

CORPORATION OF THE TOWNSHIP OF MCKELLAR

March 7, 2023 – 5:00 p.m.

AMENDED AGENDA

Topic: Regular Council Meeting

Time: March 7, 2023, 5:00 P.M.

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

23-23 1st resolution

2023-181 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
 - 5.2 A proposed or pending acquisition or disposition of land by the municipality or local board pursuant to Ontario Municipal Act Section 239(2)(c) – proposed acquisition
 - 5.3 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; pursuant to Ontario Municipal Act, Section 239(2)(e) – **Henry Street, Encroachments vs. Agreements**
 - 5.4 Personal matters about an identifiable individual, including Municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b) – **Firefighter Appointments**

Recess for Committee of Adjustment Meeting (6:00pm)

- 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 Lake Stewardship and Environmental Committee, Pollinator Patches

11.2 West Parry Sound District Museum, 2023 Funding Request Follow Up

12. COMMITTEE OF THE WHOLE

13. MOTION TO REVIEW A PREVIOUS MOTION

14. ADOPTION OF MINUTES OF PREVIOUS MEETING(S)

14.1 February 21, 2023 Regular Meeting of Council and February 24, 2023 Special Meeting of Council

15. PLANNING MATTERS

15.1 LeBlanc Zoning By-law Amendment

(i) Email Correspondence from the Applicant's Solicitor

(ii) Scoped Site Evaluation Report (Deer & Fish Habitats), Riverstone Environmental Solutions Inc.

(iii) Planning Memo, JL Richards & Associates Ltd

(iv) Revised Draft By-law

16. COMMITTEE/BOARD MINUTES WITH RECOMMENDATIONS FOR APPROVAL

16.1 Parry Sound Area Planning Board Minutes of the January 30, 2023 Meeting

16.2 North Bay Parry Sound District Health Unit Board of Health Minutes of the January 25, 2023 Meeting

16.3 North Bay Parry Sound District Health Unit Finance and Property Committee of The Board of Health Minutes of the January 25, 2023 Meeting

17. STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL

17.1 RFP PW-2023-01&02 Closing, Hemlock Church Improvements

17.2 Accounts Payable Preliminary Cheque Run for February 2023

18. MAYOR'S REPORT

19. CORRESPONDENCE FOR CONSIDERATION

20. MOTION AND NOTICE OF MOTION

- 20.1 Zone 7 Spring 2023 Meeting
- 20.2 Advertising RFP for By-law Enforcement Services
- 20.3 Advertise for (1) Full Time Equipment Operator/ Truck Driver
- 20.4 Starlink Internet Provider, Service Package Options
- 20.5 McKellar Volunteer Fire Fighter Appointments
- 20.6 St. Stephen Church, Request for Proposal

21. BY-LAWS

- 21.1 By-law 2022-57, Grant Zoning By-law Amendment
- 21.2 By-law 2023-12, LeBlanc Zoning By-law Amendment
- 21.3 By-law 2023-23 Being a By-law to Regulate Dogs in the Township
- 21.4 By-law 2023-20 to Amend the Donation/Grant By-law 2019-56
- 21.5 By-law 2023-17 By-law to Erect Stop Signs at the Intersection of Hurdville Road, Blackwater Road, Broadbent Road and Smith Road, Third Reading

22. UNFINISHED BUSINESS

23. NEW BUSINESS

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

25. CONSENT AGENDA – CORRESPONDENCE

- 25.1 Municipality of McDougall, Res. No. 2023-18 Freshwater Action Plan
- 25.2 Municipality of McDougall, Res. No. 2023-19 Federal Cannabis Act Review
- 25.3 Municipality of McDougall, Res. No. 2023-20 Parry Sound District Social Services Administration Board Nomination
- 25.4 AMO Watchfile - February 16, 2023
- 25.5 AMO Watchfile - February 23, 2023
- 25.6 Ministry of Natural Resources and Forestry, Proposed Amendments to O. Reg. 161/17 re. Use of Floating Accommodations and Camping on Water Over Public Land
- 25.7 Municipality of Trent Lakes, Municipal Oath of Office

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

27. CONFIRMING BY-LAW

- 27.1 By-law 2023-24 - Confirming the Proceedings of Council

28. ADJOURNMENT



Township of McKellar

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

Phone: 705-389-2842

Fax: 705-389-1244

Request for Delegation/Deputation before Council

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

PLEASE PRINT CLEARLY

Name of Person to Appear: Sue Poff

Address: [REDACTED]

Phone: Home: _____ Business: _____ Cell: [REDACTED]

Name of Group or Person(s) being represented (if applicable): Lake Stewardship and

Environmental Committee of McKellar Township

Meeting date requested to appear before Council: March 7, 2023

Subject Matter of Deputation: To discuss the placement and location of pollinator patches on
property owned by the Township of McKellar.

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

Signature: Jennifer Ghent-Fuller, Chair Date: February 10, 2023

SCHEDULE "E"

Reminder: A signed detailed written submission must be provided to the Clerk's Office by 1:00 on the Tuesday prior to the meeting. Failure to provide a signed detailed written submission by the Tuesday prior to the Council meeting will result in the deputation not being place on the Council's agenda.

Decorum dictates respect for all opinions and individuals are reminded there is zero tolerance for coarse language and inappropriate behaviour. By submitting this Form you have indicated agreement with this requirement.

Personal Information on this form is collected under the legal authority of the Municipal Act, S.O. 2001, c25 as amended. The information is collected and maintained for the purpose of creating a record that is available to the general public pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act.

Correspondence to Council and Committee meeting agenda, minutes and correspondence are public documents and are published on the Township of McKellar website. When corresponding with the Township of McKellar, please be aware that personal correspondence or delegation materials (together with names, addresses, email addresses and phone numbers) may be included on the Council or Committee meeting agenda and subsequently appear on the corporate website.

If you feel there is a compelling reason that your correspondence to Council should not be included on the agenda and released to the public, please notify the Clerk's office.

To: David Moore, Mayor of McKellar Township
Re: Prior Resolution Agreeing to Placement of Pollinator Patches on Township Property
Date: Feb. 10, 2023

Dear Mr. Moore,

Please accept our respectful objection to Resolution 23-128 as follows:

DATE: February 7, 2023

RESOLUTION No. 23-128
AGENDA ITEM No. 20.2.

Moved by:



Seconded by:



WHEREAS the Lake Stewardship & Environmental Committee asked the Township to provide the committee with possible sites where a 7ft x 7ft pollinator patch could be installed on Township property; and

WHEREAS the committee has provided the Township with three sites where they would like to install the pollinator patches;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby approve of pollinator patches being installed at Fire Station 2 (Hurdville Road), Hemlock Church and Lakeside Boat Ramp.

Resolution 23-128 effectively means that Resolution 22-214 (below) has been effectively reneged.

Moved by: Councillor Haskim

Seconded by: Councillor Kekkonen

22-214

Be It Resolved That the Council of the Township of McKellar does agree to the Lake Stewardship and Environmental Committee planting pollinator gardens on Township property in consultation and approval of Township staff as to the placement and size of such gardens.

Carried

We understand that much of the discussion in the Council meeting concerned the lack of need for any pollinator patches in the Township. Our committee members have spent considerable time on this project in good faith that our efforts had been approved.

While we appreciate that this issue has been deferred, we would like it noted that we were following the direction of Resolution 22-214, by consulting with Township staff and we received their verbal approval. Sue Poff brought the maps of the Township properties in question to the Clerk and was told that our choices of locations were fine. As you can see, Resolution 22-214 does not require approval of the sites by Council. We are quite willing to entertain any concerns that Staff or Council have about our choices for placement.

We will be submitting a Request for Deputation to attend the Council meeting on Tuesday March 7th, 2023, in order to further discuss this matter with Council.

Thank you,

Jennifer Ghent-Fuller

Chair,

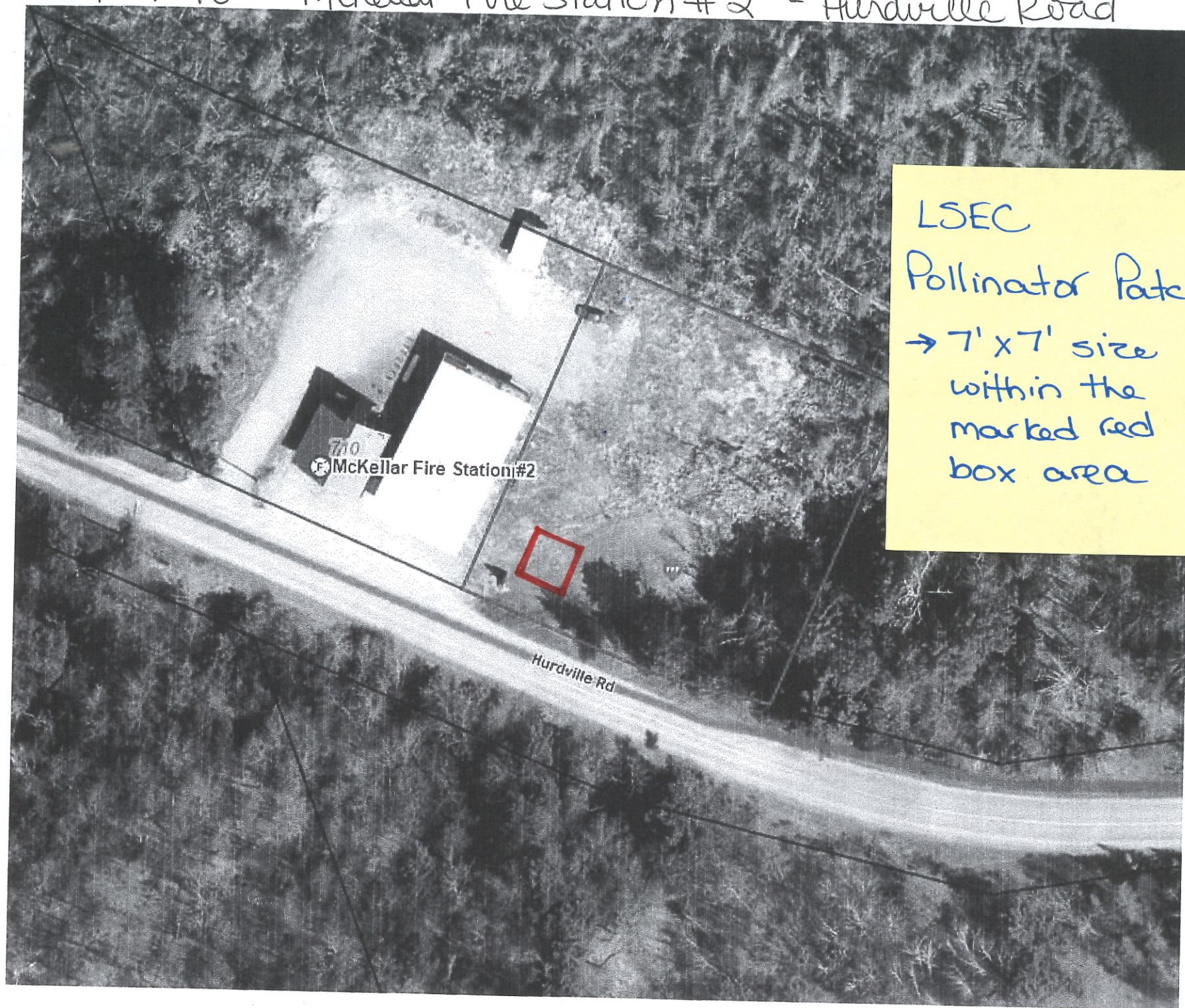
Lake Stewardship and Environmental Committee

1-14548

McKellar Fire Station #2 - Hurdville Road

Item 20.2

20.2



LSEC
Pollinator Patches
→ 7' x 7' size
within the
marked red
box area

1-13000 Hemlock Church Centre/Hurdville Road



2-30200 - Lakeside Boat Ramp





SCHEDULE "E"

Township of McKellar

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

Phone: 705-389-2842

Fax: 705-389-1244

Request for Delegation/Deputation before Council

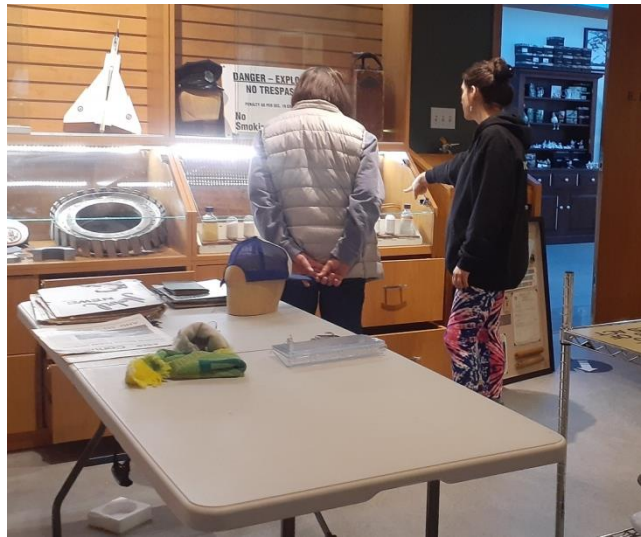
Pursuant to By-law No. 2019-25 as amended, any person wishing to make a deputation before Council shall submit a request in writing to the Clerk no later than 1:00 p.m. on the Tuesday prior to the meeting at which they wish to be heard. The written request shall be a detailed written submission which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

PLEASE PRINT CLEARLY

Name of Person to Appear: Nadine HammondAddress: 17 George St. Parry Sound ON P2A 3R4Phone: Home: _____ Business: 705-746-5365 Cell: _____Name of Group or Person(s) being represented (if applicable): West Parry SoundDistrict MuseumMeeting date requested to appear before Council: March 21st, April 4 or March 7Subject Matter of Deputation: Report on 2022 activities &
Follow up on 2023 funding request

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

Signature: Nadine HammondDate: Feb 28, 2023



The West Parry Sound District Museum



The History of the West Parry Sound District Museum

- ▶ West Parry Sound District Museum was created to collect, conserve, research, house, exhibit and interpret those object that best serve to illustrate the history of the West parry Sound District.
- ▶ The Museum fulfills its obligation special education programs, exhibits, and research for the benefit of the present and future generations of the West Parry Sound District.
- ▶ Founded in 1983 the Museum was the brain child of community members who understood how a museum would benefit the community.
- ▶ Originally funded by individual community members, existing municipalities, cottage associations and like minded businesses the WPSDM organization was able to build a purpose built building in just under 10 years.

Strategic Plan

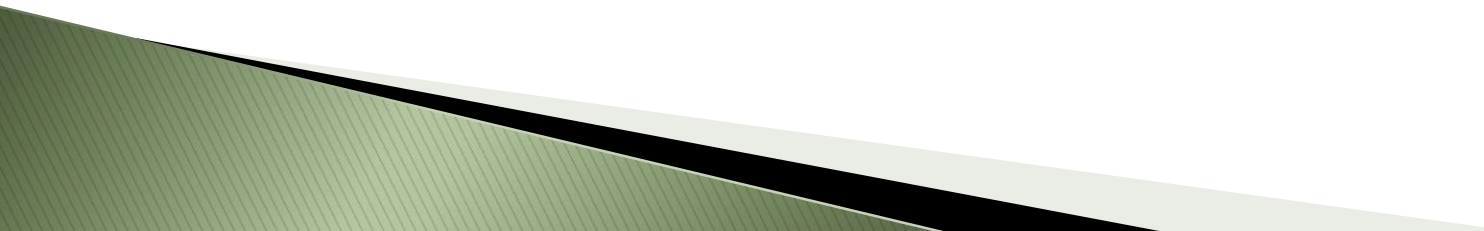
► Mission Statement

- The West Parry Sound District Museum's mission is to collect, preserve and share the West Parry Sound District's history and culture with our community and future generations

► Strategic Objectives

- Enhance Access
- Capture Our Ongoing History
- Resource to Ensure Security
- Protect Infrastructure

Highlights 2023

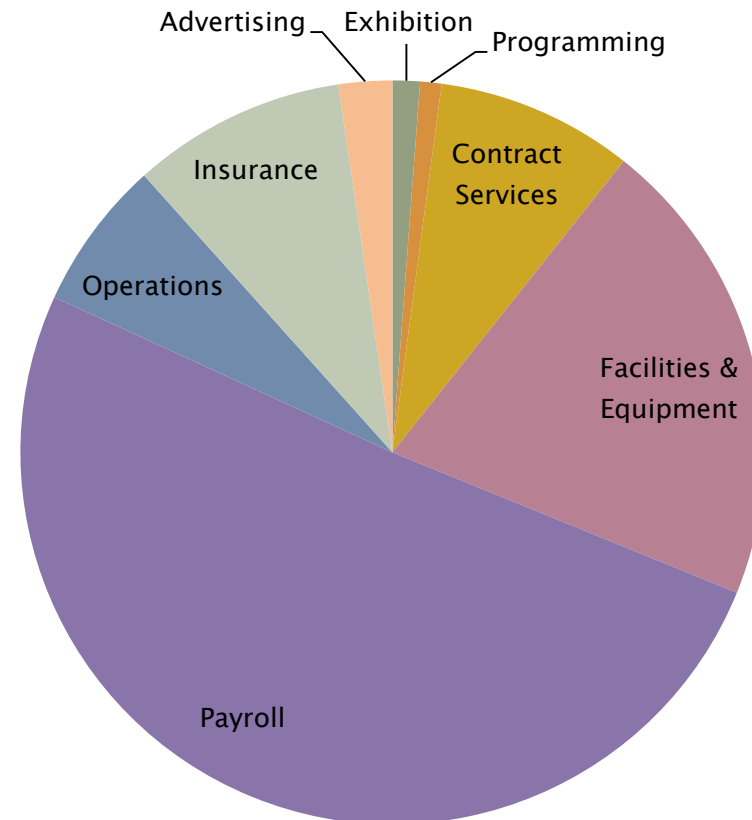
- ▶ 3,858 Visitors
 - ▶ 2,005 FaceBook Followers
 - ▶ 129 Instagram Followers (Account opened in October)
 - ▶ 11,030 Website Sessions
 - ▶ 7,968 Objects are currently being housed within the Museum
 - ▶ 6,140 Historical Images (photographs, slides, etc)
 - ▶ 5,019 Archival Artifacts
 - ▶ Emptied out the barn and all artifacts housed in it are in quarantine in a storage unit until the spring.
- 

Upcoming Programming

- ▶ Four New Temporary Exhibitions
 - Farm Fresh
 - Georgian Bay Wildflowers
 - The Waubuno
 - The Scoot Exhibition
- ▶ Creation of a research space where researchers may explore the Museum's digital holdings and resource library.
- ▶ Temporary Exhibition: Indigenous Ingenuity

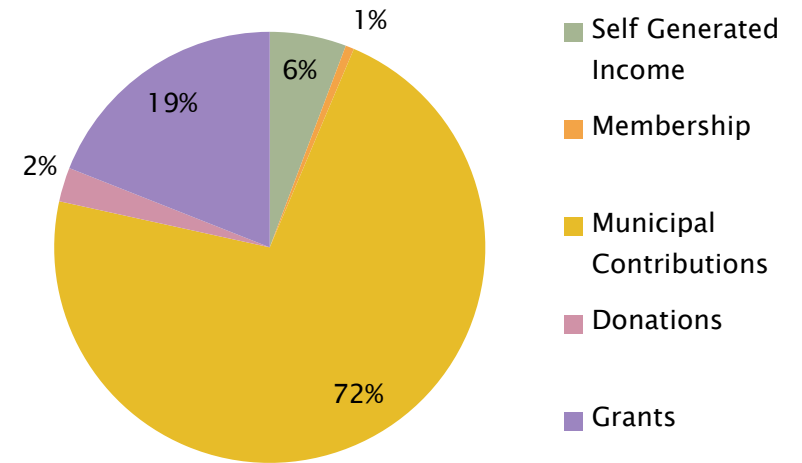
2023 Budget Numbers

Expenses	
Exhibition	\$2,550
Programming	\$2,000
Contract Services	\$18,400
Facilities & Equipment	\$44,000
Payroll	\$108,912
Operations	\$14,000
Insurance	\$20,000
Advertising	\$5,000
Total	\$214,862



2023 Budget Numbers

Income	
Admission	\$7,000
Gift Shop Sales	\$5,000
Research	\$200
Membership	\$1,500
Municipal Contributions	\$168,750
Other Public Support	\$6,000
Grants	\$44,519
Program	\$250
Rentals	\$1,000
Total	\$234,219



2023 Municipal Contribution Requests

Archipelago	\$35,250
Carling	\$39,150
McDougall	\$18,000
McKellar	\$10,000
Parry Sound	\$43,300
Seguin	\$22,500
Whitestone	\$550

The Team

Board of Directors

- ▶ **The Executive**
Rob Wood, *Chair*
Marianne Bourgeois, *Vice Chair*

Ken Adams

- ▶ **Kathy Hamer**
- ▶ **Doug McCann**
- ▶ **Bert Liverance**
- ▶ **Earl Manners**
- ▶ **Gerald Porter**
- ▶ **Jo Bossart**
- ▶ **Pam Wing, Carling**
- ▶ **Stephen Wohleber**

Staff

Nadine Hammond,
Curator/Manager

Amy Sultana,
Collections Supervisor

Michaela Dickens,
Collections Assistant

Mardi Wareham,
Gift Shop Attendant



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

February 21, 2023

Mayor Moore called the meeting to order at 5:00 p.m.

ROLL CALL

Mayor Moore took Roll Call.

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

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

Councillor Zulak declared a personal interest for Item 5.3.

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

23-146 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Agenda, as amended to add Item 23.1 under New Business, Public Washrooms, for this Regular Meeting of Council as presented.

Carried

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

23-147 **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 5:02 p.m. to discuss the following items:

- 5.1 Closed Session Minutes, February 7, 2023 & February 14, 2023
- 5.2 Personal matters about an identifiable individual, including Municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b)
- 5.3 A proposed or pending acquisition or disposition of land by the municipality or local board pursuant to Ontario Municipal Act Section 239(2)(c) – proposed acquisition
- 5.4 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; pursuant to Ontario Municipal Act, Section 239(2)(e)

Carried

Councillor Zulak left the meeting for Item 5.3 (ii) and re-entered the meeting for Item 5.4.

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

23-148 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into regular open session of Council at 6:29 p.m.

Carried

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

ROLL CALL

Mayor Moore took Roll Call.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

February 21, 2023

Present: Mayor David Moore
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak
Staff: Deputy Clerk/Planning Assistant, Karlee Britton
Treasurer, Roshan Kantiya

RESPECT AND ACKNOWLEDGEMENT DECLARATION

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

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

There were no conflicts of interest declared.

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

23-149 **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 February 21, 2023.

Carried

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

23-150 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the deputation from Phil Black, Treasurer of the Rotary Club of Parry Sound.

Carried

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

23-151 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Minutes of the February 7, 2023 regular meeting of Council and the Minutes of the February 14, 2023 special meeting of Council; as circulated.

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

23-152 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the application to create three new rural residential lots as applied for by Joseph Jamieson in the Consent Application No. B56/2022 (McK) together with a right of way subject to the following conditions;

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

Deferred



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

February 21, 2023

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

- 23-153** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby add Item 15.2 to the agenda, deeming an original road allowance surplus under Planning Matters, resulting from matters discussed in Closed Session (Item 5.3 (ii)).

Carried

Councillor Zulak declared a personal interest for Item 15.2 and left the meeting.

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

- 23-154** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby deem original road allowance between Con 12 PT Lot 21 and Con 13 PT Lot 21 surplus.

Carried

Councillor Zulak re-entered the meeting.

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

- 23-155** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the January 12, 2023 meeting of the Parry Sound District Social Services Administration Board for information purposes.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

- 23-156** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report By-Law-2023-01 Monthly Report for January 2023 for information purposes.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

- 23-157** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report FD-2023-05 Month End Status Update for January 2023 for information purposes.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

- 23-158** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive an internet service provider update from IT Coordinator Dan Hildebrandt for information purposes;

AND FURTHER BE IT RESOLVED THAT the IT Coordinator, in co-operation with Office Staff, and with whatever other assistance he may require, co-ordinate the purchase and installation of a Starlink Business Service Provider Plan to service the Community Centre building, including the McKellar Township Public Library, all the while observing that time is of the essence.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

February 21, 2023

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

- 23-159** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the petition from Broadbent area residents, the Letter dated February 12, 2023 from Joel & Eleanor Collens and the email dated February 13, 2023 from Kevin Murphy regarding the proposed 4-way stop at the intersection of Broadbent, Hurdville, Blackwater and Smith Roads.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

- 23-160** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Toolkit for Protecting Your Lake from Aquatic Invasive Species facilitated by the Federation of Ontario Cottagers' Associations.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

- 23-161** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the letter dated February 15, 2023 from the McKellar Agricultural Society; and
- FURTHER THAT BE IT RESOLVED THAT** the Township continues to sponsor the Arm Wrestling Tournament through providing the prize money in the amount of \$193.00 for the next 3 years (2023 to 2025); and
- FURTHER THAT** Council receive a draft version of the Fair Booklet to approve the use of the Township's logo.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

- 23-162** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby appoint Terry Milewski to the Township of McKellar Recreation Committee.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

- 23-163** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby appoint Stephen Macdonell to the Township of McKellar 150th Sesquicentennial Committee.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

- 23-164** **WHEREAS** the Township of McKellar Public Library has updated their territorial acknowledgment; and
- WHEREAS** the Library Board's extensive research, care and consideration of properly acknowledging the lands at which we gather and recognizing the suffering that Indigenous people have suffered, and continue to cope with, have been thoughtfully acknowledged in this statement; and



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

February 21, 2023

WHEREAS the Library Board has offered for the Corporation of the Township of McKellar to utilize the land acknowledgment they created;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar hereby adopt the following respect and acknowledgement declaration to be read at the beginning of each regular open Council meeting:

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

Carried

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

23-165 **WHEREAS** the Canada Revenue Agency (CRA) prescribes a reasonable per-kilometre allowance in Section 7306 of the Income Tax Regulations; and

WHEREAS these rates represent the maximum deduction as business expenses, they are commonly used as a guideline to determine if the allowance paid to your employee is reasonable;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar hereby pay the rate of mileage set by the Canada Revenue Agency.

Carried

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

23-166 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby amend By-law No. 2019-53, being a By-law to Provide for the Payment of Remuneration to Members of Council, by deleting Clause #3 ("That the above remuneration shall be increased in January 2021 and in subsequent years by the annual October Price Index for Ontario");

AND FURTHER BE IT RESOLVED THAT said Remuneration By-law shall be reviewed by Council in January on an annual basis.

Deferred

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

23-167 **WHEREAS** the Council of the Corporation of the Township of McKellar passed Resolution 23-126 to receive the Ombudsman Report dated January 2023 by Paul Dubé for the investigation into complaints about meetings held for the Township of McKellar on August 24, August 31, and September 9, 2021 and April 12, 2022; and

WHEREAS the Office of the Ombudsman contacted the Township to follow up with the report and requested a Resolution outlining actions being taken following the recommendations in the report moving forward; and



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

February 21, 2023

WHEREAS the members of Council have reviewed the report at great lengths and have demonstrated the understanding of its findings as issues have arisen in this new term of Council; and

WHEREAS technical issues prohibited the public's attendance at a regular meeting of Council through an electronic meeting platform provided on December 20, 2022, the meeting was adjourned which follows Recommendation 3 of the Ombudsman Report; and

WHEREAS the Township's new Procedural By-law 2023-08 was passed on January 24, 2023 to ensure clear timelines for giving the public notice of all meetings (Recommendation 6) and outlines procedures for electronic meetings (Recommendation 3); and

WHEREAS the Township continues to work with our current internet service provider and explore potential new providers in the area to increase speeds to adequately run an electronic meeting (Recommendation 2); and

WHEREAS all other recommendations are being fulfilled;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does accept the recommendations and opinions provided to the Township from the Ombudsman Report and continues to fulfill their obligations under the Municipal Act to provide the public with transparent meetings of Council.

Carried

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

23-168 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law 2023-13, being a By-law to Levy Certain Interim Rates, Taxes and Charges for the Year 2023, a First and Second reading; and

Further Read a Third time and Passed in Open Council this 21st day of February, 2023.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-169 **WHEREAS** the Council of the Corporation of the Township of McKellar gave By-law 2022-42, being a By-law to establish and regulate a Fire Department within the Township of McKellar, a First and Second Reading on August 9, 2022; and

WHEREAS Resolution No. 22-311 cited the By-law be reviewed by legal representation and has been done so by Russell Christie LLP;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby give By-law 2022-42, being a By-law to establish and regulate a Fire Department within the Township of McKellar a Third reading and Passed in Open Council this 21st day of February, 2023.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

February 21, 2023

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-170 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law 2023-20, being a By-law to Amend Schedule 'A' of By-law 2019-56 a By-law to Adopt a Policy for Donations/Grants, a First and Second reading; and

Further Read a Third time and Passed in Open Council this 21st day of February, 2023.

Deferred

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

23-171 **WHEREAS** Resolution No. 23-94 was carried unanimously at the January 24, 2023, regular meeting of Council, wherein Staff were 'instructed to ensure that said washroom facilities [just outside the Township Office proper] are always unlocked and open to the public';

AND WHEREAS said washroom during the interim from then to now has not always remained unlocked and open to the public, necessitating a key to access the public washroom;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby instruct the Director of Operations, in the capacity of Community Centre Complex Building Manager, to immediately have the lock changed so that the replacement lock can be locked from the inside only when in use but can be opened from the outside in an emergency;

AND FURTHER BE IT RESOLVED THAT the Director of Operations ensure that the Custodian is made aware that part of his regular duties is to thoroughly clean said washroom;

AND FINALLY BE IT RESOLVED THAT the Clerk Administrator or designate investigate and report back to Council at the next regular meeting of Council as to why Resolution No. 23-94 was not acted upon in a timely manner.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-172 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the consent agenda for correspondence.

Carried

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

There were no questions.

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

23-173 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-21, 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 21st day of February, 2023.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

February 21, 2023

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

23-174 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 9:30 p.m. to meet again on February 24, 2023 for a Special Meeting of Council, or at the call of the Mayor.

Carried

David Moore, Mayor

Karlee Britton, Deputy Clerk

DRAFT



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Special Meeting of Council Minutes

February 24, 2023

Mayor Moore called the meeting to order at 1:00 p.m.

ROLL CALL

Mayor Moore took Roll Call.

Present: Mayor David Moore
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak
Staff: Deputy Clerk/Planning Assistant, Karlee Britton
Director of Operations, Greg Gostick *was present for his respective items on the closed session agenda*

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

23-175 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby approve the Agenda as presented for this Special Meeting of Council.

Carried

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

23-176 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 1:01 p.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) – staffing, wages/salaries

Carried

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

23-177 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby reconvene into regular open session of Council at 4:33 p.m.

Carried

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

23-178 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 February 24, 2023.

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

23-179 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-22, 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 24th day of February, 2023.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Special Meeting of Council Minutes

February 24, 2023

QUESTION/COMMENT PERIOD (RELATED TO ITEMS ON AGENDA)

No questions or comments were received by the in-person audience.

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

23-180 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 4:35 p.m. to meet again on March 7, 2023, or at the call of the Mayor.

Carried

David Moore, Mayor

Karlee Britton, Deputy Clerk

DRAFT

Karlee Britton

From: Lisa Lund <lisa.lund@lisalund.ca> on behalf of Lisa Lund
Sent: February 6, 2023 8:36 PM
To: Paul LeBlanc; Karlee Britton
Cc: O.Maria.VB Inc
Subject: RE: Meeting Update

Hello Paul and Karlee

I have reviewed the PIN for the subject lands. There was a Bylaw registered on November 24, 1977 as instrument LT71697. It deemed Lots 56-69 on Plan M142 not to be lots on a Plan of Subdivision. Accordingly, the addition of Lot 56 M142 to the adjacent PIN (Pt Lts 54 & 55 designated as Part 1 & 4 42R17321) will result in the merger of the lands. No further deeming bylaw should be required.

Warm regards,

Lisa Lund

Lisa M. Lund Professional Corporation
Barrister & Solicitor
34 Mary Street,
Parry Sound, Ontario
P2A 1E4
705-746-4215
Fax 705-746-5357
lisa.lund@lisalund.ca



RIVERSTONE

ENVIRONMENTAL SOLUTIONS INC.

February 21, 2023
RS# 2023-025

Paul E. LeBlanc.
[REDACTED]

via email: [REDACTED]

SUBJECT: Scoped Site Evaluation Report (Deer Wintering Habitat and Fish Habitat Assessment), 8 Charles Avenue, Township of McKellar

Dear Mr. LeBlanc,

RiverStone Environmental Solutions Inc. is pleased to provide you with the following letter report. Please contact us if there are any questions regarding the report, or if further information is required.

INTRODUCTION

RiverStone Environmental Solutions Inc. (hereafter RiverStone) was retained to provide a scoped assessment of two (2) properties located on Charles Avenue, in the Township of McKellar (hereafter subject property; see **Figures 1 and 2**). The properties are part of a subdivision plan with Lot 1 described as Plan M142 Lots 54 and 55 Pt Charles Avenue RP 42R17321 Parts 1 and 4 and Retained Lot as Plan M142 Lots 56, 57 and PT Lot 58 including RP 42R11713 Parts 1 REM PCL 17978 SS. Lot 1 is ~0.28 ha in size with frontage on Lake Manitouwabing and the Retained Lot is ~0.29 ha in size without frontage on Lake Manitouwabing.

It is our understanding that the owner of the properties (Paul LeBlanc) has submitted an application to sever ~0.1 ha from the Retained Lot and add this area onto Lot 1. This would increase the size of Lot 1 to ~0.38 ha and reduce the Retained Lot to ~0.19 ha. It is our further understanding that the application has triggered a requirement for Zoning Bylaw Amendment (ZBA). Currently Lot 1 is zoned as Waterfront Lot with special provision 16.39 and the Retained Lot is Non-waterfront Lot – special provision. The new proposed zoning for Lot 1 would be Waterfront Lot -WF2 and the Retained Lot as Non-waterfront Lot – Rural Residential.

Through the Township's review of the application for ZBA, the reviewer has highlighted a potential natural heritage constraint as identified in the Township of McKellar Official Plan (Feb 2018 consolidation). Specifically, Schedule A to the OP identifies an overlay of 'Deer Wintering (Stratum 2)' over both lots and Type 1 Fish Habitat fronting Lot 1.

A site visit was conducted on January 25, 2023, by C. Mann, Ecologist, at which time we reviewed the entire the subject property, and adjacent frontage, to document forest conditions, existing fish habitat and the shoreline conditions.

Deer Wintering Areas

Stratum 2 Deer Wintering is a designation intended to reflect areas that may provide significant over-wintering habitat functions for White-tailed Deer (*Odocoileus virginianus*). Deer Wintering Areas (DWAs) represent a form of Significant Wildlife Habitat (SWH) as defined under the provincial 'Significant Wildlife Habitat

Criteria Schedules for Ecoregion 5E'. SWH is one of several significant natural heritage features that are protected under core provincial planning policies of the Provincial Policy Statement (PPS). The PPS does not permit development within SWH unless it can be demonstrated that the development will not result in negative impact to the feature or its functions. Local OPs are obliged to implement assessment requirements to adhere to these policies outlined in the PPS. As such, proposals for development where DWAs have been identified are typically subject to site-specific assessment.

Importantly, DWAs are generally identified and delineated on a broad scale, meaning that not all areas within the assigned overlay will support the same level of habitat function, and many areas within the overlay may support no important function at all. The subject property is contained within the Stratum 2 category, which represents a supportive area around the more critical Stratum 1 wintering area. A Stratum 1 DWA is generally more significant and sensitive to disturbance, while the Stratum 2 DWA is often more generic and representative of general wintering foraging areas. The specific Stratum 2 area associated with the subject property spans a very broad area, encompassing almost the entirety of Lake Manitouwabing and large swath of the surrounding landscape (>50 km²).

Given the existing overlay of DWA Stratum 2 within the OP, the Township has requested preparation of a Site Evaluation Report (SER) that includes potential impacts to DWA. Our assessment related to DWAs is focused on answering two questions: a) whether the subject property supports any DWA functions, and b) if the subject property does support DWA functions, will the proposed development result in a negative impact to such functions.

Fish Habitat

Prior to visiting the site, relevant background information, including site-specific spatial information (e.g., topography, vegetation communities), was reviewed using Geographic Information Systems (GIS). Aerial photography was also reviewed for the subject property and adjoining lands. Schedule A of the Township of McKellar Official Plan identifies Type 1 fish habitat along the shoreline of Lot 1 and is confirmed through in-season photographs and air photography (**Figure 2**). Properties to the south consist of shoreline residential properties as are the properties across the bay. Properties to the north are vacant of shoreline structures.

It is noted that assessments of fish habitat where aquatic vegetation is being considered are generally completed between June 15 and September 15, depending on weather conditions and growth of vegetation. The timing of our study was well outside this window, however, with in-season photographs of the shoreline, provided by the client, RiverStone is of the opinion that sufficient data has been collected to complete the assessment.

Our field approach for this assessment was habitat based. That is, we did not conduct site visits to observe fish use of the shoreline habitat over their entire life cycle in order to conclude that the habitat is used or not. Instead, we typically conduct a single site visit during the time of year when habitat features are visible, to document feature characteristics and types (**Table 1**). While some habitats are specifically used by individual species at key times in their life history (i.e., rocky wind-swept shoals exposed to wind used by lake trout for spawning), other habitats are used by several species at various key times in their development (i.e., aquatic vegetation is used by various species for spawning, nursery, and/or feeding habitat). Characteristics of the lake shoreline that relate to habitat use by fish include substrate type, slope / water depth, presence of woody debris / fallen trees and large boulders, aquatic vegetation, confluence with watercourses, and exposure to the wind. During our assessment, these features are surveyed from land and from the existing boathouse, taking note of the key habitat features described above. Where possible, the nearshore area is also accessed by foot or boat to assist in confirming the data collected from onshore.

The existing information from the MNRF indicates that Manitouwabing Lake is approximately 1,178 ha in area, with a maximum depth of 33 m and an average depth of 5.69 m. The lake supports a warmwater fishery, which includes Black Crappie (*Pomoxis nigromaculatus*), Brown Bullhead (*Ameiurus nebulosus*), Cisco (*Coregonus*

artedi), Common Carp (*Cyprinus carpio*), Lake Whitefish (*Coregonus clupeaformis*), Largemouth Bass (*Micropterus salmoides*), Northern Pike (*Esox lucius*), Pumpkinseed (*Lepomis gibbosus*), Rock Bass (*Ambloplites rupestris*), Smallmouth Bass (*Micropterus dolomieu*), Walleye (*Sauger vitreum*), White Sucker (*Catostomus commersonii*) and Yellow Perch (*Perca flavescens*).

Due to the season at the time of assessment, the key habitat features, along with the state of the riparian vegetation, could not be fully documented and recorded. However, with historic air photography, in season photographs taken by the client and assessment of visible vegetation, RiverStone is of the opinion that sufficient data has been collected to complete the assessment. This information has been compared with the specific and general habitat requirements of the fish that are known to occur, in order to establish the fish habitat type (Table 1). Where available, our classification is compared with that of the MNRF. For the Township of McKellar, fish habitat mapping on Schedule A has been acquired from MNRF.

Table 1. Classification of Fish Habitat Types.

Classification	Fish Habitat Description
Type 1	Habitats have high productive capacity, are rare, in space and/or time, are highly sensitive to development, or have a critical role in sustaining fisheries (e.g., spawning and nursery areas for some species, and ground water discharge areas for summer and/or winter thermal refuges).
Type 2	Habitats are moderately sensitive to development and, although important to the fish population, are not considered critical (e.g., feeding areas and open water habitats of lakes).
Type 3	Habitats have low productive capacity or are highly degraded, and do not currently contribute directly to fish productivity. They often have the potential to be improved significantly (e.g., a portion of a waterbody, a channelized stream that has been highly altered physically).

The subject property is bound to the west by Lake Manitouwabing, and to the south by shoreline residential dwellings, north and east by forested communities and off water residential properties (Figure 1). At the time of our site visit, development on the subject property was limited to a clearing with fill present, and two (2) shipping containers. Topography on the property is generally level through the retained lot and east portion of Lot 1. The west portion of Lot 1 is sloping towards Laken Manitouwabing (Photograph 1).

APPROACH AND METHODS

Guiding Environmental Legislation and Policy

The following documents guided the investigations:

- Provincial Policy Statement, 2020, pursuant to the *Planning Act*, R.S.O. 1990, c. P.13, including:
 - Natural Heritage Reference Manual for Natural Heritage Policies of the Provincial Policy Statement, 2005 (OMNR 2010)
- Federal *Fisheries Act*, R.S.C. 1985, c. F-14, amended on 2019-08-28 including:
 - *Applications for Authorization under Paragraph 35(2)(b) of the Fisheries Act Regulations*, S.O.R/2013-191
 - Fish and Fish Habitat Protection Policy Statement (August 2019)
- District of Parry Sound Official Plan (April 2014)
- Township of McKellar Official Plan (consolidated to Feb 2018)

Information Sources Used to Assess Site Conditions

Information pertaining to the biophysical features and functions of the subject property and surrounding lands was obtained from the following sources:

- **MNRF Significant Wildlife Habitat Technical Guide (2000),**
- **Digital Ontario Base Maps (OBMs; 1:10,000)** to ascertain topography.
- **Colour aerial photography** of the property (digital orthophotos: leaf-off, spring 2008).
- **RiverStone's in-house databases and reference collections.**
- **On-site investigation** by RiverStone staff

POLICY CONTEXT

The following sections summarize the municipal, provincial, and federal environmental policies that may apply to the proposed lot severance and describe how the recommendations provided in this SER will address these policies (where applicable).

Township of McKellar Official Plan (Consolidated February 6, 2018)

The Township of McKellar OP has policies regarding DWAs, which are as follows:

- 7.08.1 New lots in the Waterfront designation will be subject to a minimum lot frontage and a minimum lot area that responds to the particular needs for the various lakes and parts of lakes throughout the municipality. The previous standards for new lakefront properties ranged between 60 metres of frontage to 150 metres of frontage. Lake *Manitouwabing* generally provided for 60 metre lot frontages on the west side of the Lake and a minimum 90 metre lot frontage on the east side of the Lake in response to the presence of deer wintering habitat.
- 7.08.3 The minimum requirement for the size of new lots should be increased to recognize the need for larger areas when individual private services are proposed for new development and/or redevelopment and where there are important habitat features like deer wintering areas or on island properties. The new minimum lot frontage standards will be set out in the implementing Zoning By-law.
- 7.12.3.4 Development of fewer than three new residential lots, excluding the retained, may be permitted in or adjacent to significant deer habitat without a site evaluation report addressing deer wintering habitat if the proposed severed and retained lots have a minimum of 90 metre frontage and 90 metre depth, and any coniferous shelter and browse habitat along the shoreline is protected. Alternate lot sizes may be appropriate if an evaluation prepared by a qualified specialist has indicated that deer wintering habitat does not exist.
- 8.8.5 Lake Manitouwabing is an important natural resource with an abundance of natural heritage features including fish habitat and deer wintering areas along its shoreline. The protection of these habitats will be a high priority and care will be required when assessing any new development or re-development on the lake.

The Township of McKellar OP has policies regarding Type 1 Fish Habitat, which are as follows:

- 7.11.3.3.2.1 Within the Waterfront designation, all principal buildings will be set back at least 15 metres from the high water mark of lakes and rivers. In areas where the Waterfront is forested, an agreement restricting activities in the 15 metre natural shoreline buffer or set back may be registered on title through any development or servicing agreement to be executed between the

RIVERSTONE ENVIRONMENTAL SOLUTIONS INC.

Township and the applicant. The agreement would require that the shoreline be disturbed as little as possible, consistent with access (i.e., a 2.0 metre to 3.0 metre wide pathway to the lake), safety (i.e., the removal of dead trees or trees of poor health), and limited limbing to provide views of the lake. This setback shall be increased to 30 metres where Type 1 fish habitat is present, unless a study demonstrates that an alternative setback is appropriate to protect the habitat.

- 7.12.1.2 Ministry of Natural Resources and Forestry Type 1 fish habitat mapped as part of the background work to the policies. The significant fish habitat areas are identified as Environmental Protection (EP) in the implementing zoning by-law.
- 7.12.3.2 Type 1 fish habitat areas may be placed in a non-development zone in the implementing zoning by-law. Any dock and boathouse development will be consistent with the federal Department of Fisheries and Oceans Operational Statement for Constructing Boathouses and Docks.

District of Parry Sound Official Plan (April 2014)

The District of Parry Sound Official Plan (April, 2014) contains no specific policies pertaining to DWAs. However, as noted in the introduction, DWA is considered a form of SWH under the Provincial Policy Statement (2020). The PPS notes states that:

- 2.1.5 *Development and site alteration shall not be permitted in:*
 - d) *significant wildlife habitat;*

unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

The intent and purpose of these highlighted policies is to protect DWAs for their ecological value and prevent negative impacts from occurring through development processes.

Federal Fisheries Act, R.S.C. 1985, c. F-14 (amended on 2019-08-28)

The *Federal Fisheries Act* states that:

34.4 (1) No person shall carry on any work, undertaking or activity, other than fishing, that results in the death of fish (other than fishing).

35. (1) No person shall carry on any work, undertaking or activity that results in harmful alteration, disruption or destruction of fish habitat.

DFO further states that “under subsection 35(1) a person may carry on such works, undertakings or activities without contravening this prohibition, provided that they are carried on under the authority of one of the exceptions listed in subsection 35(2), and in accordance with the requirements of the appropriate exception. In most cases, this exception would be Ministerial authorizations granted to proponents in accordance with the *Authorizations Concerning Fish and Fish Habitat Protection Regulations*. ”

The recommendations included in this report will keep future development and site alteration away from fish habitat identified on the subject property.

EXISTING CONDITIONS

RiverStone staff undertook a review of site conditions on January 25, 2023. The review focused on general vegetation characteristics of the subject property, with consideration for directly adjacent lands. A broader

landscape-scale review was also undertaken using available aerial imagery to assess vegetation patterns of the local area.

The subject property consists of two (2) lots that have a total area of ~0.58 ha; with Lot 1 being ~0.28 ha and the Retained Lot 0.29 ha in size. Topography within the lots is variable with the Retained Lot and the east portion of Lot 1 generally level and overland flow directed towards a roadside ditch along Charles Avenue. There is a low area in the southeast corner of the Retained Lot. The west portion of Lot 1 is sloping towards Lake Manitouwabing with shoreline slopes between 5 and 15%. The property supports a mix of vegetation communities with the east portion (Retained Lot) being an old field that has started to naturalise. Cultural meadow vegetation was observed through the snow along with young and mid-mature trees consisting of Trembling Aspen (*Populus tremuloides*), Red Maple (*Acer rubrum*), Black Ash (*Fraxinus nigra*), American Elm (*Ulmus americana*), Heart-leaf Willow (*Salix cordata*), White Spruce (*Picea glauca*) and Eastern White Pine (*Pinus strobus*). Except for a cleared area with Lot 1, this community covers the remained forested areas on the lots and down to the shoreline of Lake Manitouwabing. Younger vegetation on the Retained Lot transitions into a more mature upland forest with limited shrub and regeneration present. Vegetation species present within this community includes Sugar Maple (*Acer saccharum*), American Basswood (*Tilia americana*), Ironwood (*Ostrya virginiana*), Paper Birch (*Betula papyrifera*), Northern Red Oak (*Quercus rubra*), Bur Oak (*Quercus macrocarpa*), White Ash (*Fraxinus americana*), American Elm, Eastern White Pine, Beaked Hazelnut (*Corylus cornuta*). Directly along the shoreline additional species are present that include Eastern White Cedar (*Thuja occidentalis*), Yellow Birch (*Betula alleghaniensis* var *fallax*), Balsam Fir (*Abies balsamea*), and Bearded Shorthusk (*Brachyelytrum erectum*). Lot 1 has a cleared area that is accessed by a short driveway off Charles Avenue and continues onto the adjacent property to the south. Within the cleared area rubble piles and wood debris were observed along with structures that consisted of two (2) shipping containers. Vegetation observed included Staghorn Sumac (*Rhus hirta*), European Red Raspberry (*Rubus idaeus*), and Common Blackberry (*Rubus allegheniensis*).

While a scattered tree canopy does exist in limited portions of the parcel, no identifiable vegetation communities are present and, therefore, are not delineated. Annotations are provided on **Figure 2** to provide some additional visual context for site conditions. Photographs showing representative site conditions are provided in **Appendix 1**.

PROPOSED DEVELOPMENT

Currently the area surveyed include two (2) lots with the proposal to sever ~0.1 ha from the Retained Lot and add this area onto the Lot 1. Currently the Lot 1 is classified as Waterfront Lot with special provision 16.39 and the Retained Lot classified as Non-waterfront Lot – special provision. The proposed application for a ZBA would zone Lot 1 Waterfront Lot -WF2 and the Retained Lot as Non-waterfront Lot – Rural Residential. Lot 1 would see an increase to ~0.38 ha and the Retained Lot reduced ~0.19 ha. The severance plan is provided in **Appendix 2**.

ASSESSMENT AND RECOMMENDATIONS

Deer Wintering

White-tailed Deer populations concentrate during the winter, after snow accumulates. The areas where they concentrate each year, referred to as wintering yards, are considered SWH as they rely on the cover and food found in significant yards.

According to the MNR's Significant Wildlife Habitat Technical Guide (2000), areas where animals congregate on a seasonal or life cycle basis can be considered significant wildlife habitat (SWH); this includes wintering yards for white-tailed deer. As outlined in Deer Habitat Assessment 101 provided by the MNR, deer wintering areas provide seasonal habitat necessary for deer populations to survive. Important features of a deer area (also

known as yards) are traditional use, thermal cover, and availability of browse. Traditional use of an area is characterized by deer and their descendants using an area year after year, noting that deer may move long distances to return to a traditional area. Thermal cover of a forest community or stand is characterized by dense mature conifer trees that provide shelter from deep snow, extreme temperatures and allow shallow snow depths for easier movement to access food and escape predators. Browse for deer include the young, succulent, woody shrub and tree branches that deer feed on during winter months. Deer move into these areas in the winter when snow accumulates and remain until spring with most snow melts. Stratum 2 habitat typically surrounds Stratum 1 and consists of mixed or deciduous forest with plenty of understory shrubs and small trees for food. Throughout the winter deer will occupy Stratum 2 areas in early winter when snow depths are less than 50 cm before moving to Stratum 1 when snow depths are deeper and weather conditions harsher. During mild winters, deer may remain in the Stratum 2 area for the entire winter.

Deer populations within wintering areas are known to browse on woody vegetation for food during winter months. Evidence of heavy deer browse on trees and shrubs; pellet piles and movement corridors can indicate use of an area by deer during winter months. Considering the lack of heavy past browsing evidence, sparse canopy cover that does not meet thermal cover requirements, lack of pellet piles, and no obvious heavily used movement corridors it is unlikely that deer utilize the subject property as winter habitat. The lack of old browse and hedging on the property would also indicate lack of historic long-term use.

While forest communities on the lots are dominated by deciduous forest with only minimal conifer cover, one (1) vegetation plot was established to show that required thermal cover was not present to support Stratum 1 habitat. At the plot location specifically review the tree and vegetation composition and density, with the measurements being analysed using specific calculations used by the MNRF to establish deer wintering yards. The results of the plot analysis suggest that the forest on the lots does not provide valuable winter thermal cover or critical thermal cover required to be considered a deer wintering yard. The one (1) assessment plots was established outside edge areas where the entire plot would be within a forested setting and within the portion of lot to be added to Lot 1. The MNRF document *Deer Habitat Assessment 101 - Deer Wintering Areas and Deer Movement Corridors* protocol, outlines the calculations of Thermal Cover (Appendix 1) as follows. Thermal Cover (TCV) is calculated two ways, first by using the estimated % cover of conifer at the four cardinal points (north, east, south and west) and the centre point to calculate the inventoried TCV (INVTCV). The other is by using predetermined estimated of crown cover based on species and size of species and multiplying by number of trees. This method gives you calculated inventory TCV (INVCALTCV). TCV values greater than two (2) are considered valuable winter thermal cover and values from 5 to 10 indicated critical thermal cover.

The property was assessed to have an INVTCV of 1 and a INCALTCV of 1. Therefore, based on MNRF documentation forest habitats are neither considered valuable winter thermal cover nor critical habitat.

In addition to the thermal cover not providing Stratum 1 habitat, the lots lack abundant young succulent tree regeneration and shrubs that would support important browsing opportunities. There is no indication that the subject property supports vegetation structure that is representative of Stratum 2 habitat, although this function is presumably represented on the broader local landscape (as mapped in the OP).

Based on a review of aerial imagery, we estimate that the nearest functional Stratum 1 habitat occurs >1 km to the north/northeast. Large swaths of deciduous and mixed forest cover in close proximity to dense conifer forest occur on the local landscape; however, the subject property occurs in a small cluster of residential/seasonal dwellings where manicured areas (e.g., hedgerows, driveways, grassed lawn) appears to be the dominant condition. While deer tracks were observed on Lot 1, and it is assumed that deer just regularly cross through the lots during varying times of the year to access adjacent land. There is a low likelihood that deer utilizing the lots will be negatively impacted, spatially or functionally with the severance or future development of the lots. The presence of some deer use does not constitute a deer wintering yard.

Fish Habitat

The fish and fish habitat protection provisions of the *Fisheries Act* outlines the approach to protecting fish and fish habitat. The nearshore area fronting the subject property was identified as Type 1 (critical) fish habitat by MNRF and has sensitive features such as spawning habitat (feeding, refugia, *etc.*). RiverStone has not confirmed habitat present due to the season in which the site visit was undertaken and has left the MNRF's Type 1 habitat classification in place. There is no current development proposal on Lot 1 however, if future development of the Lot 1 is to occur setbacks outline in the Township of McKellar OP are to be conformed to. In addition to setbacks outline in the OP, RiverStone recommends additional mitigation to maintain and enhance fish habitat and associated shoreline riparian area through naturalisation. The following are recommended for Lot 1.

- **Development of dwellings, septic and associated structures for Lot1 are to be setback a minimum of 30 m from the shoreline of Lake Manitouwabing as outline in the Township of McKellar OP (Figure 2).**
- **Remaining vegetation within the shoreline setback must be maintained in its natural state and cleared area within 30 of shoreline revegetated.**
- **Remaining trees within the setback will not be removed unless they are a safety hazard (assessed by a certified arborist). If removal is required, all parts of the tree are to remain within the setback.**

With a portion of the 30 m setback from the shoreline having been cleared, restoration with native trees, shrubs, and groundcover is recommended to enhance the shoreline buffer to Type 1 aquatic and fish habitat. Specific recommendations are provided as follows:

- **Naturalization of the area shown on Figure 2 is to be completed with a mix of locally native tree, shrub, and groundcover species. A list of suitable species is provided below in Table 2 and Table 3. Following planting, these areas are to be left unmaintained, to restore the shoreline buffer.**
- **Shrubs and groundcover should be installed between 0.3 to 1.5 m apart depending on size (small-0.3 m, medium 0.8 m, and large 1.5 m).**
- **All installed woody plants (i.e., trees and shrubs) should be native to the local area and suitable to site conditions (e.g., light regime, moisture regime, etc.). Table 2 below lists tree, shrub, and ground cover species native to Muskoka.**
- **All installed shrubs are recommended to consist of potted material in 1-3 gallon pots.**
- **All woody plants should be installed such that the root crown/trunk flare is exposed above the soil surface to ensure proper oxygenation of the rooting zone (see Appendix 2 for Planting Guide).**
- **All installed woody plants should be watered (deep soaking) following installation.**
- **The optimal time for woody plant installations is the spring (i.e., May) or fall (i.e., mid-September to early-October).**
- **The shoreline buffer areas are to be planted so that seasonal maintenance is not required and will be left to fill in and naturalize through succession.**
- **Groundcover planting "pods" can be created between tree and shrub plantings to naturalize and fill in open areas and create a naturalized look to the property. Suggested species for the subject property are included in Table 3.**

Table 2. Native plant list (species selected for planting should match the moisture regime and level in the location of planting (highlighted species are recommended for subject property)).

Common Name	Scientific Name	Form	Moisture Regime – Light Level
Tree Species			
White Pine	<i>Pinus strobus</i>	Conifer Tree	Dry to Moist – shade-sun
Red Pine	<i>Pinus resinosa</i>	Conifer Tree	Dry to Fresh – sun
Eastern White Cedar	<i>Thuja occidentalis</i>	Conifer Tree	Fresh to Moist – shade to sun
Eastern Hemlock	<i>Tsuga canadensis</i>	Conifer Tree	Fresh to Moist – shade
White Spruce	<i>Picea glauca</i>	Conifer Tree	Dry to Fresh – sun
Balsam Fir	<i>Abies balsamea</i>	Conifer Tree	Fresh to Moist – shade
Tamarack	<i>Larix laricina</i>	Conifer Tree	Fresh to Moist – sun
White Birch	<i>Betula papyrifera</i>	Deciduous Tree	Dry to Moist – sun
Red Maple	<i>Acer rubra</i>	Deciduous Tree	Dry to Moist – all
Red Oak	<i>Quercus rubra</i>	Deciduous Tree	Dry to Fresh – sun
White Oak	<i>Quercus alba</i>	Deciduous Tree	Dry to Fresh – sun
Yellow Birch	<i>Betula alleghaniensis</i>	Deciduous Tree	Fresh to Moist – shade
Sugar Maple	<i>Acer saccharinum</i>	Deciduous Tree	Dry to Moist – shade
Black Cherry	<i>Prunus serotina</i>	Deciduous Tree	Dry to Fresh – sun
Trembling Aspen	<i>Populus tremuloides</i>	Deciduous Tree	Dry to Fresh – sun
Shrub Species			
Nannyberry	<i>Viburnum lentago</i>	Shrub	Moist to Wet – all
Northern Wild Raisin	<i>Viburnum cassinoides</i>	Shrub	Moist to Wet – sun
Alternate-leaved Dogwood	<i>Cornus alternifolia</i>	Shrub	Fresh to Moist – shade
Serviceberry	<i>Amelanchier spp</i>	Shrub	Dry to Fresh – all
Red-osier Dogwood	<i>Cornus stolonifera</i>	Shrub	Dry to Wet – all
Staghorn Sumac	<i>Rhus hirta</i>	Shrub	Dry to Fresh – all
Choke Cherry	<i>Prunus virginiana</i>	Shrub	Dry to Moist – sun
Common Elderberry	<i>Sambucus canadensis</i>	Shrub	Fresh to Moist – sun
Speckled Alder	<i>Alnus incana</i>	Shrub	Fresh to Moist – sun
Bush honeysuckle	<i>Diervilla lonicera</i>	Shrub	Dry to Fresh – all
Sweetgale	<i>Myrica gale</i>	Shrub	Damp to Moist – sun
Narrow-leaved Meadowsweet	<i>Spiraea alba</i>	Shrub	Dry to Moist – any

Table 3. Recommended Native Groundcover Species

Common Name	Scientific Name
Ostrich Fern	<i>Matteuccia struthiopteris</i>
Interrupted Fern	<i>Osmunda claytoniana</i>
Spinulose Wood Fern	<i>Dryopteris carthusiana</i>
Canada Mayflower	<i>Maianthemum canadense</i>
Northern Starflower	<i>Trientalis borealis</i>
Fireweed	<i>Chamerion angustifolium</i>
Wild Sarsaparilla	<i>Aralia nudicaulis</i>
Bunchberry	<i>Cornus canadensis</i>

RIVERSTONE ENVIRONMENTAL SOLUTIONS INC.

SUMMARY

Based on the information outlined above, it is our opinion that the features of the Lot 1 and the Retained Lot do not exhibit characteristics of deer wintering habitat. It is our opinion that the proposed severance will not impact thermal cover or browsing opportunities for deer during winter months, if this function exists on the local landscape. Given the lack of deer wintering habitat present, we have no specific recommendations related to deer wintering.

Fish habitat is present along the shoreline of Lot 1 and recommendations outlined above include a 30 m setback as outlined in the Township of McKellar OP along with RiverStone recommendations to naturalise cleared area within the 30 m setback.

Regarding Type 1 fish habitat along the shoreline of Lot 1, it is the opinion of RiverStone that provided the recommendations contained in this report are implemented and enforced by the Township of McKellar, the severance along with any potential impacts on fish habitat can be acceptably minimized. In review of the policies of the Township, Province, and Federal Government related to fish habitat, it is our opinion that all can be met with the approval of the severance proposal. We trust that the information provided in this letter report satisfies your requirements and provides useful recommendations to protect fish habitat in Lake Manitouwabing. Please do not hesitate to call should you have any questions.

Best regards,

RiverStone Environmental Solutions Inc.



Bev Wicks, Ph.D.
Senior Ecologist/ Principal

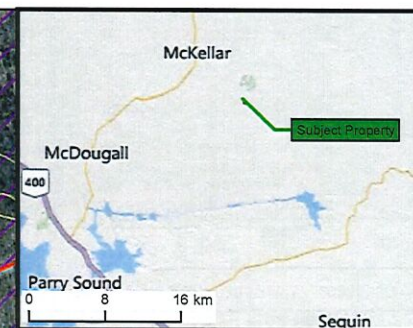
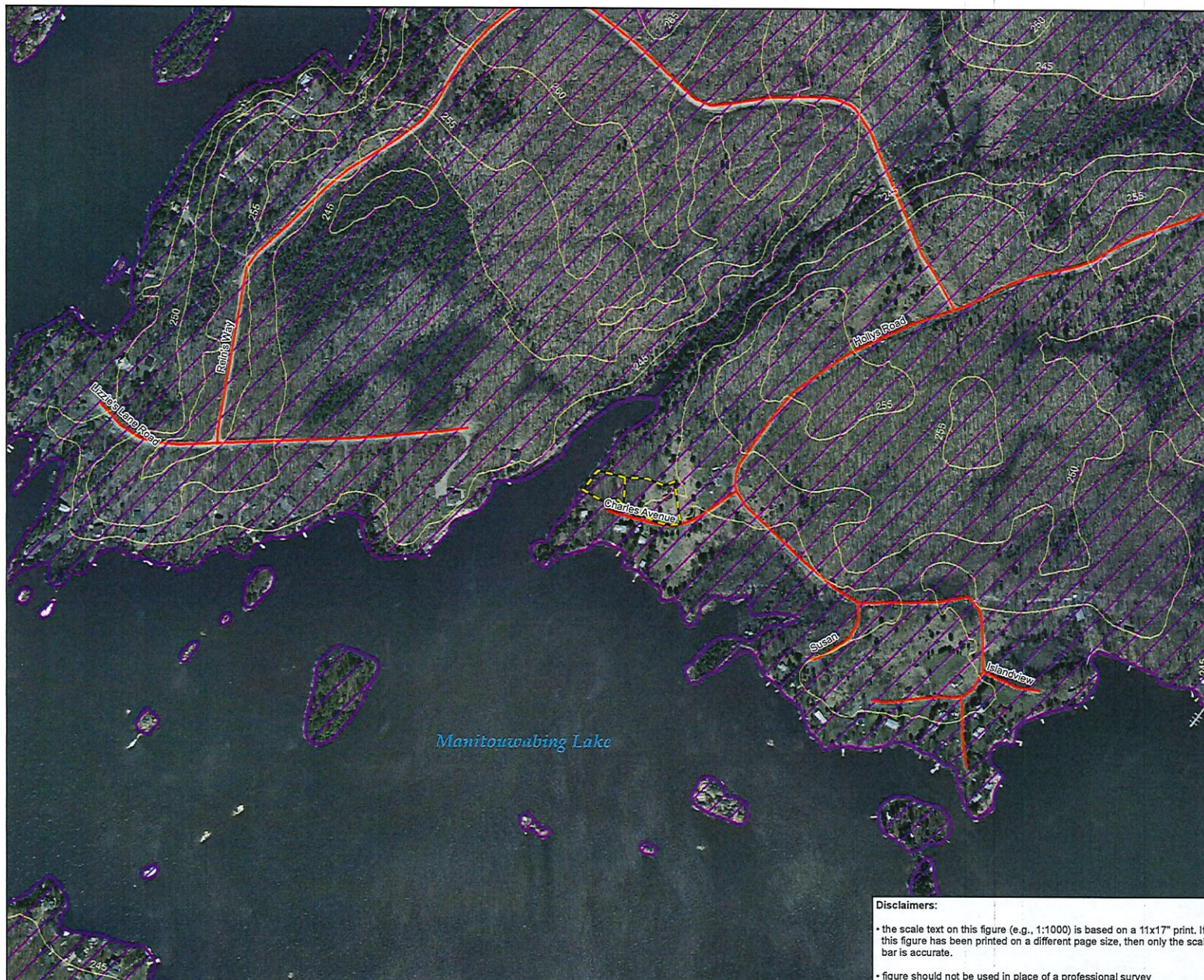
Attached:

Figure 1. Property Location & Landscape Context.

Figure 2. Existing Conditions & Proposed Development.

Appendix 1. Representative Photos of Site Conditions

Appendix 2. Site Plan



Legend

Ontario Base Mapping (OBM)

- Roads
- 5 m Contours

Planning Boundaries

- Subject Property

Features with Natural Heritage Value - Identified by the Province or the Relevant Approval Authorities

Wintering Area (MNR)

- Deer Wintering Area (Stratum 2)

Orthorectified aerial photo - spring 2008

Scale	RS Project No.	Date Last Updated	By
1:5,000	2023-025	Jan 24, 2023	JG

Figure 1. Location Of Subject Property
Charles Ave. Drive, Township of McKellar. Plan M142 Lots 54 and 55 Pt Charles Avenue RP 42R17321 Parts 1 and 4. And Plan M142 Lots 56, 57 and PT Lot 58 including RP 42R11713 Parts 1 REM PCL 17978 SS

Prepared for: Paul E. LeBlanc
Inset: General Location Of Subject Property

Disclaimers:

- the scale text on this figure (e.g., 1:1000) is based on a 11x17" print. If this figure has been printed on a different page size, then only the scale bar is accurate.
- figure should not be used in place of a professional survey

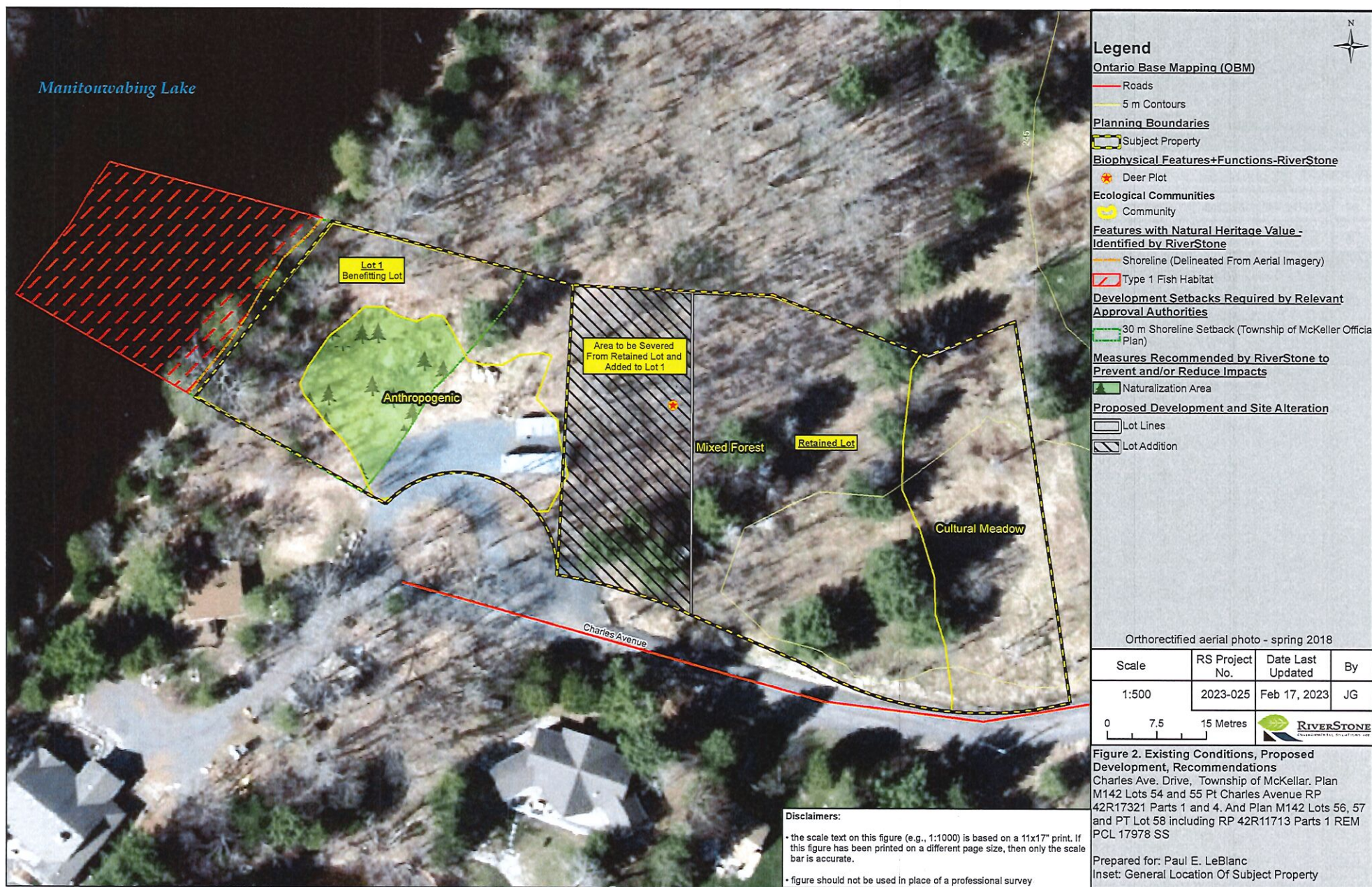




Photo 1. Cultural Meadow community location on the Retained lot (January 25, 2023).



Photo 2. Mixedwood Community covering the majority of forested area on the subject property (January 25, 2023).



Photo 3. Shoreline vegetation conditions along Manitouwabing Lake (January 25, 2023).



Photo 4. Anthropogenic community located on Lot 1 (January 25, 2023).

MEMORANDUM



**J.L. Richards
& Associates Limited**
501-555 Oak Street E
North Bay, ON Canada
P1B 8E3
Tel: 705 495 7597
Fax: 613 728 6012

Page 1 of 7

To: Ms. Ina Watkinson, Clerk/Administrator
Corporation of the Township of McKellar

Date: March 1, 2023

JLR No.: 31960(07)

CC: David Welwood, RPP, MCIP

From: Rebecca Elphick, Planner

Re: **Revised Planning Report**
Application for Zoning By-law Amendment
9 Charles Avenue (PIN : 521300043)
Applicant(s): Paul LeBlanc
Owner(s): Maria LeBlanc

PROPERTY DESCRIPTION The property is legally described as PCL 17978 SEC SS; LT 56 PL M142; LT 57 PL M142; LT 58 PL M142 EXCEPT PT 2, 42R11713; MCKELLAR. The property is municipally addressed as 9 Charles Avenue (PIN: 521300043).

APPLICATION The applicant has requested a Zoning By-law Amendment to re-zone the severed lot from Consent Application B33/2022 from the Waterfront Residential 2 (WF2) Zone to the Special Provision 16.39 (SP 16.39) Zone to eliminate split zoning and to re-zone the retained lands from Consent Application B33/2022 from the Waterfront Residential 2 (WF2) Zone to the Special Provision 16.74 (SP 16.74) Zone to recognize the undersized nature of the lot. The Zoning By-law Amendment application is required to fulfill a condition of Consent Application B33/2022.

RECOMMENDATION The application is consistent with the Provincial Policy Statement and conforms to the Township's Official Plan. As such, the application is recommended for approval.

BACKGROUND

Pursuant to Section 34 of the *Planning Act*, a zoning by-law amendment is being sought to re-zone two parcels of land to fulfill a condition of Consent Application B33/2022.

The subject lands are two lots provisionally approved by the Township of McKellar through Consent Application B33/2022. The consent application severed lands from 9 Charles Avenue (PCL 17978 SEC SS; LT 56 PL M142; LT 57 PL M142; LT 58 PL M142 EXCEPT PT 2, 42R11713; MCKELLAR) to add to a neighbouring parcel of land on Charles Avenue (PT LT 55 PL M142 PT 1 42R17321; PT LT 54 PL M142 PT 4 42R17321; MCKELLAR). The subject lands are located on the north side of Charles Avenue, a municipally owned road with year-round access. Following the lot addition, the benefitting lands have an area of 0.37 ha (3695.7 m²) and frontage of 77.5 m. The retained lands have an area of 0.29 ha (2859.6 m²) and frontage of 60.5 m. The subject lands are currently vacant of any buildings or structures but will likely be developed for future residential use. The subject lands are surrounded by Manitouwabing Lake to the east, vacant lands to the north, and limited low density residential and seasonal residential development in all other directions. The applicants propose no water supply or sewage services on the subject lands, given that they are proposing for the lands to remain vacant at this time. However, future servicing of the parcel would need to occur on the basis of individual on-site sewage and water services (i.e., well and septic).

The benefitting lands are designated Waterfront within the Township's Official Plan (*Schedule A: Land Use Plan Township of McKellar*) and are zoned Special Provision 16.39 and Waterfront Residential 2 (WF2) in the Township's Zoning By-law 95-12. The retained lands and severed lands are designated Rural within the Township's Official Plan (*Schedule A: Land Use Plan Township of McKellar*) and are zoned Waterfront Residential 2 (WF2) in the Township's Zoning By-law 95-12.

ANALYSIS

Provincial Policy Statement (PPS), 2020

The Provincial Policy Statement (PPS) is issued under Section 3 of the *Planning Act* and is intended to provide policy direction on matters of provincial interest related to land use planning and development. The PPS provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environment. The *Planning Act* requires that municipal decisions in respect to the exercise of any authority that affects a planning matter “shall be consistent” with the PPS.

Section 1.1.5.2 of the PPS states that on rural lands located in municipalities, permitted land uses include resource-based recreational uses (including recreational dwellings), residential development, and other rural land uses. This section details that development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted. Development on rural lands in municipalities shall be appropriate to the infrastructure which is planned and available and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.

The subject lands are currently vacant but will likely be used for future residential purposes, which is a permitted use on rural lands in a municipality. The subject lands are located on a year-round municipally owned road and are surrounded by Manitouwabing Lake to the east, vacant lands to the north, and limited low density residential and seasonal residential development in all other directions (see Figure 1 for an aerial view of the subject lands). As such, the application is consistent with of the policies for rural lands in municipalities.

Figure 1: Aerial view of subject lands



Schedule A of the Township of McKellar’s Official Plan shows the presence of deer wintering lands on the subject lands and fish habitat adjacent to the subject lands. Per Section 2.1.5 of the PPS states that development and site alteration shall not be permitted in significant wildlife habitat unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. Similarly, Section 2.1.8 states that development and site alteration shall not be permitted on adjacent lands to the natural heritage features identified in policies 2.1.4, 2.1.5, and 2.1.6, which include fish habitat, unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

The applicant retained RiverStone Environmental Solutions Inc. to undertake a scoped Environmental Impact Assessment of the subject lands. The report, prepared by Dr. Bev Wicks, Senior Ecologist, concluded that the features of the subject lands do not exhibit characteristics of deer wintering habitat and that the proposed severance will not impact thermal cover or browsing opportunities for deer during winter months, if this function exists on the local landscape. With regard to

fish habitat, the report offered the following recommendations to maintain and enhance fish habitat and associated shoreline riparian area through naturalization:

- Development of dwellings, septic, and associated structures on the benefitting lands are to be setback a minimum of 30 metres from the shoreline of Lake Manitouwabing;
- Remaining vegetation within the shoreline setback must be maintained in its natural state and cleared area within 30 m of shoreline revegetated;
- Remaining trees within the setback will not be removed unless they are a safety hazard, as assessed by a certified arborist. If removal is required, all parts of the tree are to remain within the setback.

The above recommendations will be captured in the site-specific provisions of the amending by-law.

The report further recommends the following mitigation measures with respect to restoration of native trees, shrubs, and groundcover to enhance the shoreline buffer to the adjacent fish habitat within a portion of the 30 m setback from the shoreline which has been cleared:

- Naturalization of the area shown on Figure 2 is to be completed with a mix of locally native tree, shrub, and groundcover species. A list of suitable species is provided in Table 1 and 2 below. Following planting, these areas should be left unmaintained to restore the shoreline buffer.
- Shrubs and groundcover should be installed between 0.3 to 1.5 m apart depending on size (small: 0.3 m, medium: 0.8 m, and large: 1.5 m).
- All installed woody plants (i.e., trees and shrubs) should be native to the local area and suitable to site conditions (e.g., light regime, moisture regime, etc.). Table 1 below lists tree, shrub, and ground cover species native to Muskoka.
- All installed shrubs are recommended to consist of potted material in 1-3 gallon pots.
- All woody plants should be installed such that the root crown/trunk flare is exposed above the soil surface to ensure proper oxygenation of the rooting zone.
- All installed woody plants should be watered (deep soaking) following installation.
- The optimal time for woody plant installations is spring (i.e., May) or fall (i.e., mid-September to early-October).
- The shoreline buffer areas are to be planted so that seasonal maintenance is not required and will be left to fill in and naturalize through succession.
- Groundcover planting “pods” can be created between tree and shrub plantings to naturalize and fill in open areas and create a naturalized look to the property. Suggested species for the subject property are included in Table 2.

Historically, recommendations such as these could be addressed through the use of an application for Site Plan Control prior to obtaining a building permit. However, with the passing of Bill 23, *More Homes Built Faster Act*, 2022, any development having less than 10 residential units is exempt from site plan control. As there is no available planning tool to achieve the recommended revegetation measures, it is strongly encouraged that the applicant implements the above recommendations with respect to the restoration of native species within the shoreline buffer.

Table 1: Native plant list

Selected species should match the moisture regime and level in the location of planting. Highlighted species are recommended for the subject lands.

Common Name	Scientific Name	Form	Moisture Regime – Light Level
Tree Species			
White Pine	<i>Pinus strobus</i>	Conifer Tree	Dry to Moist – shade-sun
Red Pine	<i>Pinus resinosa</i>	Conifer Tree	Dry to Fresh – sun
Eastern White Cedar	<i>Thuja occidentalis</i>	Conifer Tree	Fresh to Moist – shade to sun
Eastern Hemlock	<i>Tsuga canadensis</i>	Conifer Tree	Fresh to Moist – shade
White Spruce	<i>Picea glauca</i>	Conifer Tree	Dry to Fresh – sun
Balsam Fir	<i>Abies balsamea</i>	Conifer Tree	Fresh to Moist – shade
Tamarack	<i>Larix laricina</i>	Conifer Tree	Fresh to Moist – sun
White Birch	<i>Betula papyrifera</i>	Deciduous Tree	Dry to Moist – sun
Red Maple	<i>Acer rubra</i>	Deciduous Tree	Dry to Moist – all
Red Oak	<i>Quercus rubra</i>	Deciduous Tree	Dry to Fresh – sun
White Oak	<i>Quercus alba</i>	Deciduous Tree	Dry to Fresh – sun
Yellow Birch	<i>Betula alleghaniensis</i>	Deciduous Tree	Fresh to Moist – shade
Sugar Maple	<i>Acer saccharinum</i>	Deciduous Tree	Dry to Moist – shade
Black Cherry	<i>Prunus serotina</i>	Deciduous Tree	Dry to Fresh – sun
Trembling Aspen	<i>Populus tremuloides</i>	Deciduous Tree	Dry to Fresh – sun
Shrub Species			
Nannyberry	<i>Viburnum lentago</i>	Shrub	Moist to Wet – all
Northern Wild Raisin	<i>Viburnum cassinoides</i>	Shrub	Moist to Wet – sun
Alternate-leaved Dogwood	<i>Cornus alternifolia</i>	Shrub	Fresh to Moist – shade
Serviceberry	<i>Amelanchier spp</i>	Shrub	Dry to Fresh – all
Red-osier Dogwood	<i>Cornus stolonifera</i>	Shrub	Dry to Wet –all
Staghorn Sumac	<i>Rhus hirta</i>	Shrub	Dry to Fresh – all
Choke Cherry	<i>Prunus virginiana</i>	Shrub	Dry to Moist – sun
Common Elderberry	<i>Sambucus canadensis</i>	Shrub	Fresh to Moist – sun
Speckled Alder	<i>Alnus incana</i>	Shrub	Fresh to Moist – sun
Bush honeysuckle	<i>Diervilla lonicera</i>	Shrub	Dry to Fresh – all
Sweetgale	<i>Myrica gale</i>	Shrub	Damp to Moist – sun
Narrow-leaved Meadowsweet	<i>Spiraea alba</i>	Shrub	Dry to Moist – any

Table 2: Recommended native groundcover species

Common Name	Scientific Name
Ostrich Fern	<i>Matteuccia struthiopteris</i>
Interrupted Fern	<i>Osmunda claytoniana</i>
Spinulose Wood Fern	<i>Dryopteris carthusiana</i>
Canada Mayflower	<i>Maianthemum canadense</i>
Northern Starflower	<i>Trientalis borealis</i>
Fireweed	<i>Chamerion angustifolium</i>
Wild Sarsaparilla	<i>Aralia nudicaulis</i>
Bunchberry	<i>Cornus canadensis</i>

Based on our review, the application is consistent with relevant provisions of the PPS.

Official Plan of the Township of McKellar (2018)

The benefitting lands are designated 'Waterfront' and the retained lands and severed lands are designated 'Rural' on Schedule A of the Township's Official Plan (OP).

The permitted uses in the 'Waterfront' designation include a single detached residential dwelling as per lot of record, existing general commercial and tourist commercial uses, home occupations, agricultural and farming uses, public uses, institutional uses, and existing industrial uses. The benefitting lands are currently vacant but will likely be used for future residential uses, as permitted in the 'Waterfront' designation.

The permitted uses in the 'Rural' designation include forestry, agricultural, resource uses, low density residential, institutional, commercial, industrial, pits and quarries licensed by the Province, home industries, home occupations, and bed and breakfasts. The retained lands are currently vacant but will likely be used for future residential uses, as permitted in the 'Rural' designation.

Per Section 5.8.2.1, all new development must front upon a year-round, publicly maintained road. The subject lands are accessed via Charles Avenue, a municipal road that is maintained year-round.

As previously discussed, Schedule A of the OP shows the presence of deer wintering lands and fish habitat on the subject lands. Per Section 7.12.3 of the OP, Council will consider an application for development for 3 or more new residential lots within significant wildlife habitat or adjacent lands contiguous to natural heritage features, if the applicant submits a site evaluation report demonstrating that there will be no negative impacts on the natural features or their ecological functions. The applicant retained RiverStone Environmental Solutions Inc. to prepare such a report. The recommendations contained within will be captured in the site-specific provisions of the amending by-law.

Based on our review, the application conforms with the relevant provisions of the Township's Official Plan.

Zoning By-law for the Township of McKellar (95-12)

The proposed Zoning By-law Amendment is required as a condition of Consent Application B33/2022. The proposed Zoning By-law Amendment application seeks to re-zone the severed and benefitting lots from Consent Application B33/2022 from the Waterfront 2 (WF2) Zone and the Special Provision 16.39 (SP 16.39) Zone to the Waterfront Residential 2 (WF2) Zone to eliminate split zoning and to implement the recommendations of the scoped Environmental Evaluation Report of RiverStone Environmental Solutions Inc., dated February 21, 2023. The proposed Zoning By-law Amendment application also seeks to re-zone the retained lands from Consent Application B33/2022 from the Waterfront Residential 2 (WF2) Zone to the Inland Development (RR) Zone.

Per Section 7.01 of the Zoning By-law, permitted uses in the WF2 Zone include a single detached dwelling, home occupation, a mobile home, and one storage buildings. Schedule B to the Zoning By-law establishes the requirements of the WF2 Zone, which include a minimum lot area of 1 ha and a minimum lot frontage of 90 m. The benefitting lands, including the lot addition, will have a lot area of 0.370 ha and a frontage of 77.5 m, less than that required by the WF2 Zone. The WF2 zone standards further establish a minimum lot depth of 60 m. The benefitting lands, including the lot addition, have a lot depth greater than 60 m, in compliance with the WF2 zone standards. The benefitting lands are currently vacant of any buildings or structures but will likely be used for future residential development, as permitted by the WF2 Zone. As such, the proposed Zoning By-law Amendment seeks to instead re-zone the benefitting lands and the severed lands from Consent Application B33/2022 to the Special Provision 16.75 (SP 16.75) Zone to recognize the reduced lot area, reduced lot frontage, and to implement the recommendations of the scoped Environmental Evaluation Report of RiverStone Environmental Solutions Inc., dated February 21, 2023, as previously discussed.

Per Section 5.01 a) of the Zoning By-law, permitted uses in the Inland Development 2 (RR) Zone include a single detached dwelling, an accessory apartment, a home occupation, a home industry, a boarding house, a nursing home, or a mobile home. The retained lands are currently vacant of any buildings or structures but will likely be used for future residential development, as permitted by the RR Zone. The zone requirements for the RR Zone establish a minimum lot area of 0.4 ha, a minimum lot frontage of 60 m, and a minimum lot depth of 45 m. The retained lands have a lot area of 0.286 ha, frontage of 60.5 m, and a lot depth of 48.64 m. While the lot frontage and lot depth meet the requirements of the RR zone, the lot is undersized per the RR zone requirements. As such, the proposed Zoning By-law Amendment seeks to instead re-zone the retained lands from Consent Application B33/2022 to the Special Provision 16.74 (SP 16.74) Zone,

such that all applicable general provisions and zone requirements of the Inland Development 2 (RR) Zone are met, with the exception of minimum lot area, which shall be 0.286 ha.

RECOMMENDATION

The application to re-zone the severed and benefitting lands from Consent Application B33/2022 from the Waterfront Residential 2 (WF2) Zone and the Special Provision 16.39 (SP 16.39) Zone to the Special Provision 16.75 (SP 16.75) Zone and to re-zone the retained lands from Consent Application B33/2022 from the Waterfront Residential 2 (WF2) Zone to the Special Provision 16.74 (SP 16.74) Zone is consistent with the PPS and conforms to the Township of McKellar's Official Plan. The application is therefore recommended for approval.

Should you have any questions regarding the above, or if additional information is required, please contact the undersigned.

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:



Rebecca Elphick, M. Pl
Planner

Reviewed by:

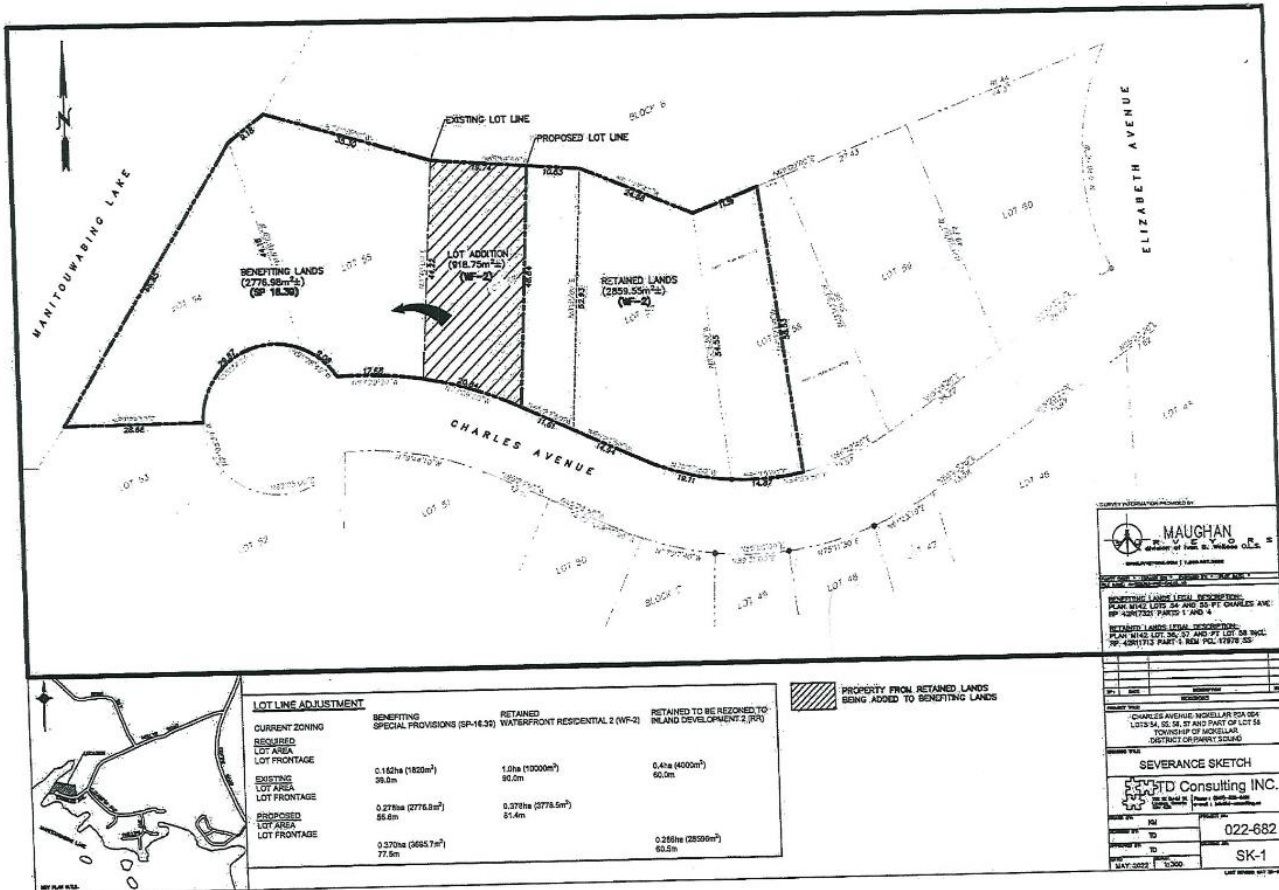


David Welwood, MES (Planning), RPP, MCIP
Senior Planner

RE:dw

Attached: Attachment 'A'

Attachment 'A'
Severance Sketch as submitted by the Applicant



CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2023-12

**Being a By-law to amend By-law No. 95-12, with
respect to lands legally described as PCL 17978 SEC
SS; LT 56 PL M142; LT 57 PL M142; LT 58 PL M142
EXCEPT PT 2, 42R11713; MCKELLAR (LeBlanc)**

WHEREAS By-law No. 95-12 regulates the use of land and the use and erection of buildings and structures within the Township of McKellar;

AND WHEREAS the Council of the Corporation of the Township of McKellar deems it advisable to amend By-law No. 95-12 as hereinafter set forth;

AND WHEREAS authority to pass such a by-law is provided by Section 34 of the *Planning Act, R.S.O. 1990, Chapter P.13* and amendments thereto;

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

1.0 THAT ZONING BY-LAW NO. 95-12 IS AMENDED AS FOLLOWS:

1.1 Schedule 'A' (Sheet 1) to Zoning By-law 95-12, is hereby further amended, by rezoning the retained lands from Consent Application B33/2022 located at PCL 17978 SEC SS; LT 56 PL M142; LT 57 PL M142; LT 58 PL M142 EXCEPT PT 2, 42R11713; MCKELLAR to the Special Provision 16.74 (SP 16.74) Zone as shown on Schedule 'A' and Schedule 'B' attached hereto and forming a part of this By-law.

1.2 Section 16 (Special Provisions) is further amended, by adding the following paragraph at the end of the section (16.74):

"Notwithstanding the requirements of this By-law, on lands located at PCL 17978 SEC SS; LT 56 PL M142; LT 57 PL M142; LT 58 PL M142 EXCEPT PT 2, 42R11713; MCKELLAR as identified on Schedule 'A' and Schedule 'B' attached hereto, the requirements of the Inland Development 2 (RR) Zone shall apply, except:

a) The minimum lot area shall be 0.286 hectares.

1.3 Schedule 'A' (Sheet 1) to Zoning By-law 95-12, is hereby further amended, by rezoning the severed lands from Consent Application B33/2022 located at PCL 17978 SEC SS; LT 56 PL M142; LT 57 PL M142; LT 58 PL M142 EXCEPT PT 2, 42R11713; MCKELLAR and the benefitting lands from Consent Application B33/2022 located at PT LT 55 PL M142 PT 1 42R17321; PT LT 54 PL M142 PT 4 42R17321; MCKELLAR to the Special Provision 16.75 (SP 16.75) Zone as shown on Schedule 'A' and Schedule 'B' attached hereto and forming a part of this By-law.

1.4 Section 16 (Special Provisions) is further amended, by adding the following paragraph at the end of the section (16.75):

"Notwithstanding the requirements of this By-law, on lands located at PCL 17978 SEC SS; LT 56 PL M142; LT 57 PL M142; LT 58 PL M142 EXCEPT PT 2, 42R11713; MCKELLAR as identified on Schedule 'A' and Schedule 'B' attached hereto, the requirements of the Waterfront Residential 2 (WF2) Zone shall apply, except:

- a) The minimum lot area shall be 0.370 hectares.
- b) The minimum lot frontage shall be 77.5 metres.
- c) No building or structure shall be erected within 30 metres of the high-water mark of Lake Manitouwabing.
- d) Remaining vegetation within the 30-metre setback from the high-water mark of Lake Manitouwabing shall be maintained in its natural state.

- e) Remaining trees within the 30-metre setback from the high-water mark of Lake Manitouwabing shall not be removed unless they pose a safety hazard, as assessed by a certified arborist.”

2.0 Schedule ‘A’ and Schedule ‘B’ attached hereto are hereby made part of this By-law.

This By-law shall come into force and effect pursuant to the provisions of and Regulations made under the *Planning Act*, R.S.O. 1990.

READ a **FIRST** and **SECOND** time this 7th day of March, 2023.

David Moore, Mayor

Karlee Britton, Deputy Clerk

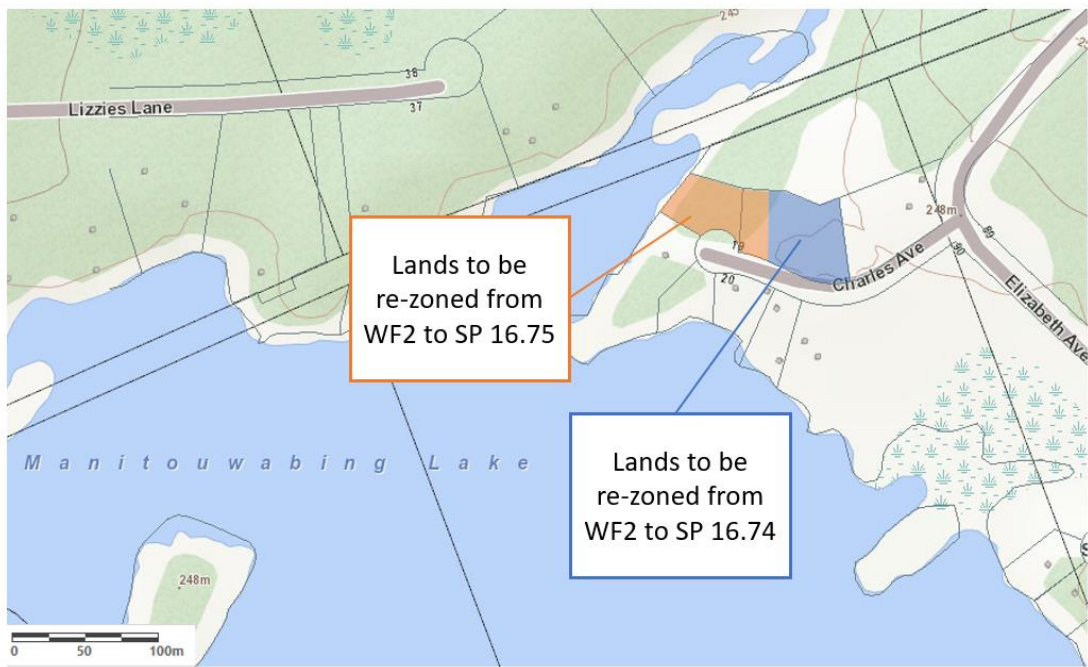
READ a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 7th day of March, 2023.

David Moore, Mayor

Karlee Britton, Deputy Clerk

SCHEDULE 'A'

1.0 This is Schedule 'A' to By-law 2023-12, being a portion of 'Schedule A' to Zoning By-law 95-12, passed this 7th day of March 2023.



David Moore, Mayor

Karlee Britton, Deputy Clerk

Parry Sound Area Planning Board

Meeting Minutes

Item 16.1

Date: Monday, January 30, 2023

Time: 7:00 p.m.

Location: Zoom Electronic Web Meeting

Members Present: JJ Blower, Kathy Hamer, Scott Nash, Joe Lamb, Morley Haskim, David Moore, Lisa Cook, Pam Wing

Regrets:

Staff Present: John Jackson, Patrick Christie

Agenda

1.1. Additions to Agenda

1.1.1 Appointments

Resolution 2023-01

Moved By: David Moore

Seconded By: Scott Nash

Morley Haskim (vice chair) chaired the meeting.

a) That the new chairperson Joe Lamb and vice chairperson Morley Haskim be elected.

“Carried”

Resolution 2023-02

Moved By: David Moore

Seconded By: Joe Lamb

b) That the new signing members JJ Blower and Kathy Hamer be elected.

“Carried”

1.2. Prioritization of Agenda

1.3. Disclosure of Pecuniary Interest and the General Nature Thereof

1.4. Minutes and Matters Arising From Minutes

2. Adoption of Minutes

Resolution 2023-03

Moved By: Kathy Hamer

Seconded By: David Moore

That the minutes of a meeting held October 17, 2022 be adopted.

“Carried”

3. B08/2022(McD) - Varley

Resolution 2023-04

Moved By: JJ Blower

Seconded By: David Moore

Derek and Julie Varley were in attendance but did not make comments.

That application B08/2022(McD) be approved subject to the following conditions as shown on the attached sketch.

Having regard to the items set out in section 51(24) of the Planning Act, Planning Board hereby grant the creation of one new waterfront lots on Mill Lake accessed by a private right-of-way as applied for by Derek and Julie Varley in application B08/2022(McD) be approved subject to the following conditions:

Planning Board Requirements

1) That the applicant provides the Secretary-Treasurer with:

From Lawyer

- a) the original executed transfer (deed), a duplicate original and one photocopy;
- b) a schedule describing the severed parcel and naming the grantor and grantee attached to the transfer for approval purposes

From Surveyor

- c) a copy of the survey plan deposited in the Land Registry office.

Municipal Compliance Letter Requirements

- 1) Rezoning the subject lands to increase the required rear yard to 195.0 metres above Canadian Geodetic Datum;
- 2) That the surveyor provide confirmation that the severed and retained lots meet the frontage and area requirements set out by the official plan and zoning By-Law;
- 3) Entering into a 51(26) Consent Agreement to indemnify the Municipality and all other public bodies of all responsibility for any maintenance of the road and all liability for any of the road and alleged failure to provide emergency services or any other public services that were not being provided at the time of the creation of the road;
- 4) Acquire adequate 911 Addressing;
- 5) Payment of the required fees in lieu of parkland dedication; and
- 6) Payment of all applicable planning fees.

“Carried”

4. B47/2022(McD) – N. Skeba

Resolution 2023-05

Moved By: Kathy Hamer

Seconded By: Joe Lamb

That application B47/2022(McD) be approved subject to the following conditions as shown on the attached sketch.

Having regard to the items set out in section 51 (24) of the Planning Act, Planning Board hereby grant the creation of three new waterfront lots on Lorimer Lake, accessed by Lori-lea Trail as applied for by Nathan Skeba in application No. B47/2022(McD) be approved subject to the following conditions:

Planning Board Requirements

1) That the applicant provides the Secretary-Treasurer with:

From Lawyer

- a) the original executed transfer (deed), a duplicate original and one photocopy;
- b) a schedule describing the severed parcel and naming the grantor and grantee attached to the transfer for approval purposes

From Surveyor

- c) a copy of the survey plan deposited in the Land Registry office.

Municipal Compliance Letter Requirements

- 1) Rezoning the subject lands to:
 - a) Increase the required front yard to 30 metres;
 - b) Include minimum setback distances from the lake and/or locations for septic systems;
 - c) Place a Holding Symbol on the subject lands, removal of the hold subject to the completion of a detailed Fish Habitat Assessment of Lot 1 to assess the fish habitat prior to development and site alteration;
- 2) Entering into a 51 (26) Consent agreement to:
 - a) implement the recommendations of the Hutcheson Environmental report; and
 - b) Indemnify the Municipality and all other public bodies of all responsibility or any maintenance of the road and all liability for any of the road and alleged failure to provide emergency services or any other public services that were not being provided at the time of the creation of the road.
- 3) Acquire adequate 911 addressing;
- 4) Payment of the required fees in lieu of parkland dedication; and
- 5) Payment of applicable planning fees.

“Carried”

5. B49/2022(McD) – McGuire

Resolution 2023-06

Moved By: JJ Blower

Seconded By: Scott Nash

Vanessa Archer (TD Consulting) was in attendance – did not comment on application.

That application B49/2022(McD) be approved subject to the following conditions as shown on the attached sketch.

Having regard to the items set out in section 51 (24) of the Planning Act, Planning Board hereby grant the consent of one new waterfront lot on Harris Lake accessed off Paul's Bay Road as applied for by Tim McGuire in application No. B49/2022(McD) be approved subject to the following conditions:

Planning Board Requirements

1) That the applicant provides the Secretary-Treasurer with:

From Lawyer

- a) the original executed transfer (deed), a duplicate original and one photocopy;
- b) a schedule describing the severed parcel and naming the grantor and grantee attached to the transfer for approval purposes

From Surveyor

- c) a copy of the survey plan deposited in the Land Registry office.

Municipal Compliance Letter Requirements

- 1) Entering into a 51 (26) Consent agreement to recognize that access is off a private right-of-way and that the applicant/owner will be responsible for the maintenance of the private road to be built to the Municipality's standard for private roads and to indemnify the Municipality from any liability or responsibility for the road;
- 2) Acquire adequate 911 addressing;
- 3) Payment of the required fees in lieu of parkland dedication; and
Payment of applicable planning fees.

"Carried"

6. B52/2022(C) – Weber

Resolution 2023-07

Moved By: David Moore

Seconded By: Lisa Cook

That application B50/2022(C) be approved subject to the following conditions as shown on the attached sketch.

Having regard to the items set out in section 51 (24) of the Planning Act, Planning Board hereby grant the creation of one new Waterfront lot on Deep Bay accessed via a private right-of-way from the terminus of Alves Road as applied for by Don Weber in Consent No. B52/2022(C) be approved subject to the following conditions:

Planning Board Requirements

- 1) That the applicant provides the Secretary-Treasurer with:

From Lawyer

- a) the original executed transfer (deed), a duplicate original and one photocopy;
- b) a schedule describing the severed parcel and naming the grantor and grantee attached to the transfer for approval purposes

From Surveyor

- a) a copy of the survey plan deposited in the Land Registry office.

Municipal Compliance Letter Requirements

- 1) That Hydro One, Bell Canada, and Canada Post confirm their respective agencies are capable of servicing both the Severed and Retained lots;
- 2) Receiving adequate 911 addressing for the severed and Retained lots;
- 3) Provision of Parkland dedication to the Township of Carling or payment of cash-in-lieu of parkland dedication, to the satisfaction of the Township of Carling;
- 4) That the owners secure a lakeshore capacity and boating impact assessment that demonstrates to the satisfaction of the Parry Sound Area Planning Board and their Planner that the proposed development can occur in a manner that conforms to the policies of the Section 21.04.7, Section 12.01.5, Section 21.05.2 and Section 21.05.3 of the Township's Official Plan;

- 5) That the owners enter into a Consent Agreement with the Township of Carling to implement the recommendations of the Environmental Site Evaluation prepared by Tulloch Environmental dated August 17, 2022 (Project No. 222192), to include language respecting the treatment of surface waters for human consumption, to indemnify the Township for the use and maintenance of the right-of-way used for access to the subject lands, and any other matters that may be applicable;
- 6) That the applicants provide the Parry Sound Area Planning Board with confirmation of proof of unreserved sewage capacity for the hauled sewage at a licensed facility and that a licensed hauler is available to transport the waste;
- 7) That the owners provide the Township and Parry Sound Area Planning Board with a letter from their solicitor confirming that both the severed and retained lot will include legal registered right-of-way access from the terminus of the Alves Road to the boundary of each lot; and
- 8) Payment of any applicable planning fees.

“Carried”

7. B53/2022(W) – Duda

Resolution 2023-08

Moved By: Joe Lamb

Seconded By: Scott Nash

Robert Duda spoke in support.

James Dymont spoke against citing ZBL issues.

John Hawkins spoke in opposition.

Member Scott Nash suggested an amendment to zoning requirement.

Condition was added for easements and building envelope.

That application B53/2022(W) be approved subject to the following conditions as shown on the attached sketch.

Having regard to the items set out in section 51 (24) of the Planning Act, Planning Board hereby grant the creation of three new Rural lots on Gibson Bay Road as applied for by Robert Duda in Consent No. B53/2022(W) be approved subject to the following conditions:

Planning Board Requirements

- 1) That the applicant provides the Secretary-Treasurer with:

From Lawyer

- a) the original executed transfer (deed), a duplicate original and one photocopy;
- b) a schedule describing the severed parcel and naming the grantor and grantee attached to the transfer for approval purposes

From Surveyor

- a) a copy of the survey plan deposited in the Land Registry office.

Municipal Compliance Letter Requirements

- 1) That payment of a parkland dedication fee be made in accordance with the current municipal fees and charges by-law;
- 2) That the new lots receive 911 addressing from the Municipality;
- 3) That the newly configured lots receive the limited services (-LS) designation;
- 4) That the applicant enters into a Section 51(26) Consent Agreement with the Municipality of Whitestone to be registered on title by the applicant to include

- a. The recognition of the private access road for the new lots and to indemnify the Municipality for any responsibility or liability for the access or maintenance of the road;
 - b. To recognize the building envelopes identified in the Azimuth Environmental report dated October, 2022 and ensure the easements from the municipally maintained road are adequate in terms of access to those building envelopes;
- 5) That payment of all applicable planning fees be made to the Municipality of Whitestone;
 - 6) That there be an easement for all lots to the Municipally maintained road.

“Carried”

8. B54/2022(McD) – Gutteridge

Resolution 2023-09

Moved By: David Moore

Seconded By: Scott Nash

David Williams was in attendance representing the applicant but did not speak.

That application B54/2022(McD) be approved subject to the following conditions as shown on the attached sketch.

Having regard to the items set out in section 51 (24) of the Planning Act, Planning Board hereby grant the creation of one new Rural lot on McDougall Road as applied for by Brian Gutteridge in Consent No. B54/2022(McD) be approved subject to the following conditions:

Planning Board Requirements

- 1) That the applicant provides the Secretary-Treasurer with:

From Lawyer

- a) the original executed transfer (deed), a duplicate original and one photocopy;
- b) a schedule describing the severed parcel and naming the grantor and grantee attached to the transfer for approval purposes

From Surveyor

- b) a copy of the survey plan deposited in the Land Registry office.

Municipal Compliance Letter Requirements

- 1) Acquire adequate 911 addressing;
- 2) Payment of the required fees in lieu of parkland dedication; and
- 3) Payment of applicable planning fees.

“Carried”

9. B55/2022(C) – Payne

Resolution 2023-10

Moved By: Scott Nash

Seconded By: Lisa Cook

Mark Payne was in attendance but did not speak.

That application B55/2022(C) be approved subject to the following conditions as shown on the attached sketch.

Having regard to the items set out in section 51 (24) of the Planning Act, Planning Board hereby grant three (3) lot additions and an easement for hydro as applied for by Mark Payne in Consent No. B55/2022(C) be approved subject to the following conditions:

Planning Board Requirements

1) That the applicant provides the Secretary-Treasurer with:

From Lawyer

- a) the original executed transfer (deed), a duplicate original and one photocopy;
- b) a schedule describing the severed parcel and naming the grantor and grantee attached to the transfer for approval purposes
- c) a letter confirming that the transferred lands will merge on title;

From Surveyor

- d) a copy of the survey plan deposited in the Land Registry office.

Municipal Compliance Letter Requirements

- 1) That the Canadian Pacific Railway provide the Township and the Parry Sound Area Planning Board with confirmation that they have no objection to the application; and
- 2) Payment of any other applicable planning fees.

“Carried”

10. B57/2022(W) – Hisey

Resolution 2023-11

Moved By: Scott Nash

Seconded By: Joe Lamb

Heather Hisey in attendance, supported amendment by member Scott Nash to remove “legal fees” from conditions.

That application B57/2022(W) be approved subject to the following conditions as shown on the attached sketch.

Having regard to the items set out in section 51 (24) of the Planning Act, Planning Board hereby grant the creation of three new lots with registered rights-of-way on Gooseneck Lake as applied for by Heather Hisey and Susan Manery in Consent No. B57/2022(W) be approved subject to the following conditions:

Planning Board Requirements

1) That the applicant provides the Secretary-Treasurer with:

From Lawyer

- a) the original executed transfer (deed), a duplicate original and one photocopy;
- b) a schedule describing the severed parcel and naming the grantor and grantee attached to the transfer for approval purposes

From Surveyor

- c) a copy of the survey plan deposited in the Land Registry office.

Municipal Compliance Letter Requirements

- 1) Payment of a parkland dedication fee be made in accordance with the current Municipal fees and charges By-law;
- 2) The new lots receive 911 addressing from the Municipality;
- 3) the applicants retain a qualified environmental consultant to assess the natural heritage features on the property;
- 4) That the applicants undertake a scoped analysis by a qualified consultant to determine the impacts, if any, that the existing municipal waste site at Auld's Road will have on the proposed consents;
- 5) That the lands be rezoned to recognize the proposed lot areas and frontages and the lands be placed in a 'h' holding zoning pending the completion of the environmental and hydrogeological assessments to the satisfaction for council;
- 6) That the applicants enter into a Section 51(26) Consent Agreement with the Municipality of Whitestone to be registered on title to recognize the private road access; to include special septic design features; and to include any specific mitigation measures resulting from the environmental and hydrogeological assessment; and
- 7) Payment of all applicable planning fees be made to the Municipality of Whitestone.

“Carried”

11. Correspondence

12. Closed

13. Reports & Enquiries

13.1. Enquiries

13.2. Accounts Payable

Resolution 2023-12

Moved By: Scott Nash
Seconded By: Lisa Cook

That the accounts for October to December 2022 be paid in the amount of **\$58, 728.36**

“Carried”

13.3. Accounts

13.4. Administration

2023 Budget

Resolution 2023-13
Moved By: Joe Lamb
Seconded By: Kathy Hamer

Line 2 of Budget corrected to “4X5000.00”

That the budget for the Parry Sound Area Planning Board for 2023 as attached be hereby adopted.

“Carried”

14. Adjournment

Resolution 2023-14

Moved By: JJ Blower

Seconded By: Lisa Cook

That we do now adjourn at 9:11 pm.

“Carried”

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, January 25, 2023, via teleconference. Live streaming of the proceedings was provided for the public.

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Sara Inch
Central Appointee	Jamie Lowery
Central Appointee	Maurice Switzer
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne
Western Appointee	Jamie Restoule

Parry Sound District:

Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey
Public Appointees:	Gary Guenther

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer	Dr. Chirico
Associate Medical Officer of Health	Dr. Carol Zimbalatti
Executive Director, Clinical Services, Chief Nursing Officer	Shannon Mantha
Executive Director, Community Services	Louise Gagné
Executive Director, Corporate Services, Privacy Officer	Paul Massicotte
Executive Director, Finance	Isabel Churcher
Executive Director, Human Resources	Josée Goulet

REGRETS:

RECORDER:

Management Administrative Assistant	Sheri Beaulieu
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1.0 CALL TO ORDER

The Board of Health members joined the meeting via Teams video conference. Live streaming of the meeting was available to the media and public through a link provided on the Health Unit's website.

Dr. Chirico called the meeting to order at 6:07 p.m.

2.0 ELECTIONS

Nominations for the Chairperson and Vice-Chairperson positions were requested electronically prior to the start of the Board of Health meeting.

2.1 Election of Chairperson

Nominations were noted and there was a final call for nominations. The vote was carried out via the Team voting mechanism and the following motion was read:

Board of Health Resolution #BOH/2023/01/01 *Lowery/Wolfe

Be It Resolved, that Rick Champagne be elected as Chairperson for the Board of Health for the year 2023.

The recorded vote was as follows:

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

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

“Carried”

2.2 Election of Vice-Chairperson

Rick Champagne assumed the role of Chairperson, nominations were noted and there was a final call for nominations. The vote was carried out and the following motion was read:

Board of Health Resolution #BOH/2023/01/02 *Inch/Guenther

Be It Resolved, that Jamie McGarvey be elected as Vice-Chairperson for the Board of Health for the year 2023.

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

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

“Carried”

3.0 APPROVAL OF THE AGENDA

The agenda for the January 25, 2023, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2023/01/03 *Guenther/Wolfe

Be It Resolved, that the Board of Health Agenda, dated January 25, 2023, be approved.

The recorded vote was as follows:

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

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

“Carried”

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Board of Health Minutes – September 28, 2022

The minutes from the Board of Health meeting held on September 28, 2022, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2023/01/04 *Stickland/Guenther

Be It Resolved, that the minutes from the Board of Health meeting held on September 28, 2022, be approved as presented.

The recorded vote was as follows:

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

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Karen Cook	X			Jamie McGarvey	X		

Rick Champagne	X	Jamie Restoule	X
Blair Flowers	X	Marianne Stickland	X
Gary Guenther	X	Maurice Switzer	X
Sara Inch	X	Dave Wolfe	X
Jamie Lowery	X		

"Carried"

6.0 DATE OF NEXT MEETING

The proposed meeting schedule for 2023 was presented and the following motion read:

Board of Health Resolution #BOH/2023/01/05 *Restoule/McGarvey

Be It Resolved, that in accordance with Board of Health Bylaw Section II, #18, the Board of Health approved the regular meeting schedule for the year 2023, as follows:

DATE	MEETING	TIME
<i>January 25</i> <i>*This date is carried over from the 2022 approved schedule: for information only</i>	<i>Finance and Property Committee</i> <i>Board of Health Meeting</i>	<i>5 – 7 p.m.</i>
<i>February 22</i>	<i>Finance and Property Committee</i> <i>Board of Health</i>	<i>5 – 7 p.m.</i>
<i>April 26</i>	<i>Personnel Policy, Employee/Labour Relations Committee</i> <i>Finance and Property Committee</i> <i>Board of Health</i>	<i>5 – 7 p.m.</i>
<i>June 28</i>	<i>Personnel Policy, Employee/Labour Relations Committee</i> <i>Finance and Property Committee</i> <i>Board of Health</i>	<i>5 – 7 p.m.</i>
<i>September 27</i>	<i>Finance and Property Committee</i> <i>Board of Health</i>	<i>5 – 7 p.m.</i>
<i>November 22</i>	<i>Board of Health</i>	<i>5 – 7 p.m.</i>
<i>November 29</i>	<i>Finance and Property Committee</i> <i>Board of Health</i>	<i>5 – 7 p.m.</i>
<i>January 24, 2024</i>	<i>Finance and Property Committee</i> <i>Board of Health</i>	<i>5 – 7 p.m.</i>

Furthermore Be It Resolved, that during non-COVID-19 times, the Board of Health meetings are held at the North Bay Parry Sound District Health Unit Main Office in North Bay, with the exception of one meeting that will be held at the Parry Sound Branch Office, if possible. The Parry Sound meeting date is to be determined.

The recorded vote was as follows:

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

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

"Carried"

7.0 STANDING COMMITTEES 2023

The following motion was read:

Board of Health Resolution #BOH/2023/01/06 *Wolfe/Lowery

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approves the appointment of the following Board of Health Standing Committees for 2023:

1. A **Finance and Property Committee** comprised of all Board members to deal with matters of finance, banking, insurance, property, and financial policies of the Board of Health; and
2. A **Personnel Policy, Labour/Employee Relations Committee** comprised of all Board members to deal with matters related to collective agreements (unions) and employment policies (non-union), and personnel policies of the Board of Health.

The recorded vote was as follows:

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

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

"Carried"

8.0 SIGNING OFFICERS 2023

The following motion was read:

Board of Health Resolution #BOH/2023/01/07 *Inch/McGarvey

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approve the signing officers for the year 2023 as follows:

<i>Board of Health Chairperson</i>	<i>Rick Champagne</i>
<i>Board of Health Vice-Chairperson</i>	<i>Jamie McGarvey</i>
<i>Medical Officer of Health/Executive Officer</i>	<i>Dr. Jim Chirico</i>
<i>Associate Medical Officer of Health</i>	<i>Dr. Carol Zimbalatti</i>
<i>Executive Director, Clinical Services and Chief Nursing Officer</i>	<i>Shannon Mantha</i>
<i>Executive Director, Community Services</i>	<i>Louise Gagné</i>
<i>Executive Director, Corporate Services and Privacy Officer</i>	<i>Paul Massicotte</i>
<i>Executive Director, Finance</i>	<i>Isabel Churcher</i>
<i>Executive Director, Human Resources</i>	<i>Josée Goulet</i>

The recorded vote was as follows:

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

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

"Carried"

9.0 LEGAL ADVISORS 2023

The following motion was read:

Board of Health Resolution #BOH/2023/01/08 *Wolfe/Stickland

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approve appointment of the following legal advisors for the year 2023:

Corporate Legal Advisors:

- The Corporation of the City of North Bay
 - Lucenti, Orlando & Ellies LLP
 - Frank Williams & Associates

Enforcement Legal Advisors:

- Joseph D. Kennedy B.A., LL.B., C.S.
- The Corporation of the City of North Bay

Health Protection and Promotion Act (HPPA) Legal Advisors:

- Joseph D. Kennedy B.A., LL.B., C.S.
 - Middlebro' & Stevens LLP
 - Larmer Jackson

Labour Relations Legal Advisors:

- Filion Wakely Thorup Angeletti LLP

and,

Furthermore Be It Resolved, that the North Bay Parry Sound District Health Unit may use additional legal advisors as directed by the Medical Officer of Health/Executive Officer, and approved by resolution at the next regular Board of Health meeting.

Jamie Lowery declared a conflict of interest with the rationale of a family relation to a particular firm.

The recorded vote was as follows:

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

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

"Carried"

10.0 BUSINESS ARISING

There was nothing under Business Arising.

11.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health for the [January 25, 2023](#), meeting was presented to the Board of Health for information purposes.

It was noted to the new Board that this report is presented to provide operational information and updates to the Board on an ongoing basis. Board members were invited to provide feedback on what they might like to see in future reports.

Questions regarding information provided in the current report were asked and answered.

12.0 BOARD COMMITTEE REPORT

12.1 Finance and Property Committee

A Finance and Property Committee meeting was held prior to the Board of Health meeting.

The following motion was read:

Board of Health Resolution #BOH/2023/01/09 *Stickland/Lowery

***Be It Resolved,** that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the 2023 Board of Health Public Health Budget, as presented, with a total sharable base of \$17,160,804.*

The recorded vote was as follows:

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

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

“Carried”

13.0 CORRESPONDENCE

Board of Health correspondence listed for the January 25, 2023, meeting is made available for review by Board members in the Board of Health online portal.

14.0 NEW BUSINESS

14.1 Board of Health Bylaw Revisions

Revision was required to the current Board of Health Bylaws. Revisions were noted for Board member’s review and the following motion was read:

Board of Health Resolution #BOH/2023/01/10 *Lowery/Cook

***Whereas**, the Board of Health received and reviewed written notice on January 25, 2023, of the proposed revisions to the Board of Health Bylaws to Regulate the Proceedings of the Board of Health as shown in track changes to the above-noted document.*

***Now Therefore Be It Resolved**, that the Board of Health approve the revisions to the Board of Health Bylaws to Regulate the Proceedings for the Board of Health for the North Bay Parry Sound District Health Unit.*

The recorded vote was as follows:

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

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

“Carried”

14.2 Corporate Sponsorships and Donations, 2022

A report on corporate sponsorships and/or donations in 2022, if any, was provided for information purposes.

14.3 Requests for Proposals, 2022

A report on requests for proposals disseminated in 2022, if any, was provided for information purposes.

14.4 Association of Local Public Health Agencies (alPHA) Winter Symposium

Notice of the 2023 alPHA Winter Symposium was provided. The following motion was read:

Board of Health Resolution #BOH/2023/01/11 *Stickland/Restoule

***Therefore Be It Resolved**, that the Board of Health for the North Bay Parry Sound District Health Unit authorizes Board of Health member(s) to attend the Association of Local Public Health Agencies (alPHA) 2023 Winter Symposium, to be held virtually on Friday, February 24, 2023; and*

Furthermore Be It Resolved, that expenses related to attendance of the alPHa 2023 Winter Symposium be paid in accordance with the Board of Health Remuneration Policy, #B-F-004.

The recorded vote was as follows:

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

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

“Carried”

14.5 Board of Health Training – Fat Positive

An invitation to participate in an upcoming Fat Positive training session was extended to Board of Health members.

14.6 Completed Quality Issue Report

Information on the internal quality issue reporting (QIR) process was provided along with a copy of the completed QIRs. Additional information relating to the completed QIRs can be made available to Board of Health members upon request.

15.0 IN CAMERA

There was no in camera session.

16.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 6:58 p.m.

Original Signed by Rick Champagne

2023/02/22

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Sheri Beaulieu

2023/02/22

Sheri Beaulieu, Recorder

Date (yyyy/mm/dd)

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
FINANCE AND PROPERTY COMMITTEE OF THE BOARD OF HEALTH
MINUTES – JANUARY 25, 2023**

Video conferenced from 345 Oak Street West, Nipissing Room, North Bay, Ontario

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Sara Inch
Central Appointee	Jamie Lowery
Central Appointee	Maurice Switzer
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne
Western Appointee	Jamie Restoule

Parry Sound District:

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

Public Appointees:

Gary Guenther

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer	Dr. Chirico
Associate Medical Officer of Health	Dr. Zimbalatti
Executive Director, Clinical Services, Chief Nursing Officer	Shannon Mantha
Executive Director, Community Services	Louise Gagné
Executive Director, Corporate Services, Privacy Officer	Paul Massicotte
Executive Director, Finance	Isabel Churcher
Executive Director, Human Resources	Josée Goulet

REGRETS:

RECORDER:

Management Administrative Assistant	Sheri Beaulieu
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1.0 CALL TO ORDER

The Finance and Property Committee members joined the meeting via Teams video conference. Live streaming of the meeting was available to the media and public through a link provided on the Health Unit's website.

Dr. Jim Chirico called the January 25, 2023, Finance and Property Committee meeting to order at 5:05 p.m. and land acknowledgment was provided.

2.0 ELECTIONS

Nominations for Chairperson and Vice-Chairperson positions were requested electronically prior to the start of the Finance and Property Committee meeting.

2.1 Election of Chairperson

Nominations were noted and a final call for nominations was requested. The vote was carried out via the Teams voting mechanism and the following motion was read:

Finance and Property Recommendation #FP/2023/01/01 *Wolfe/Inch

Be It Resolved, that Marianne Stickland be elected as Chairperson for the Finance and Property Committee for the year 2023.

The recorded vote was as follows:

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

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

“Carried”

2.2 Election of Vice-Chairperson

Marianne Stickland assumed the role of Chairperson. Nominations were noted and a final call for nominations was requested. The vote was carried out via the Teams voting mechanism and following motion was read:

Finance and Property Recommendation #FP/2023/01/02 *Inch/Restoule

Be It Resolved, that Jamie Lowery be elected Vice-Chairperson for the Finance and Property Committee for the year 2023.

The recorded vote was as follows:

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

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Karen Cook	x			Jamie McGarvey	x		
Rick Champagne	x			Jamie Restoule	x		
Blair Flowers	x			Marianne Stickland	x		
Gary Guenther	x			Maurice Switzer	x		
Sara Inch	x			Dave Wolfe	x		

Jamie Lowery	x
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"Carried"

3.0 APPROVAL OF THE AGENDA

The following motion regarding the January 25, 2023, Finance and Property Committee agenda was read:

Finance and Property Recommendation #FP/2023/01/03 *McGarvey/Restoule

Be It Resolved, that the Finance and Property Committee agenda, dated January 25, 2023, be approved.

The recorded vote was as follows:

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

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

"Carried"

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Finance and Property Committee Minutes – September 28, 2022

The minutes from the September 28, 2022, Finance and Property Committee meeting were presented.

The following motion was read:

Finance and Property Recommendation #FP/2023/01/04 *Wolfe/Guenther

Be It Resolved, that the minutes from the Finance and Property Committee meeting held on September 28, 2022, be approved as presented.

The recorded vote was as follows:

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

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

“Carried”

5.2 Finance and Property Committee In Camera Minutes – September 28, 2022

The minutes from the September 28, 2022, Finance and Property Committee in camera meeting were presented.

The following motion was read:

Finance and Property Recommendation #FP/2023/01/05 *McGarvey/Cook

Be It Resolved, that the in camera minutes from the Finance and Property Committee meeting held on September 28, 2022, be approved as presented.

The recorded vote was as follows:

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

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

“Carried”

6.0 DATE OF NEXT MEETING

Date: The scheduled is to be determined at the January 25, 2023, Board of Health meeting

Time: To be determined

Location: To be determined

7.0 BUSINESS ARISING

There was nothing brought forward under Business Arising.

8.0 NEW BUSINESS

8.1 Operational Plan and Financial Budget Proposal, 2023

A copy of the Health Unit's *Operational Plan and Financial Budget Proposal, 2023* was provided to Board of Health members prior to the meeting.

The following motion was read:

Finance and Property Recommendation #FP/2023/01/06 *McGarvey/Guenther

***Be It Resolved,** that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve the 2023 Board of Health Public Health Budget, as presented, with a total sharable base of \$17,160,804.*

Background to the Operational Plan and Financial Budget Proposal, 2023 document along with organizational background was provided. Key items in the document were noted. Comments from Board members in support of the proposed budget plan were made and questions related to the document were asked and answers provided.

The recorded vote was as follows:

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

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

"Carried"

8.2 Annual Report and Attestation, 2021

The Annual Report and Attestation, 2021 for the Ministry of Health was brought forward for information purposes.

Background regarding the Ministry of Health budget reporting process and challenges experienced as a result of the pandemic that impacted reporting was provided.

The importance of advocating for adequate funding to meet Ministry requirements was noted.

9.0 IN CAMERA

There was nothing brought forward requiring a closed session.

10.0 ADJOURNMENT

Having no further business, the Chairperson adjourned the Finance and Property Committee meeting at 6:06 p.m.

Original Signed by Marianne Stickland

2023/02/22

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Sheri Beaulieu

2023/02/22

Sheri Beaulieu, Recorder

Date (yyyy/mm/dd)