

CORPORATION OF THE TOWNSHIP OF MCKELLAR

November 1, 2022 – 6:30 p.m.

AGENDA

Topic: Special Meeting of Council

Time: November 1, 2022 6:30 P.M.

Join Zoom Meeting

<https://us06web.zoom.us/j/84541514902>

Dial by your location

+1 647 374 4685 Canada

+1 647 558 0588 Canada

22-416 1st resolution

2022-55 1st by-law

1. CALL TO ORDER

2. RESPECT AND ACKNOWLEDGMENT DECLARATION

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

3. ROLL CALL

4. DECLARATIONS OF CONFLICT OF INTEREST

5. ADOPTION OF AGENDA

6. DELEGATIONS AND PRESENTATIONS

6.1 Ad Hoc Committee for Short Term Rentals Presentation

6.2 Fire Chief, Rob Morrison

(i) Truck Purchase

(ii) Home Safe Home

7. COMMITTEE OF THE WHOLE

7.1 Council Meeting Previous Agenda & Minutes – Posting on Website

8. ADOPTION OF MINUTES OF PREVIOUS MEETING(S)

8.1 Minutes of the September 9, 2021 Special Meeting of Council

9. STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL

9.1 Month End Status Updates – September 2022

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

11. CLOSED SESSION

11.1 Litigation or potential litigation including matters before administrative tribunals, affecting the Municipality or local board 239(2)(e) - update on legal matters

12. CONFIRMING BY-LAW

12.1 By-law 2022-55 - Confirming the Proceedings of Council

13. ADJOURNMENT

Instructions for Joining the Council Meeting

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

Short Term Rental Presentation to Council A Made in McKellar Approach

Tuesday November 1st, 2022
McKellar Council Chambers

Agenda

- **Welcome & Introductions**
- **Short Term Rental Committee**
- **Terms of Reference**
- **Reports & Findings**
- **Summary of findings**
- **Sub Committee short term recommendations**
- **Sub Committee long term recommendations**
- **Questions & Answers**

Our History

January 12th, 2021 McKellar Council unanimously approved an ad hoc committee on rental properties

We were tasked with reviewing current & historical evidence relating to rental properties in McKellar

Review other municipalities, review FOCA's position on rentals

Engage the public, all our meetings were open to the public with two specifically for them

Review municipal bylaws, documents, reports and resolutions pertaining to Short Term Rentals

Define Short Term Rentals

Make recommendations to council on resolving issues & concerns

History continued....

First official meeting took place in June 2022 due to unforeseen delays in 2021

Since then the committee has met 8 times prior to today's presentation

Our Committee

Members (15):

Leanne Armano, Tony Best, Don Gallagher, Erik Holmberg, Peter Hopkins, Douglas Hunt, Eric Klimstra, Owen Lennox, Vanessa McBride, Doug Moore, Wanda Muirhead, David Murray, Leslie Rich, Howard Sproxton, Kim Ten Hoeve

Additional Resource Members (4):

Axy Leighl, Brian Johnson, Chris Bordeleau & Chris Everitt

Terms of Reference

To make recommendations to Council on matters pertaining to resolving rental property issues and concerns within 1 year.

The Vision- Respecting the Values of McKellar

How can we ensure that everyone, residents, guests, visitors and owners RESPECT our beauty, our environment and each other ? By Respecting the Values of McKellar

We have all chosen to enjoy living, visiting, staying in McKellar for a variety of reasons:

- To embrace its positive and welcoming sense of community
- To protect and preserve the beauty of our environment
- To enjoy nature and the ambiance of living in a rural area

The Vision Continued.....

It is expected that all owners, guests, visitors and renters RESPECT and protect our values by RESPECTING:

- the quality of our lakes
- the beauty of our environment
- each other, neighbours, guests and visitors
- our Bylaws
- all boating and boater regulations
- the ambiance of our community
- septic capacity regulations

Defining Short Term Rentals

A Short Term Rental (STR) is typically defined as a rental of all or part of a dwelling unit rented out for less than 28 consecutive days in exchange for payment

Short Term Rentals - Pros

- Encourages and supports tourism
- Supports local businesses
- Creates local employment opportunities – property maintenance, cleaning etc.
- Adds needed income to offset rising costs
- Helps future cottage buyers to experience cottage life
- Increases and maintains property values
- Promotes property improvements and upgrades
- Contributes to cottage country awareness

Short Term Rentals - Cons

- Loss and/or change of a sense of community
- Lack of respect for the neighbours and the lake
- Non-adherence to current bylaws – fire and noise
- Environmental Issues –Septic, garbage, lake impact
- Security and trespassing
- Liability and insurance Issues
- Decreases property values

Defining Commercial Property

Commercial property is real estate that is used for business activities. Commercial property usually refers to buildings that house businesses, but can also refer to land used to generate a profit, as well as large residential rental properties.

Bylaw 95-12

Our current Bylaw excludes Short Term Rentals as a permitted use on Waterfront Residential property.

There is a need to reconcile the reality of short term rentals with realistic and enforceable actions moving forward to deal with incidents and complaints, while educating everyone on respecting and maintaining our quality of life in McKellar.

Currently under review.

The findings

The STR Committee has to date reviewed the following:

1. Current & Historical
2. Many other municipal rental bylaws and data
3. FOCA rentals
4. CBO, BLO, OPP & MLCA
5. Public concerns
6. Commercial property owners' concerns

The findings

McKellar has an undetermined number of short term rental properties. We estimate 100.

	Total Noise Complaints	Complaints against Owners	Complaints against STR's	Total Fire Complaints	Total against Owners	Total against STR's
July 2021-December 31st 2021	19	17	2	12	10	2
January 2022-September 10th, 2022	19	6	13	5	5	0

From July 18th, 2021 to September 10th, 2022:

- Total number of complaints (fire & noise) – 55
- Total number of complaints against STRs – 17 (7 repeat offender)
- Total number of complaints against owners – 38 (1 repeat offender)

OPP Complaints

OPP Complaints								
	Noise	Owner	Renter	Not identified	Open Air Burning	Owner	Renter	Not Identified
January 2020 - December 2020				5				1
January 2021 - December 2021				30				1
January 2022 - September 2022				3				0
	Other Municipal Bylaw	Owner	Renter	Not identified				
January 2020 - December 2020				1				
January 2021 - December 2021				1				
January 2022 - September 2022				0				

What does the data tell us?

As a committee we committed to following an evidence based approach;

We found that what McKellar requires is an educational approach for all owners and renters.

We found we need to amend some of our bylaws to make them clear and concise so they are easy to read and follow.

We need to enforce the bylaws we have in place.

Communities Reviewed

- McKellar
- Whitestone
- Seguin TWP
- Oro Medonte
- Port Franks; Grand Bend; Ipperwash
- City of Toronto
- Kawartha Lakes
- Carling
- Gravenhurst
- Bracebridge
- Muskoka Lakes
- Kenora
- Manitoulin Island
- Blue Mountain
- Tiny Township

Continuation....

Many jurisdictions are moving to define short term rentals to provide clarity in their zoning bylaws. The most common characteristic used in these new definitions is the term of the rental agreement. Some use 30 or 28 days while others use 3 days. Any conversation about STRs in McKellar will require a McKellar definition of STRs.

Short Term Recommendations

Update Municipal Website

- Provide a Educational Information to Renters and Owner and an FAQ to make it easier for all visitors to find out:
 - Important Bylaws – Open Burning with explanation of current Fire Code; Excessive Noise, Fireworks, Parking, Septic Maintenance etc.
- Code of Conduct - Respecting the Values of our McKellar Community
 - Noise, Fire Safety, Garbage & Recycling, Environment
- Provide rental owners with Responsible Homeowners Rental Agreements, including acknowledgement of Respect for the Community, Bylaws, Liability, Loss of Privileges
- Outline the Complaint Process for Bylaw Infractions

Create a pamphlet for owner/renter to be sent out with tax bills and available in local store, library, marina, etc.

Short Term Recommendations

McKellar Responsible Homeowners Rental Agreement

Provide Rental Owners with a McKellar Responsible Homeowners Rental Agreement, for to each Homeowner to have signed in each rental agreement:

- “Respect” outline for the community
- Adhere to all municipal By Laws – noise, fire, fireworks, parking etc.
- Encourage proper and safe boating and fishing practices
- Proper information of our Transfer Station practices and hours of operation
- A list of environmental, septic tank best practices
- Pet regulations
- Wildlife awareness
- Other

Short Term Recommendations

Increase Enforcement of existing Noise, Open Burning, Fireworks bylaws

- Enforce increasing fines based on # to property owner, not just renters

Enhance Noise Bylaws

- Escalating penalties against the owner of the property for multiple bylaw infractions
- Clearly define and re-evaluate what is acceptable / unacceptable

Long Term Legislative & Policy Solutions

Short Term Rental Licensing:

- Numerous Municipalities are implementing or have implemented Short-Term Rental Licensing
- May apply to residents and property owners who wish to rent their property for a period of 28 days or less.
- It is recommended to new Council, to consider implementation of a Made-in-McKellar Licensing program, based on it's own definition of a Short-Term Rental
- This approach would require a number of actions to occur including:
 - Development and approval of licensing by-law and licensing program; and
 - The identification and provision of the appropriate resources to implement (and enforce) the program.
- As these newer approaches may get challenged across municipalities, it is recommended to track these developments to ensure enforceable regulations.

Long Term Legislative & Policy Solutions

Included in many of the Short Term Rental Licensing programs:

- Mandatory Licensing for Residents and property owners who wish to rent their property on Short-Term Basis.
 - Restriction to # of licenses in total, Restricted window to apply
 - Annual Licensing required; Fines if renting without license
 - Attestation as to the rental property' Septic Maintenance history and plan, Fire Safety Plan, Liability insurance
 - Occupancy Limits and Limit to # days/year
- Demerit System, Loss of Licence, based on violating existing Bylaws
 - Excessive Noise Restrictions; Open Air Burning; Parking
 - Ability to reapply at annual window

Long Term Legislative & Policy Solutions

Included in many of the Short Term Rental Licensing programs:

Right to Inspect

Manager Available

No Commercial Properties – Primary Residence Only or Personally owned

Funding of Enforcement

- License Fees (To be determined)
- Other fee opportunities

Minimum Number of Days Per Contract or Maximum Contracts per Period

Summary Moving Forward

1. Revision of bylaws
2. Complaint & Enforcement process
3. Education for owners and renters
4. Property maintenance and standards
5. Educate Landlords on rental contracts and guidelines
6. Level playing field with commercial properties
7. Be EVIDENCE based and do not make assumptions

The Future of the Committee

Request for Continuation of the STR Committee until Fall 2023 to be able to engage further with both fulltime and seasonal residents.

Next meeting: Pending continuation of committee, and appointment of new council representation.

Questions & Answers?

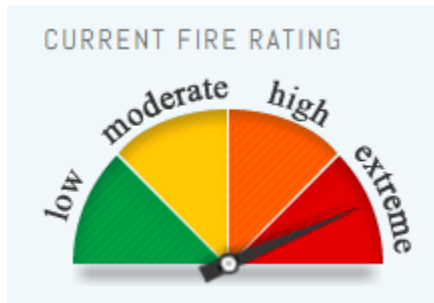
Thank you!

On behalf of the members of the Short Term Rental Committee, we would like to thank Mayor Peter Hopkins For being our Chair and representative from council. We would like to thank all council members for seeing the Importance of this issue and creating the Short Term Rental Ad-hoc Committee.

We would like to welcome the new council and hope to continue our work with you as we strive to achieving A Made in McKellar Approach to Short Term Rentals where ALL members of the community are respected and valued.

Finally, Thank you to all the committee members for your research and volunteer hours while serving on this committee.

Fire Danger Ratings



FOREST FIRE RATINGS	
LOW	No daytime burning, incinerators or campfires are allowed. Burning, campfires and incinerators are allowed only between the hours of 6:00 p.m. and 10:00 a.m.
MODERATE	No daytime burning, incinerators or campfires are allowed. Burning, incinerators and campfires are allowed only between the hours of 6:00 p.m. and 10:00 a.m.
HIGH	NO OPEN BURNING IS ALLOWED, including incinerators. Campfires for cooking and warmth are allowed only between the hours of 6:00 p.m. and 10:00 a.m.
EXTREME	NO OPEN BURNING IS ALLOWED WHATSOEVER, INCLUDING INCINERATORS, CAMPFIRE & FIREWORKS.

Fire restrictions are posted in a number of locations as well as updated on the Moose, our local radio station. If burning is allowed, it is normally camp fires between 6:00 pm and 10:00 am. Violations can cause fines for both renters and the owner. Fire call response could be charged to the renter and/or the owner. NOTE: THIS IS ONLY TRUE FOR THE APRIL TO OCTOBER PERIOD – THERE’S NO TIME RESTRICTION ON BURNING THE REST OF THE YEAR

Noise

Please be aware that noise travels across water and echoes from rocks, leading to long-range noise pollution.

The most frequent noise complaint in McKellar is the playing of loud music outside. Please be respectful of your neighbours and the environment by keeping the volume of your music low and moving inside once it gets dark.

Septic System

Septic systems are sized based on the number of bedrooms, bathrooms, dishwasher and laundry facilities. You should not have more people for a prolonged period than the bedrooms can accommodate. A good rule-of-thumb regarding capacity is that capacity equals the number of bedrooms X 2. For example, a 3-bedroom cottage should have 6 overnight occupants.

For those not familiar with septic systems you should not flush facial tissue, paper towels, hair, tampons, pads, plastic wrappers, diapers or anything other than toilet paper or human waste down the toilet. As well kitchen grease from cooking should be placed in the grease jars located in the cupboard under the kitchen sink. Grease should never be rinsed down the sink.

In the bathroom:

- **DON'T** put paper towels, tissues, hair, wipes (even ones marked flushable), or feminine hygiene products (tampons, pads, applicators) down the toilet
- **DON'T** put anything down the toilet other than natural waste and toilet paper
- **DON'T** use excessive amounts of toilet paper

In the kitchen:

- **DON'T** pour fats, oils and grease down the drain
- **DO** use the grease jars located in the cupboard under the kitchen sink

General Information

Respect the neighbours, the water ways, wild animals and the environment. Do not feed wild animals.

Lake Usage:

The lakes are environmentally sensitive. No items should be thrown into the lake. It is not a dumping ground for plastics, cans or general garbage. Care needs to be taken with motorized water craft regarding oil and gas pollution. Many cottages pump their drinking water from the lake. Care should be taken around their intakes which are normally marked by a flotation device.

Waste Disposal:

It is important to keep waste protected from animals. The smells associated with waste will attract animals. Your cottage site must be kept clean. There is a transfer station for all waste disposals. The transfer station is located on Lee's Road and is open on Sunday, Monday, Wednesday and Saturday. Hours of operation are available on the McKellar website.

Parking:

Parking must always be on the property, not on the side of the road. Fines could pertain to road parking based on time, fire route, seasonal restrictions, etc.

Fireworks:

No person shall set off, discharge, cause or permit to be set off or discharged in the Township, Consumer Fireworks, at any time except on the days observed as:

- **Victoria Day; Canada Day; Independence Day (USA); the first weekend in August Weekend; Labour Day; Thanksgiving Day; Christmas Day, New Year's Eve; Family Day; Good Friday;** and the two days immediately preceding and/or following each of the above mentioned holidays.
- **Fireworks discharge times:**
 1. Only allowed between the hours of 6:00 pm and 11:00 pm.

McKellar Rental Committee

Commercial display fireworks may be permitted upon completion of a successful permit application.

Campfire restrictions:

Further to the general fire restrictions, there are size and location restrictions.

1. The fire shall not exceed 2 feet (62 centimetres) in diameter or height.
2. Be a minimum of 1.5 metres from a building, fence, hedge, other combustible material, flammable material, highway, overhead wire or a property line.
3. Campfires are permitted from 6:00 pm and must be extinguished no later than 10:00 am the following day.

Pets:

Respect the environment and your neighbours. Pets should not be allowed to leave the cottage property. Pick up pet waste—Poop and Scoop—using a biodegradable bag and place in the garbage. Remember that not everyone likes pets, and some people, including children, may be afraid of animals. Do not let dogs or cats run free, there are a number of wild animals that may attack your pet.

Boating Responsibility:

If you bring a boat to your cottage rental, be a responsible boat owner, know the restrictions and be courteous to small craft such as canoes and kayaks. Licences are required for motorized water craft and OPP do patrol the lakes in McKellar. A number of the lakes may have rocks protruding, or just under the surface of the water, so know where you are boating for your own safety. Not all hazards are clearly marked. Obey posted signs regarding speed and wake as there is concern regarding shoreline erosion in many places.

McKellar Rental Committee

Code of Conduct for Short-Term Rental Property Owners

As a short-term rental (STR) property owner, your renters become part of the McKellar neighbourhood. Be a good neighbour and help your renters be good neighbours by the following:

Be a friendly, respectful rental property owner

- Introduce yourself to your neighbours as the short-term rental property owner
- Be courteous and considerate of your neighbours concerns or issues related to your renters
- Provide your contact information to your neighbours in case of questions or concerns

Respectfully handle issues

- Calmly talk to your neighbour in person or on the phone about their concern
- Keep your conversation calm, polite and respectful for a positive conversation
- Respectfully listen and work together with your neighbour and your renters to resolve any concerns or issues

Be considerate

- Share relevant noise and fire by-laws with your short-term renters
- Ask renters to check the Fire Danger Rating before they have a fire
- Share your contact information with your renters and neighbours for any issues that need your help to resolve

Share key information with your renters

When it comes to sharing key information with your renters, we have made it easy with a free brochure. To upload the brochure ...

Deal with renters who are not good neighbours

- If a party of renters disregard relevant by-laws and are not respectful of the neighbours and/or the environment, inform them that they are not welcome to rent your property in the future and as a last resort could be evicted.

Common Concerns for Short-Term Rental Property Owners

When it comes to being a good neighbour as a short-term rental property owner, it's important to be familiar with the following and communicate it to your renters.

Relevant By-Laws

McKellar Rental Committee

- Outdoor burning – no daytime burning 10 a.m. to 6 p.m. from April 1st to October 31st; check the Fire Danger Rating before burning—if the Fire Danger Rating is Extreme, no open burning is allowed whatsoever including campfires and fireworks
- Fireworks – No person shall set off, discharge, cause or permit to be set off or discharged in the Township, Consumer Fireworks, at any time except on the day observed as: Victoria Day; Canada Day; Independence Day (USA); the first weekend in August; Labour Day; Thanksgiving Day; Christmas Day; New Year's Eve; Family Day; Good Friday two days immediately preceding and /or following each of the mention days. Firework's discharge times are allowed between the hours of 6:00 pm and 11:00 pm. Commercial display fireworks may be permitted upon completion of a successful permit application.
- Noise – Please be aware that noise travels across water and echoes from rocks, leading to long-range noise pollution. The most frequent noise complaint in McKellar is the playing of loud music outside. Please be respectful of your neighbours and the environment by keeping the volume of your music low and moving inside once it gets dark.

Septic Systems

In rural areas, most properties are not connected to municipal services and will use septic systems. To help keep our lakes and ground water pollution-free, make sure you perform regular septic system maintenance and, when you rent your cottage, ensure that the number of renters doesn't exceed the capacity of your septic system. A good rule-of-thumb regarding capacity is that capacity equals the number of bedrooms X 2. For example, a 3-bedroom cottage should have 6 overnight occupants.

Garbage and Recycling

In McKellar, all garbage and recycling must be taken to the McKellar Transfer Station during their operating hours on Sunday, Monday, Wednesday or Saturday. Sort your recycling into fibre components (paper products and cardboard) and containers (plastics and aluminum).

Light Pollution

There is a growing issue regarding solar light and spot light pollution. Lights should be on timers or motion activated. This will allow you and your neighbors to enjoy the display of the stars rather than lights.

Contact Us

Town of McKellar

McKellar Rental Committee

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

Phone Number: (705) 389-2642

E-mails: mckellar.ca

Website: Township of McKellar

New Rescue 1

As per all of my previous reports to council, the mechanical health and viability of our Rescue 1 apparatus has been a source of concern. My ongoing SWOT assessment identified this as both a weakness and threat to the operations of the department. With the winter coming and the steady decline of Rescue 1, it was in need of significant work in order to keep it in service. The immediately apparent issues were 6 new tires and engine/transmission work.

In the course of research for the preparation of an RFP to attain a new Rescue 1, it became apparent that delivery on a vehicle could possibly be hampered by a very long delivery timeline as well as consistently increasing prices. A suitable replacement was located (last 2022 available at a major GTA fleet services company) by fluke and a decision was made to present a quick business case to our Treasurer and Clerk for the acquisition of the vehicle. Acknowledging that under different circumstances an RFP would have been preferable, I requested the ability to bypass this process under the pretense that this was an urgent purchase of great benefit to the community. Our Clerk and Treasurer evaluated the information which I presented to them and agreed to the validity of my request. A call was placed and the agreement to purchase the below vehicle was made.

McKellar Fire, thankful to the support of our Clerk and Treasurer, will be welcoming and putting into service a new Rescue 1 fully warrantied response vehicle within the first 2 weeks of November. This addresses immediately some of the weaknesses, which have been identified in our department, and provides a solid foundation on which to build on our available services in the future.

Robert Morrison

CEMC/Fire Chief



Home Safe Home McKellar



(Home Safe Home Kit)

McKellar Fire has been very fortunate to be welcomed into partnership with the Hawkins-Gignac Foundation for CO Awareness and the Township has benefited in this relationship through the donation of 50 CO alarms from the foundation.

In the course of our ongoing SWOT analysis of the Township, the opportunity to create a proactive community program has been identified with the purpose of educating and assisting some of the more vulnerable in our community.

Our Home Safe Home program has already begun in its preliminary form by placing detectors and installation kits in our 2 First Response Rescue Vehicles. When McKellar responds to Medical, Public Assist, and Fire related calls to a residence our firefighters have been trained to use this opportunity (if appropriate) to offer a quick assessment of the home for fire/co detectors. The firefighters can answer questions from the homeowner or resident, provide advice and education through explanation and through the distribution of learning materials, and even offer the installation of a detector according to the FPPA and the Hawkins-Gignac Act so that when we leave, we are helping the homeowner/resident to comply with the requirements of the law.

Beyond its preliminary form above, McKellar Fire with the agreement of our Firefighters Association would like to offer the residents the opportunity to schedule a visit by 2 firefighters for the purpose of guidance, education or assistance with installing the necessary detectors. The purpose of this program is not to give free detectors away to anyone who simply wants a new one, instead it is to help people understand the requirements of the law and help those who may not be able to install or afford these basic life safety accessories on their own.

In order for this to happen, I ask the Township to allow for the remuneration of the firefighters who sign up to this program, which will be done in 2-4 hour blocks, as availability allows. Persons may contact myself through email at fire@mckellar.ca to request a home visit and I will inform them of the available time slots according to firefighter availability. In my estimation, this will not present a significant cost increase to the Township and likely result in a few home visits a month, with the initial months likely being higher than as time progresses.

Overall costs of the program will be reassessed at the 6-month mark, as well as a decision to maintain the program based on public response. The positive impact of this program is the greater awareness, understanding and safety of our community.

Robert Morrison
CEMC/Fire Chief

Karlee Britton

From: Ted Davidson [REDACTED] on behalf of Ted Davidson
Sent: October 21, 2022 5:58 AM
To: 'Karlee Britton'
Cc: 'Ina Watkinson'; 'Peter Hopkins'; mhasim@hotmail.com; Mike Kekkonen; 'Nick Ryeland'; 'Reg Moore'
Subject: Council Minutes - Township of McKellar

Karlee and others: I am hoping that the Township of McKellar continues to keep a digital record of all Council Minutes as was previously available on the former Township of McKellar website. Access to these Minutes of Council is vital in order to ensure proper implementation of Council resolutions.

In reviewing the "new" McKellar website, I see that all Council Minutes prior to January of 2021 have been deleted.

What is also noticed is that, for whatever reason, the following Council Minutes are NOT accessible, at least by my connection to the website:

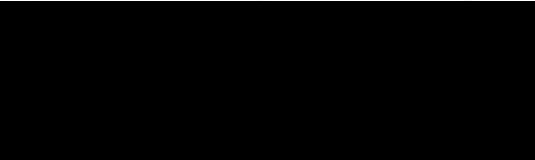
REGULAR COUNCIL MEETING DRAFT MINUTES - JANUARY 11, 2022	68 KB
December 14, 2021 - Minutes - Released but not approved	0.3 MB
November 9, 2021 - Minutes	0.4 MB
November 1, 2021 - Minutes	0.3 MB
October 29, 2021 - Minutes	0.3 MB
October 14, 2021 - Minutes	0.3 MB
October 12, 2021 - Minutes	0.5 MB
September 14, 2021 - Minutes	0.5 MB
September 9, 2021 - Minutes	0.5 MB
August 31, 2021 - Minutes	0.1 MB
August 24, 2021 - Minutes - Released but not approved	0.5 MB
August 18, 2021 - Minutes	0.3 MB
August, 10, 2021 - Minutes	0.3 MB
July 15, 2021 - Minutes	0.3 MB
July 13, 2021 - Minutes	0.3 MB
June 24, 2021 - Minutes	0.3 MB
June 10, 2021 - Minutes	0.3 MB
June 8, 2021 - Minutes	0.4 MB
May 11, 2021 - Minutes	0.4 MB
May 4, 2021 - Minutes	0.3 MB
April 20, 2021 - Minutes	0.1 MB
April 13, 2021 - Minutes	0.1 MB
March 30, 2021 - Minutes	0.5 MB
March 23, 2021 - Minutes	0.5 MB
March 9, 2021 - Minutes	0.3 MB
March 2, 2021 - Minutes	43 KB

February 9, 2021 - Minutes	0.3 MB
January 30, 2021 - Minutes	0.4 MB
January 23, 2021 - Minutes	0.4 MB
January 21, 2021 - Minutes	0.4 MB
January 12, 2021 - Minutes	

Can someone rectify this matter and also provide me with a link to all previous Council Minutes that the Township has retained in digital format.

Thanks

Ted Davidson (Consultants) Inc.



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TOWNSHIP OF MCKELLAR

Council Meeting Minutes

September 9, 2021

Present: Mayor Peter Hopkins
Councillors Morley Haskim, Mike Kekkonen

Staff: Acting Clerk/Treasurer, Roshan Kantiya
Administrative/Treasury Assistant, Mary Smith

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

ROLL CALL

Mayor Hopkins took Roll Call.

RESPECT AND ACKNOWLEDGEMENT DECLARATION

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

DECLARATION OF CONFLICT OF INTEREST

Mayor Hopkins asked Council if there was any Pecuniary Interest to declare.

Moved by: Councillor Haskim

Seconded by: Councillor Kekkonen

21-346 **Be It Resolved** That the Council of the Township of McKellar does hereby approve the amended, Agenda for this meeting as presented. Item 7.1 from closed session moved up and replaced with item 5.1 on Agenda. Item 5.1 on Agenda will be discussed in public forum.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Kekkonen

21-347 **Be it Resolved** That the Council of the Township of McKellar does hereby give By-law No.2021-47, being a bylaw to appoint Acting Clerk, First and Second Reading;

And Further Read a Third time and Passed in Open Council this 9th day of September, 2021.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Kekkonen

21-348 **Be It Resolved That** the Council of the Township of McKellar, pursuant to the Municipal Act, S.O. 2001, as amended, move into closed session at 5:07 p.m. to discuss the following items;

7.1 Labor relations or employee negotiations 239(2)(d)

Carried



TOWNSHIP OF MCKELLAR

Council Meeting Minutes

September 9, 2021

Moved by: Councillor Haskim
Seconded by: Councillor Kekkonen

21-349 **Be It Resolved That** the Council of the Township of McKellar does hereby reconvene to open session at 5:33 p.m.

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Kekkonen

21-350 **Be It Resolved That** the Council of the Township of McKellar does hereby accept the reports, recommendations and directions arising from the closed session held September 9, 2021

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Kekkonen

21-351 **Be It Resolved That** the Council of the Township of McKellar does hereby accept the Kidron Janitorial Corp. in the amount of \$36,340.68 plus applicable taxes, for the custodial services as per RFP.

Carried

Moved by: Councillor Kekkonen
Seconded by: Councillor Haskim

21-352 **Be it Resolved That** the Council of the Township of McKellar, in accordance with resolution No.21-337 does hereby accept to fill the two vacancies by appointing the two certified candidates from the most recent municipal election with the next highest number of votes in the race.

YEAS: Councillor Kekkonen
NAYS; Councillor Haskim, Mayor Hopkins
ABSTAIN: None

Defeated

Moved by: Councillor Haskim
Seconded by: Councillor Kekkonen

21-353 **Be it Resolved That** the Council of the Township of McKellar does hereby approve Township of Archipelago model to select candidate on vacated council seats.

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Kekkonen



TOWNSHIP OF MCKELLAR

Council Meeting Minutes

September 9, 2021

21-354 The Council of the Corporation of McKellar does hereby approve the following recommendations in regards to the West Parry Sound Recreation and Cultural Centre Joint Municipal Board Agreement:

1. That the cost sharing formula be approved for the allocation of operating and capital costs, where the Township of McKellar commits to funding capital cost of \$734,400 at 8.50%, amortized over 25 years (\$29,376 annually), and to 8.5% operating cost up to an annual West Parry Sound Recreation and Cultural Centre operating cap of \$350,000. McKellar's operating cost share is up to \$29,750 annually.

2. That Joint Municipal Service Board voting is conducted by weighted majority votes instead of simple majority votes.

3. Township supports recommendation of Township of Archipelago request for 2 votes.

YEAS: Councillor Haskim, Mayor Hopkins

NAYS: None

ABSTAIN: Councillor Kekkonen

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Kekkonen

21-355 Be It Resolved That the Council of the Township of McKellar does hereby give By-law No. 2021-46, being a By-law to confirm the proceedings of Council, First and Second reading;

And Further Read a Third time and Passed in Open Council this 9th September day of, 2021.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Kekkonen

21-356 **Be It Resolved That** the Council of the Township of McKellar does hereby adjourn this meeting at 6:42 p.m.

Carried

Peter Hopkins, Mayor

Roshan Kantiya, Acting Clerk



Township of McKellar Staff Report

Prepared for: Mayor & Council

Department: Fire Department

Agenda Date: October 11, 2022

Report No: FD-2022-04

Subject: Month End Status Updates – September 2022

For the month of September 2022, the Township of McKellar Fire Department responded to a total of 3 calls consisting of:

2 Medical calls

1 Fire call

0 Assistance calls (mutual/automatic/ or inter agency aid)

0 Motor Vehicle Collisions

Apparatus and equipment status for the month of September is relatively unchanged. McKellar Fire had Carrier Emergency Vehicles in to do our annual Pump and Ladder testing on our fire apparatus and I am pleased to report that each vehicle passed as well as our ladders are in good condition. Rescue 1 continues to function in the same manner as previous reports, an RFP for its replacement will be forthcoming in the next month or so as to allow for the appropriate time find an acceptable replacement.

An RFP was posted to have the heat at Stn 2 fixed. Issued on August 30th and closing on September 21 it yielded 0 replies. At which point in consultation with the Clerk we resolved that single sourcing the repair through Morrow heating and plumbing which had provided a quote for the work back in March was the most appropriate course of action in order to ensure that the work can be done prior to the negative temperatures and risk of water tanks in trucks freezing. The materials have been ordered by Morrow and the repair will take place in short order.

McKellar Fire was proud to participate in the successful Tanker Shuttle Certification of our neighboring township McDougall. On Tuesday September 13 they were able to demonstrate the ability to deliver sufficient amounts of water to attain their Commercial designation. Chief Shoebottom was extremely appreciative to McKellar and Carling for making this possible. Needless to say this was beneficial to all because it helps strengthen the bond within our mutual aid group and provides opportunity to practice working together should the need truly arise.

McKellar's Firefighter Burgoyne who has always been an asset to our department has recently completed NFPA 1002 Pump Ops certification, and in October will be completing his NFPA 1041 Training Officer certification as well. McKellar has supported him through this process as Firefighter Burgoyne will return our investment by being a leader in our driver training, recruit training, and pump operations needs. This will help us as our department works towards meeting the new standards set out by the Ontario Fire Marshall in July of this year and coming into effect in 2025.

We are very proud to announce the institution of our new Health and Safety committee within the department. The development of this committee will help us address future concerns of our responders to create the best working environment possible. The responsibilities of this committee will include but are not limited to:

Health and Safety

WHMIS

Peer Support programs (including PTSD awareness and training, mental health support)

PPE recommendations and acquisitions.

By the formation of this group now we avoid the need to play catchup at a later date, giving the committee an opportunity to develop the programs and agenda that shows our Volunteer responders how we want them to feel valued and supported. From a training perspective it also allows us to have our support systems in place as we concentrate on Health and Safety training in the month of October.

Respectfully submitted by:

Reviewed by:



Robert Morrison, CEMC/Fire Chief

Ina Watkinson, Clerk/Administrator