



The Corporation of the Municipality of Whitestone

**Agenda of Regular Council Meeting
Tuesday, November 21, 2023**

Dunchurch Community Centre

and

Join Zoom Meeting (Video)

<https://us02web.zoom.us/j/81344732038>

(Phone Call Only)

Dial [+1 647 558 0588](tel:+16475580588) then Enter Meeting ID: 813 4473 2038#

*Every effort is made to record meetings with the exception of the Closed Session matters.
Both the audio and video are posted on the Municipal Website.
The written minutes are the official record of the meeting.*

1. Call to Order and Roll Call

6:30 p.m.

National Anthem

Indigenous Land Acknowledgement Statement

The Municipality of Whitestone recognizes all of Canada resides on traditional, unceded and/or treaty lands of the Indigenous People of Turtle Island.

We recognize our Municipality on The Robinson Huron Treaty territory is home to many past, present and future Indigenous families.

This acknowledgment of the land is a declaration of our commitment and collective responsibility to reconcile the past, and to honour and value the culture, history and relationships we have with one another.

2. Disclosure of Pecuniary Interest

3. Approval of Agenda

4. Presentations and Delegations - None

Move into Committee of the Whole ®

5. Committee of the Whole

5.1 2023 Benthic Monitoring Presentation

Georgian Bay Mniidoo Gamii Biosphere
2023 Whitestone Aquatic Environmental Report - Lorimer, WahWashKesh and
Whitestone Lakes ®

- Katrina Krievins, Aquatic Conservation Programs Coordinator

Link to 2023 report: [Municipality of Whitestone - Benthic Monitoring](#)

5.2 Planning Matters

5.2.1 Consent Application B04/2023(W), STIBLER, Olive ®

- Memorandum from John Jackson, Planner dated October 31, 2023

Reconvene into Regular Meeting ®

Matters Arising from Committee of the Whole ®

6. Public Meeting - None

7. Consent Agenda ®

Items listed under the Consent Agenda are considered routine and will be enacted in one motion. A Member of Council may request one or more items to be removed from the Consent Agenda for separate discussion and/or action.

7.1 Council and Committee Meeting Minutes

- 7.1.1 Regular Council Meeting Minutes for Tuesday, November 7, 2023
- 7.1.2 Regular Closed Session Meeting Minutes for Thursday, November 9, 2023
- 7.1.3 Whitestone Environmental Stewardship Committee Meeting Minutes for October 23, 2023

7.2 Unfinished Business (listed on page 4)

Matters Arising from Consent Agenda

8. Accounts Payable

8.1 Accounts Payable ®

9. Staff Reports - None

10. By-laws

- 10.1 By-law No. 72-2023, being a By-law to authorize an agreement between the Corporation of the Municipality of Whitestone and Ornge, which sets out the terms

and conditions of the use, operation and maintenance of the Helipad, surrounding area and easement, and to repeal By-Law 09-2020. ®

11. Business Matters

11.1 West Parry Sound Economic Development Collaborative

Correspondence dated November 10, 2023 from Steering Committee Chair, John Fior and Steering Committee Vice Chair Clayton Harris ®

11.2 Electric Vehicle ChargeOn funding program – Memorandum from Manager of Public Works, David Creasor dated November 15, 2023 ®

11.3 Ombudsman's Office – Correspondence dated November 14, 2023 regarding interview requests ®

11.4 Good Roads Association – 2024 Annual Conference ®

12. Correspondence (listed on page 7)

Matters Arising from Correspondence

13. Councillor Items

14. Questions from the Public

15. Confirming By-law ®

16. Adjournment ®

Unfinished Business

DATE	ITEM AND DESCRIPTION	ASSIGNED TO	STATUS
March 15, 2021	Review of By-law 20-2014 (being a By-law for the licensing, regulating/governing of rental units in Whitestone)	Staff	A revised By-law for the licensing, regulating / governing of rental units and protocol is in process. A Public Consultation meeting to be scheduled in early 2024
March 15, 2022	By-law 16-2022, being a By-law for a Zoning By-law amendment to rezone Part of Lot 39, Concession A, geographic Township of McKenzie, now in the Municipality of Whitestone from the Rural (RU) Zone to a Rural (RU) Exception Zone – ANDERSON/PATTERSON	Planning Staff and CBO	To be reviewed with the Applicant March 2025.
October 4, 2022	Animal and Bird Control DRAFT By-law – presented to Council THAT the Draft Animal By-law be received for information	Agricultural Committee / Council	Discussion with Council on September 5, 2023 Direction from Council; Draft By-law to be revised and modified as discussed by Council and brought back to a Council meeting at a future date Councillor Woods is contacting former Committee members for input.
March 21, 2023	Audio-Visual upgrades at the Dunchurch Community Centre THAT the Municipality engage an Audio/Visual consultant to produce a specification for purposes of tendering for the required equipment and installation to complete the Community Centre Audio/Visual system	TBD	RFP Released November 1, 2023
June 6, 2023	By-law development – Lake access points Develop a By-law that prohibits and allows for enforcement of No-parking in the parking areas at Lake Access points. Align with the Public Lands Act and with any Terms and Conditions of Land Use Permits in place	Staff	Timing to be determined subject to other 2023 priorities

	<p>Boat Launch and Access points THAT the Council of the Municipality of Whitestone does hereby agree to the following conditions in regards to “Boat Launch and Lake Access Points’ within the Municipality that are municipally owned or in which the Municipality has a Land Use permit with MNRF for:</p> <ol style="list-style-type: none"> 1. THAT no private docks be allowed on the municipal controlled lands without a permit 2. THAT no ‘Rail Systems / Shore Dockers’ for watercraft be allowed on municipal controlled lands without a permit 3. THAT winches / winch systems can be used to assist, however no winches / winch systems can be stored on municipal controlled lands 4. THAT no trailers be allowed to be parked or stored at boat launch / lake access parking areas, unless the trailer is attached to a vehicle. If attached to a vehicle, the trailer can remain for no more that fourteen (14) days per year 5. THAT no private storage containers be allowed on municipal controlled lands without a permit 6. THAT the Council of the Municipality of Whitestone direct staff to remove any private docks, private rail / shore docker systems, private storage containers that are on municipal controlled lands within boat launch and lake access areas after August 1, 2023 should the owner/s not remove prior to this date; and 7. THAT the Council of the Municipality of Whitestone direct staff to prepare a By-law for the conditions within this resolution and bring back to Council. 	Staff	<p>Bolger Lake, Kashegaba and Whites Lake residents notified by letter as well as Magnatawan Pioneer Association</p> <p>WahWashKesh Conservation Association notified.</p> <p>Additional Lake Associations notified on August 10, 2023.</p>
		Staff	<p>Direction on hold until further notice to staff</p>
		Staff	<p>Timing of By-law development subject to Strategic Plan priorities and timelines</p>
July 4, 2023	<p>Strategic Plan, By-law Initiatives THAT the Council of the Municipality of Whitestone receive for information the Memorandum from CAO/Clerk Hendry, Strategic Plan – moving forward with 2023 priorities THAT the recommendations in the above referenced Memorandum are hereby accepted in respect of bringing forward to Council a draft updated Rental Unit By-law, Trailer By-law,</p>	Assigned to various staff	<p>In progress</p> <p>Animal and Bird By-law submitted to Council September 5, 2023</p>

	Parking By-law and the draft Animal and Bird By-law.		Remainder of the By-laws in progress
July 18, 2023	<p>Farley's Rd Boat Launch, General Public Use THAT the Council of the Municipality of Whitestone receives for information Memorandum, Farley's Road Boat Launch, General Public Use; and THAT the Council of the Municipality of Whitestone approves the use of the Farley's Road Boat Launch for shared use between the deeded access properties and day use only Public Parking; and THAT Staff be requested to install signage to designate the two distinct parking areas as soon as practical; and THAT the current By-law 25-2010, being a By-Law to regulate traffic and to govern and control the parking of vehicles in the Municipality of Whitestone be updated to reflect the above referenced direction of Council.</p>	<p>Staff</p> <p>Staff</p>	<p>Signage installed</p> <p>In progress</p>
September 5, 2023	Snakeskin Lake boat launch Staff to work with MNRF to determine if a Land Use Permit is required to develop the Snakeskin Lake boat launch, and if so, to apply for one.	Staff	In progress
September 19, 2023	<p>DRAFT Multi-Year Accessibility Plan</p> <p>THAT Staff be requested post the DRAFT Multi-Year Accessibility Plan on the Municipal Website, Facebook and November Newsletter, seeking public input and comment until December 31, 2023.</p>	Staff	<p>Posted on Social Media</p> <p>Public input in progress</p>
November 7, 2023	Presentation from Azimuth Environmental re Whitestone Landfill Sites- Council request for more information in regard to usage space and timing and cost of conversion of York Street Landfill to a Transfer Station	Staff / Azimuth Environmental	Q2 2024
November 9, 2023	<p>WPS Recreation and Cultural Centre Agreement</p> <p>THAT the Municipality of Whitestone requests that representatives from both the Steering Committee and the Joint Services Board meet with the Municipality of Whitestone CAO and Councillor Lamb for further discussions on the matter <i>(in respect of the BDO report)</i></p>	Hendry / Lamb	Timing of meeting to be determined

END

Correspondence

(listed in the order they were received by the Clerks Department)

- A. Township of McKellar; West Parry Sound Recreation and Cultural Centre Board
- B. Town of Orangeville; Gender Based Violence and Intimate Partner Violence an Epidemic
- C. The Township of the Archipelago; Fire risk posed by railway tie piling practices of CP Railway

COMMITTEE OF THE WHOLE

5.1 2023 Benthic Monitoring Presentation

Georgian Bay Mnidoo Gamii Biosphere
2023 Whitestone Aquatic Environmental Report - Lorimer, WahWashKesh
and Whitestone Lakes ®

- Katrina Krievins, Aquatic Conservation Programs Coordinator

Link to 2023 report: [Municipality of Whitestone - Benthic Monitoring](#)

PLANNING ITEMS



Planner, Inc.

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

Tel: (705) 746-5667

E-Mail: JJPlan@Vianet.ca

CONSENT APPLICATION NO. B04/2023(W)

PROPOSED RIGHTS-OF-WAY

PART OF LOTS 9, 10, CONCESSION 1

GEOGRAPHIC TOWNSHIP OF BURPEE

ROLL #5209 20027 / 5209 20057

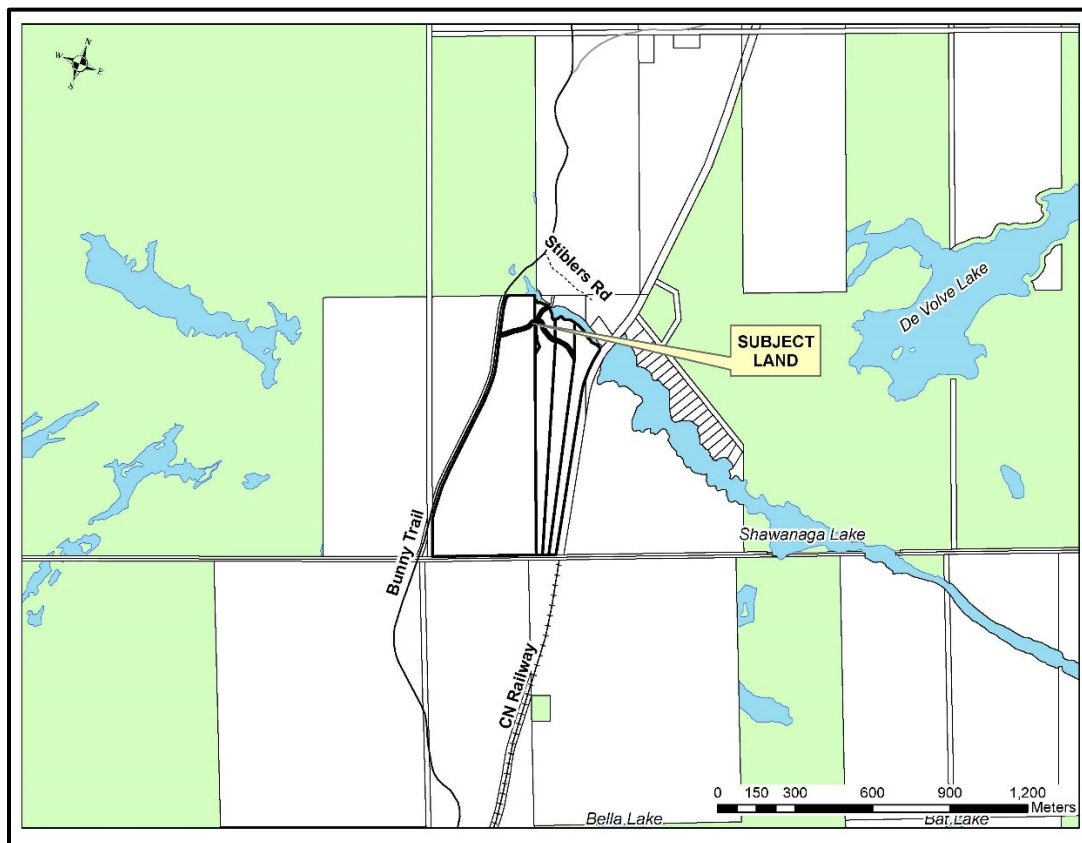
PARTS 1 & 4, PLAN 42R-5713

APPLICANT: Olive Stibler

October 31, 2023

BACKGROUND / PURPOSE

Three properties accessed off the Bunny Trail by means of a private road need to legitimize the access by obtaining a registered right-of-way.



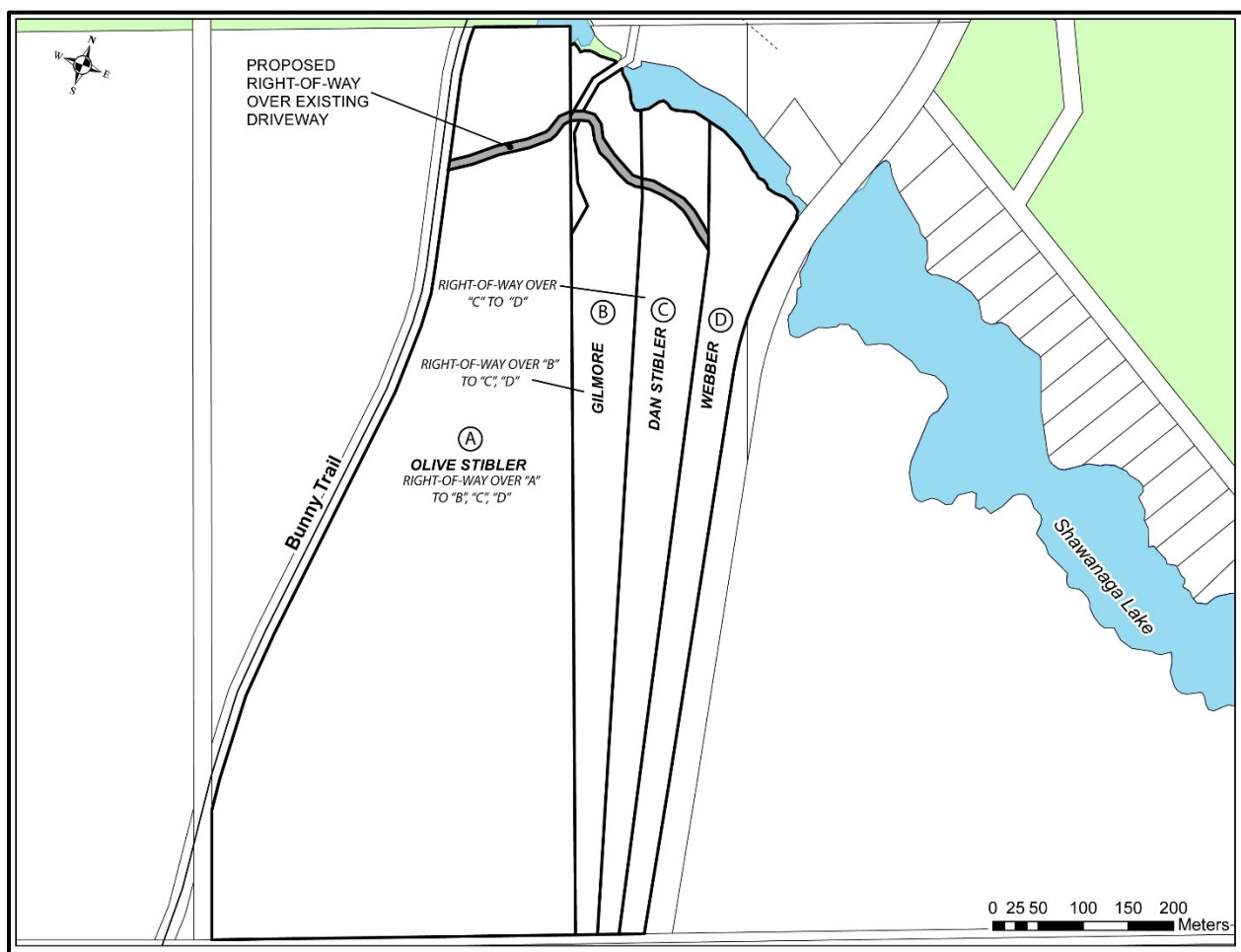
This application was originally commenced several years ago but due to some ownership disputes, more time was needed to complete the transaction and the application was resubmitted.

Generally, consents to formalize access arrangements do not result in any planning issues. There are no issues respecting this application.

PROPOSED TRANSACTION

There are three elongated properties that became “orphaned” after road changes occurred along the Bunny Trail. Access along the Bunny Trail historically was somewhat less rigorous.

Recent transactions have identified the need to regularize these access arrangements.



ServiceOntario

PRINTED ON 13 SEP, 2022 AT 15:42:18
FOR LLUND001

SCALE

0 90 180 270 360 450
meters

PROPERTY INDEX MAP
PARRY SOUND(No. 42)

LEGEND

FREEHOLD PROPERTY
LEASEHOLD PROPERTY
LIMITED INTEREST PROPERTY
CONDOMINIUM PROPERTY
RETIRED PIN (MAP UPDATE PENDING)
PROPERTY NUMBER
BLOCK NUMBER
GEOGRAPHIC FABRIC
EASEMENT

THIS IS NOT A PLAN OF SURVEY

NOTES

REVIEW THE TITLE RECORDS FOR COMPLETE
PROPERTY INFORMATION AS THIS MAP MAY
NOT REFLECT RECENT REGISTRATIONS

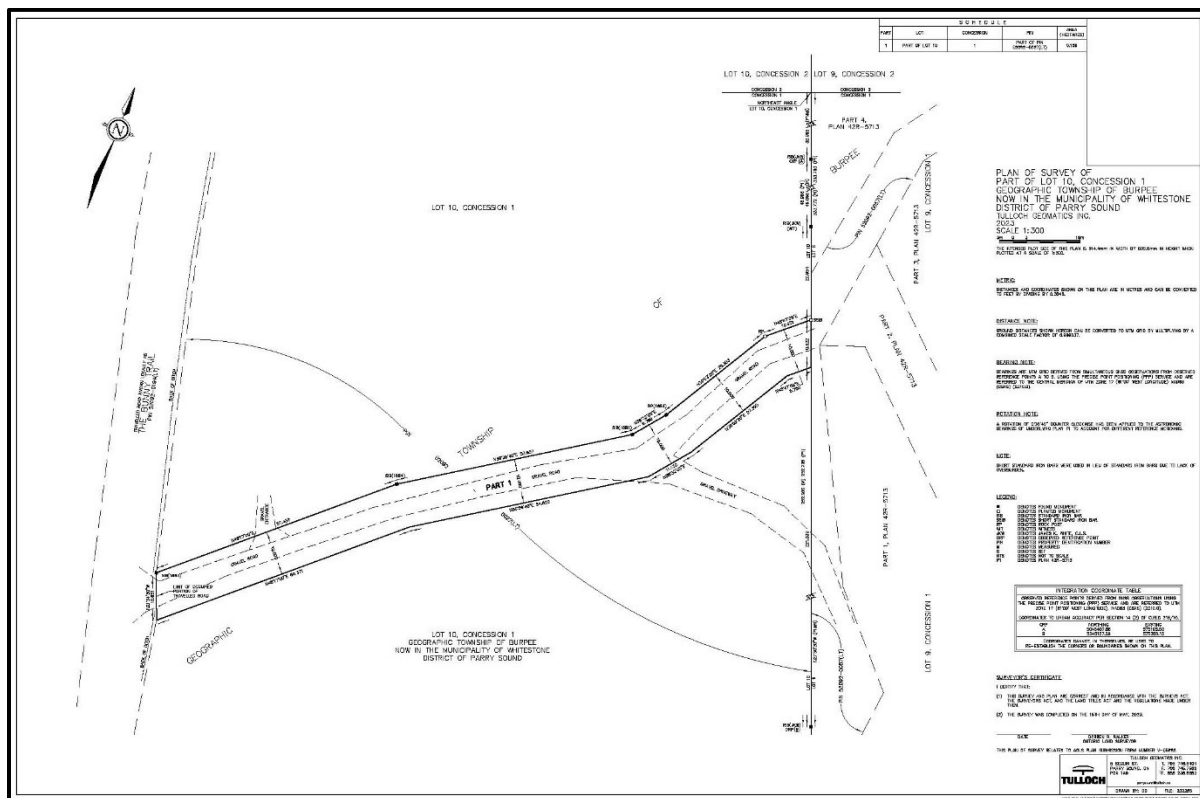
THIS MAP WAS COMPILED FROM PLANS AND
DOCUMENTS RECORDED IN THE LAND
REGISTRATION SYSTEM AND HAS BEEN PREPARED
FOR PROPERTY INDEXING PURPOSES ONLY

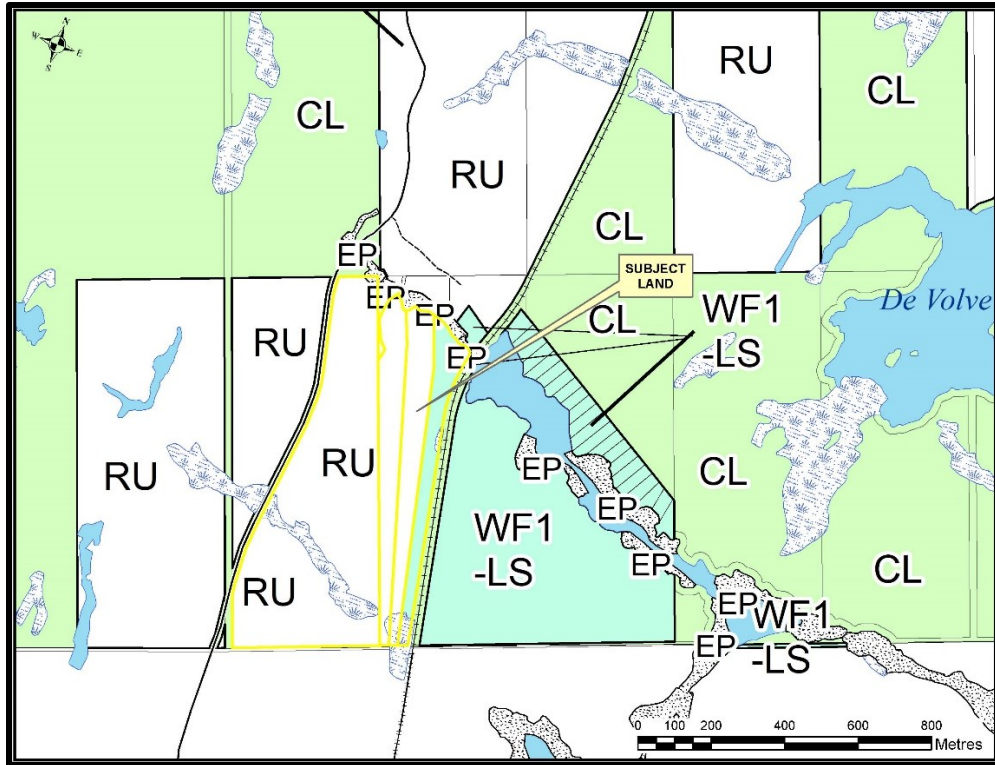
FOR DIMENSIONS OF PROPERTIES BORDERING SEE
RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT
REFERENCE PLANS ARE NOT ILLUSTRATED

Ontario





There are no official plan issues.

There are no Zoning by/law issues.

CONCLUSIONS

That the proposed consent for obtaining rights-of-way from Olive Stibler and others to ensure access back to the Bunny Trail, be approved as applied for by Olive Stibler in Application No. B04/2023(W) subject to the following conditions:

1. That the rights-of-way be assigned to the appropriate properties;
2. That any 911 addressing be properly arranged with the Municipality;
3. Payment of any applicable planning fees.

Respectfully submitted,

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

CONSENT AGENDA



21 Church Street
Dunchurch, Ontario P0A 1G0
Phone: 705-389-2466 ~ Fax: 705-389-1855

www.whitestone.ca
E-mail: info@whitestone.ca

DRAFT Regular Council Meeting Minutes
Tuesday, November 7, 2023, 4:00 p.m.
Dunchurch Community Centre and Zoom Video Conferencing

Present: Mayor George Comrie (in person)
Councillor Janice Bray (in person)
Councillor Joe Lamb (in person)
Councillor Scott Nash (in person)
Councillor Brian Woods (via Zoom – telephone only)

Staff: Michelle Hendry, CAO/Clerk (in person)
David Creasor, Manager Public Works (via Zoom, 4:00 p.m. to 5:30 p.m.)
Bob Whitman, Fire Chief (in person, 4:00 p.m. to 6:10 p.m.)

Other Guests: 2 - in person
4 - via Zoom video or telephone

Invited Guest: Colin Ross, Azimuth Environmental (via Zoom, 4:00 p.m. to 5:10 p.m.)

1. **Roll Call and Call to Order** 4:00 p.m.
2. **Disclosure of Pecuniary Interest**
Mayor Comrie requested that any pecuniary interest be declared for the record. None was declared.

3. **Approval of the Agenda**

Resolution No. 2023-514

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

WHEREAS the Members of Council have been presented with an Agenda for the November 7, 2023 Regular Council meeting;

BE IT RESOLVED THAT the Agenda for this meeting be adopted as presented.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

4. **Presentations and Delegations – None**

5. Committee of the Whole

Move into Committee of the Whole

Resolution No. 2023-515

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

THAT the Council of the Municipality of Whitestone move into Committee of the Whole at 4:10 p.m.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

5.1 Landfill Sites

Presentation from Azimuth Environmental

Discussion regarding the York Street and Aulds Road Landfill Sites

Reconvene into Regular Meeting

Resolution No. 2023-516

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

THAT the Council of the Municipality of Whitestone reconvene into the Regular Meeting at 5:01 p.m.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Matters Arising from Committee of the Whole

Resolution No. 2023-517

Moved by: Councillor Janice Bray

Seconded by: Councillor Scott Nash

5.1 Landfill Sites

Presentation from Azimuth Environmental

Discussion regarding the York Street and Aulds Road Landfill Sites

THAT the presentation from Azimuth Environmental, be received for information.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

6. Public Meeting - None

7. Consent Agenda

Resolution No. 2023-518

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

7.1 Council and Committee Meeting Minutes:

7.1.1 Regular Council Meeting Minutes for Tuesday, October 17, 2023

7.1.2 Special Council Meeting Minutes for Tuesday, October 23, 2023

7.2 Unfinished Business (listed on page 4 of the November 7, 2023 Council Meeting Agenda)

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby approve the following Council Meeting Minutes:

- Regular Council Meeting Minutes for Tuesday, October 17, 2023;
- Special Council Meeting Minutes for Tuesday, October 23, 2023; and

THAT the Council of the Municipality of Whitestone receives for information:

- The Unfinished Business listing contained in the Consent Agenda dated November 7, 2023.

7.2 Unfinished Business (listed on page 4 of the November 7, 2023 Agenda)

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Matters Arising from Consent Agenda - None

8. Accounts Payable

Resolution No. 2023-519

Moved by: Councillor Janice Bray

Seconded by: Councillor Brian Woods

8.1 Accounts Payable

THAT the Council of the Municipality of Whitestone receive for information the Accounts Payable listing in the amount of \$185,726.86 for the period ending November 2, 2023.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash		X	
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

9. Staff Reports

Resolution No. 2023-520

Moved by: Councillor Janice Bray

Seconded by: Councillor Scott Nash

9.1 Report ADMIN-2023-11
Amendment to By-law 04-2003

THAT the Council the Municipality of Whitestone receives for information report ADMIN-2023-11 (proposed amendment to By-law 04-2003); and

THAT the Council of the Municipality of Whitestone approve an amendment to By-law 04-2003 as amended, as follows:

Section 1.3 is revised to read:

“Published” - means published ***either digitally or in print***, in a daily or weekly newspaper that in the opinion of Council has such circulation within the

municipality as to provide reasonable notice to those affected thereby, and “Publication” has a corresponding meaning.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Resolution No. 2023-521

Moved by: Councillor Scott Nash

Seconded by: Councillor Joe Lamb

- 9.2 Report ADMIN-2023-12
Expression of Interest for Landfill Site Bottle Sheds

THAT the Council the Municipality of Whitestone receives report ADMIN-2023-12 (Landfill Bottles Sheds, Expression of Interest for Fundraising Opportunity) for information and discussion;

AND THAT the Council of the Municipality of Whitestone approve the following organizations to have access to the Landfill Site Bottle Sheds and associated revenue commencing January 1, 2024 (for a minimum of one year and thereafter until further notice from the Municipality) as follows:

Aulds Road Landfill Site – Ardbeg Community Club

York Street Landfill Site – Whitestone McKellar Lions Club

Both Landfill sites to be shared with the Cramadog Snowriders Snowmobile Club for 3 to 5 weeks annually; dates to be negotiated and mutually agreed to

AND THAT the approved organizations follow the Municipality of Whitestone protocols for the collection of bottles and cans, use of the revenue and annual reporting requirements of revenue and expenditures related to funds received from the Landfill Site Bottle Sheds.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Resolution No. 2023-522

Moved by: Councillor Janice Bray

Seconded by: Councillor Joe Lamb

- 9.3 Report ADMIN-2023-13
Short Term Rental Unit By-law update

THAT the Council the Municipality of Whitestone receives report ADMIN-2023-13 (Short Term Rental Unit By-law update) for information;

AND THAT the Council of the Municipality of Whitestone request staff to schedule a hybrid Public Consultation Meeting in respect of the proposed update of the Municipality of Whitestone the Short Term Rental By-law.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

10. By-laws

Resolution No. 2023-523

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

- 10.1 By-law No. 69-2023, being a By-law 04-2003 as amended, being a By-law to establish procedures for notice as required under the Municipal Act, 2001, revised for the Corporation of the Municipality of Whitestone

THAT By-law No. 69-2023, being a By-law 04-2003 as amended, being a By-law to establish procedures for notice as required under the *Municipal Act*, 2001, revised for the Corporation of the Municipality of Whitestone be Read a First and Second time this 7th day of November, 2023.

AND FURTHER Read a Third time, Passed and properly Signed and Sealed this 7th day of November, 2023 and numbered By-law No. 69-2023.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

11. Business Matters

Resolution No. 2023-524

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

11.1 Memorandum - Procedural By-law updates and recommendations

THAT the Council of the Municipality of Whitestone receives for information the Memorandum – Procedural By-law updates and recommendations;

AND THAT the Council of the Municipality of Whitestone accepts the recommended edits;

AND THAT staff proceed to give Notice of a Public meeting for the purposes of adopting a new Procedural By-law.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Resolution No. 2023-525

Moved by: Councillor Scott Nash

Seconded by: Councillor Brian Woods

11.2 Memorandum – Municipal Office and Landfill Sites, Holiday Schedule 2023

THAT the Council of the Municipality of Whitestone receives for information the Memorandum – Municipal Office and Landfill Sites, Holiday Schedule 2023;

AND THAT the Council of the Municipality of Whitestone approves the Municipal Office and Landfill Sites, Holiday Schedule for 2023.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Resolution No. 2023-526

Moved by: Councillor Scott Nash

Seconded by: Councillor Brian Woods

11.3 2024 DRAFT Regular Council Meeting Schedule

THAT the Council of the Municipality of Whitestone receives for information the 2024 DRAFT Regular Council Meeting Schedule;

AND THAT the Council of the Municipality of Whitestone approves the DRAFT Regular Council Meeting Schedule for 2024.

AND THAT the Council of the Municipality of Whitestone confirm January 30, 2024 and March 5, 2024 as stand-alone Budget meetings commencing at 10:00 a.m.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Recess

Resolution No. 2023-527

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

11.4 Recreation Center report and update from the WPS Joint Service Board

THAT the Council of the Municipality of Whitestone receives for information the following from the WPS Joint Service Board:

- 11.4.1 Correspondence from Rebecca Johnson, Clerk, Town of Parry Sound email dated October 26, 2023
- 11.4.2 BDO Proposal (email dated May 19, 2023)
- 11.4.3 BDO report dated June 15, 2023
- 11.4.4 Joint Municipal Service Board meeting minutes of October 11, 2023

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried**Resolution No. 2023-528****Moved by:** Councillor Scott Nash**Seconded by:** Councillor Brian Woods

11.5 Kashegaba Dam update

THAT the Council of the Municipality of Whitestone receives for information the Kashegaba Dam update from Amanda Vincent a/Supervisor Bracebridge, Minden, Parry Sound District, MNRF dated October 18, 2023.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried**12. Correspondence****Resolution No. 2023-529****Moved by:** Councillor Scott Nash**Seconded by:** Councillor Joe Lamb

WHEREAS the Council of the Municipality of Whitestone has reviewed the Correspondence Items as listed on page 7 of the November 7, 2023 Council agenda;

NOW THEREFORE BE IT RESOLVED THAT Council receive the correspondence items for information, with the following extracted for further discussion/action:

E. Electric Vehicle ChargeOn funding program

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Matters Arising from Correspondence

Staff to investigate costs and requirements for the ChargeOn funding opportunity

13. Councillor Items

Councillor Bray

- Provided a reminder of the Remembrance Day Service at the Legion on Saturday November 11, 2023
- Advised that information is being received in regard to moving CPAC to a Board. More information will be provided as it becomes available

Councillor Woods

- Reminded everyone about the Hunters dinner at the Ardbeg Community Club on November 10, 2023

Mayor Comrie

- Indicated he has also intended to remind everyone of both the Remembrance Day Service at the Legion and the Hunters dinner at the Ardbeg Community Club

Councillor Lamb

- Advised that he would be attending the Hunters dinner in Ardbeg and the Remembrance Day Service at the Legion

14. Questions from the Public

15. Confirming By-law

Resolution No. 2023-530

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

THAT By-law No. 70-2023 Being the Confirmatory By-law for the Regular Council meeting of Tuesday, November 7, 2023, be given a First, Second, Third and final reading and is passed as of this date.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

16. Adjournment

Resolution No. 2023-531

Moved by: Councillor Janice Bray

Seconded by: Councillor Brian Woods

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 7:22 p.m. until the Regular Closed Session meeting of Thursday, November 9, 2023 at 4:00 p.m. or at the call of the chair.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

George Comrie

Mayor

Michelle Hendry

CAO/Clerk



Regular Closed Session Council Meeting Minutes
Thursday, November 9, 2023, 4:00 p.m.
Zoom Video Conferencing

Present: George Comrie, Mayor
Janice Bray, Councillor
Joe Lamb, Councillor
Scott Nash, Councillor
Brian Woods, Councillor

Staff: Michelle Hendry, CAO/Clerk

Guests: Item 4.1.1
Representatives from Belvedere Heights Board of Management
Pam Wing, Chairperson;
Don Carmichael, Chair of Finance Committee;
Debbie Zulak, Municipal Representative Area 4 (Whitestone, McKellar
and McMurrich/Monteith)
Paul Borneman, Municipal Representative Town of Parry Sound

1. **Roll Call and Call to Order** 4:00 p.m.
2. **Disclosure of Pecuniary Interest**
Mayor Comrie requested that any pecuniary interest be declared for the record. None was declared.
3. **Approval of the Agenda**

Resolution No. 2023-532

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

WHEREAS the Members of Council have been presented with an Agenda for this meeting;

BE IT RESOLVED THAT the Agenda for this meeting be adopted as presented

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

4. Closed Session

Resolution No. 2023-533

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

Adjourn to Closed Session

THAT this meeting move into a Closed Session at 4:10 p.m.

- 4.1 A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board pursuant to Ontario Municipal Act, Section 239(2)(k)
 - 4.1.1 Belvedere Heights, Life Lease TD Bank Financial Proposal
Closed Session Presentation to Municipal Partners

Don Carmichael, Chair of Finance Committee, Belvedere Heights Board of Management; and
Pam Wing, Chairperson of Belvedere Heights Board of Management
 - 4.1.2 Confidential Report PW-2023-13
Bolger Landing and adjacent Shore Road Allowance
- 4.2 Advise that is subject to solicitor-client privilege, including communications necessary for that purpose, pursuant to *Ontario Municipal Act*, Section 239(2)(f)
 - 4.2.1 Legal Matter regarding Bolger Lake Shore Road Allowance
- 4.3 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to *Ontario Municipal Act*, Section 239(2)(b)
 - 4.3.1 Human Resource Matter
 - 4.3.2 Personal Matter
Whitestone Environment Stewardship Committee member and membership
 - 4.3.3 Volunteer Application for the Whitestone Environmental Stewardship Committee
 - 4.3.4 Volunteer Application for the Committee of Adjustment
 - 4.3.5 Legal Services & HR Contingency Invoices, January 1 to October 30, 2023
 - 4.3.6 Staffing Matter
Memorandum regarding Vehicle usage, Public Works Manager and Lead Hand

- 4.4 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, pursuant to *Ontario Municipal Act*, Section 239(2)(e)

4.4.1 WPS Recreation and Cultural Centre Agreement

- 4.5 Closed Session Meeting Minutes for the Regular Council meeting of October 3, 2023 and the Regular Council meeting for October 17, 2023.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Curfew

Resolution No. 2023-534

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

WHEREAS Section 9 of the Municipality of Whitestone Procedural By-law No. 40-2012 as amended, being a By-law to govern the proceedings of Council, its Committees and Boards of the Corporation of the Municipality of Whitestone states:

No item of business may be dealt with at a Council meeting after three and a half (3.5) hours of the meeting unless authorized by a resolution supported by two-thirds of the members to an additional one-half (1/2) hour.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone hereby continues the November 9, 2023 Regular Closed Session Council Meeting past the allotted time of three and a half (3½) hours (4:00 p.m. to 7:30 p.m.) and continues for an additional one-half (1/2) hour.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb			
Councillor, Scott Nash			
Councillor, Brian Woods			
Mayor, George Comrie			

left meeting at 7:00 p.m.

Carried

Reconvene into Regular Meeting

Resolution No. 2023-535

Moved by: Councillor Joe Lamb

Seconded by: Councillor Scott Nash

THAT this meeting be reconvened to a Regular Meeting at 8:00 p.m.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Matters Arising from Closed Session

Resolution No. 2023-536

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

- 4.1.1 Belvedere Heights, Life Lease TD Bank Financial Proposal
Closed Session Presentation to Municipal Partners

Don Carmichael, Chair of Finance Committee, Belvedere Heights Board of Management; and
Pam Wing, Chairperson of Belvedere Heights Board of Management

THAT the presentation from Don Carmichael, Chair of Finance Committee, Belvedere Heights Board of Management and Pam Wing, Chairperson of Belvedere Heights Board of Management, be received for information.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Resolution No. 2023-537

Moved by: Councillor Joe Lamb

Seconded by: Councillor Scott Nash

- 4.3.3 Volunteer Application for the Whitestone Environmental Stewardship Committee

THAT the Council of the Municipality of Whitestone does hereby approve the following appointment to the Whitestone Environmental Stewardship Committee:

Joanne Boyle

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		
			Carried

Resolution No. 2023-538

Moved by: Councillor Joe Lamb

Seconded by: Councillor Scott Nash

4.4.1 WPS Recreation and Cultural Centre Agreement

WHEREAS the Municipality of Whitestone remains committed to supporting the West Parry Sound Recreation and Cultural Centre per the funding agreement signed October, 2022; and

WHEREAS the funding agreement required a review of the operating model, projected operating costs, and reserve requirements for the Facility by independent management consultants with expertise in such reviews, to be completed prior to final design of the Facility, at the Boards' cost; and

WHEREAS the Municipality of Whitestone understands that BDO was engaged to undertake this review; and

WHEREAS the Municipality of Whitestone requested a copy of the terms of reference and engagement letter for BDO; and

WHEREAS the Council of the Municipality of Whitestone passed resolution # 2023-327 on July 4, 2023 outlining their thoughts on the review; and

WHEREAS the Municipality of Whitestone Council has now received the Terms of Reference for the BDO report as well as the BDO report dated June 15, 2023 and, have had the opportunity to review this report;

THEREFORE, BE IT RESOLVED THAT the Municipality of Whitestone respectfully informs the Joint Services Board that the BDO report does not meet the requirements as set in the agreement dated October 22, 2022; and

THAT the Municipality of Whitestone requests that representatives from both the Steering Committee and the Joint Services Board meet with the

Municipality of Whitestone CAO and Councillor Lamb for further discussions on the matter; and

THAT a copy of this resolution be circulated to MP Scott Aitchison, MPP Graydon Smith and other West Parry Sound municipalities and ICIP.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie		X	

Carried

Resolution No. 2023-539

Moved by: Councillor Scott Nash

Seconded by: Councillor Brian Woods

THAT the Council of the Municipality of Whitestone accepts with regret the resignation of Mrs. Lynn Brennan from the Environmental Stewardship Committee.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

Resolution No. 2023-540

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

- 4.5 Closed Session Meeting Minutes for the Regular Council meeting of October 3, 2023 and the Regular Council meeting for October 17, 2023

THAT the Council of the Municipality of Whitestone does hereby approve the Closed Session Meeting Minutes for the Regular Council meeting of October 3, 2023 and the Regular Council meeting for October 17, 2023.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

5. Confirming By-law

Resolution No. 2023-541

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

THAT By-law 71-2023 Being the Confirmatory By-law for the Council meeting of Thursday, November 9, 2023, be given a First, Second, Third and final reading and is passed as of this date.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

6. Adjournment

Resolution No. 2023-542

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 8:38 p.m. until the Regular Council meeting of Tuesday, November 21, 2023 at 6:30 p.m. or at the call of the chair.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

George Comrie

Mayor

Michelle Hendry

CAO/Clerk

www.whitestone.ca
E-mail: info@whitestone.ca

Present: Councillor Janice Bray
Andrew Bryne
Margaret May
Dennis Morrison

Zoom: Brad Parkes
Councillor Scott Nash

Regrets: Anne Wright
Ed Bennett

NOTE: Dennis Morrison resumed as Vice-Chair for all of the Environmental Stewardship Committee meetings.

3. ADOPTION OF THE AGENDA

2023-20WESC Moved by Brad Parkes
Seconded by Margaret May

WHEREAS the members of the Environmental Stewardship Committee have been presented with the Agenda for this meeting;

BE IT RESOLVED THAT the Agenda for this meeting be adopted as presented and circulated.

Recorded Vote:	YEAS	NAYS	ABSTAIN
Councillor Janice Bray	X		
Andrew Byrne	X		
Margaret May	X		
Dennis Morrison	X		
Councillor Scott Nash	X		
Brad Parkes	X		

Carried

4. APPROVAL OF MINUTES

2023-21WESC Moved by Councillor Scott Nash
Seconded by Councillor Janice Bray

WHEREAS the Whitestone Environmental Stewardship Committee is in receipt of the July 17, 2023 meeting minutes.

BE IT RESOLVED that the minutes of the meeting held July 17, 2023 be adopted.

Recorded Vote:	YEAS	NAYS	ABSTAIN
Councillor Janice Bray	X		
Andrew Byrne	X		
Margaret May	X		
Dennis Morrison	X		
Councillor Scott Nash	X		
Brad Parkes	X		

Carried

5. PRESENTATIONS - NONE

6. REPORT/CORRESPONDENCE - NONE

7. DISCUSSIONS

2023-22WESC Moved by Andrew Byrne
Seconded by Dennis Morrison

7.1 Change in WWKCA Representative on Whitestone Environmental Stewardship Committee

WHEREAS Lynn Brennan submitted her resignation as representative of the Wahwashkesh Cottage Association.

BE IT RESOLVED that the Whitestone Environmental Stewardship Committee accept Lynn Brennan's resignation.

Recorded Vote:	YEAS	NAYS	ABSTAIN
Councillor Janice Bray	X		
Andrew Byrne	X		
Margaret May	X		
Dennis Morrison	X		
Scott Nash	X		
Brad Parkes	X		

Note: The Committee has been informed that Wahwashkesh Cottage Association is nominating a representative to replace Lynn Brennan. This individual is currently in the process of submitting an application to the Municipality.

7.2 Inquiry in regards to a recent application to the Whitestone Environmental Stewardship

- Members were informed that Margaret received an inquiry from a member of the public regarding their application to sit on the Whitestone Environmental Stewardship Committee. Subsequently, they were notified that the application had not been accepted by the Council
- Councillor Bray confirmed that she had spoken with the applicant and wished to clarify that the application had been “put on hold”
- Members reiterated the importance, as stated in previous minutes, of increasing community participation on the Committee, whether as members or as volunteers for specific tasks

7.3 Further to the decision at the July meeting to host a table at the Dunchurch Agricultural Society Fall Fair on August 18, 2023, Andrew reported that the table display included a variety of educational materials and a children’s activity. People stopped by and shared concerns about invasive species, waste management, (especially landfill capacity), and mosquito fogging. There was also a notable interest in monarch butterflies and a desire to learn more about environmental issues.

Brad Parkes reported that the Lake Protection Workbooks were purchased but were not received in time for the Fall Fair. Councillor Scott Nash has since received the workbooks, and Councillor Janice Bray reported that she provided 10 photocopies for the table.

Councillor Janice Bray requested Brad Parkes to submit the invoice to her for processing reimbursement, as approved at the July 2023 meeting.

There was a suggestion to place a link to the Lake Protection Workbook on the Municipality's website.

7.4 Draft Action Plan

- The draft Action Plan was received and discussed.
The decision was made to focus on specific tasks that are readily accomplished. Three action items were identified, and suggestions for the next steps will be reported back at the next meeting.

Trails - Andrew Byrne and Brad Parkes
Earth Day – Councillor Janice Bray and Margaret May
Water Quality – Dennis Morrison and Margaret May
Signage – Councillor Scott Nash

7.5 Meeting Schedule 2023

Meetings will be held on the 2nd Monday of each month, starting at 7:00 pm. The remaining meetings in 2023 are scheduled for Monday, November 13, and Monday, December 11, 2023.

8. UNFINISHED BUSINESS

9. ADJOURNMENT

2023-23WESC Moved by Margaret May
Seconded by Dennis Morrison

WHEREAS the business of this Meeting has concluded;

BE IT RESOLVED THAT this Meeting be adjourned until the next regular meeting on Monday, November 13, 2023 at 7:00 p.m. or at the call of the chair.

Recorded Vote:	YEAS	NAYS	ABSTAIN
Councillor Janice Bray	X		
Andrew Byrne	X		
Margaret May	X		
Dennis Morrison	X		
Councillor Scott Nash	X		
Brad Parkes	X		

Carried

Margaret May **Chair**

Councillor Janice Bray **Recording Secretary**

ACCOUNTS PAYABLE

Date Printed
11/16/2023 2:25 PM

Municipality of Whitestone
List of Accounts for Approval
Batch: 2023-00107 to 2023-00116

Page 1

Bank Code - AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
37166 2023-11-07	11/09/2023	Tanya Horoky 11-225 - Due to Municipality Of	Refund duplicate debit paym	330.00	330.00
37167 2023-10-11	11/09/2023	Beverly's 16-123 - Admin - Volunteer Appi 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non	Gift baskets HST Tax Code HST Tax Code	3,766.25 415.99 481.14 NL	4,182.24
37168 Exp 09-Nov-23	11/15/2023	Jan Hill 16-790 - Recreation Cmttee-Pro 16-790 - Recreation Cmttee-Pro 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non	Christmas sale postage Christmas sale postage HST Tax Code HST Tax Code	67.70 62.51 14.39 16.64 NL	144.60
37169 78146	11/15/2023	The Flag Store 16-110 - Admin - Office Supplies 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non	Whitestone,Canada,Ontario HST Tax Code HST Tax Code	541.36 59.80 69.16 NL	601.16
Total Computer Cheque:					5,258.00

EFT

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
1825 167489	11/14/2023	Adams Bros Construction Ltd 16-459 - York Landfill - Bulk Wa: 16-471 - Auld Landfill - Bulk Wa: 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non	Empty & return bins York & Empty & return bins York & HST Tax Code HST Tax Code	142.46 366.34 56.20 65.00 NL	565.00
1826	11/14/2023	VOID - Rejected EFT (Beverly's)			
1827 91711414	11/14/2023	Canadian National Non Freight 16-414 - Bunny Trail RR Crossir	Bunny Trail	403.50	403.50
1828 2023-06 SEP	11/14/2023	Duck Rock Resort 16-320 - Garage - Mtc/Supplies/ 16-394-2 - 2018 Dodge Ram 20 16-408-1 - New 1 tTone Fule 16-776 - 2016 Facilities Truck - I 16-790 - Recreation Cmttee-Pro 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non	Fuel and supplies Fuel and supplies Fuel and supplies Fuel and supplies Fuel and supplies HST Tax Code HST Tax Code	7.75 100.87 81.06 251.69 54.06 53.86 62.30 NL	549.29
2023-38 JUL		16-394-2 - 2018 Dodge Ram 20 16-408-1 - New 1 tTone Fule 16-776 - 2016 Facilities Truck - I 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non	Fuel Fuel Fuel HST Tax Code HST Tax Code	216.13 230.84 391.19 92.57 107.07 NL	930.73
2023-39 JUL		16-394-2 - 2018 Dodge Ram 20 16-408-1 - New 1 tTone Fule 16-776 - 2016 Facilities Truck - I 16-769 - Facilities / Parks Mainte	Fuel Fuel Fuel Fuel	102.74 54.83 190.37 160.34	

Municipality of Whitestone
List of Accounts for Approval
Batch: 2023-00107 to 2023-00116

EFT					
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
		11-210-2 - A/R HST Receivable	HST Tax Code	56.14	
		99-999-1 - HST (Statistical) Non	HST Tax Code	64.93 NL	564.42
2023-44 JUL		16-446 - York Landfill - Supplies	Supplies	4.53	4.53
2023-45 JUL		16-776 - 2016 Facilities Truck - I	Fuel	239.56	
		16-408-1 - New 1 tTone Fule	Fuel	175.61	
		16-394-2 - 2018 Dodge Ram 20	Fuel	56.11	
		16-790 - Recreation Cmttee-Pro	Fuel	27.03	
		11-210-2 - A/R HST Receivable	HST Tax Code	55.04	
		99-999-1 - HST (Statistical) Non	HST Tax Code	63.66 NL	553.35
2023-46 AUG		16-769 - Facilities / Parks Mainte	Fuel	373.81	
		11-210-2 - A/R HST Receivable	HST Tax Code	41.29	
		99-999-1 - HST (Statistical) Non	HST Tax Code	47.76 NL	415.10
2023-48 AUG		16-790 - Recreation Cmttee-Pro	Fuel	27.03	
		16-408-1 - New 1 tTone Fule	Fuel	851.75	
		16-394-2 - 2018 Dodge Ram 20	Fuel	241.69	
		16-776 - 2016 Facilities Truck - I	Fuel	193.61	
		11-210-2 - A/R HST Receivable	HST Tax Code	145.15	
		99-999-1 - HST (Statistical) Non	HST Tax Code	167.88 NL	1,459.23
2023-05 AUG		16-776 - 2016 Facilities Truck - I	Fuel	351.28	
		11-210-2 - A/R HST Receivable	HST Tax Code	38.80	
		99-999-1 - HST (Statistical) Non	HST Tax Code	44.88 NL	390.08
			Payment Total:		4,866.73
1829	11/14/2023	Georgian Bay Biosphere			
2023-10-23-01		16-484-3 - Misc. Initiatives	Monarch Butterfly Program	100.00	100.00
1830	11/14/2023	Glen Martin Limited			
392367		16-741 - Pavilion - Supplies	230.36	207.45	
		11-210-2 - A/R HST Receivable	HST Tax Code	22.91	
		99-999-1 - HST (Statistical) Non	HST Tax Code	26.50 NL	230.36
1831	11/14/2023	Michelle Hendry			
Exp 01-Nov-23-1		16-092 - Council - Miscellaneous	Council meeting lunch	20.84	
		16-092 - Council - Miscellaneous	Council meeting lunch	38.35	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.30	
		99-999-1 - HST (Statistical) Non	HST Tax Code	2.66 NL	61.49
Exp 09-Nov-23		16-123 - Admin - Volunteer Appi	Volunteer Appreciation Dinr	100.00	
		16-123 - Admin - Volunteer Appi	Volunteer Appreciation Dinr	30.51	
		16-123 - Admin - Volunteer Appi	Volunteer Appreciation Dinr	30.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.74	
		99-999-1 - HST (Statistical) Non	HST Tax Code	7.80 NL	167.75
			Payment Total:		229.24
1832	11/14/2023	Janet Jackson			
Nov 2023 - 1		16-798 - After School Program	After School Program - Nov	112.00	112.00
Exp 02-Nov-23		16-798 - After School Program	Supplies	19.84	
		16-798 - After School Program	Supplies	11.45	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.46	
		99-999-1 - HST (Statistical) Non	HST Tax Code	4.00 NL	34.75
			Payment Total:		146.75
1833	11/14/2023	Local Authority Services Ltd.			
MGBP00000512		16-110 - Admin - Office Supplies	Paper	60.15	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.65	
		99-999-1 - HST (Statistical) Non	HST Tax Code	7.69 NL	66.80

Municipality of Whitestone
List of Accounts for Approval
Batch: 2023-00107 to 2023-00116

EFT					
Payment #	Date	Vendor Name			
Invoice #	GL Account	GL Transaction Description	Detail Amount	Payment Amount	
1834	11/14/2023	Waste Connections of Canada			
7113-00003360	16-468 - Auld Landfill - Recycling	Recycling	3,526.27		
	16-448 - York Landfill - Recycling	Recycling	3,748.91		
	11-210-2 - A/R HST Receivable	HST Tax Code	803.57		
	99-999-1 - HST (Statistical) Non	HST Tax Code	929.41	NL	8,078.75
1835	11/14/2023	Sam's Country Cleaning			
1461	16-777 - Municipal Building Mair	Office cleaning	45.79		
	11-210-2 - A/R HST Receivable	HST Tax Code	5.06		
	99-999-1 - HST (Statistical) Non	HST Tax Code	5.85	NL	50.85
1467	16-777 - Municipal Building Mair	Office cleaning	61.06		
	11-210-2 - A/R HST Receivable	HST Tax Code	6.74		
	99-999-1 - HST (Statistical) Non	HST Tax Code	7.80	NL	67.80
		Payment Total:			118.65
1836	11/14/2023	Sands Canada Inc.			
00719584	16-222 - Fire - Bunker/Safety/Ur	Seat belt cutter	132.31		
	11-210-2 - A/R HST Receivable	HST Tax Code	14.61		
	99-999-1 - HST (Statistical) Non	HST Tax Code	16.90	NL	146.92
1837	11/14/2023	XPLORE (Fire)			
837933	16-262 - Station 2 - Internet	Internet Fire Station 2	127.70		
	11-210-2 - A/R HST Receivable	HST Tax Code	14.11		
	99-999-1 - HST (Statistical) Non	HST Tax Code	16.32	NL	141.81
1838	11/14/2023	Ideal Supply Company Ltd.			
5593700	16-404 - 2017 Freightliner Single	Grease	45.64		
	16-402 - 2015 Freightliner Tand	Grease	45.64		
	11-210-2 - A/R HST Receivable	HST Tax Code	10.08		
	99-999-1 - HST (Statistical) Non	HST Tax Code	11.66	NL	101.36
5594217	16-421 - 2010 Grader - Mainten	Grease	152.13		
	16-426-1 - 2022 Backhoe Manit	Grease	152.13		
	16-439-1 - Hyundai Excavator	Grease	152.13		
	11-210-2 - A/R HST Receivable	HST Tax Code	50.42		
	99-999-1 - HST (Statistical) Non	HST Tax Code	58.31	NL	506.81
5594225	16-402 - 2015 Freightliner Tand	Supplies	142.39		
	16-404 - 2017 Freightliner Single	Supplies	142.39		
	16-404-3 - 2020 Freightliner Sn	Supplies	142.39		
	11-210-2 - A/R HST Receivable	HST Tax Code	47.18		
	99-999-1 - HST (Statistical) Non	HST Tax Code	54.57	NL	474.35
5596328	16-320 - Garage - Mtc/Supplies/	Return of pyroplex	-874.12		
	11-210-2 - A/R HST Receivable	HST Tax Code	-96.55		
	99-999-1 - HST (Statistical) Non	HST Tax Code	-111.67	NL	-970.67
5609176	16-320 - Garage - Mtc/Supplies/	Return of stock	-2,774.03		
	11-210-2 - A/R HST Receivable	HST Tax Code	-306.41		
	99-999-1 - HST (Statistical) Non	HST Tax Code	-354.39	NL	-3,080.44
5609302	16-404-3 - 2020 Freightliner Sn	Utility license lamp	16.33		
	11-210-2 - A/R HST Receivable	HST Tax Code	1.81		
	99-999-1 - HST (Statistical) Non	HST Tax Code	2.09	NL	18.14
5609381	16-404-3 - 2020 Freightliner Sn	Utility license lamp	5.44		
	11-210-2 - A/R HST Receivable	HST Tax Code	0.61		
	99-999-1 - HST (Statistical) Non	HST Tax Code	0.70	NL	6.05
5610141	16-404-3 - 2020 Freightliner Sn	Bracket, utility licence lamp	12.35		
	11-210-2 - A/R HST Receivable	HST Tax Code	1.37		

Municipality of Whitestone
List of Accounts for Approval
Batch: 2023-00107 to 2023-00116

		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
5614987		99-999-1 - HST (Statistical) Non	HST Tax Code	1.58 NL	13.72
		16-320 - Garage - Mtc/Supplies/	Supplies	419.25	
		11-210-2 - A/R HST Receivable	HST Tax Code	46.31	
5619561		99-999-1 - HST (Statistical) Non	HST Tax Code	53.56 NL	465.56
		16-769 - Facilities / Parks Mainte	Small engine fuel	42.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.71	
5620253		99-999-1 - HST (Statistical) Non	HST Tax Code	5.45 NL	47.41
		16-769 - Facilities / Parks Mainte	Small engine fuel	42.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.71	
5624656		99-999-1 - HST (Statistical) Non	HST Tax Code	5.45 NL	47.41
		16-402 - 2015 Freightliner Tand	Switches	25.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.84	
5624762		99-999-1 - HST (Statistical) Non	HST Tax Code	3.28 NL	28.54
		16-402 - 2015 Freightliner Tand	Switch	20.85	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.30	
5625522		99-999-1 - HST (Statistical) Non	HST Tax Code	2.66 NL	23.15
		16-402 - 2015 Freightliner Tand	Switch	4.85	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.54	
5543872		99-999-1 - HST (Statistical) Non	HST Tax Code	0.62 NL	5.39
		16-402 - 2015 Freightliner Tand	Connector, brackets	62.45	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.90	
5650306		99-999-1 - HST (Statistical) Non	HST Tax Code	7.98 NL	69.35
		16-394-1 - 2018 Dodge Ram M	Napa power alternator core	-66.67	
		11-210-2 - A/R HST Receivable	HST Tax Code	-7.37	
5651642		99-999-1 - HST (Statistical) Non	HST Tax Code	-8.52 NL	-74.04
		19-714-1 - Concrete work Comn	Part	124.64	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.76	
5657571		99-999-1 - HST (Statistical) Non	HST Tax Code	15.92 NL	138.40
		16-320 - Garage - Mtc/Supplies/	Supplies	42.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.71	
5663487		99-999-1 - HST (Statistical) Non	HST Tax Code	5.45 NL	47.41
		19-714-1 - Concrete work Comn	Parts	91.57	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.12	
5664615		99-999-1 - HST (Statistical) Non	HST Tax Code	11.70 NL	101.69
		19-327 - Roads - Capital - Bridg	Saw stand	366.71	
		11-210-2 - A/R HST Receivable	HST Tax Code	40.51	
5670718		99-999-1 - HST (Statistical) Non	HST Tax Code	46.85 NL	407.22
		16-320 - Garage - Mtc/Supplies/	Parts	5.98	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.66	
5674149		99-999-1 - HST (Statistical) Non	HST Tax Code	0.76 NL	6.64
		19-320 - Roads - Capital - Road	Three flint striker	19.68	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.17	
5718243		99-999-1 - HST (Statistical) Non	HST Tax Code	2.51 NL	21.85
		16-421 - 2010 Grader - Mainten	Backup alarm	34.59	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.82	
5718532		99-999-1 - HST (Statistical) Non	HST Tax Code	4.42 NL	38.41
		16-421 - 2010 Grader - Mainten	Air filters & backup alarm	129.30	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.28	
5719683		99-999-1 - HST (Statistical) Non	HST Tax Code	16.52 NL	143.58
		16-775 - 2016 Facilities Truck - I	Filters and motor oil	121.81	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.45	
		99-999-1 - HST (Statistical) Non	HST Tax Code	15.56 NL	135.26

Municipality of Whitestone
List of Accounts for Approval
Batch: 2023-00107 to 2023-00116

EFT					
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
5811019		16-412 - 2020 Float trailer - Mair	Threadloc	539.86	
		11-210-2 - A/R HST Receivable	HST Tax Code	59.63	
		99-999-1 - HST (Statistical) Non	HST Tax Code	68.97 NL	599.49
5811045		16-409 - 2007 International-Mair	Lamp and part	94.33	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.42	
		99-999-1 - HST (Statistical) Non	HST Tax Code	12.05 NL	104.75
5811046		16-452-2 - York Landfill-Compac	Butane torch	72.75	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.03	
		99-999-1 - HST (Statistical) Non	HST Tax Code	9.29 NL	80.78
5811094		16-320 - Garage - Mtc/Supplies/	Butane torch	72.75	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.03	
		99-999-1 - HST (Statistical) Non	HST Tax Code	9.29 NL	80.78
5811098		16-473-1 - Auld Landfill-Compac	Butane torches	145.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	16.07	
		99-999-1 - HST (Statistical) Non	HST Tax Code	18.59 NL	161.57
5811102		16-452-2 - York Landfill-Compac	Butane torch	72.75	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.03	
		99-999-1 - HST (Statistical) Non	HST Tax Code	9.29 NL	80.78
5811361		16-421 - 2010 Grader - Mainten	Threadlockers	96.75	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.69	
		99-999-1 - HST (Statistical) Non	HST Tax Code	12.36 NL	107.44
5811657		16-320 - Garage - Mtc/Supplies/	Small engine fuel	64.05	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.07	
		99-999-1 - HST (Statistical) Non	HST Tax Code	8.18 NL	71.12
5811867		16-452-2 - York Landfill-Compac	Butane torch	72.75	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.03	
		99-999-1 - HST (Statistical) Non	HST Tax Code	9.29 NL	80.78
Payment Total:					90.04
1839	11/20/2023	Adams Bros Construction Ltd			
167623		16-452 - York Landfill - Mainten	Service toilets York LF	91.58	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.12	
		99-999-1 - HST (Statistical) Non	HST Tax Code	11.70 NL	101.70
1840	11/20/2023	Terry Brear			
Exp Nov 12 202		16-501-1 - Staking Fees	Cremation burial	100.00	100.00
1841	11/20/2023	Craig's Welding & Fabrication			
2149		16-426-1 - 2022 Backhoe Manit	Fabricate and install grill	792.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	87.52	
		99-999-1 - HST (Statistical) Non	HST Tax Code	101.23 NL	879.92
1842	11/20/2023	Georgian Bay Propane Inc			
130179		16-320 - Garage - Mtc/Supplies/	100lb cylinder	3.05	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.34	
		99-999-1 - HST (Statistical) Non	HST Tax Code	0.39 NL	3.39
1843	11/20/2023	Gin-Cor Industries			
81835		16-404-3 - 2020 Freightliner Sn	Bottom lock assembly	1,319.58	
		11-210-2 - A/R HST Receivable	HST Tax Code	145.75	
		99-999-1 - HST (Statistical) Non	HST Tax Code	168.58 NL	1,465.33
1844	11/20/2023	Glen Martin Limited			
391410-1		16-320 - Garage - Mtc/Supplies/	First aid kits	108.75	
		11-210-2 - A/R HST Receivable	HST Tax Code	12.01	

Municipality of Whitestone
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EFT						
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount	
Invoice #		GL Account				
		99-999-1 - HST (Statistical) Non	HST Tax Code	13.89 NL		120.76
1845	11/20/2023	Hicks Morley LLP				
669144		16-131 - Admin - HR Contingenc	Legal	1,182.96		
		11-210-2 - A/R HST Receivable	HST Tax Code	130.67		
		99-999-1 - HST (Statistical) Non	HST Tax Code	151.13 NL		1,313.63
1846	11/20/2023	Ideal Supply Company Ltd.				
5815860		16-320 - Garage - Mtc/Supplies/	Cable ties	36.11		
		11-210-2 - A/R HST Receivable	HST Tax Code	3.99		
		99-999-1 - HST (Statistical) Non	HST Tax Code	4.61 NL		40.10
5821458		16-320 - Garage - Mtc/Supplies/	Respirator & cartridge	43.28		
		11-210-2 - A/R HST Receivable	HST Tax Code	4.78		
		99-999-1 - HST (Statistical) Non	HST Tax Code	5.53 NL		48.06
5821469		16-320 - Garage - Mtc/Supplies/	Thread sealant	26.45		
		11-210-2 - A/R HST Receivable	HST Tax Code	2.92		
		99-999-1 - HST (Statistical) Non	HST Tax Code	3.38 NL		29.37
5826745		16-320 - Garage - Mtc/Supplies/	Grommets	8.36		
		11-210-2 - A/R HST Receivable	HST Tax Code	0.93		
		99-999-1 - HST (Statistical) Non	HST Tax Code	1.07 NL		9.29
5826963		16-320 - Garage - Mtc/Supplies/	Cartridge	21.88		
		11-210-2 - A/R HST Receivable	HST Tax Code	2.42		
		99-999-1 - HST (Statistical) Non	HST Tax Code	2.80 NL		24.30
5834933		16-320 - Garage - Mtc/Supplies/	Handle	6.31		
		11-210-2 - A/R HST Receivable	HST Tax Code	0.70		
		99-999-1 - HST (Statistical) Non	HST Tax Code	0.81 NL		7.01
5836016		16-421 - 2010 Grader - Mainten	Rotella	407.00		
		11-210-2 - A/R HST Receivable	HST Tax Code	44.95		
		99-999-1 - HST (Statistical) Non	HST Tax Code	51.99 NL		451.95
5837855		16-402 - 2015 Freightliner Tand	Hood catch brackets	52.10		
		11-210-2 - A/R HST Receivable	HST Tax Code	5.76		
		99-999-1 - HST (Statistical) Non	HST Tax Code	6.66 NL		57.86
5839187		16-402 - 2015 Freightliner Tand	Blue emergency light	151.70		
		11-210-2 - A/R HST Receivable	HST Tax Code	16.76		
		99-999-1 - HST (Statistical) Non	HST Tax Code	19.38 NL		168.46
			Payment Total:			836.40
1847	11/20/2023	Local Authority Services Ltd.				
MGBP0000051C		16-402 - 2015 Freightliner Tand	Tires	8,948.07		
		11-210-2 - A/R HST Receivable	HST Tax Code	1,023.70		
		99-999-1 - HST (Statistical) Non	HST Tax Code	1,184.01 NL		9,971.77
MGBP0000051C		16-092 - Council - Miscellaneous	Staples batteries	152.59		
		11-210-2 - A/R HST Receivable	HST Tax Code	16.85		
		99-999-1 - HST (Statistical) Non	HST Tax Code	19.49 NL		169.44
			Payment Total:			10,141.21
1848	11/20/2023	McDougall Energy				
6831480		16-411 - 2007 International - Fu	Diesel	977.81		
		16-403 - 2015 Freightliner Tand	Diesel	977.82		
		16-404-1 - 2017 Freightliner Sin	Diesel	977.81		
		16-404-2 - 2020 Freightliner - Sr	Diesel	977.80		
		11-210-2 - A/R HST Receivable	HST Tax Code	432.01		
		99-999-1 - HST (Statistical) Non	HST Tax Code	499.67 NL		4,343.25
1849	11/20/2023	Mullen Heating and Cooling Inc				

Municipality of Whitestone
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Batch: 2023-00107 to 2023-00116

EFT					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
661		11-225 - Due to Municipality Of	Block furnace-Nursing Stn	5,902.09	
		11-210-2 - A/R HST Receivable	HST Tax Code	651.91	
		99-999-1 - HST (Statistical) Non	HST Tax Code	754.00 NL	6,554.00
1850	11/20/2023	Steenhof Building Services Group			
29234		19-111 - AMP Facilities Assessr	Municipal Building Review (3,307.21	
		11-210-2 - A/R HST Receivable	HST Tax Code	365.29	
		99-999-1 - HST (Statistical) Non	HST Tax Code	422.50 NL	3,672.50
1851	11/20/2023	Valley Blades Limited			
SV082397		16-421 - 2010 Grader - Mainten	Taper-lock tool and parts	2,981.57	
		11-210-2 - A/R HST Receivable	HST Tax Code	329.33	
		99-999-1 - HST (Statistical) Non	HST Tax Code	380.90 NL	3,310.90
1852	11/20/2023	Vianet			
Nov 2023		16-321 - Garage - High Speed I	Internet	106.80	
		16-720 - Maple Is. Hall - Teleph	Internet	106.80	
		16-457-1 - York Landfill - Interne	Internet	160.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	41.35	
		99-999-1 - HST (Statistical) Non	HST Tax Code	47.82 NL	415.67
1853	11/20/2023	Wurth Canada Limited			
25615454		16-320 - Garage - Mtc/Supplies/	Thunder bit drive	707.55	
		11-210-2 - A/R HST Receivable	HST Tax Code	78.15	
		99-999-1 - HST (Statistical) Non	HST Tax Code	90.39 NL	785.70
25622070		16-404-1 - 2017 Freightliner Sin	Supplies	211.37	
		16-402 - 2015 Freightliner Tand	Supplies	211.36	
		16-404-3 - 2020 Freightliner Sn	Supplies	211.36	
		11-210-2 - A/R HST Receivable	HST Tax Code	70.04	
		99-999-1 - HST (Statistical) Non	HST Tax Code	81.01 NL	704.13
25624284		16-320 - Garage - Mtc/Supplies/	Wurth film	97.63	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.78	
		99-999-1 - HST (Statistical) Non	HST Tax Code	12.47 NL	108.41
			Payment Total:		1,598.24
1854	11/20/2023	Xplore (Aulds)			
INV49997352		16-479-1 - Aulds Landfill - Intern	Internet Nov 2023	81.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.99	
		99-999-1 - HST (Statistical) Non	HST Tax Code	10.40 NL	90.39
			Total EFT:		50,131.84

OTHER					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
1	11/08/2023	Hydro One Networks Inc.-All			
Nov 3 2023		16-743 - Pavilion - Hydro	Acct: 200204074328 Hydro	136.09	
		16-743 - Pavilion - Hydro	Acct: 200204074328 Hydro	-15.65	
		16-439 - Roads - Street Lights	Acct: 200204074328 Hydro	15.52	
		16-439 - Roads - Street Lights	Acct: 200204074328 Hydro	-1.78	
		16-323 - Garage - Hydro	Acct: 200204074328 Hydro	177.25	
		16-323 - Garage - Hydro	Acct: 200204074328 Hydro	-20.38	
		16-150 - Office - Heating/Hydro	Acct: 200204074328 Hydro	179.98	
		16-150 - Office - Heating/Hydro	Acct: 200204074328 Hydro	-20.69	
		16-232 - Station 1 - Hydro	Acct: 200204074328 Hydro	539.94	

Municipality of Whitestone
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OTHER

Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
		16-232 - Station 1 - Hydro	Acct: 200204074328 Hydro	-62.08	
		16-251 - Station 2 - Hydro	Acct: 200204074328 Hydro	63.70	
		16-251 - Station 2 - Hydro	Acct: 200204074328 Hydro	-7.32	
		16-719 - Maple Is. Hall - Heat/H	Acct: 200204074328 Hydro	114.62	
		16-719 - Maple Is. Hall - Heat/H	Acct: 200204074328 Hydro	-13.18	
		16-719 - Maple Is. Hall - Heat/H	Acct: 200204074328 Hydro	35.21	
		16-719 - Maple Is. Hall - Heat/H	Acct: 200204074328 Hydro	-2.82	
		16-731-3 - 2125 HWY 124 - Hyd	Acct: 200204074328 Hydro	44.35	
		16-731-3 - 2125 HWY 124 - Hyd	Acct: 200204074328 Hydro	-5.10	
		11-210-2 - A/R HST Receivable	HST Tax Code	144.33	
		99-999-1 - HST (Statistical) Non	HST Tax Code	166.93 NL	1,301.99
2	07/25/2023	TD Visa			
Jul 2023 MK		16-115 - Admin - Computer Sup	Visa MK	295.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	32.62	
		99-999-1 - HST (Statistical) Non	HST Tax Code	37.73 NL	328.02
3	10/25/2023	TD Visa			
Oct 2023 MH		16-110 - Admin - Office Supplies	Visa MH	42.74	
		11-225 - Due to Municipality Of	Visa MH	28.47	
		16-710 - Dunchurch Hall -High S	Visa MH	142.46	
		16-303 - Roads-Office-Supplies/	Visa MH	41.98	
		16-134 - Dist Parry Sound Munic	Visa MH	71.49	
		16-110 - Admin - Office Supplies	Visa MH	135.15	
		16-126 - Admin - Communicatio	Visa MH	36.57	
		11-210-2 - A/R HST Receivable	HST Tax Code	37.03	
		99-999-1 - HST (Statistical) Non	HST Tax Code	42.83 NL	535.89
4	10/25/2023	TD Visa			
Oct 2023 DC		19-714 - Facilities - Capital - Ele	Visa DC	76.32	
		16-110 - Admin - Office Supplies	Visa DC	116.06	
		16-703 - Dunchurch Hall - Bld M	Visa DC	41.44	
		16-320 - Garage - Mtc/Supplies/	Visa DC	205.93	
		16-134 - Dist Parry Sound Munic	Visa DC	178.05	
		16-115 - Admin - Computer Sup	Visa DC	257.17	
		16-702 - Dunchurch Hall - Suppl	Visa DC	66.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	89.50	
		99-999-1 - HST (Statistical) Non	HST Tax Code	103.51 NL	1,030.53
Total Other:					3,196.43
Total AP:					58,586.27

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11/16/2023 2:25 PM

Municipality of Whitestone
List of Accounts for Approval
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Report prepared for Council November 16, 2023



Maneesh Kulal, Treasurer

BY-LAWS

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 72-2023

**Being a By-law to authorize an agreement between the
Corporation of the Municipality of Whitestone and
Ornge for the Helipad Maintenance and to repeal By-law 09-2020**

WHEREAS under Section 8 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS under Section 9 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Council of the Municipality of Whitestone deems it in the best interest of the taxpayers to enter into this agreement;

NOW THEREFORE the Council of the Corporation of the Municipality of Whitestone hereby enacts as follows:

Short Title:

This By-law shall be known as the Municipality of Whitestone and Ornge for the Helipad Maintenance By-law.

1. **THAT** the Mayor and CAO-Clerk of the Municipality of Whitestone are hereby authorized to execute under seal of the Corporation an agreement being Schedule 'A' of this By-law between the Municipality of Whitestone and Ornge; and
2. **THAT** By-law No. 09-2020 is hereby repealed;
3. **THAT** this By-law shall come into force and take effect upon passage thereof.

READ a **FIRST** and **SECOND time** this 21st day of November, 2023.

Mayor George Comrie

CAO-Clerk Michelle Hendry

Read a **Third time** and **Passed, Signed** and **Sealed** this 21st day of November, 2023.

Mayor George Comrie

CAO-Clerk Michelle Hendry

By-law 72-2023 Ornge for the Helipad Maintenance By-law

Page 1 of 1



Ornge
5310 Explorer Drive
Mississauga, Ontario L4W 5H8

1.800.251.6543
647.428.2005 tel
647.428.2006 fax

Execution Copy
#23-01-033

Thursday, February 16, 2023

Municipality of Whitestone (the “**Operator**”)
Tammy Wylie
21 Church Street
Dunchurch, Ontario P0A 1G0

Operator of the **[R009 / Ardbeg
(Whitestone)]** helipad located at:
45.6397° / -80.0803° (the “**Property**”)

Dear Tammy Wylie,

Re: Company-Approved Helipad Agreement (the “**Agreement**”)

This letter agreement (the “**Agreement**”) sets out the terms and conditions of the use, operation and maintenance of the Helipad, Surrounding Area and Easement, each as defined below. We trust that this Agreement reflects the understanding between yourself and Ornge. If so, please have an authorized signatory execute **two copies** of this Agreement by signing in the space provided at the end of the document and return one copy to the following address:

Ornge
5310 Explorer Drive
Mississauga, Ontario
L4W 5H8
Attention: Helipad Program

By way of background:

- A. The Operator owns, leases or otherwise has a legal right of ownership or control over the Property that includes the Helipad, Surrounding Area and Easement Lands, as defined below (collectively, the “**Subject Lands**”);
- B. Ornge, along with its subsidiaries and affiliates (collectively referred to as “**Ornge**” in this Agreement), provides ambulance services to the people of Ontario, under an agreement with the Ministry of Health and Long-Term Care, using helicopters and using land ambulance vehicles which Ornge operates or which are operated by third parties who coordinate with Ornge (collectively, the “**Services**”);
- C. Ornge seeks the right to use the Operator’s Subject Lands in order to provide the Services;
- D. The Operator has agreed to provide and grant to and in favour of Ornge the right to use the Subject Lands in connection with the Services and to ensure that the Subject Lands are available in safe, secure and effective condition such that Ornge may use the Subject Lands when the need arises, all subject to and in accordance with the terms of this Agreement.



NOW THEREFORE, Ornge and the Operator hereby agree as follows:

DESCRIPTION OF SUBJECT LANDS

1. Schedule A to this Agreement illustrates the location and boundaries of the Helipad, Surrounding Area and Easement Lands on the Property.
2. For the purposes of this Agreement:
 - (a) the **Helipad** comprises Final Approach and Take-Off area (“**FATO**”) and the Touch Down and Lift-Off Area (“**TLOF**”) as depicted in Schedule A;
 - (b) the **Surrounding Area** comprises the land immediately surrounding the Helipad that is 100 feet or more radius from the center of the Helipad, as well as an area ten feet wide and running the full length of the lead-in cones/lights if the pad is so equipped, as depicted in Schedule A; and
 - (c) the **Easement Lands** comprise the land connecting the Helipad and Surrounding Area to the public road as depicted in Schedule A.

REPRESENTATIONS OF THE OPERATOR

3. The Operator represents and warrants to Ornge that:
 - (a) the Operator owns, leases or otherwise has a legal right of ownership or control over the Subject Lands to the extent sufficient to legally grant and provide to and in favour of Ornge the right to use the Subject Lands in connection with the Services and has, to the extent required, obtained any consents required from any third parties to grant such rights;
 - (b) the Operator has all the necessary power, authority and capacity to enter into this Agreement and to carry out its obligations under this Agreement;
 - (c) the TLOF is made of concrete, asphalt, sod or coarse gravel such that it is capable of bearing the static and dynamic weight of Ornge’s helicopter (approximately 6,800 kilograms);
 - (d) the FATO is made of either concrete, asphalt, sod or coarse gravel and will be kept free from dust, loose dirt, sand, and similar material that could create significant amounts of dust when a helicopter lands or takes off which can result in both safety and maintenance issues in helicopters; and
 - (e) the TLOF and FATO comply, and will at all times during the term of this Agreement comply, with subsection 305.29 of the Canadian Aviation Regulations.



GRANT OF RIGHTS TO USE SUBJECT LANDS

4. Subject to the terms of this Agreement, the Operator hereby grants to and in favour of Ornge (and its employees, contractors, agents and other third parties working in cooperation with Ornge, including without limitation third party land ambulance service providers (collectively “**Ambulance Personnel**”) the following rights and interests in and to the Subject Lands, which the parties hereby acknowledge, confirm and agree constitute rights and interests in and to the Subject Lands:
 - (a) an exclusive right to use and occupy the Helipad and Surrounding Area from time to time and at all times for the purposes of providing the Services, including: (i) causing helicopters to land and take off from the Helipad; (ii) providing space for land ambulances to park while delivering patients to, or receiving patients from, an air ambulance; (iii) transferring patients between air ambulances and land ambulances and providing care to such patients during such transfers; (iv) installing, inspecting and maintaining Navigation Equipment (as defined in Section 10 below); (iv) verifying that the Operator is carrying out its obligations under this Agreement and that the Subject Lands are suitable for the foregoing uses; and (v) other activities related or ancillary to the provision of the Services; and
 - (b) an exclusive easement in gross or right and interest in the nature of an easement in gross in, on, upon, along, over and across the Easement Lands, for the benefit of Ornge and the Ambulance Personnel (together with its and their respective vehicles, supplies, equipment and machinery) for the purposes of ingress to and egress from the Helipad and the Surrounding Area in connection with the provision of the Services.

MAINTENANCE AND REPAIR OF SUBJECT LANDS

5. The Operator will ensure that the Helipad, Surrounding Area and Easement Lands are available for the purposes set out in Section 4, on a twenty-four hours per day, seven days per week basis.
6. The Operator will, at all times and as necessary, undertake all reasonable maintenance and repair of the Subject Lands to meet the availability commitment set out in Section 5 and otherwise to enable Ornge to provide a safe take-off and landing site for air ambulances.
7. Without limiting the generality of Section 6, the Operator will:
 - (a) promptly clear the Subject Lands of all debris, vehicles, obstacles and unsecured objects that may in any way preclude or limit full access to, or use of, the Subject Lands as contemplated by this Agreement;



- (b) promptly clear all ice from the Subject Lands, so that no accumulation of ice occurs, provided that no salt may be used to remove such ice but urea may be used;
 - (c) promptly clear snow (including any drifts or piles) greater than two inches deep from the Subject Lands during and after a snowfall, so that no accumulation in excess of two inches occurs;
 - (d) promptly clear or water down dust, loose dirt, sand, and similar material that could create significant amounts of dust when a helicopter lands or takes off;
 - (e) promptly clear the Helipad of any objects or debris which could, if struck by a helicopter or any moving part of a helicopter, cause a safety incident. This includes structures such as fences, gazebos, sheds, outhouses, etc.;
 - (f) promptly clear the Easement Lands of vehicles or other obstacles that may in any way preclude or limit access to the Helipad and Surrounding Area as contemplated by this Agreement;
 - (g) routinely cut any grass or other vegetative ground cover such that the height thereof does not exceed six inches on the Helipad;
 - (h) routinely cut any grass or other vegetative ground cover so that neither blocks or impedes the visibility of the Navigational Equipment; and
 - (i) trim any grass, bushes, trees or vegetative ground cover on the Subject Lands as directed by Ornge from time to time.
8. The Operator will not make any changes to the Subject Lands (other than maintenance in accordance with this Agreement) without the prior written consent of Ornge.
9. The Operator will not knowingly do (or fail to do) anything that would impede the use of the Subject Lands by Ornge and Ambulance Personnel as contemplated by this Agreement or that could endanger the safety of Ambulance Personnel or patients.

NAVIGATION EQUIPMENT

10. Ornge may, where necessary, supply navigational equipment, which may include solar/battery powered lights and reflective cones (the “**Navigational Equipment**”) and will install such Navigational Equipment on the Subject Lands, substantially as illustrated in Schedule A.
11. All Navigational Equipment will remain the property of Ornge at all times. Ornge may retake possession of Navigation Equipment at any time without notice.



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12. The Operator will maintain the Navigational Equipment (for example, by changing dead batteries) and take reasonable measures to ensure that the Navigational Equipment is not damaged or stolen.
13. The Operator will be responsible for reimbursing Ornge for the cost of repairing or replacing any Navigational Equipment that is damaged or stolen while in the possession of the Operator.

MONITORING, NOTIFICATION AND INSPECTIONS

14. The Operator will regularly inspect the Subject Lands to ensure that they are maintained to the standard set out in this Agreement and are available for use in accordance with the requirements of this Agreement. Such inspections will be carried out at least every week, or more frequently as may be reasonably necessary in the event of inclement weather such as snow, heavy rains, high winds, or electrical storms.
15. The Operator will immediately notify the Ornge Communications Centre (“OCC”) at 1-833-401-5577 if any of the following adverse conditions arise:
 - (a) the Helipad is not available for the receipt and transport of patients (which for clarity should only be in situations that are beyond the reasonable control of the Operator);
 - (b) access to the Helipad or Surrounding Area, or passage over the Easement Lands, is impeded in any way, including for planned outages (for example, construction);
 - (c) if any hazard exists which could reasonably be expected to compromise the safe access and use of the Helipad, Surrounding Area or Easement Lands by Ornge or Ambulance Personnel;
 - (d) any Navigational Equipment is not working, is visibly damaged, or is stolen or missing; or
 - (e) the occurrence of any event of Force Majeure (as defined in Section 37).

When providing notice of any of the adverse conditions described in this Section 15, the Operator will provide reasonable detail about the nature of the adverse conditions and the Operator’s reasonable estimate of the period of time for which it expects the adverse conditions to continue. For clarity, notifications given under Section 15 will be provided by telephone notwithstanding the general notification provisions set out in Section 35 of this Agreement.

16. The telephone number of the OCC set out in Section 15 is confidential. The Operator will keep this telephone number confidential. The Operator will not use or disclose this



telephone number to any other person or organization, except in accordance with this Agreement or with the prior written consent of Ornge.

17. The Operator will permit Ornge to inspect the Subject Lands to ensure compliance by the Operator with this Agreement. Ornge will endeavor to conduct inspections at reasonable times and on reasonable notice to Operator, provided that Ornge reserves the right to conduct inspections at any time and on no notice given the emergency nature of the Services that will be undertaken on the Subject Lands.

RISK MANAGEMENT

18. The Operator will defend, indemnify and hold harmless Ornge and its members, directors, officers, employees, contractors and from and against: (a) any personal injury or damage to tangible property; and (b) any and all claims, actions, judgments, costs, damages, expenses (including reasonable legal expenses), losses or liabilities incurred or suffered by an indemnified party, in each case to the extent caused by the negligence or willful act or omission of the Operator or by the material breach of a representation, warranty or covenant of the Operator under this Agreement.
19. Ornge will defend, indemnify and hold harmless the Operator and its members, directors, officers, employees, contractors and from and against: (a) any personal injury or damage to tangible property; and (b) any and all claims, actions, judgments, costs, damages, expenses (including reasonable legal expenses), losses or liabilities incurred or suffered by an indemnified party, in each case to the extent caused by the negligence or willful act or omission of Ornge or by the material breach of a representation, warranty or covenant of Ornge under this Agreement.
20. In no event will Ornge be liable to the Operator for any indirect, special, incidental, exemplary, punitive or consequential damages, or lost revenue, profits or business, whether based on breach of contract, tort (including negligence) or otherwise, arising from or related to this Agreement or the use of the Subject Lands as contemplated in this Agreement, regardless of whether Ornge has been advised, knew or should have known of the possibility of such damages.

TERM AND TERMINATION

21. This Agreement will commence on the date that it is fully executed by the parties (the “**Commencement Date**”), and will continue for a term of 3 years after the Commencement Date, unless terminated earlier.
22. Ornge may terminate this Agreement by giving written notice of default to the Operator if the Operator breaches any of its representations, warranties or obligations under this Agreement and fails to remedy such default within the cure period specified in the notice of default (or within 20 days of the date of the notice if no such cure period is specified),



provided that Ornge may terminate immediately upon notice for the following events of default:

- (a) any willful breach of this Agreement or intentional misrepresentation by the Operator under this Agreement; and
 - (b) any fraudulent act or omission of the Operator.
23. Ornge may terminate this Agreement at any time, for any reason and without any cost, damages or penalty to the terminating party, upon giving at least 10 days' written notice to the Operator. Where Ornge gives such notice, this Agreement will terminate on the date set out in the notice, which date shall not be less than 10 days from the date on which notice is given.
24. In the event the Agreement is terminated or expires, the Operator will return to Ornge any property that was provided to the Operator by or on behalf of Ornge, including without limitation any Navigation Equipment.

COSTS AND EXPENSES

25. After Ornge's annual inspection of the Subject Lands, Ornge will pay to the Operator \$3,500 CAD ("Fee") for the maintenance and repair of the Subject Lands.
26. The Operator will ensure that the Fee is only spent on costs incurred for the maintenance and repair of the Subject Lands. The Operator will retain invoices, receipts and other financial documentation to demonstrate the use of the Fee, and the Operator will provide such financial documentation to Ornge upon Ornge's reasonable request.

MISCELLANEOUS

Governing Law

27. This Agreement will be governed by, and interpreted and enforced in accordance with the laws of the Province of Ontario. Each party irrevocably submits to the exclusive jurisdiction of the courts of Ontario with respect to any matter arising under or related to this Agreement.

Independent Parties

28. The Operator is not an agent, partner, officer, employee or servant of Ornge or of Her Majesty the Queen in Right of the Province of Ontario (as represented by the Ministry of Health and Long-Term Care) (the "**Ministry**"). The Operator acknowledges and agrees that it is, and shall be at all times an independent contractor for purposes of this Agreement. The Operator is not in any way authorized to make a promise, agreement or contract on behalf of Ornge or the Ministry.



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29. All personnel assisting the Operator in fulfilling its obligations under this Agreement shall be employees or subcontractors of the Operator and shall not, for any purpose, be deemed to be the employees of Ornge or the Ministry.

Audit Rights

30. Upon Ornge's reasonable request, the Operator will provide to Ornge any information or documents that Ornge requires for the purposes of administering, enforcing, overseeing, planning, analyzing, investigating or inspecting any aspect of this Agreement or the Subject Lands.
31. Ornge may disclose the Operator's information or documents to the Ministry of Health, Transport Canada (which oversees civil aviation including helipads) and to others as permitted or required by law.

Assignment and Subcontractors

32. Subject to Section 33, the Operator will not assign this Agreement or any or all of its rights or obligations under the Agreement without the prior written consent of Ornge, which consent may not be arbitrarily withheld. Any purported assignment done without such consent shall be of no force and effect and, in such circumstance and will constitute an event of default for the purposes of Section 22.
33. The Operator may, without the consent of Ornge, subcontract any portion of its duties under this Agreement provided that Ornge may, in its sole discretion, continue to deal with the Operator, rather than the subcontractor, in respect of the work performed by the subcontractor and the Operator shall report to Ornge regarding the work performed by the subcontractor. The Operator shall enter into a written contract with the subcontractor on terms that do not compromise the nature, scope and quality of services to be provided under this Agreement, and that do not impair the rights accorded to Ornge under this Agreement. The Operator shall at all times be held fully responsible for the acts and omissions of each such subcontractor and its directors, officers, employees, independent contractors, subcontractors, shareholders, members, partners, agents or other representatives, and their successors and assigns.
34. Ornge may assign this Agreement or any or all of its rights or obligations under this Agreement without the consent of the Operator. The Operator will be bound by any such assignment.

Notice

35. Subject to Section 15, any notice or other communication that is required to be given or that may be given by either party to this Agreement to the other party will be in writing and given by personal delivery or by registered mail, courier or email to the addresses listed below. Any notice given by personal delivery or email will be conclusively



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deemed to have been given on the day of actual delivery of the notice; if given by registered mail, on the third day following the deposit of the notice in the mail; if by courier, on the second day after delivery of the notice to the courier.

For all **operational and non-legal** matters/notices to Ornge:

Ornge
5310 Explorer Drive
Mississauga, Ontario L4W 5H8
Attention: Helipad Program
helipadsupport@ornge.ca

For all **legal** matters/notices to Ornge:
Ornge

5310 Explorer Drive
Mississauga, Ontario L4W 5H8
Phone: (647) 428-2005
Attention: Legal Department
legal@ornge.ca

Amendments

36. This Agreement may be amended, modified or supplemented only by a written agreement signed by each party.

Force Majeure

37. If, as a result of an event of Force Majeure, the Operator fails to perform or comply with any of its obligations under this Agreement, such failure shall not constitute a default or breach of this Agreement. Dates and times by which the Operator is required to render performance under this Agreement shall be postponed automatically to the extent and for the period of time that the Operator is prevented from meeting them by causes beyond its control which are not avoidable by the exercise of reasonable foresight. Such causes (each such cause, an event of “**Force Majeure**”) shall include but not be limited to acts of God, acts of war, riots, fire, or other causes or contingencies beyond the control of, and occurring not as a result of the negligence or misconduct of, the Operator, but shall not include epidemics or other public health emergencies, inclement weather, financial distress or difficulty, strikes, labour disruptions, or lock outs. The Operator shall resume its obligations under this Agreement when the event of Force Majeure has ended. Notwithstanding the foregoing, if performance of a material obligation is prevented or delayed for more than 120 days by reason of an event of Force Majeure, Ornge may on notice treat the delay as an event of default for the purposes of Section 22.

Whistleblowing

38. Concerns regarding Ornge’s business practices or ethical conduct may be forwarded to ca_ornge_whistleblower@pwc.ca.

Entire Agreement



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39. This Agreement constitutes the entire agreement between the parties relating to the subject matter of the Agreement and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, express or implied, between the parties. There are no representations, warranties, conditions, other agreements or acknowledgements, whether direct or collateral, express or implied, other than those expressed herein that induced any party to enter into this Agreement or in which reliance is placed by any party, except as specifically set forth in this Agreement. Without limiting the foregoing, Ornge makes no, and disclaims any, representations about the frequency with which it will use the Helipad.

Severability

40. The invalidity of any particular provision or portion of any particular provision of this Agreement shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid provision or portion of any particular provision were omitted.

Parties Bound

41. This Agreement will enure to the benefit of and be binding upon the parties and their respective heirs, executors, administrators, agents, successors, and permitted assigns.

Independent Legal Advice

42. The Operator acknowledges that:
- (a) this Agreement has been prepared solely by legal counsel for Ornge and that such legal counsel does not act for the Operator in any manner with respect to this Agreement; and
 - (b) the Operator has been advised to, and has the right to, obtain independent legal advice before executing the Agreement.

By executing the Agreement, the Operator confirms that it has either sought independent legal advice or waived its opportunity to do so, and that it understands and intends to be bound in all respect by this Agreement.

Spousal Consent

43. The Operator warrants that spousal consent is not necessary to this transaction under the provisions of the *Family Law Act*, R.S.O. 1990 unless the Operator's spouse has executed the consent provided below.

[Signature page to follow]



Ornge
5310 Explorer Drive
Mississauga, Ontario L4W 5H8

1.800.251.6543
647.428.2005 tel
647.428.20006 fax

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Yours truly,
ORNGE

By:

DocuSigned by:

ECBE7AA0334E490...

Peter Cunningham
Chief Operating Officer - Aviation

Signed on
2/17/2023, 20__

ACCEPTED AND AGREED TO BY THE OPERATOR:

IN WITNESS WHEREOF the following party
has executed this Agreement:

Signed on
_____, 20 23
in the presence of:

Witness signature

Print name

By:

Name: George Comrie

Title: Mayor

Name: Michelle Hendry

Title: CAO-Clerk

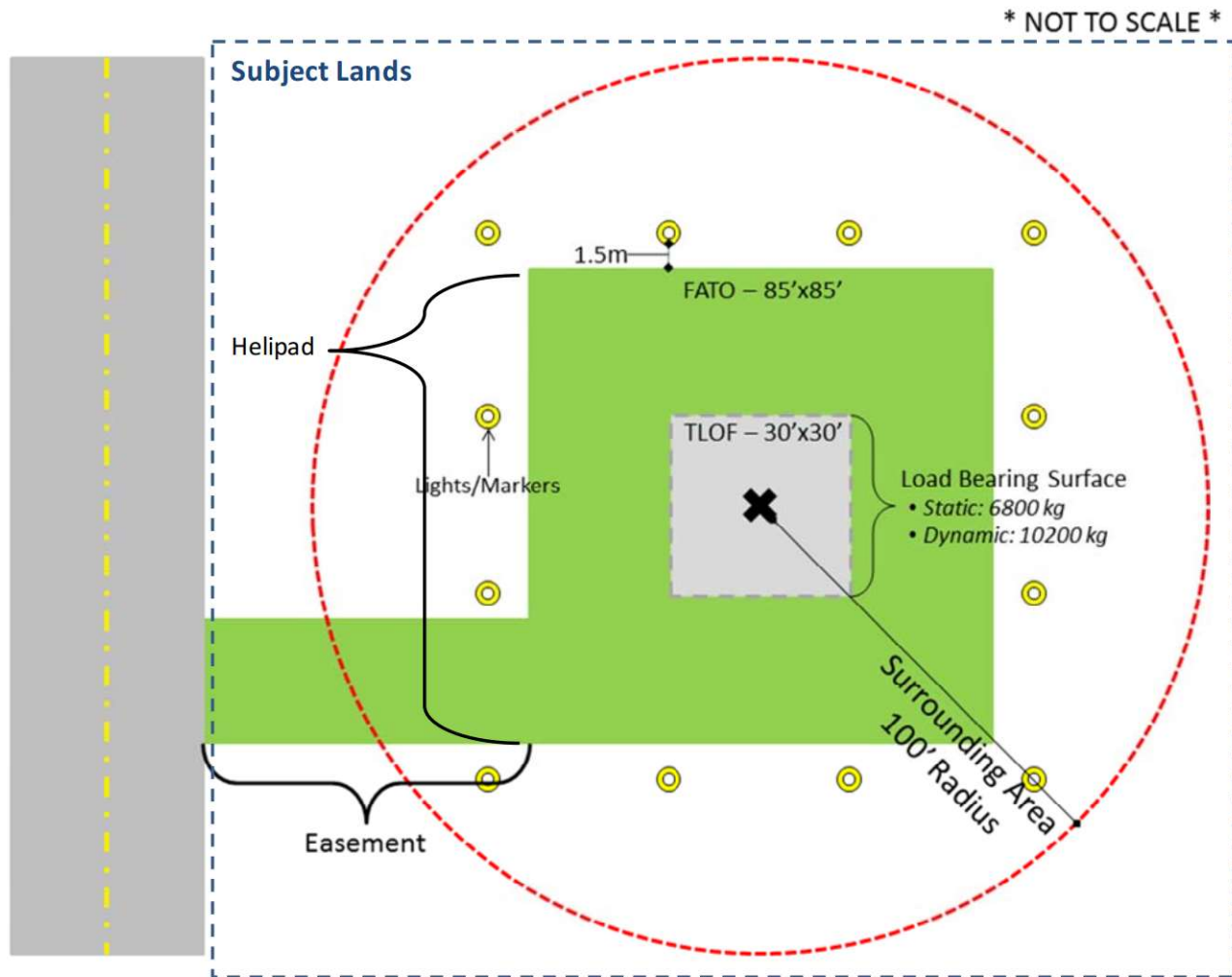


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Mississauga, Ontario L4W 5H8

1.800.251.6543
647.428.2005 tel
647.428.2006 fax

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SCHEDULE A – DESCRIPTION OF SUBJECT LANDS



BUSINESS MATTERS



November 10, 2023

Dear Members of the Stakeholder Board,

Re: West Parry Sound Economic Development Collaborative

On October 31, 2023, the West Parry Sound Economic Development Collaborative (WPSEDC) Municipal Stakeholder Board and Steering Committee met to discuss the current situation and next steps for the organization. With the Economic Development Officer vacancy and the completion of FedNor CIINO funding in November 2023, WPSEDC is in a favourable position to establish the future direction, vision, and goals of the collaborative.

With an integrated approach to economic development, considerable success can be realized. Working together towards the same vision and goals will allow West Parry Sound to strengthen collaboration and provide added value to meet private sector and development needs. As new employment opportunities and increased investment occur throughout West Parry Sound, ratepayers continue to benefit. Commuting data provided by The Labour Market Group, based on 2016 Census, points to the significant number of ratepayers that commute throughout West Parry Sound. According to the report, 9,865 workers commuted to jobs in Parry Sound District with 8,520 (86%) starting their commute journey from the District. To provide further context, the data indicates that 4,480 people work in Parry Sound with 2,095 people commuting from other municipalities within West Parry Sound. Of the 790 individuals who commute to Seguin, 240 are travelling from other municipalities in West Parry Sound. Please refer to the attached report for more details.

During the recent WPSEDC meeting, highlights from the *Organizational Review and Engagement Report 2023* were discussed. The report provided a collection of common themes that emerged based on feedback from WPSEDC Municipal Stakeholder Board representatives in Spring 2023. Please refer to the attached report for more details. While the benefits of a West Parry Sound approach to economic development were apparent, it was noted during the engagement process that further enhancements with respect to the organizational model are needed. A new approach to West Parry Sound economic development could be considered. WPSEDC has been funded over the past six years through FedNor's CIINO program and as such, deliverables and performance requirements were pre-determined. With the completion of this funding program, the seven area municipalities forming West Parry Sound have an opportunity to refine the structure and set a new path forward.

The *Organizational Review and Engagement Report 2023* recommends the implementation of a Strategic Planning process to determine a long-term vision. The Strategic Plan must clearly identify

the goals and actions to support the integration of business development and investment attraction, increased private sector involvement and alignment with the unique economic development needs of each municipality. Through this process, engagement with members of Council, private-sector companies, community stakeholders and business development organizations should be undertaken. The development of the Strategic Plan will allow for a unified roadmap to guide WPSEDC forward and clearly highlight the organizational structure, new municipal funding model, recommended actions, and potential partnerships. Upon completion of the plan, each Council will have the opportunity to review the document and determine their interest in supporting the vision and desire to invest in a collaborative approach to economic development moving forward.

The WPSEDC Municipal Stakeholders Board is requesting each Council to determine their support to move forward with the Strategic Planning process. No additional funds are required from the municipalities as there is approximately \$19,000 available to undertake the Strategic Plan. However, it is important to understand each Council's position and the willingness and interest to continue to collaborate during the proposed Strategic Planning process. The enclosed documents provide pertinent background information and reports for further details.

If you have any questions, please do not hesitate to contact us.

Sincerely,

A stylized signature in black ink, appearing to read 'John B. Fior'.

John B. Fior
Chair, WPSEDC
Chief Administrative Officer
The Township of The Archipelago

A stylized signature in blue ink, appearing to read 'Clayton Harris'.

Clayton Harris
Vice Chair, WPSEDC
Chief Administrative Officer
Town of Parry Sound

cc West Parry Sound CAOs and Clerks

Attachments



Table of Contents

1. *Organizational Review and Engagement Report 2023* – Karen Jones
2. *WPSEDC Future Options Report* (26 Sep 2022) - James Cox
3. *WPSEDC Overview and Progress Update* (3 Feb 2023) – James Cox
4. *West Parry Sound on the Move!* Media Release (3 Jan 2022) - WPSEDC
5. *Commuting Data for West Parry Sound* – Labour Market Report
6. *FedNor Project Activity Final Report* (18 August 2023) – James Cox

West Parry Sound

Economic Development Collaborative

Organizational Review and Engagement Report 2023



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ACKNOWLEDGEMENTS



The organizational review and engagement process was guided by Karen Jones Consulting Inc. and received participation and support from the WPSEDC Municipal Stakeholder Board and Steering Committee, Township of Carling, the Municipality of McDougall, the Township of McKellar, the Town of Parry Sound, the Township of Seguin, the Township of The Archipelago, and the Municipality of Whitestone. The report framework reflects the thoughtful input and insightful recommendations of those who dedicated their time and effort to this initiative.

BACKGROUND

The West Parry Sound Economic Development Collaborative (WPSEDC) was established in 2017 to drive collaborative economic development in West Parry Sound. With funding support provided by FedNor and CBDC, WPSEDC identified four priority areas as key areas of focus: Business Retention and Expansion, Development Readiness, Investment Attraction and Regional Engagement.

Initiatives that have been undertaken since the organization's inception include:

- Collaborating during pandemic and post-pandemic economic recovery efforts
- Supporting investment attraction
- Working with the Parry Sound Area Municipal Airport and Business Park and the Parry Sound Industrial Park to implement their respective strategic plans and attract new investments
- Working with municipal staff and stakeholders to assist businesses to establish and expand within the West Parry Sound Area
- Connecting with entrepreneurs throughout the West Parry Sound Area to provide mentorship and contacts with potential investors
- Assisting in increasing the housing capacity in the Parry Sound Area
- Collaborating on local community economic development initiatives in the service area as a resource where appropriate
- Serving as a primary point of contact for new and potential businesses and working with stakeholders as a resource to develop and eventually locate in the West Parry Sound Area

As part of the deliverables identified through FedNor's CIINO grant, key performance indicators (KPIs) were identified to measure success. WPSEDC has successfully accomplished the following KPIs:

- Facilitated the creation of 50 new jobs
- Facilitated the establishment of 6 new businesses
- Facilitated the maintenance of 20 existing businesses
- Facilitated the expansion of 8 new businesses
- Strengthened connections with 30 identified stakeholder groups

With CIINO funding ending November 2023, WPSEDC must look at ways to grow and become sustainable. To accomplish this, a cohesive approach to link the region is required. Once the funding model changes, WPSEDC will have more flexibility to alter specific deliverables and set new expectations for staff. To ensure success, additional funding sources will be required along with the core operational dollars required from the seven municipalities. Furthermore, additional opportunities exist to leverage program funding dollars and expand offerings into tourism sector initiatives (e.g., development of a Destination Marketing Organization, working with all municipalities to implement MAT tax funding, etc.).

WPSEDC must offer services that achieve results for the region including investment attraction efforts targeted at high-paying jobs, affordable housing strategies, Canadore College partnerships that support skilled trades and student residences in addition to increased collaboration with key partners such as the Board of Education, Ministry of Education, Employment Ontario, etc.

ORGANIZATIONAL STRUCTURE

The West Parry Sound Economic Development Collaborative is comprised of a Board of Stakeholder Municipalities, Partners to the Board/Steering Committee, a Steering Committee, a Core Group of Advisors, and the Economic Development Officer (EDO).

Municipal Stakeholders Board

Driven by the Board of Stakeholders, the role of the Board is to focus on the 'big' picture, set strategic direction and focus, approve policies and budgets and appoint the Core Group of Advisors.



The Municipal Stakeholders Board are elected officials comprised of the heads of Council, or designate, for the municipalities of the Township of Carling, the Municipality of McDougall, the Township of McKellar, the Town of Parry Sound, the Township of Seguin, the Township of The Archipelago, and the Municipality of Whitestone. The Members are appointed through Resolution by their respective Councils for the term of Council and are voting members. The Board

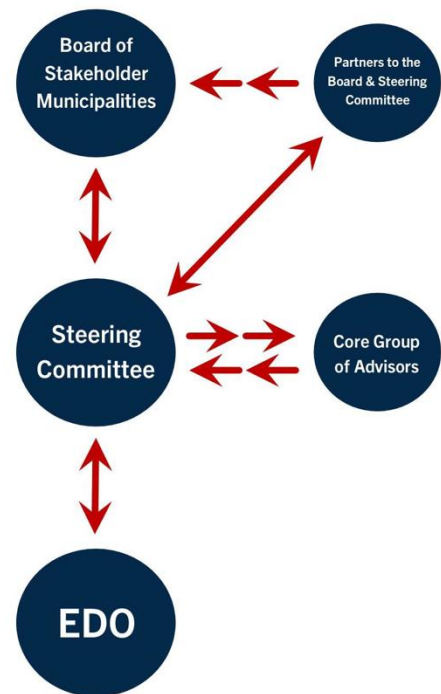
Chair and Co-Chair are appointed by the voting Board members.

Steering Committee

The Steering Committee is comprised of municipal staff that have been appointed by their respective Councils from the municipalities that have provided their full annual financial contribution. The Steering Committee members are appointed by Resolution of their respective Councils for a four-year term to coincide with the term of Council. The role of the Steering Committee, led by the Chairperson and Co-Chairperson, is to provide the EDO with operational direction to advance/implement priorities of the Board, receive and review input from the Core Group of Advisors, review and approve the EDO's workplans, approve budget allocations, conduct the EDO's performance review, develop the selection criteria for the Core Group of Advisors members, provide oversight of all operational matters related to the West Parry Sound Economic Development Collaborative, recommend an annual budget to the Municipal Stakeholder Board, make policy recommendations to the Municipal Stakeholder Board and provide regular performance reporting to the Board with respect to the Board's strategic direction and focus.

Partners to the Board

Partners to the Board include representatives from FedNor and NOHFC that attend meetings as required. The role of the Partners to the Board is to provide advice on both federal and provincial priorities, trends, and funding/partnership opportunities. Partners to the Board are resource members and do not carry a vote.



Core Group of Advisors

While not formally operating, the Core Group of Advisors were intended to be private, public, and non-profit sector members appointed to a four-year term. This was based on selection criteria, industry sectors, and areas of expertise. These representatives serve as non-voting, resource members with the role of providing support to the Steering Committee and the Regional Economic Development Officer in the capacity of mentorship, advisors, 'think-tank' and as a sounding board.

Regional Economic Development Officer

The Economic Development Officer (EDO) is a full-time position responsible for daily tasks to move the organization's priorities forward. Over the past six years of operation, this position has had three separate individuals in this role which has impacted the ability to maintain momentum with all seven municipalities and their respective Councils. Relying on one person to drive the initiatives forward has presented challenges especially due to staff turnover.

Current Funding Model

The West Parry Sound Economic Development Collaborative is funded by the Stakeholder Municipalities who provide an annual financial contribution based on a funding formula. The contributions are as follows:

Stakeholder Municipality	Contribution
Township of Carling	11%
Municipality of McDougall	11%
Township of McKellar	11%
Town of Parry Sound	22%
Township of Seguin	22%
Township of The Archipelago	11%
Municipality of Whitestone	11%

As the CIINO funding comes to an end, a new model must be explored for WPSEDC to advance. This creates an opportunity to identify new ways for the organization to evolve. To capitalize on this opportunity, WPSEDC agreed to meet as a group to discuss next steps. As such, a facilitated discussion with the Municipal Stakeholders Board and the Steering Committee occurred on April 24, 2023. The session was led by Karen Gibbons (née Jones), CEO of Karen Jones Consulting Inc., with the objective to have an open conversation about the opportunities and challenges associated with the current WPSEDC model. Representatives from all seven municipalities attended the session.

Following the session, one-on-one interviews were conducted with members of the Municipal Stakeholder Board and Steering Committee. Representatives from six municipalities participated in the interview process including the Township of Carling, the Municipality of McDougall, the Town of Parry Sound, the Township of Seguin, the Township of The Archipelago, and the Municipality of Whitestone.

A follow up session was hosted on May 23, 2023, to review the consolidated feedback. The session was recorded and is available for viewing. The engagement sessions and one-on-one interviews allowed for meaningful discussion to further identify perceptions, challenges and opportunities from the perspective of participating municipalities.

ENGAGEMENT SUMMARY

Key Highlights

During the engagement process several key ideas, themes and challenges were presented. Agreement from the individuals who participated in the one-on-one interviews and attended the sessions was unanimous that regional economic development is beneficial for all municipalities and their constituents. It was agreed by all that there is interest to move forward with WPSEDC if critical challenges are fixed.

Regional Collaboration

There was consensus that the “together we are better” mantra holds true for the region with respect to economic development. It was felt that the smaller municipalities benefit from employment and services offered in the larger communities/hubs. The supply chain of region has an impact in many aspects including job creation, health care, education, services, support, etc. As such, development and growth benefit the collective. It was felt that as long as development occurs within the WPSEDC, positive impact will be realized. There is a strong need for improved infrastructure, sustainable employment with the attraction of high-skilled labour, regional transportation systems, environmentally friendly business development, affordable housing strategies and the need to strengthen key partnerships.

It was understood that having all seven municipalities working together is best for the entire region, and it would be detrimental if this did not occur in the new model. The consensus from those who participated in the engagement process was that supporting efforts that benefit taxpayer needs is essential. A concentrated effort must be placed on things that are needed to make the region work as a whole because a regional approach is most impactful.

Challenges

Currently the model appears to be fragmented and several components are not perceived to be working together to allow for a unified approach. This can be attributed to a lack of formalized communication about benchmarks, targets, KPIs and progress as it connects specifically with each municipality, local business and stakeholder. Many municipalities felt unclear about what was happening, which resulted in a perceived lack of value. Due to complexities within the regional economic development landscape, awareness about the results that have been occurring is lacking.

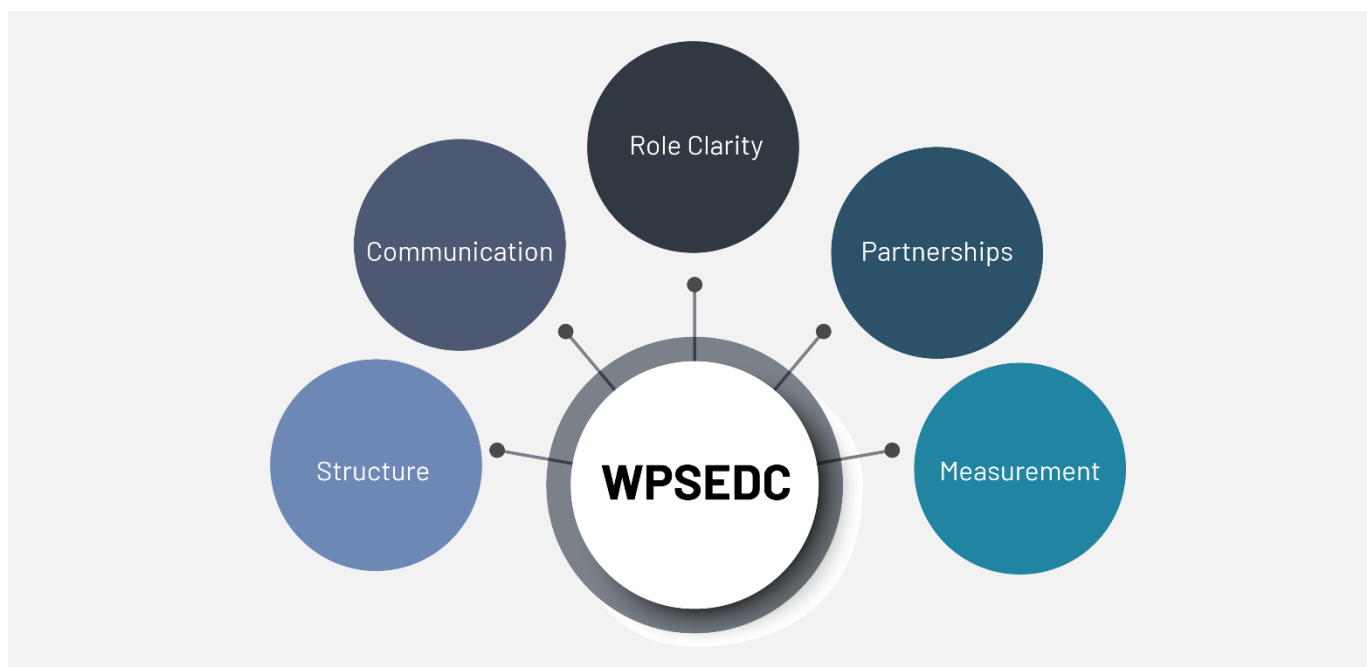
As the regional economic development eco-system involves many organizations and supports, key messaging about who the players are and the roles in which they play can often be diluted. Without an active core group of advisors, direct linkage to current industry trends, needs and business supports is missing.

WPSEDC organizational challenges was discussed throughout the engagement process. It was identified that staff turnover has resulted in fragmentation and difficulty in maintaining relationships between stakeholders, businesses and WPSEDC. New relationships must be established with each new EDO that is hired. As the business community moves fast, it's been a challenge for the current model to keep up and respond adequately.

Furthermore, concerns with the governance model and structure were raised. The intended organizational hierarchy has not been fully implemented including the implementation of the core group of advisors. Additionally, one EDO reporting to seven CAOs does not allow for effective management. Streamlining this hierarchy is necessary.

Due to staff transitions and the pandemic, momentum was stalled. All participating municipalities agreed that while there have been some challenges, moving ahead with a new way of operation that identifies benchmarks, key performance indicators, outcomes/results and responds to the needs of the region is required. The following provides a summary of the common themes that were discussed throughout the engagement process.

Common Themes



1. Organizational Structure

Consider revamping the organizational structure by increasing HR capacity, creating defined roles and expectations for the working relationship between the Town of Parry Sound EDO and the regional EDO. Long-term growth can be realized by building a stronger foundation, creating a succession plan and implementing policies and procedures to establish a healthy organization.

2. Communication

Increased communication is needed for WPSED to serve as a conduit/connector for the economic development landscape. By taking a leadership role with the focus of spreading information, increasing awareness about WPSEDC, assisting with regional solutions, showcasing results and taking the charge on key partnerships will elevate the value WPSEDC can offer. With transparent and open communication and active participation with all municipalities it will be much clearer as to the role and responsibilities of WPSEDC. Continuing to reinforce the importance of regional economic development at the Council level is imperative to growth. Through consistent presentations, delivery of KPIs and communicating the results in the region, this value will be articulated.

3. Role Clarity

Ensuring a strong understanding about the WPSEDC is critical to growing its identity and creating trust in the region. Roles of all players involved should be clearly understood and available on the website, collateral and integrated with each municipality's staff and elected officials. With a focus on outreach and engagement with all municipalities on a frequent basis, increased understanding about WPSEDC's role will naturally occur. Discussion and consensus about key areas of focus, programs, services and needs will help drive the role of the organization.

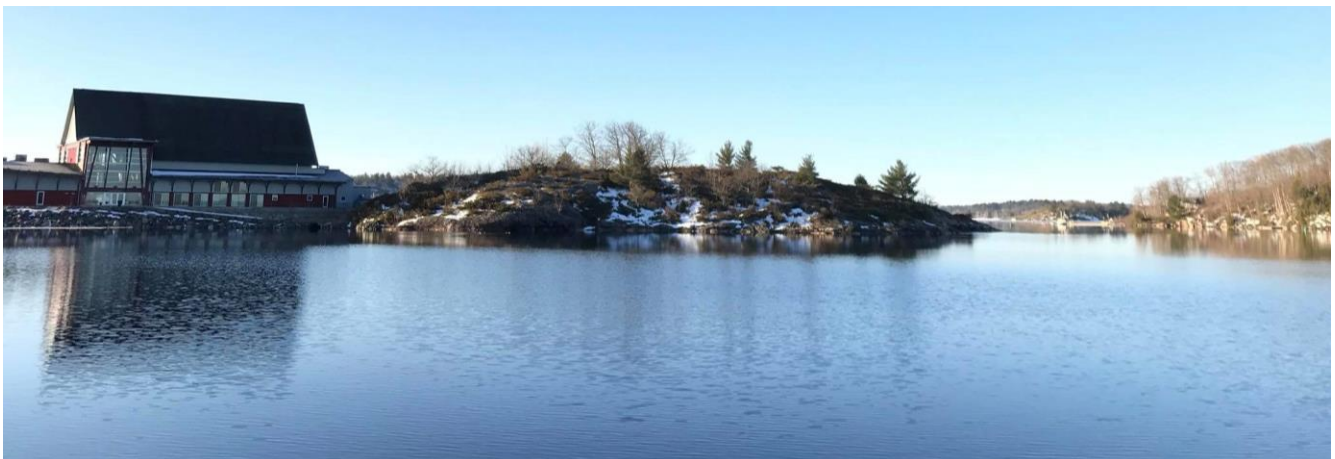
4. Regional Partnership Development

WPSEDC has an opportunity to be a leader in regional partnership development. Establishing partnerships to respond to identified needs and trends will help advance the region. Serving as the connector within the economic development landscape can assist with driving solutions. WPSEDC could offer leadership support to lead conversations with partners and work as the conduit to implement strategies relevant to key areas such as workforce development, housing, transportation, investment attraction, business retention & expansion. This role as a leader may include facilitating networking and leading relationship development opportunities including roundtables, committees, hosting events, forums and conferences. The goal of partnership development could be to work collaboratively with all players in the ecosystem while ensuring a strong WPSEDC identity.

5. Measurements of Success

To advance, WPSEDC must identify and track key performance indicators to measure, monitor and manage the progress. With the use of KPIs, the organization can drive accountability and demonstrate value to municipalities, stakeholders and the business community. Understanding the needs of all entities is imperative to identifying measurements that derive value and propel growth. Common needs that could be considered when developing measurements of success include:

- Stakeholder engagement/representation
- Investment Attraction within identified priority sectors
- Partnerships that connect newcomer and apprenticeship opportunities with labour market gaps



NEXT STEPS

To guide WPSEDC to the next phase, it is recommended that a Strategic Plan be developed that guides the framework and path forward. This document will be a strong tool to share with the seven municipal Councils when seeking support.

When developing the Strategic Plan, best practice research should be conducted to identify the most suitable governance model to implement. As discussed during the facilitated session, connecting with ACED (Almaguin Community Economic Development) would be beneficial to understand their needs. It is recommended that coordinating a presentation to learn about their transition from a CIINO funded model to their current operating model would assist WPSEDC in determining how to best move forward. During the research phase, other governance models for regional economic development should be explored. This research will play a role in guiding decision making and assisting WPSEDC to best position themselves for sustainable growth.

Furthermore, engagement during the Strategic Planning process is essential to ensure that the plan represents the needs of everyone. Engagement tactics should be identified to best communicate with all seven Councils, the business community and stakeholders to encourage an inclusive, open and transparent process. Discussion about the balance between Investment Attraction and Business Retention + Expansion initiatives should be considered.

The Strategic Plan will provide a road map and will accomplish the following:

- Recommendations for a governance framework
- Identification of a new funding formula
- Needs assessment
- Engagement of key stakeholders/partners
- Identification of areas of focus
- Establish long-term plan and identify next steps (10 years and beyond)
- Establish priority areas
- Identify KPIs/success factors and measure results
- Create a funding formula to ensure equality but full representation
- Pursue development in a strategic and collaborative manner
- Ask critical questions: What do we need? How do we help existing businesses? How do we attract new businesses and investment? What is working? What is not working?
- Annual deliverables

A communication plan should be established simultaneously to developing the Strategic Plan to effectively delivery consistent messaging.





REPORT

TO: WPS Economic Development Collaborative Steering Committee
FROM: James Cox, Regional Economic Development Officer
DATE: September 26, 2022
SUBJECT: WPSEDC Future Options

Purpose

The purpose of this report is to propose a funding and governance model for continuing the work of the West Parry Sound Economic Development Collaborative (WPSEDC) past the end of its current term in December 2023.

Recommendation

That the WPSEDC Steering Committee endorse the proposed future WPSEDC governance and funding model and submit the model to the Municipal Stakeholders Board for consideration.

Background

The West Parry Sound area has been serviced by several different economic development initiatives over the past since 2007. The WPSEDC is the most recent regional economic development initiative, created in 2016. Under the WPSEDC, the area has been serviced by a regional economic development officer, provided for by grant funding from FedNor's Community Investment Initiative for Northern Ontario (CIINO). This program was put into place with the objective of providing an economic development and business support resource person for areas not presently served by an economic development office.

Under the first term of the CIINO grant, the regional economic development office provided direct business support and consultation and pursued support initiatives in high profile areas. The 2019 Housing Summit was noted as a particular success. During this time, three sector-specific strategies were developed: the Business Attraction Survey (2016), the Regional Marketing Plan (2016), and the WPS Digital Strategy (2017). These strategies were all partially implemented during the first term, with some action items remaining outstanding.

The WPSEDC received a second term of CIINO funding in 2020, funding a regional economic development officer (EDO) from December 2020 to December 2023. The grant agreement budgeted \$405,000 for the salary, benefit, and travel expenses of the EDO over three years. Under the terms of the agreement, FedNor provided 71.67% of supported costs, to a maximum of \$290,250. Participating municipalities provided the remainder of funding through annual

contributions to the WPSEDC, as outlined in the WPSEDC terms of reference. In addition to the costs of maintaining the EDO position, the grant application budgeted \$35,000 in program funding and \$15,000 of in-kind support from member municipalities and community partners.

During the second term of CIINO funding, the WPSEDC has focused on building on previous work and refining its approach to economic development. The WPSEDC concentrates its efforts on four priority areas:

- 1) Business Retention and Expansion (BRE)
- 2) Development Readiness
- 3) Investment Attraction
- 4) Regional Engagement

Since December 2020, the WPSEDC has successfully implemented a BRE program, visiting and surveying over 150 area businesses. To date, 61 of these visits have required additional assistance or follow-up, most commonly assisting businesses in accessing funding or connecting with other support agencies. In this time, the WPSEDC has also conducted 18 familiarization tours for prospective investors in West Parry Sound, of which 7 have resulted in investors purchasing land or establishing a business in the area. The WPSEDC has also regularly engaged with partner municipalities and other economic development supportive organizations to help improve the business environment in West Parry Sound.

The current CIINO agreement ends in December 2023. FedNor representatives have indicated that a third term of funding is unlikely to be approved. The CIINO program was designed to jumpstart local economic development efforts in underserved areas, but not to fund them indefinitely. FedNor has also cited the need to deploy resources to other underserved areas of Northern Ontario. As a result, a new funding and governance model is required to continue the operations of the WPSEDC past December 2023.

Comments

The WPSEDC remains on track to fulfill its commitments to FedNor under the CIINO grant funding agreement. Despite this, the current three-year grant funding model of the WPSEDC has created challenges to long-term planning and continuity of services which have prevented the organization from being as effective as it could be.

Most notably, the WPSEDC has experienced challenges in recruiting and retaining qualified staff. Since 2018, the WPSEDC has employed three different Regional EDOs. Although there are several reasons for the staff turnover, the lack of long-term commitment to economic development outside of the three-year grant funding window is the largest barrier to attracting staff. The terms of employment offered by the WPSEDC are competitive with comparable economic development positions, but the short-term contracts necessitated by the reliance on grant funding are a disincentive to potential employees.

The WPSEDC has also experienced challenges with the project continuity related to the grant funding cycle. One of the fundamental tasks of economic development is to build relationships with the local business community and build a sense of positive momentum about the region as a location for investment. The overall objectives of the WPSEDC have remained consistent

since its inception. However, the Regional EDO position was vacant between February and December 2020, resulting in a loss of momentum and requiring many of the WPSEDC's projects to be restarted from the beginning. Frustration with the 'revolving door' of EDOs was a common concern in the 2020-2022 BRE survey of area businesses and has been cited as a disincentive for business engagement. One comment noted, "It is difficult to justify the time needed to seriously connect if the support may not be there in another year."

The three-year grant funding cycle has also limited the WPSEDC's ability to undertake long-term projects. The CIINO funding agreement commits the WPSEDC to addressing long-term challenges such as workforce shortages and housing capacity. Significant progress towards these goals has been complicated by the funding window. A more permanent funding structure would enable the WPSEDC to be more consistent in developing and implementing longer-term strategies.

Comparator Organizations

Regional economic development in Ontario is most commonly provided by upper tier municipalities, who administer the function through an upper-tier economic development department. There are comparatively few examples of voluntary collaborations between municipalities for economic development. Areas of the province that are not covered by upper tier municipalities will usually only provide local economic development services, with regional initiatives led by other levels of government or third-party organizations such as community futures development corporations.

Two examples of voluntary collaboration, Almaguin Community Economic Development (ACED) and the Economic Development Corporation of North Simcoe (EDCNS) were reviewed in the preparation of this report.

Almaguin Community Economic Development

ACED is a voluntary association of municipalities in East Parry Sound district with a mandate to provide economic development services and attract investment to the region. Their core services include general business support, investment attraction, site selection, regional economic planning, community development, and tourism marketing.

ACED was established in its present form in 2016. Membership is open to all 16 municipalities in East Parry Sound District. At present, 11 municipalities and the Almaguin Highlands Chamber of Commerce are members in ACED. Each member appoints one member to the Board, with eligible directors including members of Council, private sector representatives, and community representatives. The Board sets policy direction, approves the annual budget request to member municipalities, and communicates results to member Councils. The Board also has a mandate to promote ACED within the community, and cultivate volunteers to assist with regional economic development projects (e.g. 2015 and 2022 BRE surveys).

ACED maintains three staff including a general manager, regional brand coordinator, and economic development officer. One member municipality (the Township of Armour) acts as the administering municipality, responsible for all management and administrative services.

Similar to the WPSEDC, ACED was established with the support of a FedNor CIINO grant in 2016. CIINO funding has been supplemented with member contribution and program funding from other grant source. The continuation of FedNor support beyond the end of the second term in December 2022 is unsure. The ACED board of directors have been advocating for the continuation of the organization beyond December 2022 through the member municipalities assuming full funding responsibilities. The ACED board has proposed a 2023 budget which includes both \$300,000 and \$400,000 options to maintain staff levels and core services, with additional projects funded through supplemental asks to municipalities, grant funding, and community partnerships. The proposed 2023 budget allocates costs based on a \$10,000 base contribution for all members, with remainder allocated based on population, number of households, and assessment. Two municipalities (the Municipality of Magnetawan and the Municipality of Powassan) have indicated their intention to withdraw from ACED at the end of the current funding cycle.

Economic Development Corporation of North Simcoe

EDCNS is a non-profit municipal service corporation, incorporated as per the *Municipal Act*. Its four members (the Town of Midland, Town of Penetanguishene, Township of Tay, and Township of Tiny) collaborate to pool economic development resources to achieve a greater impact than would be possible working individually. It is mandated to promote and foster balanced sustainable economic growth in North Simcoe through BRE, investment attraction, job creation, and community marketing.

EDCNS was established in 2014. It is governed by a Board of no less than 12 and no more than 14 directors, consisting of one member of Council or CAO from all member municipalities, and 6-8 community representatives selected through an application process. The Executive Director and board intern sit as ex-officio members. The Board has responsibility for setting policy direction and approving annual budget requests and workplans.

EDCNS maintains three staff, including an Executive Director, marketing coordinator, and tourism experience development coordinator. Administrative support is provided by the member municipalities. Staff have responsibility for preparing and implementing the annual organization workplan.

Since its inception, EDCNS has been fully funded by the four member municipalities. EDCNS submits a funding request to the members through the regular budget process annually. EDCNS requested and received \$400,000 from the member municipalities in 2022. Annual budget allocates costs between members based on population and assessment.

Proposed Future WPSEDC Structure

This report proposes revisions to the governance and funding model of the WPSEDC to improve engagement with member municipalities, build long-term and sustainable commitment, and allow longer-term strategic focus.

The proposed model allows for the continuation of WPSEDC operations at their current capacity. Under this model, the WPSEDC would continue to focus on its four strategic priorities of business retention and expansion, development readiness, investment attraction, and regional engagement. Immediate priorities for 2024 would include implementing the recommendations of the final BRE report, updating the 2016 Regional Marketing Plan and implementing its recommendations, and proactively engaging with the business community and support organizations. The proposed model would also allow for a greater role for the Municipal Stakeholders Board in setting the direction and priorities of the WPSEDC.

Governance

The WPSEDC is governed by a Municipal Stakeholders Board of elected officials which sets high-level policy direction, and a Steering Committee of municipal chief administrative officers (CAOs) which oversees the operations of the organization.

Under the new governance model, the role of the Steering Committee remains unchanged. The Steering Committee will meet bimonthly to receive updates and discuss program options, with the Chair and Vice-Chair of the Committee providing day-to-day direction to the Regional EDO.

Under the current terms of reference, the Municipal Stakeholders Board meets twice a year to approve the annual budget, set the strategic direction and focus of the WPSEDC, and focus on the 'big picture' issues impacting West Parry Sound's economy. This report is recommending that, starting in 2024, the Municipal Stakeholders Board meet quarterly, and that their mandate be expanded to include proactively soliciting BRE referrals from the business community and regularly reporting on the work of the WPSEDC to Municipal Councils and the broader community.

At present, the Municipal Stakeholders Board is comprised of the heads of Council of all member municipalities. This report is recommending that the criteria be changed to allow each member municipality to appoint one member to the Municipal Stakeholder Board, with eligible directors including members of Council, private sector representatives, and community representatives. Each member municipality would have the discretion to select a representative from one of these categories based on their local conditions and priorities.

These changes are intended to encourage the Municipal Stakeholder Board to take a proactive role in directing the activities of the WPSEDC and encourage deeper engagement of the member municipalities with the work of the Collaborative.

Budget

The current CIINO agreement budgeted \$455,000 in financial and in-kind contributions to operate the WPSEDC over three years. This amount provides salary, benefits, and travel expenses for the Regional EDO; administrative services from the host municipalities; and program funding for economic development initiatives. Based on this budget and actuals from 2020-2022, the annual budget for maintaining the current operations of the WPSEDC is approximately \$170,000.

Expenditures	Proposed 2024 Budget
Salaries & Benefits	\$127,000
Training & Development	\$1,200
Travel	\$15,000
Memberships	\$2,100
IT	\$2,600
Telephone	\$300
Rent	\$6,200
Special Projects	\$5,600
Transfers to Reserves	\$10,000
Total Expenses	\$170,000

This budget will allow for the continued operation of the WPSEDC at its current level of capacity, with a regional EDO responsible for BRE and investment attraction activities. Grant funding would be proactively pursued for special projects beyond daily operations. Special projects and potential grant sources would be identified annually as part of the regular budget process. The proposed budget establishes a reserve fund for the WPSEDC to build capacity for future larger-scale initiatives.

The activities of the WPSEDC would be funded by municipal contributions and supplemented, where possible, by pursuing grants and other outside sources of funding. Municipal contributions would consist of a base contribution of \$5,000, and a variable contribution based on a municipality's share of the region's population, total number of households, and assessment base. An example of municipal contributions based on a \$170,000 annual WPSEDC budget is included below.

Municipality	Base Contribution	Population-Based Contribution (1/3)	Household-Based Contribution (1/3)	Assessment-Based Contribution (1/3)	Total Contribution
Carling	\$5,000.00	\$3,377.21	\$4,498.98	\$4,832.64	\$17,708.83
McDougall	\$5,000.00	\$6,215.33	\$4,274.16	\$3,682.80	\$19,172.29
McKellar	\$5,000.00	\$3,214.12	\$3,870.50	\$3,210.06	\$15,294.68
Parry Sound	\$5,000.00	\$15,581.37	\$8,987.74	\$3,462.62	\$33,031.72
Sequin	\$5,000.00	\$11,959.53	\$12,331.95	\$17,035.05	\$46,326.53
The Archipelago	\$5,000.00	\$2,217.50	\$7,391.00	\$9,843.85	\$24,452.34

Whitestone	\$5,000.00	\$2,434.94	\$3,645.68	\$2,932.99	\$14,013.61
Total	\$35,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$170,000.00

Population and household figures are drawn from the Census of Population. Assessment figures are drawn from annual municipal financial information returns. Annual municipal contributions will be adjusted as these data sources are updated.

Implementation

The proposed timeline for the implementation of this model is as follows:

November 2022: Recommended governance and funding model endorsed by WPSEDC Steering Committee

January 2023: Recommended governance and funding model forwarded to WPSEDC Municipal Stakeholder Board for review and discussion

March 2023: Recommended governance and funding model endorsed by WPSEDC Municipal Stakeholder Board

May-June 2023: Recommended governance and funding model presented to Councils of member municipalities for inclusion in 2024 budget process

September-November 2023: Final reporting on results of 2020-2023 workplan to WPSEDC Steering Committee and Municipal Stakeholders Board. Final reporting to FedNor.

December 2023: End of CIINO grant term and commencement of new governance and funding model.



WPSEDC Overview and Progress Update

West Parry Sound Economic Development Collaborative

- The WPSEDC consists of the seven municipalities in West Parry Sound district, with a mandate to drive collaborative economic development by building on our current strengths and pursuing opportunities.



WPSEDC – FedNor Funding Arrangement

- Funding provided through Community Investment in Northern Ontario (CIINO) program
 - Current term: December 2020 – December 2023
 - 3-year budget of \$455,000
 - CIINO grant provides 71.67% of eligible costs (\$290,250)
 - Eligible costs include salary and travel; program costs are provided entirely by municipalities
 - Remaining budget (\$164,750) provided by WPSEDC municipalities, invoiced annually
 - Contribution rates specified by WPSEDC Terms of Reference: Parry Sound and Seguin provide 22% each, other members provide 11%
 - Terms of Reference require WPSEDC to review allocations if membership changes or the program is continued

Activities and Objectives

1. Lead pandemic and post-pandemic economic recovery efforts in collaboration with stakeholders;
2. Develop and implement an investment attraction strategy;
3. Work with key area stakeholders, including but not limited to the Parry Sound Area Municipal Airport and Business Park, the Parry Sound Industrial Park, and targeted locations including highway and waterfront areas to implement their respective strategic plans and attract new investments;
4. Work with the municipal staff and stakeholders to assist businesses to establish and expand within the West Parry Sound Area;
5. Develop and implement a workforce attraction strategy;

Activities and Objectives

6. Establish a network of successful entrepreneurs throughout the West Parry Sound Area to provide mentorship and contacts with potential investors;
7. Assist in increasing the housing capacity - both attainable and otherwise - in the Parry Sound Area;
8. Implement the regional marketing strategy that highlights key areas of targeted attraction and development in a collaborative effort;
9. Collaborate on local community economic development initiatives in the service area as a resource, where appropriate;
10. Serve as a primary point of contact for new and potential businesses looking to the area, working with stakeholders as a resource to develop and eventually locate in the West Parry Sound Area.

Systemic vs. Specific Challenges

Systemic challenges are issues that impact businesses across the region. It includes matters such as workforce availability and housing supply.

Although they affect the entire region, systemic challenges impact individual businesses in different ways.

WPSEDC works with individual clients to address the specific impacts of systemic challenges facing the region.

Our Priorities

- Business Retention and Expansion
- Development Readiness
- Investment Attraction
- Regional Engagement

Business Retention and Expansion (BR+E)

- Our Goal
 - To work with existing businesses to help them stay and grow in West Parry Sound
- Our Method
 - In-person visits to businesses to discuss challenges and opportunities and identify 'red-flag' issues
 - 200 business visits and 97 follow-ups since December 2020

Development Readiness

- Our Goal
 - To ensure that West Parry Sound is ready to welcome investment
- Our Method
 - Work with municipalities and businesses to ensure a mutual understanding of the development process
 - Creation of common guides to development in West Parry Sound

Investment Attraction

- Our Goal
 - Attract new business and new investment to West Parry Sound
- Our Method
 - Provide a single point of contact for new business inquiries
 - Organize familiarization (FAM) tours for prospective investors
 - Managed 47 unsolicited inquiries in since December 2020, with 25 in-person FAM tours

Regional Engagement

- Our Goal
 - To ensure that economic development activities in West Parry Sound are connected and coordinated
- Our Method
 - Regularly meet with federal, provincial, and other economic development supportive agencies to coordinate efforts

2023 Activities

- Address remaining items from FedNor agreement
 - Refresh of Investment Attraction Program
 - Review and update of 2017 Marketing Strategy
 - Refresh of investment attraction materials
 - Completion of BR+E program
 - Final report anticipated in spring 2023
 - Ongoing support of new investments



MEDIA RELEASE

For Immediate Release

West Parry Sound on the Move!

January 6, 2022 – Parry Sound, ON

Despite the ongoing impacts of COVID-19, there has been a surge of investment in West Parry Sound over the course of 2021. The West Parry Sound Economic Development Collaborative (WPSEDC) recently highlighted some of the successes achieved by area communities and business in 2021.

In 2021, West Parry Sound businesses successfully obtained over \$2.4 million in grant funding from the federal and provincial governments. These investments recognize successful and dynamic businesses in the region and are expected to create at least 40 new jobs when complete. Highlights include:

- *Connor Industries* received \$918,550 to renovate their facility, construct two new buildings, and purchase equipment. The project is expected to create 12 new jobs.
- *Crofters Food* received \$1,000,000 to construct a new facility and expand their production. The project is expected to create 9 full-time jobs.
- *RJW Enterprises* received \$113,968 to renovate their facility and purchase equipment. The project is expected to create 6 new jobs.
- *Wave Fibre Mill* received \$200,000 to establish a fibre processing mill at the Parry Sound Area Municipal Airport. The project is expected to create 10 new jobs.

The region also announced the approval of \$23.3 million in federal and provincial grant funding for the West Parry Sound Recreation and Culture Centre. “Enhancing our regional value proposition is vital to attracting talent and entrepreneurs to West Parry Sound,” said James Cox, Regional Economic Development Officer. “Recreational amenities are an important part of this, and when complete the Recreation and Culture Centre will form a key piece in our talent attraction efforts.”

Investments in regional infrastructure have also proceeded at the Parry Sound Area Municipal Airport, with a \$10 million joint federal, provincial, and municipal investment in the facility. This project will construct a new 5000 ft. runway with improved alignment and open several new lots in the Business Park. These projects recognize the potential of the Airport as a hub of investment and will position the park for future growth.

In August 2021, the federal and provincial governments allocated \$5.9 million towards improving broadband access in Seguin, and an additional \$12.9 million towards expanding access in areas of Whitestone and McKellar. In addition, the Parry Sound Area Industrial Park Board (Municipality of McDougall, Carling Township, Town of Parry Sound) has partnered with Vianet to erect a tower in the Industrial Park to improve connectivity to the businesses in the Park and the surrounding area. The Township of The Archipelago

contributed additional monies to further extend the height of the tower to enable connectivity to the Pointe au Baril area. The Township of The Archipelago has also partnered with Vianet to erect a tower in Pointe au Baril to improve the areas' connectivity.

Other investments include the construction of a new regional school in Parry Sound, scheduled to begin in March 2022. The new facility is anticipated to open in September 2023.

Construction is also nearing completion on the new Best Western Hotel on Pine Drive in Parry Sound. When complete, this \$10 million development will add 93 rooms to the area's accommodation offerings.

West Parry Sound Campus - Canadore College welcomed its first-ever cohort of 28 international students in September. This will infuse over \$600,000 in additional income to the local economy on an annual basis.

West Parry Sound has also seen a surge of private investment. The Parry Sound and Area Industrial Park has sold 17 lots during 2021, representing all of its remaining serviced land. Grant applications have been submitted to extend services to the remaining 12.47 acres of unsold unserviced land. Notable investments include:

- *ECO Development Group* purchased 6 lots for its future CLT (Cross Laminated Timber) prefab housing plant. This will be the first such enterprise in Northern Ontario. The CLT plant will occupy 25,000 sq. ft and create 45 jobs. Production is expected to start by early 2023.
- *Singular Solutions Inc.* purchased 3 lots to build a 23,000 sq. ft plant to produce biodegradable food packaging. The project will create 22 jobs, with production expected to start by the end of 2022.

The Town of Parry Sound hosted three international business delegations between October – December. The participating companies are looking to invest in production of electric vehicle charging stations, furniture for hotels and restaurants, and modular homes in the area. Each project is valued at \$2 - \$3 million (building and equipment). “The Parry Sound area remains an attractive location for doing business, due to its high quality of life and various financial incentives offered by the provincial and federal governments”, noted Vladimir Shehovtsov, Economic Development Officer, Town of Parry Sound. “We continue to support local business through this difficult time, as well as strive to attract new innovative companies to further diversify the area economy.”

In the coming year, the WPSEDC will continue to support business retention and expansion and attract further investments. The WPSEDC is a partnership between the 7 area municipalities in West Parry Sound District, comprised of the Township of The Archipelago, the Township of Carling, the Municipality of McDougall, the Township of McKellar, the Town of Parry Sound, the Township of Seguin, and the Municipality of Whitestone with a three-year funding commitment from FedNor. Its mandate is to build a supportive business environment in West Parry Sound through collaborative economic development projects.

For further information please contact:

James Cox, Regional Economic Development Officer
West Parry Sound Economic Development Collaborative
Tel: 705-774-1809
Email: edo@investwps.com

Vladimir Shehovtsov, Economic Development Officer
Town of Parry Sound
Tel: 705-746-2101 ext. 231
Email: vshehovtsov@townofparrysound.com

COMMUTING DATA FOR WEST PARRY SOUND

All data is from 2016 Census. Only data cells that had a figure of at least 20 are shown. There are sometimes quite a few municipalities with a figure of 10 or 15 and cumulatively these numbers can add up, but separately, 10 or 15 can be a less reliable figure because of the rounding which Statistics Canada does, described next.

Sometimes the sum of the individual municipal data may be larger than the figure for Parry Sound District. This happens with smaller numbers because Statistics Canada randomly rounds figures up and down to end in either “0” or “5”, so that several cells randomly rounded up may add 10 or 15 to the total, whereas the cell for the District has only been rounded once.

It is the same reason why a number of cells in the tables below will differ from the table cited in the LMG report, because while the data categories are the same, they are drawn from different Statistics Canada tables and each table has the random rounding applied differently.

COMMUTING TO AND FROM

Commuting data counts everyone who leaves their home to work in a fixed workplace outside the home. So, it does not count two categories of employed residents:

- Those working from home
- Those working in jobs that have no fixed workplace (for example, a construction worker who moves from one construction site to another) (thus, certain occupations will appear undercounted, especially tradespersons)

The commuting data shows two types of movement:

- Commuting to: everyone travelling to a location (it includes people leaving homes living in that location)
- Commuting from: everyone travelling from a location (it includes people living in that location travelling to a job in that location)

Just to provide a perspective on local commuting:

- 9,865 workers commuted to jobs in Parry Sound District in 2016;
- Of this number, 8,520 started their commuting journey from a home in Parry Sound District (86%).

The tables below provide the commuting data for the West Parry Sound municipalities. As far as First Nations communities are concerned, all we have is how many individuals leave homes to go to work (any further figure does not reach the minimum 20 threshold, with one exception for Parry Island First Nation, where 95 residents commute to Parry Sound Township for work):

- Magnetewan 1 IRI: 20 residents leave for work
- Parry Island First Nation IRI: 115 residents leave for work
- Shawanaga 17 IRI: 70 residents leave for work

TABLE 1: SEGUIN			
Commuting to Seguin		Commuting from Seguin	
From:	#	To:	#
ALL ONTARIO	790	ALL ONTARIO	1420
PARRY SOUND DISTRICT	570	PARRY SOUND DISTRICT	1055
Seguin	305	Parry Sound Town	720
Parry Sound Town	135	Seguin	305
Carling	30	Muskoka	125
McDougall	30	Toronto	50
Whitestone	25	Simcoe	45
McKellar	20	Peel	35
		York	30

TABLE 2: THE ARCHIPELAGO			
Commuting to The Archipelago		Commuting from The Archipelago	
From:	#	To:	#
ALL ONTARIO	130	ALL ONTARIO	125
PARRY SOUND DISTRICT	80	PARRY SOUND DISTRICT	60
The Archipelago	30	The Archipelago	30
		Parry Sound Town	20
		Muskoka	20

TABLE 3: McKELLAR			
Commuting to McKellar		Commuting from McKellar	
From:	#	To:	#
ALL ONTARIO	90	ALL ONTARIO	340
PARRY SOUND DISTRICT	70	PARRY SOUND DISTRICT	290
		Parry Sound Town	175
		McKellar	55
		McDougall	30
		Seguin	20

TABLE 4: McDOUGALL			
Commuting to McDougall		Commuting from McDougall	
From:	#	To:	#
ALL ONTARIO	335	ALL ONTARIO	990
PARRY SOUND DISTRICT	325	PARRY SOUND DISTRICT	915
McDougall	110	Parry Sound Town	730
Parry Sound Town	75	McDougall	110
Carling	40	Seguin	30
		Muskoka	20

TABLE 5: PARRY SOUND TOWNSHIP			
Commuting to Parry Sound T		Commuting from Parry Sound T	
From:	#	To:	#
ALL ONTARIO	4480	ALL ONTARIO	2315
PARRY SOUND DISTRICT	4165	PARRY SOUND DISTRICT	2185
Parry Sound Town	1925	Parry Sound Town	1925
McDougall	730	Seguin	135
Seguin	720	McDougall	75
Carling	250	Muskoka	40
McKellar	175	Simcoe	30
Whitestone	105		
Parry Island First Nation IRI	95		
Greater Sudbury	30		
The Archipelago	20		
Magnetawan	20		
Parry Sound, Unorganized, Centre Part	20		

TABLE 6: CARLING			
Commuting to Carling		Commuting from Carling	
From:	#	To:	#
ALL ONTARIO	90	ALL ONTARIO	410
PARRY SOUND DISTRICT	80	PARRY SOUND DISTRICT	350
Carling	30	Parry Sound Town	250
		McDougall	40
		Carling	30
		Seguin	30

TABLE 7: WHITESTONE			
Commuting to Whitestone		Commuting from Whitestone	
From:	#	To:	#
ALL ONTARIO	85	ALL ONTARIO	285
PARRY SOUND DISTRICT	70	PARRY SOUND DISTRICT	240
Whitestone	50	Parry Sound Town	105
		Whitestone	50
		Seguin	25

COMMUTING BY OCCUPATION

The data is much more limited, because dividing the commuting data into occupations requires a larger base of numbers. The following represent the larger datasets.

Table 8: Commuting data by major occupational categories by select municipalities

	0 Management occupations	1 Business, finance and administration occupations	2 Natural and applied sciences and related occupations	3 Health occupations	4 Occupations in education, law & social, community and government services	5 Occupations in art, culture, recreation and sport	6 Sales and service occupations	7 Trades, transport and equipment operators and related occupations	8 Natural resources, agriculture and related production occupations	9 Occupations in manufacturing and utilities
PARRY SOUND TOWNSHIP										
Parry Sound T to Parry Sound T	175	235	95	215	305	25	660	175	10	40
McDougall to Parry Sound T	50	145	45	135	95	10	150	60	0	35
Seguin to Parry Sound T	70	85	35	115	85	0	185	110	10	25
Carling to Parry Sound T	20	40	0	25	45	10	55	35	0	10
McKellar to Parry Sound T	25	15	10	35	15	10	40	25	0	0
SEGUIN										
Seguin to Seguin	50	25	20	10	20	0	110	40	10	15
Parry Sound T to Seguin	10	15	0	0	10	0	60	30	0	10
Seguin to Muskoka	30	25	0	0	10	10	10	30	0	0
McDOUGALL										
McDougall to McDougall	35	15	10	0	0	0	15	25	0	0

PROJECT ACTIVITY REPORT /
RAPPORT SUR LES ACTIVITÉS

Claim No. / N° de réclamation :	Project No. / No de projet :	Recipient Name / Nom du bénéficiaire :
8	851 - 512779	Township of Archipelago

PROJECT ACTIVITY REPORT (to be used to substantiate claims) /
RAPPORT SUR LES ACTIVITÉS (servant à corroborer les réclamations)

Please provide a general statement of the activities undertaken since the project started or since your last claim. Attach any pertinent documentation/materials.

Veillez fournir un aperçu des activités entreprises depuis le début du projet ou depuis votre dernière réclamation. Joignez-y tout document pertinent.

Activities for this period have focused on completing outstanding items from the 2021-2023 West Parry Sound Economic Development Strategy. From December 2022-March 2023, key activities for the Regional Economic Development Officer include:

- Concluded the current West Parry Sound business retention and expansion program. The BR+E program featured a combination of general and industry-specific interviews. Interviews are arranged through both referrals from other agencies and cold calling. 202 interviews have been completed since the launch of the project, resulting in 102 requests for follow-up. Ongoing follow-up is being conducted with outstanding clients. Results were reported the WPSEDC Municipal Stakeholders Board in March 2023 and will be presented to area Councils in spring and summer of 2023.
- Working with the Parry Sound Area Municipal Airport Commission on the implementation of their new strategic plan. Specific focus has been given to the establishment of an Economic Development Advisory Committee, including business representatives and economic development staff, that will guide the further development and marketing of the Airport Business Park.
- Providing ongoing support and advice to local businesses with planning for workforce attraction and retention, locating funding opportunities and preparing grant applications, and making connections with potential private and public sector partnership opportunities. As a result of findings from the BR+E program, increased focus is being placed on assisting employers with adapting their operations to account for a smaller regional workforce.
- Working with the Parry Sound Area Industrial Park to improve communication of the development process to prospective investors.
- Developing and maintaining public-facing business resources, including the InvestWPS website and vacant land inventory.
- Working with the WPSEDC Steering Committee and West Parry Sound municipal councils to develop a sustainable model for maintaining economic development programs after the completion of the current project. The WPSEDC Municipal Stakeholders Board has committed to continuing the positive momentum created by over the past three years and is developing a new funding and operating model in order to continue operations.

Since December 2020, the Regional Economic Development Office has supported bringing eight new businesses to West Parry Sound, facilitating four business expansions, and assisting 102 businesses with specific support requests. 202 businesses were engaged as part of the Business Retention and Expansion program. These efforts have attracted and maintained an estimated 250 jobs in the West Parry Sound area.

Name / Nom : _____

Signature : _____Date : _____



21 Church Street
Dunchurch, Ontario P0A 1G0
Phone: 705-389-2466 Fax: 705-389-1855

www.whitestone.ca

E-mail: info@whitestone.ca

MEMORANDUM

To: Mayor and Council

From: Dave Creasor, Manager of Public Work

Date: November 21, 2023

Re: Electric Vehicle Charge ON Program

Overview

The purpose of this Memo is to provide Council with information on funding to help small and medium-sized communities become part of Ontario's' electric vehicle charging network as well as an analysis associated with the available options.

Background:

Many gas stations, carpool parking lots, hotels, shopping centres and other public places are offering EV charging stations. Approximately 1,800 public charging stations with over 5,000 charging ports are located across the province.

The EV ChargeON program provides funding for the installation of public electric vehicle (EV) chargers in Ontario communities outside of major cities.

EV ChargeON aims to:

- increase the number of public EV charging stations throughout Ontario to build a more connected network
- make public chargers more accessible and affordable
- encourage more people to switch to EVs

Eligibility

Eligible applicants, located and operating in Ontario, include:

- businesses
- not-for-profit corporations
- municipal governments including Whitestone
 - Indigenous communities, organizations or businesses
 - broader public sector organizations

EV charging station sites must:

- be publicly accessible 24/7
- at minimum, include at least one of:
 - four Level 2 ports
 - one Level 3 port and one Level 2 port
 - two Level 3 ports
- include the following connector types:
 - Level 2 chargers: SAE J1772 standard connector
 - Level 3 chargers: Combined Charging System (CCS) connectors must represent a minimum of 25% of the connectors at a site; remaining connectors may include CCS, NACS, and/or CHAdeMO
 - be located in a community with a population of 170,000 or less or in any Indigenous community in Ontario
- be located in a community with a population of 170,000 or less or in any Indigenous community in Ontario

Available funding

The funding available for each project depends on the type of applicant and type of charging technology being proposed. The maximum amount of funding available per project is \$1 million. Each site is considered one (1) project.

The following parameters will determine how much provincial funding is available for each project:

Per-project percentage cap:

- Municipalities and Indigenous businesses, organizations, and communities: Up to 75% of total project cost.
- Other applicants: Up to 50% of total project cost.

Per-technology level cap:

- Refer to below chart to identify the maximum dollar amount allowed for each charger type.

Charger type	Charger output	Maximum funding for businesses, not-for-profit corporations and broader public sector applicants	Maximum funding for municipalities and Indigenous communities, businesses and organizations
Level 2	3.3 kW to 19 kW	Max of \$5,000 per port	Max of \$7,500 per port
Level 3	20 kW to 49 kW	Max of \$15,000 per port	Max of \$22,500 per port
Level 3	50 kW to 99 kW	Max of \$50,000 per port	Max of \$75,000 per port
Level 3	100 kW to 199 kW	Max of \$75,000 per port	Max of \$112,500 per port
Level 3	200 kW and above	Max of \$100,000 per port	Max of \$150,000 per port

The provincial funding amount for each project will be the lesser of the following:

- The percentage cap (either 75% or 50% depending on your applicant type).
- The technology cap based on your charger type from above chart.
- Total provincial contribution will not exceed the total funding cap of \$1 million.

Payments to be made will be reimbursements for actual costs incurred and eligible paid expenditures following the completion of a project. Reimbursement for expenditures will be directly related to the completion of the infrastructure project, including capital expenses, professional services, rental or leasing fees, and licence fees and permits.

Timelines

Applications are being accepted from October 20,2023 to January 31, 2024

Information session November 30, 2023 from 2pm -3pm. This session will include a brief overview and explanation on application process.

Sign up here: <https://events.teams.microsoft.com/event/f18376fc-f49f-41f8-8fdb-2e3e0a12a0b2@cddc1229-ac2a-4b97-b78a-0e5cacb5865c>

Charger levels and connectors

Electric vehicles (and plug-in hybrids) can be charged by three different types, or levels, of chargers. There are also different connectors, or plugs, used by different EV manufacturers, adapters may be required.



Level 1: one hour of charge = approximately eight kilometres of driving range
This is the slowest charger that involves plugging your EV's cord into a standard 120V household or workplace wall outlet. Typically, level one charging is not used in commercial settings and is not advised for road trips.

Level 2: one hour of charge = approximately 30 kilometres of driving range
The more commonly used level of charging is plugging into a more powerful 208V - 240V outlet. It takes approximately 4 to 8 hours to charge an EV

Level 3: one hour of charge = approximately 250+ kilometres of driving range
This high-voltage (400-900V) direct current (DC) charger can often get your battery level to about 80% in under an hour. This is the quickest way to charge an EV. The Level 3 DC Fast Chargers or Superchargers typically cost between \$3 and \$5 for a 15-minute charge.

Analysis:

Here are some things worth thinking about.

 <p>Calculate Municipal costs</p>	<p>Example: if you travel 200km in a week, and your EV battery is rated at 25 kWh/100 km, you will need to pay for 50 kWh to “fuel” your EV every week.</p> <p>Location used for Hydro Rates 20 Church Street (Municipal Office)</p> <p>Using peak prices for 2023 (1 kWh = \$0.151), total \$7.55.</p> <p>Using off-peak prices for 2023 (1 kWh = \$0.074), total \$3.70.</p>
<p>Calculate cost to customer</p> 	<p>Example: Charging station located at Canadian Tire in Parry Sound</p> <p>Level 3 charger 50 KW is \$20/hr (1 kWh = \$0.400) total \$20.00</p>
<p>Estimated cost of Commercial Installation</p>	<p>Level 3 charger 50KW estimated at \$50,000-\$60,000</p> <p>Level 2 charger 3-15 kwh estimated at \$8,000-\$10,000</p>

Level 3 charges are preferred by travelers on a road trip which range in speeds from 50KW to 250KW. The higher the rating the faster the charge. A

Level 2 chargers accommodate people who are in the area for longer periods of time such as going to work for the day and are able to park in one location for long periods of time. Level 2 chargers can take between four and eight hours to fully charge.

Example of Passenger EV Battery Sizes:

	Short Range	Long Range
Ford Lightning (pickup truck)	98 KWH	131KWH
Tesla Model 3 (car)	57.5KWH	75KWH

Level 3 maintenance can often be completed remotely through an online application provided by the manufacturer.

More information is required to establish estimated annual maintenance costs.

Installation costs include concrete pedestals and buried conduit. Future planning should be considered when installing a charging station and can determine the size of the conduit needed to allow for additional chargers in the future. Due to the cost of large conduit, distance or length of conduit drives the cost variance.

Initial Estimated Costs / Budget (further refinement will be required)

OPTIONS	Estimated Total Cost	Funding Available	Municipal Contribution
Four Level 2 Ports	\$40,000	\$30,000	\$10,000
One Level 3 50KWH port and one Level 2 Port	\$70,000	\$52,500	\$17,500
Two Level 3 50KWH ports	\$120,000	\$90,000	\$30,000

8



November 14, 2023

Via email: michelle.hendry@whitestone.ca

Council for the Municipality of Whitestone
21 Church Street
Dunchurch, ON
P0A 1G0

Dear Council:

Re: Ombudsman investigation – interview requests

As you are aware, the Ombudsman's Office has launched an investigation into complaints alleging that council for the Municipality of Whitestone held meetings on December 21, 2022, and January 5, March 11, March 13, March 21, April 4 and April 13, 2023 that did not comply with the open meeting rules in the *Municipal Act, 2001*. The Ombudsman's Office is also investigating whether the March 6, 2023 meeting of the Wawashkesh Landings Task Force held a meeting that did not comply with the open meeting rules on March 6, 2023.

The investigation is currently on-going and we have received documentation from the Municipality regarding the above noted meeting dates. This is to notify you that the Ombudsman's Open Meeting Team will be contacting members of council and members of staff directly to arrange interviews, pursuant to the *Ombudsman Act, R.S.O. 1990, c. O.6*. The purpose of the interview is to gather additional evidence from witnesses that is not documented in the meeting recordings, minutes or other sources of evidence and to confirm the information we have already received. Interviews may be conducted over telephone or Microsoft Teams.

Cooperation during interviews is appreciated and will assist in the timely completion of the investigation. We are happy to address any concerns or questions regarding the interview process. Please do not hesitate to contact Lauren-Chee-Hing by e-mail at lchee-hing@ombudsman.on.ca, should you have any questions.

Bell Trinity Square
483 Bay Street, 10th Floor, South Tower, Toronto, ON M5G 2C9
483, rue Bay, 10e étage, Tour Sud, Toronto, ON M5G 2C9
Tel/Tél. : 416-586-3300
Facsimile/Télécopieur : 416-586-3485 TTY/ATS : 1-866-411-4211

www.ombudsman.on.ca

Thank you for your cooperation with our Office during this investigation.

Sincerely,

A handwritten signature in grey ink that reads 'Wendy Ray'.

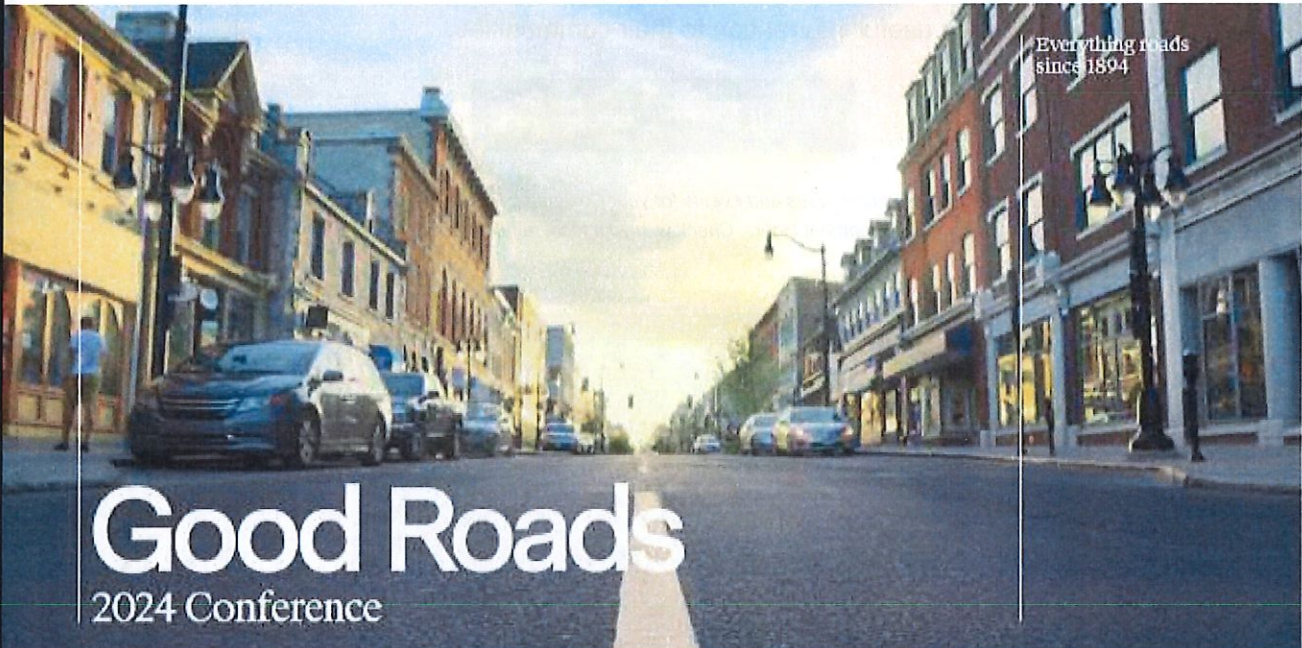
Wendy Ray
General Counsel

cc: Michelle Hendry, CAO/Clerk

Michelle Hendry

From: goodroads.activehosted.com@d33c.emsend3.com on behalf of Good Roads
Sent: November 13, 2023 10:03 AM
To: Michelle Hendry
Subject: 2024 Good Roads Conference Registration Is Now Open – Buy Early & Save

Problems Viewing this Email? [Click Here](#)



2024 Good Roads Conference Registration Is Now Open – Buy Early & Save

Registration for the 2024 Good Roads Conference is now open on www.GoodRoads.ca/Conference.

Register now and take advantage of the early bird rate for Ontario's historic municipal road and infrastructure conference happening April 21 - 24, 2024 at the Fairmont Royal York in Toronto.

Hotel Reminder

January 23, 2024 at 10am EST, the link to book your discounted hotel room and suites for the 2024 Good Roads Conference will be posted here: Goodroads.ca/conference/accommodation

The annual Good Roads Conference brings 2,000+ people over four days discussing Ontario's infrastructure and transportation ideas and solutions.

From keynotes, sessions, an exhibit hall, delegations, networking opportunities to study tours – the 2024 Good Roads Conference is where municipal professional minds converge to take back useful information to their communities.

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Consider Good Roads courses and events for your Continuing Professional Development or Professional Development Hours. Check with your local regulator for details.



G



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CORRESPONDENCE



A.

Township of McKellar

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

Phone: (705) 389-2842

Fax: (705) 389-1244

November 8, 2023

Donald Sanderson
Chair, West Parry Sound Recreation and Cultural Centre Board

Sent via email: dsanderson@wpshec.com

RE: Resolution No. 23-705

Dear Mr. Sanderson,

At the Regular Meeting of Council held on November 7, 2023, the Council of the Corporation of the Township of McKellar carried the following resolution:

Resolution No. 23-705

Moved by: Councillor Zulak

Seconded by: Councillor Ryeland

WHEREAS the Corporation of the Township of McKellar ("McKellar") recognizes that a recreation and cultural centre is an important amenity for the economic and social well being of the residents of West Parry Sound, including the residents of McKellar;

AND WHEREAS McKellar has always attempted to be a willing participant and contributor in area-wide initiatives that are practical, responsible and especially affordable to its ratepayers;

AND WHEREAS McKellar entered into the 'West Parry Sound Recreation and Cultural Centre Joint Municipal Service Board ("Board") Agreement' ("Agreement") on September 10, 2021;

AND WHEREAS McKellar has since obtained legal advice regarding an interpretation of obligations contained within said Agreement;

AND WHEREAS the Board was provided delegated authority to act on behalf of the Corporation of the Township of McKellar to "provide for those matters which, in the opinion of the participating municipalities are necessary or desirable to facilitate the establishment and operation of the joint municipal service board";

AND WHEREAS the Agreement states in Clause No. 3 that "the capital costs for the design and construction of the Centre shall not exceed \$32 Million (the amount of Municipal and ICIP funding available at the time of signing this agreement)...";

AND WHEREAS McKellar was of the understanding that its capital contribution to the project would be collected over time as invoices were submitted during construction instead of the surprising demand of full payment at one time, necessitating the requirement of obtaining a loan in the amount of \$775,000 at an interest rate of 4.41% for a period of ten years, to be repaid in annual payments of \$96,678.54 which follows a ten-year amortization period and equal to approximately 2.5% of McKellar's current levy, to fund the capital cost of the pool complex;

AND WHEREAS the Agreement states in Clause No. 4 that "the Board is authorized to add capital improvements (i.e. new projects) to the Centre from time to time up to a limit of \$350,000 per budget year, as adjusted by the annual building construction price index (BCPI) for Ontario," the line item in McKellar's annual budget being approximately \$30,000;

AND WHEREAS the Agreement states in Clause No. 9 that "joint municipal contributions to fund the annual operating deficit shall be capped at \$350,000, annually, indexed to CPI," and further that "any deficit larger than this amount, to be covered by municipal contributions, shall require approval of the Municipalities", resulting in another line item in McKellar's annual budget in the amount of approximately \$30,000;

AND WHEREAS the Agreement states in Clause No. 13 that "the Capital Budget shall project capital replacement and rehabilitation expenditures for the upcoming ten (10) year period which shall be determined by an asset management plan prepared within two (2) years of this Agreement coming into effect to address future capital requirements for the Centre over a ten (10) year period," resulting in another line item in McKellar's annual budget in the amount of approximately \$30,000;

AND WHEREAS an independent study conducted by BDO, dated June 15, 2023, concluded that the Board will "need to address a [projected] cash flow shortfall of \$740,000," 8.5% of which McKellar is responsible;

AND WHEREAS the independent study conducted by BDO noted that "medium risk considerations include revenue assumptions, construction of a 6-lane pool and funding contributions";

AND WHEREAS the Agreement states that "the Municipalities shall share the burden of the annual contributions to the operating budget and the capital budget (including contributions to the capital reserve as determined by the asset management plan) according to the following percentages:" with McKellar's percentage listed as 8.5%;

AND WHEREAS the Agreement states in Clause No. 23 that "any term in this Agreement may be changed upon a two-thirds vote of the Municipalities, save and except where another municipality wishes to join the Board and enter into this Agreement, or where a municipality wishes to withdraw from the Board and this Agreement, or where the funding formula is to be changed, in which case all Municipalities to this Agreement must give their consent";

AND WHEREAS the Project has dramatically changed in scope, with little attempt at descoping, since its inception and since this Agreement was signed; with the potential

addition of two more 25m pool lanes, a possible relocation which may result in a change of ownership and the urging of the Fundraising Committee for the public to forward suggestions regarding additions to the design of the facility regardless of extra cost;

AND WHEREAS many of these potential changes are proposed to be financed through fundraising, the nature of which is uncertain and without guarantees, with any deficits to be covered by municipal funding;

AND WHEREAS the professional fundraisers have been put on hold or paused at this time;

AND WHEREAS it has been demonstrated on numerous occasions that the weighted voting system and the funding formula are grossly inadequate and unfair with McKellar's vote weighted as 1/12 of the total and the other partner municipalities weighted as: Seguin 3/12, Parry Sound 3/12, McDougall 2/12, Archipelago 2/12, Carling 1/12;

AND WHEREAS McKellar's recent five-year capital budget forecast indicates that the Township could experience a projected shortfall of \$5,000,000 for necessary infrastructure, in particular roads, bridges and facilities, excluding any costs associated with the proposed Recreation and Cultural Centre project;

AND WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, specifically states, and is referenced by the recent independent study completed by BDO financial experts, the role of Council is, among other responsibilities, to maintain the financial integrity of the municipality (224[d]);

AND WHEREAS Council is of the opinion that McKellar cannot agree to sign a 'blank cheque' with a potential minimum of five percent (5%) increase in annual levies to finance this Project over and above the historical capital and operating budget for the municipality;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby notify the Board that it wishes to invoke Clause No. 23 of the Agreement and requests all Municipalities to this Agreement to agree to McKellar's immediate withdrawal from this Board and this Agreement;

AND FURTHER BE IT RESOLVED THAT McKellar shall honour its one time maximum financial commitment towards capital construction in the amount of approximately \$735,000 and its commitment to contribute annually towards any operating deficit of the Facility, up to 8.5% of such annual deficit, provided that the annual maximum contribution shall not exceed \$30,000, commencing in the first year of the Facility's operation for a total of ten (10) years, with the annual maximum amount to be increased by the annual consumer price index as of September of the preceding year;

AND FURTHER BE IT RESOLVED THAT Operating deficit means where the operating costs and expenses incurred by the Facility, as determined under Generally Accepted Accounting Principles (GAAP), that are related to the operation of the Facility and which shall not include depreciation or reserve funds, exceed the membership revenue and

any other operating revenue received by the Board. McKellar shall have the ability to review all operating costs, revenues and expenses and satisfy itself with the said deficit;

AND FURTHER BE IT RESOLVED THAT McKellar's role in respect of the Project is limited to making a financial contribution to the Project and McKellar will henceforth not be involved in the Project or its operation, as decision makers nor administrators, as evidenced by McKellar's rescinding of its delegated authority to the Board, acting as an agent of the municipality, and its rescinding of Council Resolutions appointing Council representatives and of its Clerk Administrator, acting as a member of the Steering Committee;

AND, FINALLY BE IT RESOLVED THAT a copy of this Resolution be forwarded to each of the participating partners in this proposed project (i.e. the Township of the Archipelago, the Township of Carling, the Municipality of McDougall, the Town of Parry Sound, the Township of Seguin, the Municipality of Whitestone); Shawanaga First Nation; Wasauksing First Nation; MPP Graydon Smith; MP Scott Aitchison; MPP Kinga Surma, Minister of Infrastructure for the ICIP Community, Culture and Recreation infrastructure stream; the Province of Ontario; and the Federal Government of Canada.

Carried

Regards,



Karlee Britton
Deputy Clerk
Township of McKellar
deputyclerk@mckellar.ca
(705) 389-2842 x5

cc:

Township of the Archipelago
Township of Carling
Municipality of McDougall
Town of Parry Sound
Township of Seguin
Municipality of Whitestone
Shawanaga First Nation
Wasauksing First Nation
MPP Parry Sound-Muskoka, Graydon Smith
MP Parry Sound-Muskoka, Scott Aitchison
King Surma, Minister of Infrastructure
Premier of Ontario, Doug Ford
Prime Minister of Canada, Justin Trudeau

Corporate Services

November 13, 2023

Re: Gender Based Violence and Intimate Partner Violence an Epidemic

Please be advised that the Council of the Corporation of the Town of Orangeville, at its Regular Council Meeting held on October 30, 2023, approved the following resolution:

WHEREAS the safety of our community and its members is of extreme importance to every Orangeville resident, as well as to Orangeville Council; and

WHEREAS gender-based violence and intimate partner violence (IPV), often referred to as domestic violence, means any use of physical or sexual force, actual or threatened in an intimate relationship, including emotional and/or psychological abuse or harassing behaviour; and

WHEREAS on August 16th, 2023, Justice Minister Arif Virani described gender-based violence as “an epidemic” in the federal government’s formal response to a coroner’s inquest, also stating that his government is committed to ending the gender-based violence epidemic “in all its forms, and is working to address any gaps in the Criminal Code to ensure a robust justice system response”; and

WHEREAS by declaring gender-based violence and intimate partner violence an epidemic, the Town of Orangeville can join the growing number of municipalities and regions in demanding action from all levels of government to address this growing epidemic; and

WHEREAS the incidences of gender-based violence and intimate partner violence have increased exponentially throughout the COVID-19 pandemic and has not decreased, while funding to provide the growing demand of services and support for victims and survivors has not kept pace;

BE IT RESOLVED THAT:

- 1. The Town of Orangeville officially declare intimate-partner violence an epidemic, as per recommendation #1 from the Culleton, Kuzyk, and Warmerdam (CKW) Inquest; and BE IT FURTHER RESOLVED THAT:**
- 2. The Town of Orangeville recommends that gender-based violence and intimate partner violence be declared an epidemic in the Province of Ontario; and**
- 3. That the Town of Orangeville requests that the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and all municipalities and regions in Ontario declare gender-based violence and intimate partner violence an epidemic; and**
- 4. That the Town of Orangeville requests that the provincial and federal governments enact the additional 85 recommendations from the CKW Inquest, which provides a roadmap to preventing intimate partner violence from escalating to femicide; and**
- 5. That the Town of Orangeville requests that the federal government starts this enactment by adding the word “femicide” as a term to the Criminal Code of Canada; and**
- 6. That the Town of Orangeville requests that the provincial and federal governments provide the necessary support to municipalities, regions, and their emergency and social services to meaningfully address the gender-based violence and intimate partner violence epidemic; and**
- 7. That the Acting Clerk be directed to send a copy of this motion to the County of Dufferin, the Honourable Premier of Ontario, Doug Ford, The Right Honourable Prime Minister of Canada, Justin Trudeau, Members of Parliament, Members of Provincial Parliament, the United Nations, and all Ontario Municipalities.**

Carried Unanimously.

Yours truly,

Tracy Macdonald
Acting Clerk



**The Corporation of The Township of The Archipelago
Council Meeting**

Agenda Number: 15.6.
Resolution Number 23-171
Title: Resolution to Address the Fire Risk Posed by Railway Tie Piling Practices of Canadian Pacific (CP) Railway
Date: Friday, October 13, 2023

Moved by: Councillor MacLeod
Seconded by: Councillor Frost

WHEREAS the primary cause of the recent fire near Pointe au Baril was attributed to the sizable accumulation of railway ties, which allowed the fire to subsequently extend into the surrounding forest; and

WHEREAS the practice of piling up railway ties by CP Rail poses a substantial fire risk to our Municipality and its residents; and

WHEREAS the potential hazards associated with these accumulations include endangerment of public safety, property damage, and environmental harm; and

WHEREAS it is of utmost importance to take swift and proactive measures to safeguard the well-being of our residents and protect our community from potential disasters.

NOW THEREFORE BE IT RESOLVED that Council for the Township of The Archipelago formally request the Minister of Transport, the Honourable Pablo Rodriguez to enact regulations mandating CP Rail to cease the practice of piling up railway ties in a manner that poses a fire risk to Canadian Municipalities and their residents.

FURTHER BE IT RESOLVED that CP Rail remove all stacked railway ties along their lines.

FURTHER BE IT RESOLVED that we urge Transport Canada to work collaboratively with CP Rail to establish alternative, secure, and environmentally responsible methods for the disposal and storage of railway ties.

AND FINALLY BE IT RESOLVED that this resolution be sent to CP Rail; the WPS Area Municipalities; Association of Municipalities Ontario (AMO); Rural Ontario Municipal Association; The Federation of Northern Ontario Municipalities; the Federation of Canadian Municipalities (FCM); Graydon Smith, Minister of Natural Resources and Forestry (MNRF); MP Scott Aitchison, the Canadian Transportation Agency, and the Minister of Transport.

Carried