans, building their cup-shaped mud nests almost exclusively on human-made structures. Swallows prefer structures with rough-surfaced ledges where they can build their nests. The cup-shaped mud nests are the critical habitat feature used for egg laying, incubation, feeding, resting and rearing of young. Barn swallows will use artificial nest cups and ledges; and are known to use the same nests in subsequent years. They are often found in colonies; breeding takes place from May through August.^{13 14 15}

ASSESSMENT

Barn swallows tend to use human structures almost exclusively to nest. There are no existing outbuildings nor structures on the property presently that have potential to support nesting habitat for this species. Foraging opportunities will persist following the proposed development. No further study is required and no negative impacts to the species or habitat are anticipated.

Chimney Swift (*Chaetura pelagica*)

Chimney swifts are an aerial insectivore; commonly seen foraging over open areas and wetlands. According to the Chimney Swift COSEWIC Status Report (2007), cavity trees with a diameter breast height (DBH) greater than 50 cm are required for nesting. Common tree species hosting nesting or roosting sites are white pine, yellow birch and sometimes aspen. While not common, pileated woodpecker cavities are sometimes used for nesting and roosting. Communities supporting trees >50 cm DBH and pileated woodpecker cavities are typical of old growth forests.

More typically, swifts nest and roost in human-created structures such as brick chimneys. At times, especially during migration and inclement weather, roosts may host hundreds or even thousands of birds. Structures functioning as nest features are usually occupied by a single breeding pair. Breeding pairs exhibit high site fidelity for structures used as nests and roosts and will continue to use these features as long as they are functional. The loss of artificial nest features (brick chimneys) has resulted in significant population declines over a short time period. Secondly, the loss of old growth forests and large cavity trees has resulted in fewer natural nesting (and roosting) structures.

ASSESSMENT

Chimney swifts can continue to forage over the open water areas adjacent the property (Lake Manitouwabing) and all large DBH trees on the subject lands that have potential to support chimney swift roosting will be retained along the shoreline within the 30m vegetated buffer. No negative impacts to swifts or their habitat are expected, and no additional mitigation is recommended.

¹³ COSEWIC. 2011. COSEWIC assessment and status report on the Barn Swallow *Hirundo rustica* in Canada. Committee on the Status of Endangered Wildlife in Canada. Ottawa. ix + 37 pp. (www.sararegistry.gc.ca/status/status_e.cfm).

¹⁴ http://www.mnr.gov.on.ca/en/Business/Species/2ColumnSubPage/MNR_SAR_BRN_SWLLW_EN.html

¹⁵ Ontario Ministry of Natural Resources. 2013. General Habitat Description for the Barn Swallow *Hirundo rustica*. http://www.mnr.gov.on.ca/stdprodconsume/groups/lr/@mnr/@species/documents/document/mnr_sar_ghd_brn_swllw_en.pdf

4. SIGNIFICANT WETLANDS & OTHER WETLANDS

There are no Provincially Significant Wetlands (PSW) mapped on or within 120m of the property.

Shoreline of Lake Manitouwabing

The shoreline and nearshore area of the lake would be considered a lacustrine wetland. It is recommended that development be directed outside of these areas and setback a minimum of 30m from the shoreline. The existing natural vegetation within this 30m development setback should also be retained. No negative impacts to this wetland are anticipated.



Photos 6 and 7: Representative photos of the lacustrine wetland along the shoreline of proposed Lot 2

G131Tt Maple Hardwood Swamp

An area of intolerant hardwood swamp is located on the western part of the subject property and east of Burnett's Road (see section 2 of this report). During field investigations in September 2022, there was no standing water observed in this ecosite but there was evidence of seasonal flooding and surface water during a portion of the year. The vegetation present in this ecosite consisted of several wetland indicator species such as silver maple, black ash, speckled alder, winterberry, sedges, and royal fern. Wetland indicators comprised over 50% of the total vegetation.



Photos 8 and 9: Representative photos of the hardwood swamp ecosite

Development is recommended to be located outside of this ecosite to the maximum extent possible. Where development is proposed to occur in this ecosite, it is recommended that the hydrology of the wetland is maintained during and post construction. If working in the reptile active season (April 1 to October 31), all work areas should be swept and isolated to preclude any individuals found in harm's way. If reptiles are found, they should be relocated outside to a safe location within 200 metres; alternatively, allow the individual to move away on its own. Imported aggregate should be dealt with at once (e.g. graded/installed). Any initial tree clearing is recommended to occur from November 1 to March 31 to respect potential SAR bats.

5. SIGNIFICANT WILDLIFE HABITAT

The Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E¹⁶ were used to identify potential significant wildlife habitat based on the ecosites and vegetation communities present on the subject property. The site has potential to support four significant wildlife habitat categories including:

- seasonal concentration areas
- rare vegetation communities and specialized habitats for wildlife
- habitat for species of conservation concern
- animal movement corridors

Where field investigations confirmed that a significant wildlife habitat type had potential to be present, it was included for further consideration in the following section. Only those habitat types with potential to be present have been addressed in this report.

Table 2: Summary of Potential Significant Wildlife Habitat

Significant Wildlife Habitat Type	SWH Category	Recommended Mitigation to Avoid Impacts
1 Bat Maternity Colonies	Seasonal Concentration Areas	Development to be located outside of the G124Tt ecosite and setback 30m from the shoreline of Lake Manitouwabing. All tree clearing to occur from Nov 1 to March 31. All suitable roost trees will be retained. No negative impacts anticipated.
2 Turtle Wintering Areas (Hibernacula)		G131 ecosite does not support water depths suitable for overwintering turtles. No mitigation required and no negative impacts anticipated
3 Denning Sites for Mink, Otter, Marten, Fisher and Wolf (Grey & Eastern)	Rare Vegetation Communities or Specialized Habitat for Wildlife	Development to be located outside of the G124Tt and G117Tt ecosites and setback 30m from the shoreline of Lake Manitouwabing. No negative impacts anticipated and no further mitigation required

¹⁶ Ontario Ministry of Natural Resources and Forestry. January 2015. Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E. 45pp.

4	Amphibian Breeding Habitat (Wetlands)		The G131 ecosite has potential to support amphibian breeding habitat from April to July. Where the hydrology is maintained and development occurs outside of the amphibian breeding window, no negative impacts are anticipated. Amphibians can continue to use the balance of the G131 ecosite on and adjacent the subject lands for breeding post development
5	Special Concern and Rare Wildlife Species	Habitat for Species of Conservation Concern	See Table 3
6	Amphibian, Furbearer, and Cervid Movement Corridors	Animal Movement Corridors	Amphibians, furbearers, and cervids can continue to move through the property unimpeded. No negative impacts anticipated

Special Concern Species

There is potential for the following special concern species to be present on the site: Canada Warbler, Eastern Wood-pewee, Evening Grosbeak, Monarch, Olive-sided Flycatcher, Snapping Turtle, and Wood Thrush. Species listed as Special Concern do not receive specific habitat protection under the ESA, rather they are considered in Significant Wildlife Habitat discussions. Proposed work which may impact special concern species should consider the provisions outlined in the 2020 PPS and the Township’s OP.

Table 3: Summary of Potential species of conservation concern

Potential Special Concern (SC) Species	Recommended Mitigation to Avoid Negative Impacts
Snapping Turtle (<i>Chelydra serpentina</i>) (SC)	<ul style="list-style-type: none"> Recommended mitigation for Blanding’s turtle will serve to protect all snapping turtles
Canada Warbler (<i>Cardellina canadensis</i>), Eastern Wood-pewee (<i>Contopus virens</i>), Evening Grosbeak (<i>Coccothraustes vespertinus</i>), Olive-sided Flycatcher (<i>Contopus cooperi</i>), Wood Thrush (<i>Hylocichla mustelina</i>) (SC)	<ul style="list-style-type: none"> Tree clearing to take place from November 1 to March 31 of any given year, outside of the species’ active season No tree clearing within 30m of the Lake Manitouwabing shoreline
Monarch (<i>Danaus plexippus</i>) (SC)	<ul style="list-style-type: none"> May be found using edge habitat No changes proposed to these areas and no negative impacts anticipated

6. FISH HABITAT

The subject property is fronting on Lake Manitouwabing, a dam controlled lake, which is known to support a warmwater fish community of largemouth bass, smallmouth bass, walleye, northern pike, black crappie, creek chub, brown bullhead, yellow perch, pumpkinseed, rock bass, white sucker, and common carp.

MNR and the Township Official Plan has identified areas on and adjacent the property as supporting critical (Type 1) fish habitat (Figure 3). The MNR mapping that forms the basis of the Type 1 habitat is based on 1993 aerial video tape interpretation of aquatic vegetation along the shoreline. The various fish habitat types are documented in *Fish Habitat Protection Guidelines for Developing Areas* (MNR 1994) as follows:

Type 1 Fish Habitat – Habitats in this category are those which limit the overall productive capacity and require a high level of protection. If these areas are harmfully altered, the productive capacity of the habitat would be expected to diminish. Examples of Type 1 habitat may include:

- Spawning areas for species with stringent spawning requirements such as brook trout or walleye;
- Highly productive feeding areas such as wetlands; and
- Groundwater recharge areas in coldwater streams

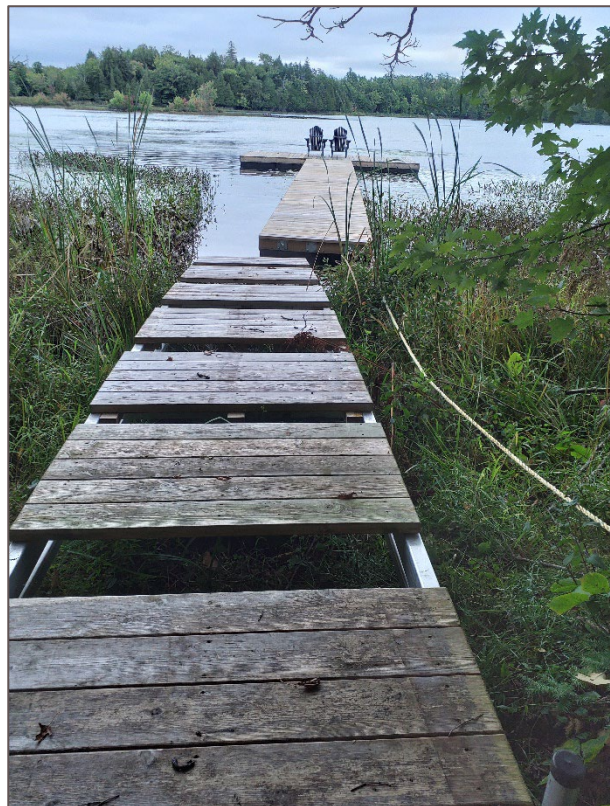
Type 2 Fish Habitat - Habitat that is important to a fish population but is not a limiting factor for the habitat productive capacity and requires a moderate level of protection. Habitat falling into this classification is usually abundant. Examples of Type 2 habitat may include:

- Areas of unspecialized spawning habitat; and
- Feeding areas, particularly for adult fish

Field investigations by FRi staff that occurred along the shoreline of the subject property confirmed the presence of submergent, emergent, and floating aquatic macrophyte growth including cattails (*Typha spp*), pickerelweed (*Pontederia cordata*), white water lilies (*Nymphaea alba*), watershield (*Brasenia schreberi*), pipewort (*Eriocaulon aquaticum*), Richardson's pondweed (*Potamogeton richardsonii*), floating-leaf pondweed (*Potamogeton natans*), and wild celery (*Vallisneria americana*). The substrates nearshore are soft and sandy as the dam in Hurdville has raised the water levels of the lake by approximately 2.5m above the natural shoreline.

Based on the background information and investigations on site, the Type 1 fish habitat designation is likely a result of highly productive feeding areas among the aquatic macrophytes. The Type 1 fish habitat represented by the aquatic vegetation is contiguous along the entire shoreline of proposed Lot 2. The nearshore lacustrine habitat fronting on the subject property also likely supports spawning habitat for brown bullhead and spawning and nursery habitat for Centrarchidae species from late May to June.

There is an existing gravel access corridor to the shoreline that leads to an existing floating dock (Photos 10 to 13 and Figure 3). It is recommended that only a floating, post, or pier dock be located at this location to minimize impacts to fish habitat along the shoreline. Further, no additional shoreline clearing, dredging, or aquatic vegetation removal should take place. Where the existing access corridor and existing dock (or dock footprint) can continue to be used to access the lake and shoreline, no negative impacts are anticipated.



Photos 10 to 13: Existing shoreline access corridor (top left) and existing floating dock on proposed Lot 2

7. SUMMARY OF RECOMMENDATIONS

Table 4: Summary of Potential Natural Heritage Features, Recommendations, and Impacts

Natural Heritage Category	Species/ Habitat	Presence	Recommendations
Habitat of Endangered/ Threatened Species	Blanding's Turtle	Potential	<ul style="list-style-type: none"> no development or site alteration occur within 30m of the shoreline of Lake Manitouwabing Work sites should be swept for turtles in advance of construction and any individuals found within the work area shall be relocated out of harm's way aggregate stock piles should be isolated using sediment fencing (or similar) to prevent the creation of suitable nest sites
	SAR bats	Potential	<ul style="list-style-type: none"> No tree clearing in G124Tt ecosite or within 30m of the shoreline Clearing outside of G124Tt ecosite to occur from November 1 to March 31 of any given year
Significant Wetlands & Other Wetlands	G131Tt ecosite	Confirmed	<ul style="list-style-type: none"> Hydrology of ecosite to be maintained at all times (during and post-development) Minimize development within the ecosite where possible Initial tree clearing to take place from November 1 to March 31 of any given year Where development is proposed in the ecosite, it should occur from August to March of any given year following tree clearing
SWH & Habitat for Species of Conservation Concern	See Tables 2 & 3	Potential	<ul style="list-style-type: none"> Initial tree clearing to take place from November 1 to March 31 of any given year
Fish Habitat	Lake Manitouwabing	Confirmed	<ul style="list-style-type: none"> 30m setback from Type 1 fish habitat with a naturally vegetated buffer retained No additional shoreline alteration recommended Utilize the existing access where possible

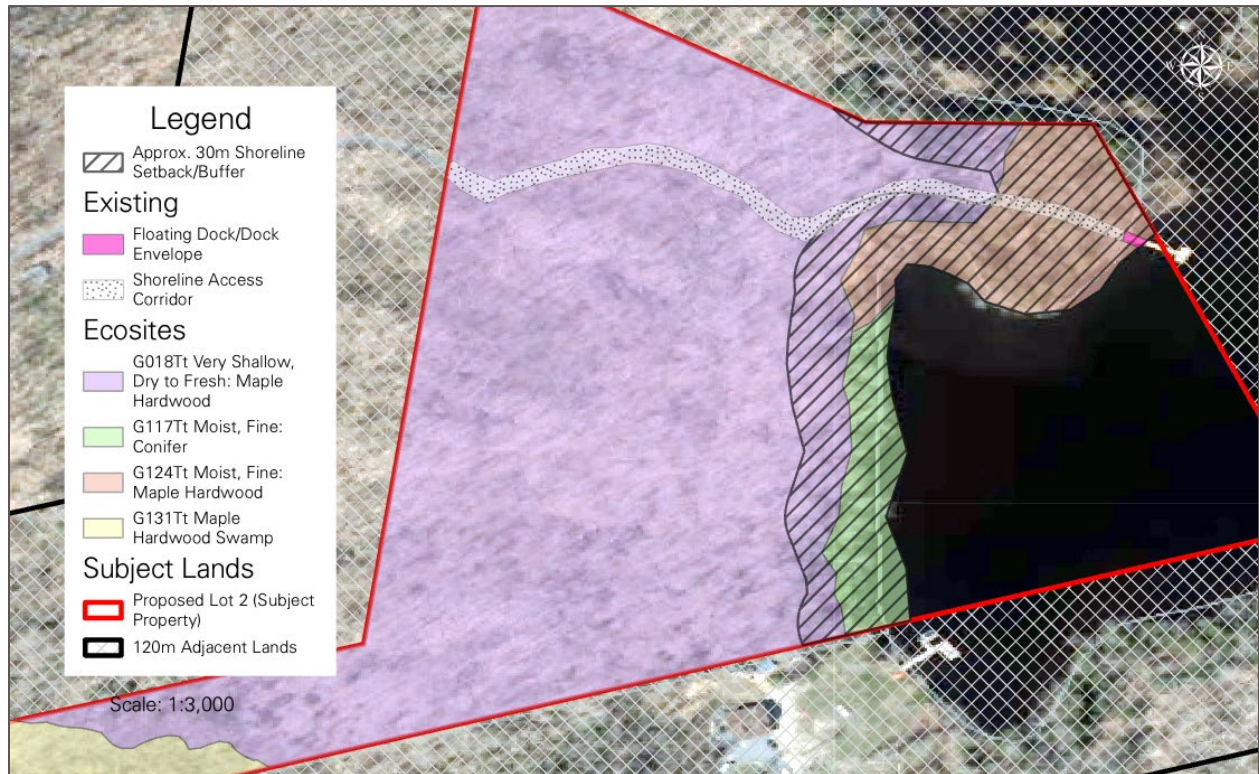


Figure 3: Location of recommended 30m shoreline setback (approximately), existing shoreline access corridor, and existing floating dock (suitable dock envelope)

8. CONCLUSION

The purpose of this potential natural heritage feature screening is to provide an inventory and assessment of impacts to all potential natural heritage features on or adjacent the subject property, as considered under the framework of the 2020 PPS. Where recommended mitigation measures are followed as outlined in this report, no negative impacts to potential and confirmed features are anticipated as a result of the proposed lot creation.

Respectfully submitted,

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Biologist