



The Corporation of the Municipality of Whitestone

**Agenda of Regular Council Meeting
Tuesday, April 15, 2025**

Dunchurch Community Centre

and

Join Zoom Meeting (Video)

<https://us02web.zoom.us/j/89076335409>

(Phone Call Only)

Dial +1 587 328 1099 then Enter Meeting ID: 890 7633 5409#

*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 10:00 a.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

- 4.1 Jim Shedden, Youth Baseball in Whitestone
- 4.2 MPAC- Kaitlyn Potts, Account Manager, Districts of Muskoka and Parry Sound Municipal and Stakeholder Relations

Matters Arising from Presentations and Delegations ®

Move into Committee of the Whole ®

5. Committee of the Whole

5.1 Planning Items

- 5.1.1 Consent Application B04/2025(W) – SKEBA ®
 - Report from Parry Sound Area Planning Board dated April 2, 2025

- 5.2 Parry Sound Economic Development Board
 - Memorandum from CAO/Clerk Nigel Black

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 Meeting Minutes
 - 7.1.1 Regular Council Meeting Minutes – March 18, 2025
- 7.2 Council Committee and Board Minutes
 - 7.2.1 Whitestone Environmental Stewardship Committee – February 10 2025 and March 10 2025
 - 7.2.2 Belvedere Heights Board of Management – February 26 2025
 - 7.2.3 District Social Services Administration Board – CAO Report – February 2025
 - 7.2.4 Whitestone Public Library and Technology Centre –
 - 7.2.4.1 January 20, 2025
 - 7.2.4.2 January 23, 2025
 - 7.2.4.3 January 24, 2025
 - 7.2.4.4 February 10, 2025
- 7.3 Unfinished Business (listed on pages 5 and 6)

Matters Arising from Consent Agenda ®

8 Accounts Payable

- 8.1 Accounts Payable ®

9 Staff Reports

- 9.1 Report BLDG-2025-01
Building Services 2025, Q1 ®
- 9.2 Report FIRE-2025-03
Fire and Rescue Services, Q1 ®
- 9.3 Staff Report FIN-2025-04
Proposed 2025 Operating and Capital/Special Projects Budget ®
- 9.4 Report FIN-2025-05
Set 2025 Tax Ratios for Municipal Purposes ®
- 9.5 Report FIN-2025-06
Revised 2024 Council Remuneration Information ®
- 9.6 Report FIN-2025-07
Annual Donation Requests ®
- 9.7 Report ADMIN-2025-06
Bottle Shed Expression of Interest for Fundraising ®
- 9.8 Report ADMIN-2025-07
Road Grant Procedure Policy ®
- 9.9 Report ADMIN-2025-08
Contract Award – Supply of Granular Material ®

10 By-laws

- 10.1 By-law No. 15-2025, being a By-law to set tax ratios for municipal purposes for 2025
Report from Interim Treasurer, Barb Cribbett ®
- 10.2 By-law No. 16-2025, being a By-law adopt a protocol for the authorizing
of annual grants for the purposes of assisting road maintenance costs to property
owners on private and unassumed roads ®
- 10.3 By-law No. 17-2025, being a By-law to lift the 0.3 metre reserves along the north
side of Crown Retreats Road as part of the road allowance – SANNA ®
 - Memorandum from Paula Macri, Planning Assistant
- 10.4 By-law 18-2025, being a By-law to enter into an Agreement as a Condition of
Approval for Consent Application B11/2024(W) – SANNA ®

11 Business Matters

- 11.1 Fees and Charges By-law Review 2025
Memorandum from Treasurer / Tax Collector, Jessica Sinkowski
- 11.2 Alternative Council Representative for the Parry Sound and Area Planning Board
Motion proposed by Councillor Nash ®
- 11.3 District of Parry Sound Municipal Association Meeting
May 23, 2025 – Callander Community Centre

12 Correspondence

Matters Arising from Correspondence ®

13 Councillor Items

14 Questions from the Public

Move into Closed Session ®

15 Closed Session

- 15.1 Closed Session Minutes of the Regular Closed Session Council meeting of Tuesday March 18, 2025 ®
- 15.2 The security of the property of the municipality or local board pursuant to Ontario Municipal Act, Section 239(2)(a)
 - 15.2.1 Report CLOSED-2025-04 – Consideration of follow-up Cybersecurity report, CAO/Clerk Black
 - 15.2.2 Cybersecurity Review Key Recommendations, My-Tech Information Technology ®
- 15.3 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose, pursuant to Ontario Municipal Act, Section 239(2) (f)
 - 15.3.1 Short Term Rental Policy - Memorandum, Paula Macri, Planning Assistant ®
- 15.4 Personal matters about an identifiable individual, including municipal or local board employees pursuant to Ontario Municipal Act, Section 239(2)(b)
 - 15.4.1 Report CLOSED 2025-05 - By-law Enforcement Officer position, CAO/Clerk Black

Reconvene to Regular meeting ®

Matters arising from Closed Session

16 Confirming By-law ®

17 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)	Administration Staff	<p>Public meeting for Public input: March 19, 2024.</p> <p>DRAFT By-law presented at the May 21, 2024</p> <p>Council to submit comments by June 7, 2024 to Staff</p> <p>Memo to Council meeting August 20, 2024 – Policy direction provided for future iteration of By-law</p> <p>Revised Draft to Council submitted November 19, 2024</p> <p>Staff to seek legal review and provide to Council at a future Council meeting</p> <p>To Council April 15 2025</p>
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	<p>To be reviewed with the Applicant March 2025.</p> <p>Building permit issued March, 2024.</p>
July 4, 2023	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	Assigned to various staff	In progress

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	Land Use Permit discussions In progress Report to Council August 20, 2024 – final decision pending Manager Creasor to seek MNRF permission to install a 'Boat Launch' sign Signs to be installed in early spring
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END

Correspondence

A	Township of McKellar	Request to support McKellar's letter re. continued operation of Post Office
B	Peterborough	Remove trade barriers between provinces and impediments to municipalities preferring Canadian companies
C	Township of Ryerson	Opposition to a Battery Energy Storage System in the Almaguin area
D	Clark, Ian and Yvonne	General concerns
E	Ontario Stone Sand and Gravel Association	Standing up for Ontario
F	Georgian Nordic Ski Club	Annual Report

PRESENTATIONS AND DELEGATIONS



FOUNDED 2020

Current League Membership

Sundridge
Burk's Falls
Perry Township
Sprucedale
Kearney
Magnetawan

Age Group: 8 to 12 year olds mixed boys and girls.

1st year in Magnetawan we had 8 local kids. The rest were made up of other kids that forgot or were too late to register in their own communities.

2nd year - we had 16 kids that were all local. 7 girls & 9 boys.

In 2025 were are hoping to have 2 Magnetawan ball teams and 1 "T" Ball team.

2025-2026

Parry Sound
McKellar
Whitestone



Magnetawan
Home
hardware
building centre
705-387-3988

Almaguin Baseball League Magnetawan



Cyndi and I and The Great North Arrow Newspaper will once again sponsor and coach the Magnetawan youths base ball team. The ages are from 8-12 years old. Boys & girls. In doing so, we are asking for “local” sponsor support.

Our sponsorship program is \$200 per sponsor.

Your \$200 we would provide the kids with a uniform (shirt & pants) and any peripheral equipment we might require. All purchased equipment would be the property of Magnetawan and continue to be used in future years. We will also have a banner manufactured that would have all our sponsors logo's included that will be hung on the backstop of every game. We will try to keep everything as local as possible.

Last year was so much fun for the kids and the parents that we would like to kick it up a notch by including black pants as well as hats.

The intent of the league is to move away from softball and move forward towards baseball.

The Almaguin Baseball League has made some major changes in the rules over the winter, keeping in mind that safety of the kids is paramount. I will also be presenting two clinics this summer. One will be held in Huntsville and the other to be held in Magnetawan. These clinics will be an introduction to pitching and catching. There will be no charge to our players. The intent of these clinics is to help kids that grow out of our league to continue to play in more competitive environments which includes pitching and catching.

If you require more information, please send me a note or call:

Jim: jamesb.greatnorthandarrow@gmail.com

705-203-0117

Cyndi: greatnorthandarrow@gmail.com

705-203-0115



Property Assessment and Taxation System

MUNICIPAL PROPERTY ASSESSMENT CORPORATION



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION



Who we are

We are Ontario's property market experts! Our job is to assess and classify the value of **nearly 5.7 million properties** across the province and provide an accurate and impartial property inventory.



More than **\$42.7 billion** of new assessment captured in 2024.



Ontario's total property value exceeds **\$3.2 trillion**.



Four key players.



Ontario Government

Establishes the province's assessment and taxation laws, sets the valuation date and determines education tax rates.



MPAC

Calculates, captures and distributes assessments for all properties and buildings across Ontario.



Municipalities

Determine revenue requirements, set tax rates and collect property taxes to pay for municipal services.



Property Owners

Pay property taxes for community services and education taxes to help fund elementary and secondary schools in Ontario.



© MPAC

Maintaining Ontario's Property Database



Provincial, Municipal and Property Owner Support & Guidance



New Assessment Forecasting & Market Analysis/Trends



Municipal Financial Planning & Insights



Vacancy and Tax Applications for Commercial, Business & Residential




Requests for Reconsideration & Appeal Processing



Processing Severances and Consolidations





What is Current Value Assessment? (CVA)

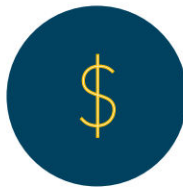
Current value is market value **at a point in time** (the legislated valuation date)

Three approaches when valuing properties.



Direct Comparison Approach

Analyze sales of comparable properties sold for similar or identical use as the property to be valued.



Income Approach

Determine how much revenue the property generates and the sale price.



Cost Approach

Properties that are unique and rarely sold on the market.

Five major factors when assessing residential properties.



Age of buildings



Location of property



Quality of construction



Exterior square footage



Lot dimensions

These five factors account for approximately 85% of a property's assessed value.



MPAC's Role in The Building Permit Process

Municipalities rely on MPAC to take their building permits and plans and **turn them into assessment.**

Municipalities tax property owners **based on those assessments.**

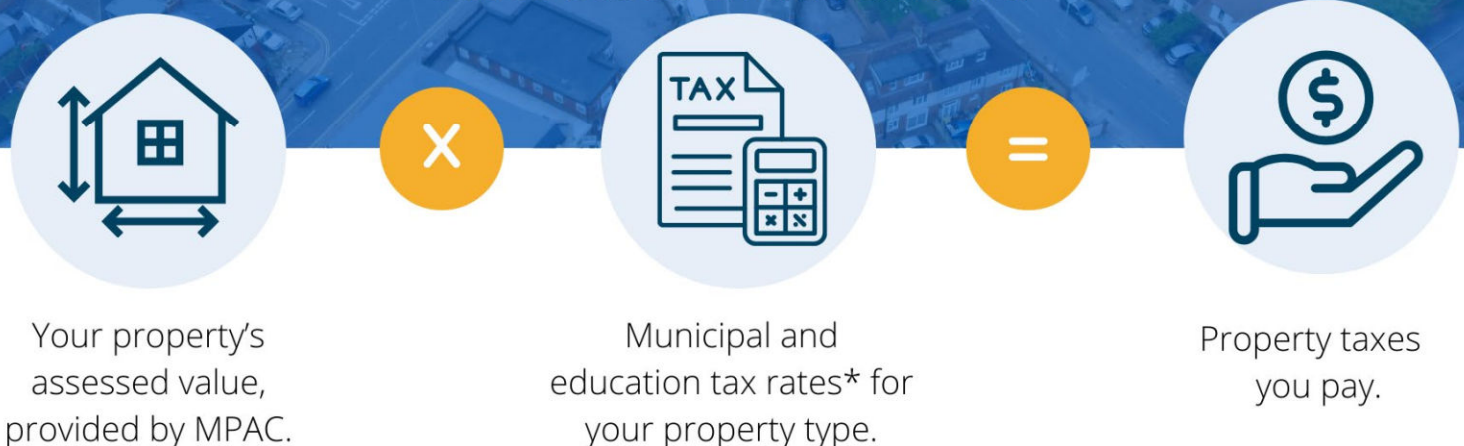
The sooner MPAC delivers assessments, the faster municipalities realize **new revenue.**

Resolving assessment concerns



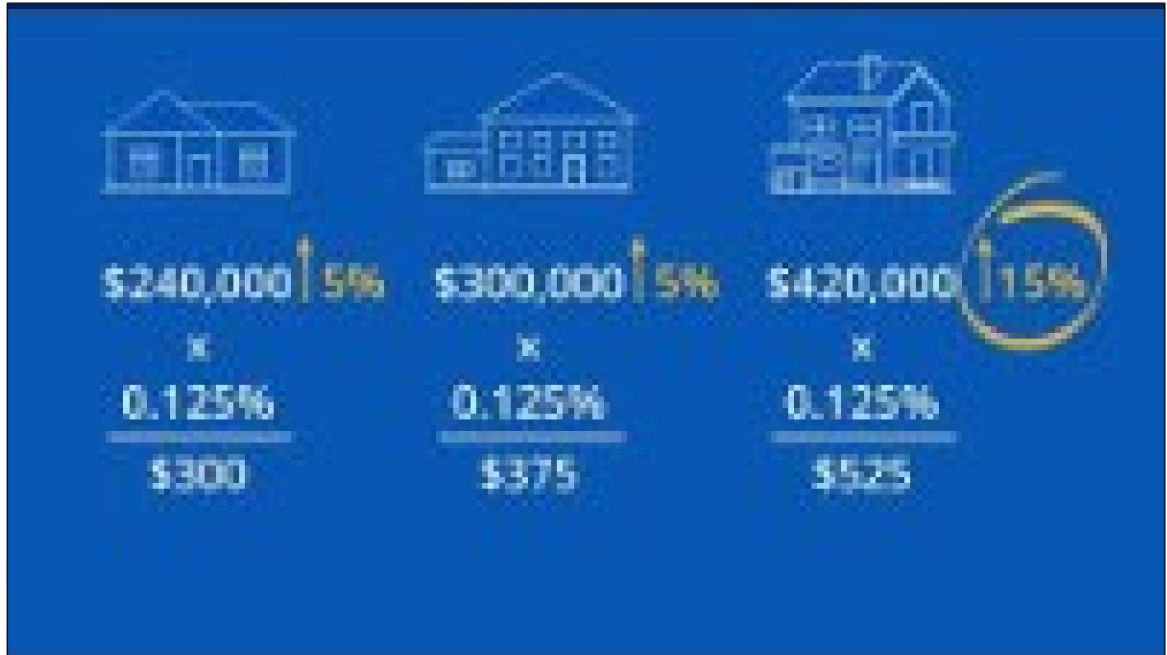
Let's Talk Property Taxes

Each year, **municipalities** decide how much money they need to raise from property taxes **to pay for services** and **determine tax rates** based on that amount.



*Education tax rates are set by the provincial government

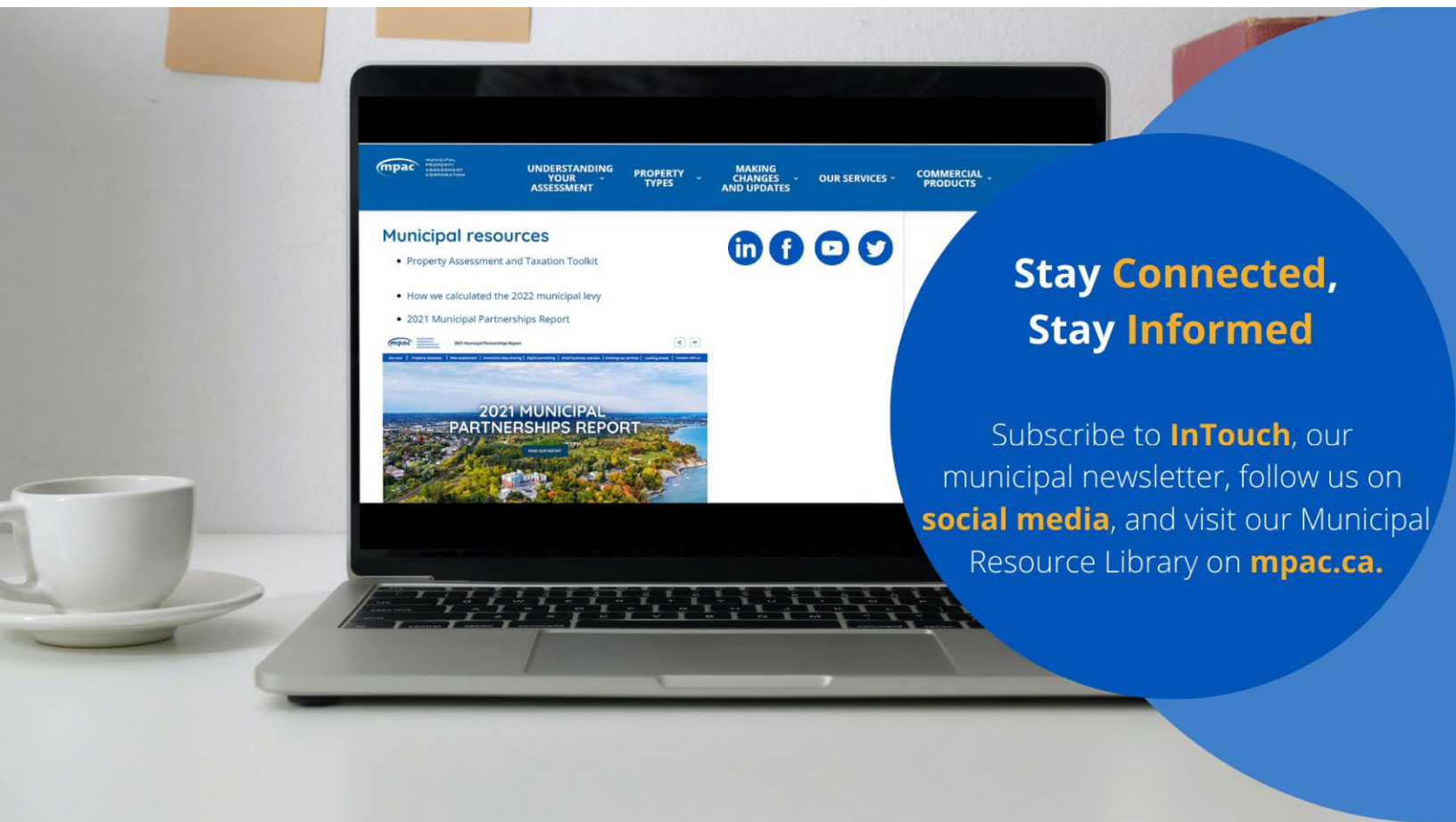
How will my Property Assessment Impact my Taxes?



Supporting property owners.

Four digital touchpoints are shown, each illustrating a different way to support property owners:

- NEW! First-time Homeowners' Hub:** A screenshot of the MPAC website's First-time Homeowners' Hub, which provides resources and answers to common questions for new homeowners.
- Door hangers + letters:** A screenshot of a door hanger from MPAC, providing information about property assessment and a QR code for more details.
- Social media campaigns:** A screenshot of a Facebook post from the Municipal Property Assessment Corporation (MPAC), featuring a myth-busting graphic about property taxes.
- Educational videos:** A screenshot of a YouTube video titled "How Your Property Tax is Calculated," which explains the process of how property taxes are determined.



Stay **Connected**, Stay **Informed**

Subscribe to **InTouch**, our municipal newsletter, follow us on **social media**, and visit our Municipal Resource Library on **mpac.ca**.

We invite you to reach out!

Contact your local Municipal and Stakeholder Relations team with questions or to learn more.

Lynne Cunningham
Regional Manager
Lynne.cunningham@mpac.ca

Kaitlyn Potts
Account Manager
Kaitlyn.potts@mpac.ca

Christina Williams
Account Support Coordinator
Christina.williams@mpac.ca



COMMITTEE OF THE WHOLE

PARRY SOUND AREA PLANNING BOARD

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

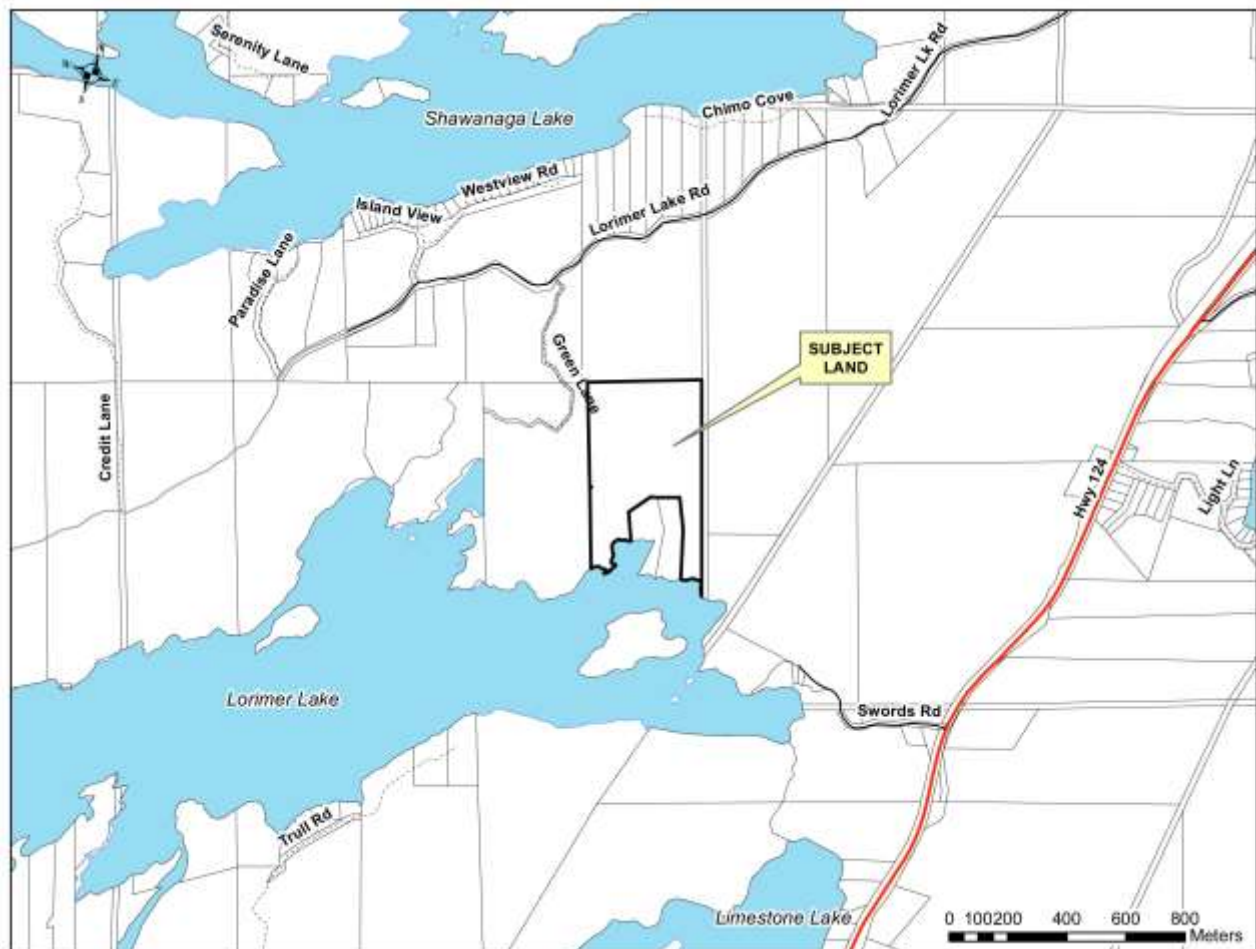
CONSENT APPLICATION NO. B04/2025(W)

PART OF LOT 10, CONCESSION 3
GEOGRAPHIC Township OF HAGERMAN
PART OF PART 1, 42R-20387
ROLL # 4939 0100 010 3500
300 Green Lane
Applicants: Ilona and Chris Skeba

April 2, 2025

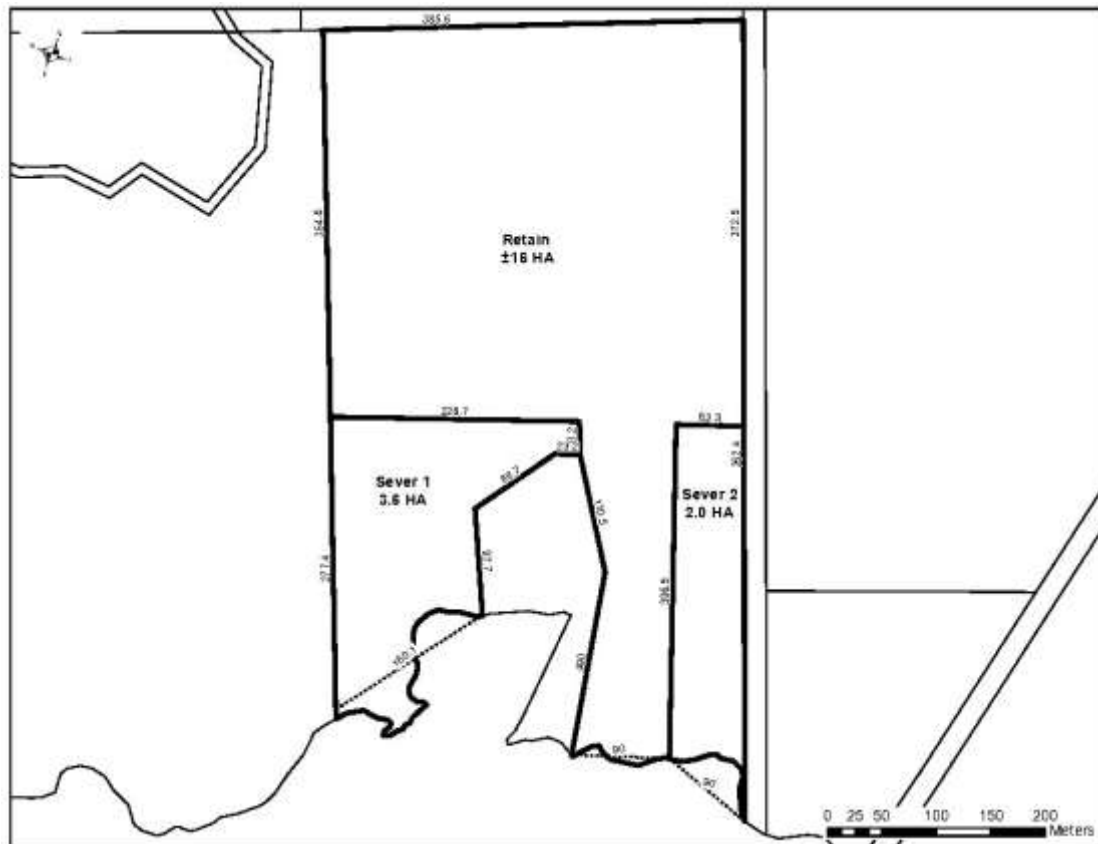
BACKGROUND / PURPOSE

Ilona and Chris Skeba own a waterfront parcel of land on Lorimer Lake, accessed via a driveway from Green Lane in the Municipality of Whitestone.



In 2022 the Skebas applied to create two (2) waterfront lots on Lorimer Lake, one around the existing cottage and one on the easterly boundary with a right-of-way for access.

The original desire was to create 2 waterfront lots on the western side of the lot. However, there was not enough lake frontage for two 90 metre lots.



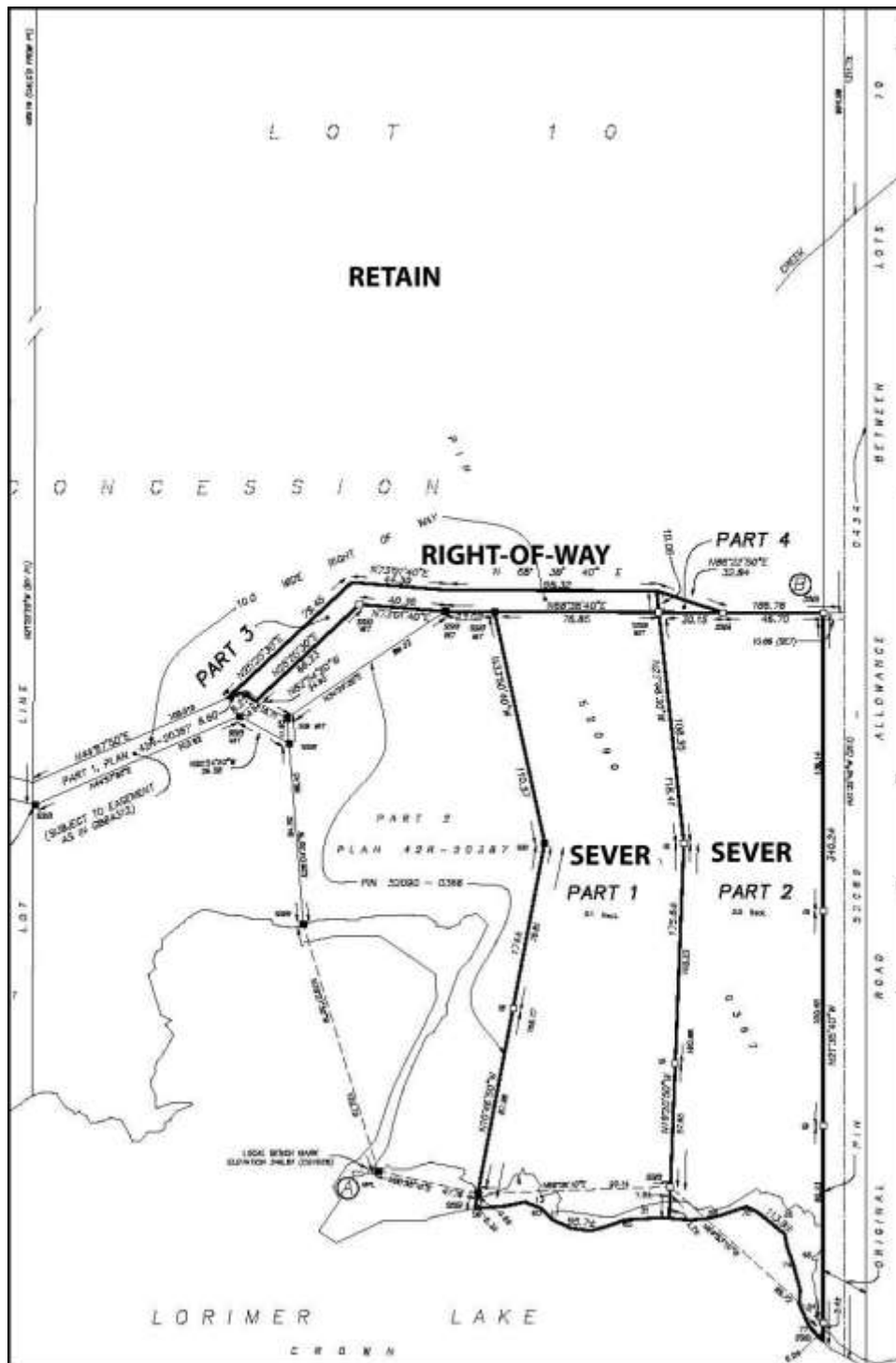
A Septic Suitability Assessment was prepared in support of this consent and recommended septic design criteria to to mitigate any phosphorus migration to the lake.

This report is attached for reference.

This severance was approved by the Planning Board on October 17, 2022.

The lot layout was revised to create the two waterfront lots on the easterly shore and retain the cottage lot. This change was approved by the Board on September 23, 2024.

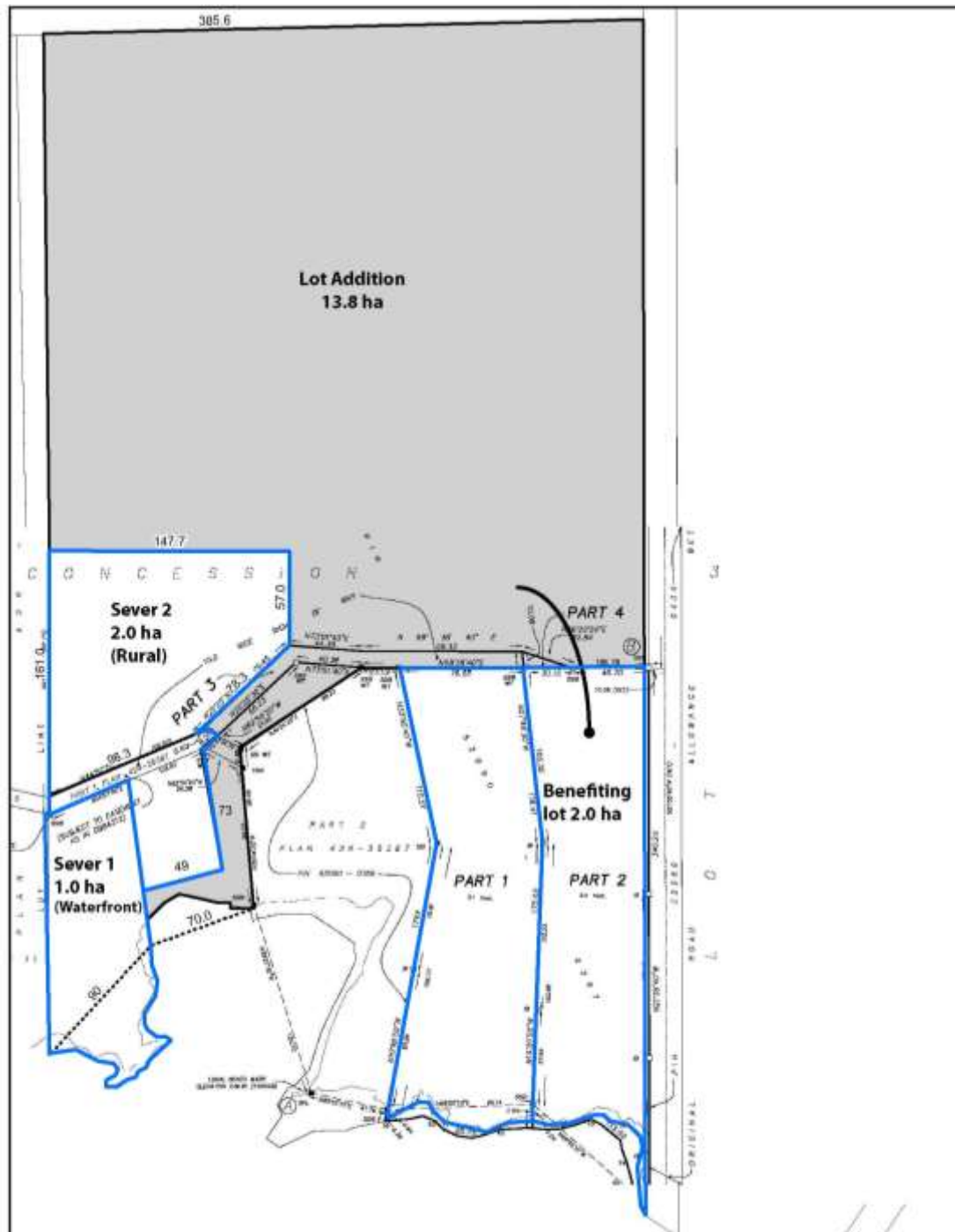
(see sketch below)



PROPOSED CONSENT

The applicants now wish to create a waterfront lot around their existing cottage (Sever 1) and a backlot (Sever 2) on the private right-of-way from Green Lane. All other lands will be added to the previously severed "Part 2".

The proposed backlot (Sever 2) will have no access to or use of the lakefront.



The proposed consent is to create one new waterfront lot and one rural lot fronting on the existing private right-of-way from Green Lane. The previously severed lot (shown as benefiting lot) will be de-certified in order to allow the lot to merge with the remainder of the lands.

	Frontage (m)	Depth(m)	Area(ha)
Retain	70+90=160	±540	13.8+2.0=15.8
Sever 1	90	330	1.0
Sever 2	176	±233	2.0

Proposed Sever 1	Waterfront Lot	Existing cottage and dock
Proposed Sever 2	Backlot	No access or use of lake.
Lot Addition	Back lands	To be added to previously severed waterfront lot
Benefiting Lot	Existing waterfront lot	Consent to be cancelled. Back lands will merge with this lot.

EXISTING LOT CONDITIONS

The subject land is a large waterfront parcel (±14.8 hectares) with ±160 metres of frontage on Lorimer Lake. There is an existing cottage and dock on the property.

The lot is well forested with a mix of coniferous and deciduous trees.

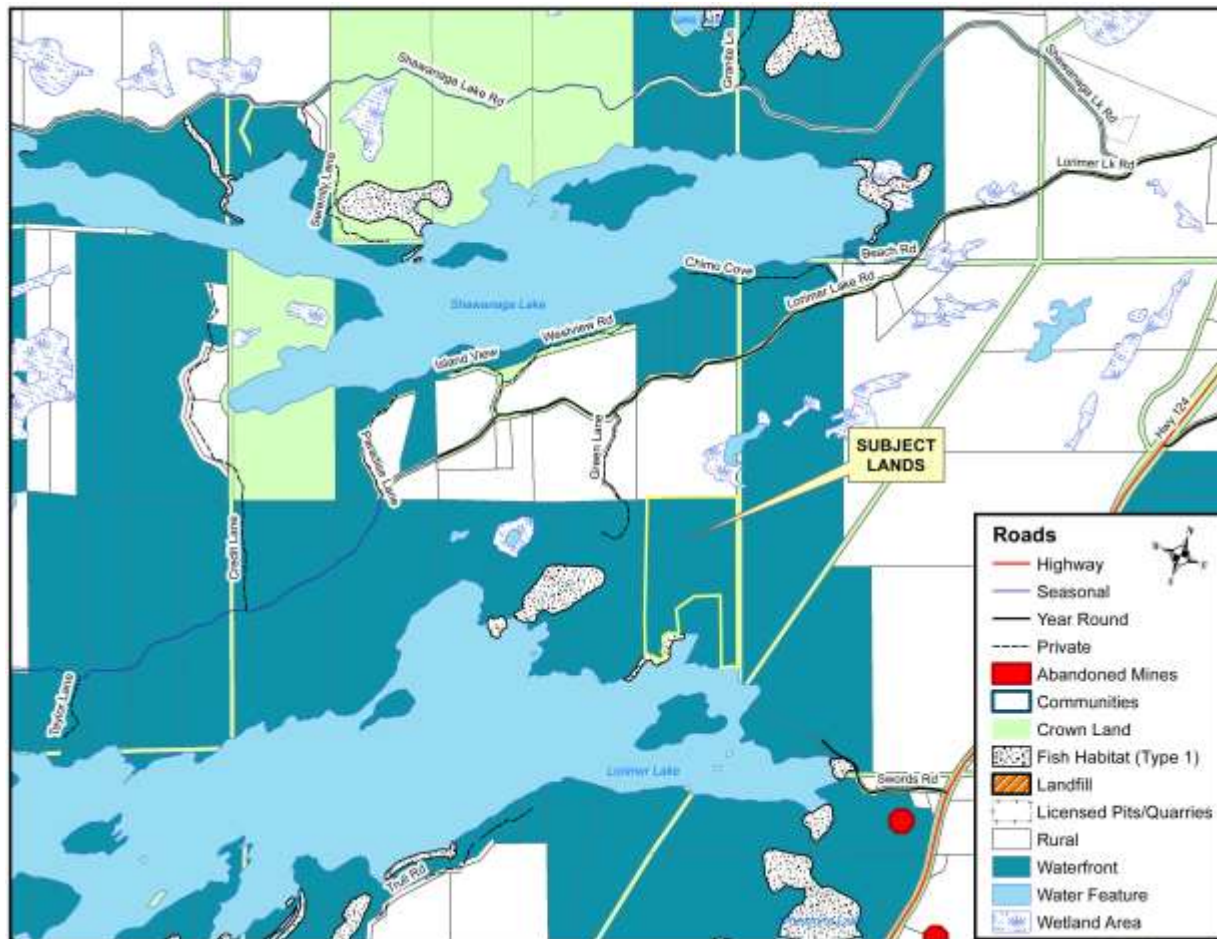
There is a wetland at the rear of proposed severed lot 2.

There is an existing right-of-way through these lands to a neighbouring lot as well as the previously created waterfront lots.



OFFICIAL PLAN

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



There are no Natural Heritage features identified on these lands. There is Type 1 Fish Habitat on the shoreline of proposed severed lot 1. However, there is an existing cottage and dock at this location.

The wetland at the rear of proposed severed lot 2 has been identified and addressed in the Septic Suitability Assessment in terms of drainage course and appropriate septic design.

Backlot Development

Prior to Official Plan Amendment No. 2, development could not be considered on private roads. This new policy allows existing parcels previously considered landlocked to be eligible for a building permit as well as the creation of additional lots on private roads.

PROVINCIAL POLICY STATEMENTS (P.P.S) 2024

The subject lands are considered Rural in the P.P.S. and are subject to following policies:

2.5 Rural Areas in Municipalities

1. Healthy, integrated and viable rural areas should be supported by:
 - a) building upon rural character, and leveraging rural amenities and assets;
 - b) promoting regeneration, including the redevelopment of brownfield sites;
 - c) accommodating an appropriate range and mix of housing in rural settlement areas;
 - d) using rural infrastructure and public service facilities efficiently;
 - e) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
 - f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;
 - g) conserving biodiversity and considering the ecological benefits provided by nature; and
 - h) providing opportunities for economic activities in prime agricultural areas, in accordance with policy 4.3.
2. In rural areas, rural settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted.
3. When directing development in rural settlement areas in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.

Growth and development may be directed to rural lands in accordance with policy 2.6, including where a municipality does not have a settlement area.

2.6 Rural Lands in Municipalities

1. On rural lands located in municipalities, permitted uses are:
 - a) the management or use of resources;
 - b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
 - c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;
 - d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;
 - e) home occupations and home industries;

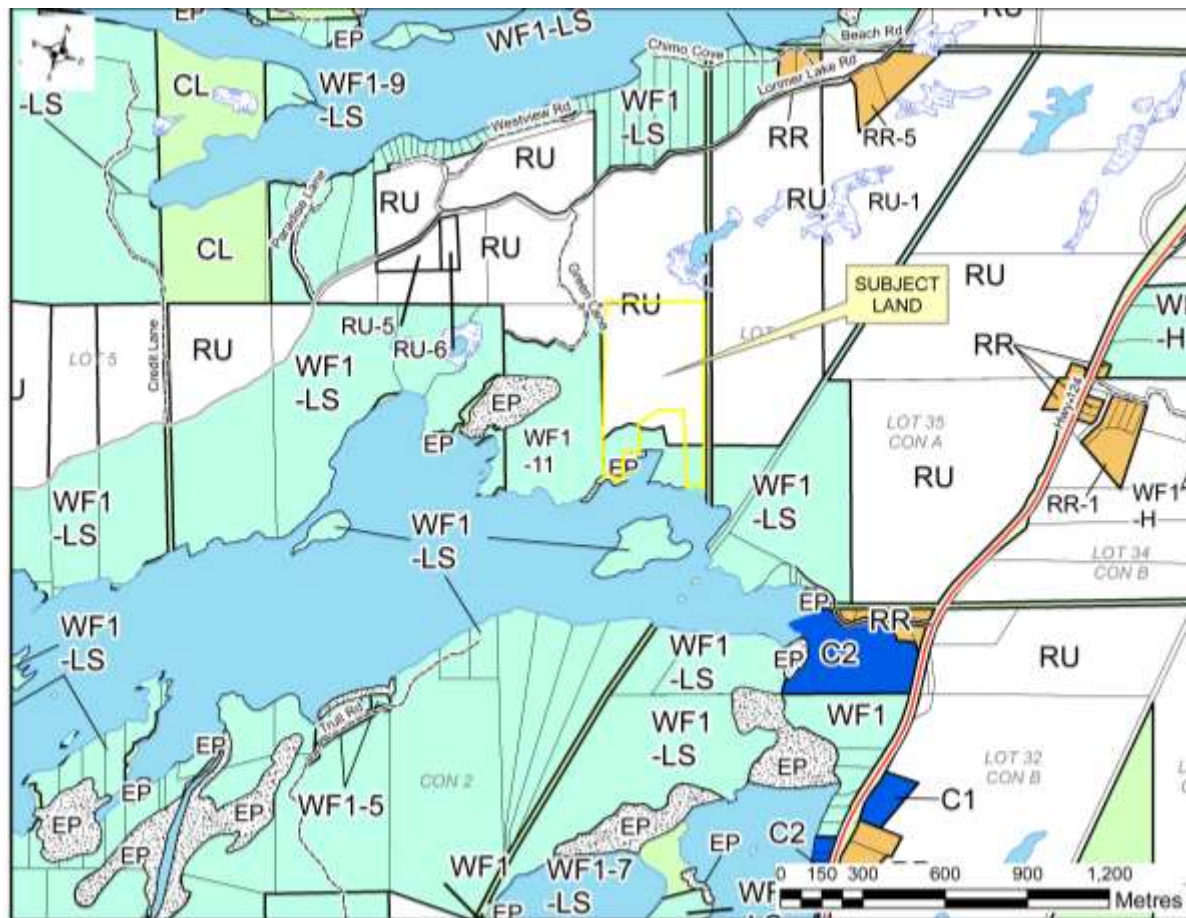
- f) cemeteries; and
 - g) other rural land uses.
- 2. Development that can be sustained by rural service levels should be promoted.
- 3. Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure.
- 4. Planning authorities should support a diversified rural economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.
- 5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

There are no inconsistencies with these policies.

ZONING BY-LAW

The subject lands are split-zoned Waterfront Residential 1 – Limited Services (WF1-LS) and Rural (RU) in the Municipality's Zoning By-law. A portion of the proposed backlot and waterfront lot will require a rezoning to place their boundaries in the appropriate zone.

The proposed waterfront lot meets the 90 metre frontage and 0.6 hectare requirements. The proposed rural lot meets the Rural standard of 100 metres frontage and 2.0 hectares in area.



RECOMMENDATION

That the proposed consent to allow the creation of one (1) new waterfront lot and one (1) new rural lots at 300 Green Lane in Part of Lot 10, Concession 3, Geographic Township of Hagerman as applied for by Ilona and Chris Skeba in Application No. B04/2025(W) be approved subject to the following conditions:

1. Rezoning the severed lots to the Waterfront Residential 1 -Limited Services (WF1-LS) and the Rural -Limited Services (RU-LS) zones as required;

2. Entering into a 51(26) Consent Agreement to include the septic design criteria from the Septic Suitability Assessment and to recognize the private road access limit the liability and responsibility of the Municipality for its maintenance and to indemnify the Municipality;
3. Payment of a Parkland dedication fee in accordance with the Municipality's fee By-Law;
4. Receiving adequate 911 addressing for the new lots;
5. Payment of all applicable planning board fees.

Respectfully,

A handwritten signature in blue ink, appearing to read "Patrick Christie".

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



August 31, 2022

Project No. 220085

Ilona Skeba
Via email: 4510chris@gmail.com

Dear Ilona,

Re: 300 Green Lane, Lorimer Lake, Municipality of Whitestone Site-Specific Septic Assessment

INTRODUCTION

Hutchinson Environmental Sciences Ltd. (HESL) conducted an assessment of topography, drainage and soils at 300 Green Lane, Municipality of Whitestone, Ontario (the property) to determine if the native soil on two proposed severed lots could treat septic effluent from in-ground leaching fields to a level that would protect water quality in Lorimer Lake. Consistent with Provincial Policy and the Municipality of Whitestone's Official Plan, the work was conducted to assess whether the proposed severance could have an adverse effect on water quality in Lorimer Lake from septic effluence if the properties were developed with residential dwellings

Lorimer Lake is an "at-capacity" lake in the Municipality's Official Plan, and additional development requires assessment by a qualified environmental professional to identify potential adverse effects to the lake from septic-related phosphorus (particularly the phosphate ion which can degrade water quality via eutrophication, nuisance algae and aquatic plant growth, and reduce dissolved oxygen). The assessment was conducted by David Leeder, P.Geo. Limited, a Qualified Person (QP) in the Province of Ontario, with assistance from Emily Ham, Geoscientist-in-Training (GIT).

BACKGROUND

Property Information

The property's legal description is Hagerman Concession 3 Part Lot 10 and RP 42R20387 Part 1 (300 Green Lane). 300 Green Lane is a 25 ha parcel of land, with 418 m of frontage on Lorimer Lake, and approximately 635 m of lot depth back from the lake. The property's septic class by the Municipality is "S – Property uses septic bed", which is currently in use on the property.

Existing Property Conditions

The property is on the northeast shore of Lorimer Lake (Figure 1). The property has a horseshoe shape, with the "top" of the horseshoe along the north property boundary of the "tips" of the horseshoe on the south limits at Lorimer Lake. A third-party property (251 Green Lane) is in the "center" of the horseshoe.



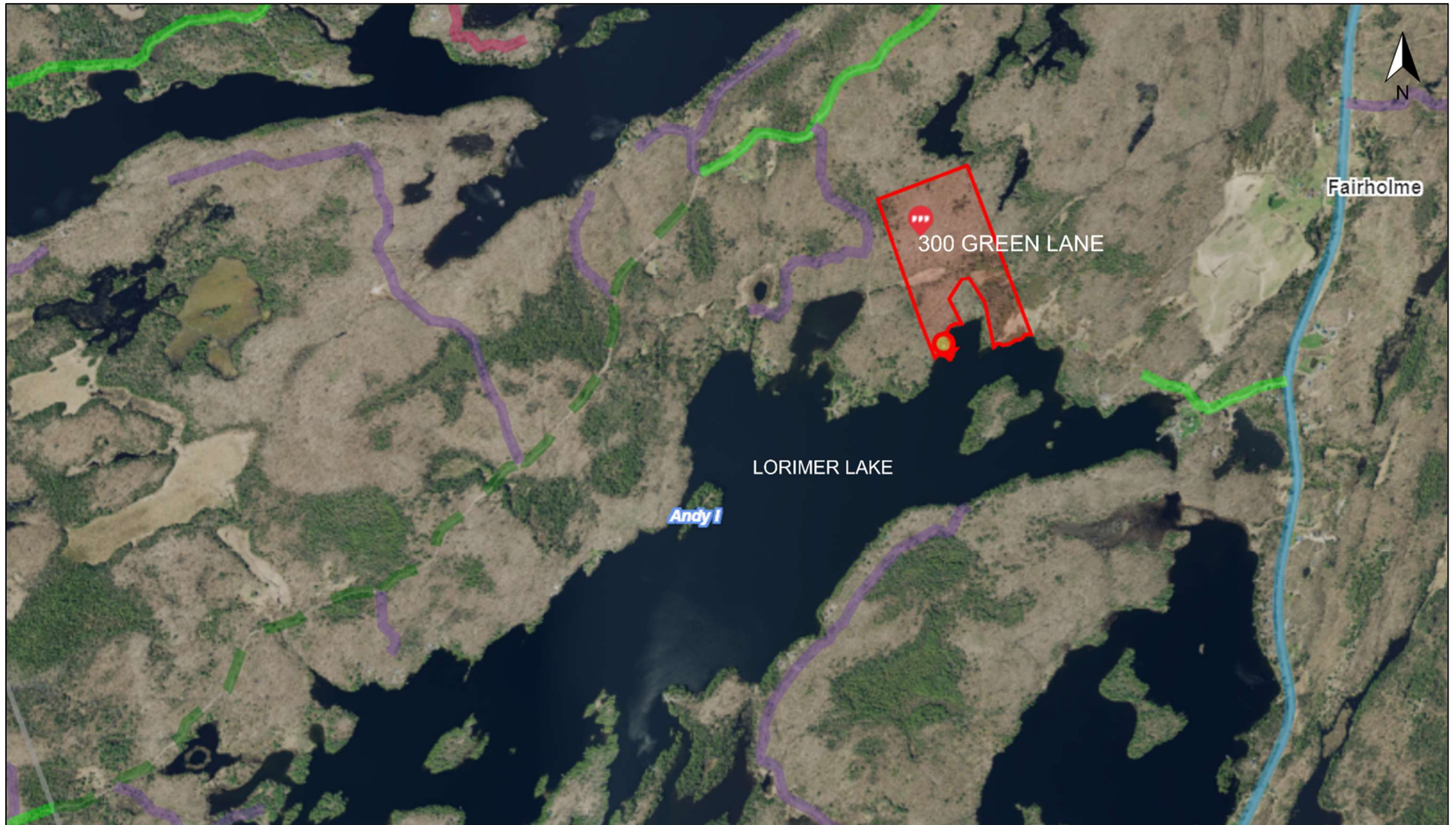


Figure 1. Location of the property.



Access to the property is via Green Lane (a private road) with a gravel driveway that enters the property from its west side. Green Lane connects to Lorimer Lake Road, to the north.

There is an existing cottage near the southwest tip of the property; no other buildings are on the property. The gravel driveway runs from roughly northeast to southeast, crossing to 251 Green Lane in the “center” of the horseshoe. There is a cottage on the 251 Green Lane property; the remaining surrounding lots are vacant based on aerial photograph review. Key features of the property are shown in Figure 2.

Soils on the property are thin, fine-grained silt and sand over Precambrian mafic (amphibolite, gabbro, diorite) and gneiss bedrock (Ontario Geological Survey, 2008).

Topography on the property is defined by two high rock knols: one along the north property boundary and one in the south-central portion of the property. The knol at the northern property boundary is the topographic high (270 m above sea level – ASL). Topography on the northern portion of the property is moderate, with grades of approximately 5% up to 30% (in isolated areas) and the ground’s surface dipping generally to the south, with a low area bisecting the property occupied by a watercourse with in-line wetland. South of the watercourse and in-line wetland, the land rises slightly to a small flat area, before dipping steeply (up to 25%) to the south and east where the lowest part of the property exists (250 m ASL). A thicket forest occupies this low area, which ultimately drains to Lorimer Lake. South of the thicket, the land rises steeply (up to 40% grades in some areas), before sloping gently (5 to 10% grade) towards Lorimer Lake on the east side of the ‘horseshoe’. On the west portion of the property, the ground rises more gently (slopes of less than 10%) to the northern apex of the west side of the horseshoe, before dipping at grades up to 20%, south towards Lorimer Lake. and there are no drainage features. Topography and drainage are shown in Figure 3.

Surface water drains with topography. Only the southern 1/4 of the property drains towards Lorimer Lake – the balance drains towards the watercourse-wetland feature that bisects the centre of the property, which subsequently drains west towards a wetland. On the southeast corner of the property, drainage is towards the low thicket swamp area (northern portion) which ultimately infiltrates to the subsurface or possibly drains to Lorimer Lake during high water; the southern limits of the southeast corner drain towards Lorimer Lake by overland flow. On the southwest portion of the property, drainage is generally indirect towards Lorimer Lake via overland flow. During the June 27 and 28, 2022 site visits when the water table was high, no water flow or persistent drainage towards Lorimer were observed on the southern portions of the property, suggesting most runoff water infiltrates to the subsurface.

Shallow groundwater in subsurface soil migrates with topography, similar to surface water, with flow direction further influenced by the presence of bedrock beneath the surface. Groundwater in the deeper bedrock regime may migrate in the general direction of topography through fractures in the rock. However, the bedrock is highly folded with discontinuous rock fractures on and around the property and contiguous groundwater migration distance within bedrock is limited.





Figure 2. Key property features.



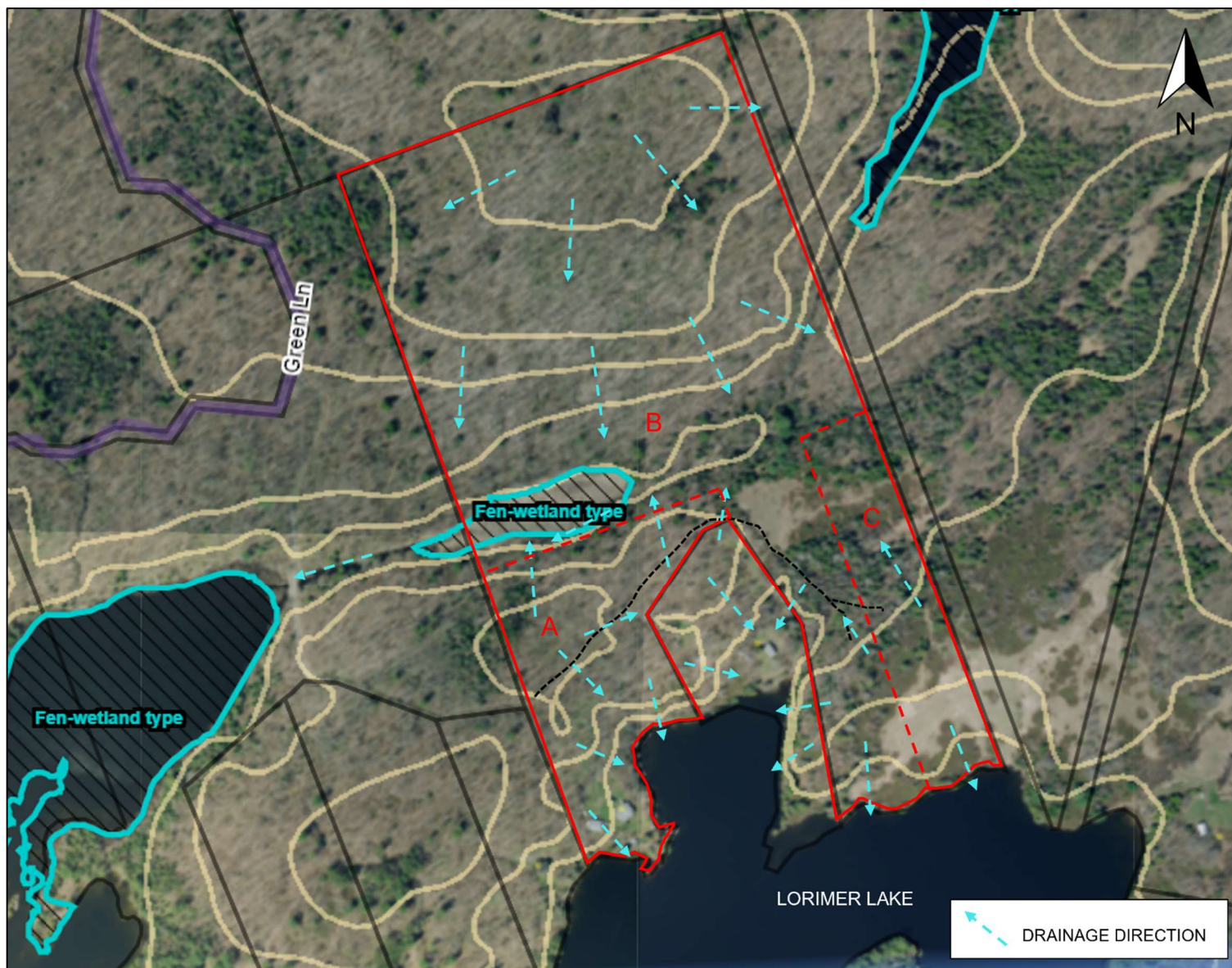


Figure 3. Topography, drainage and wetland features.



Hutchinson Environmental Sciences Ltd.

2022-08-31_220085_300 Green Lane Septic Suitability Assessment

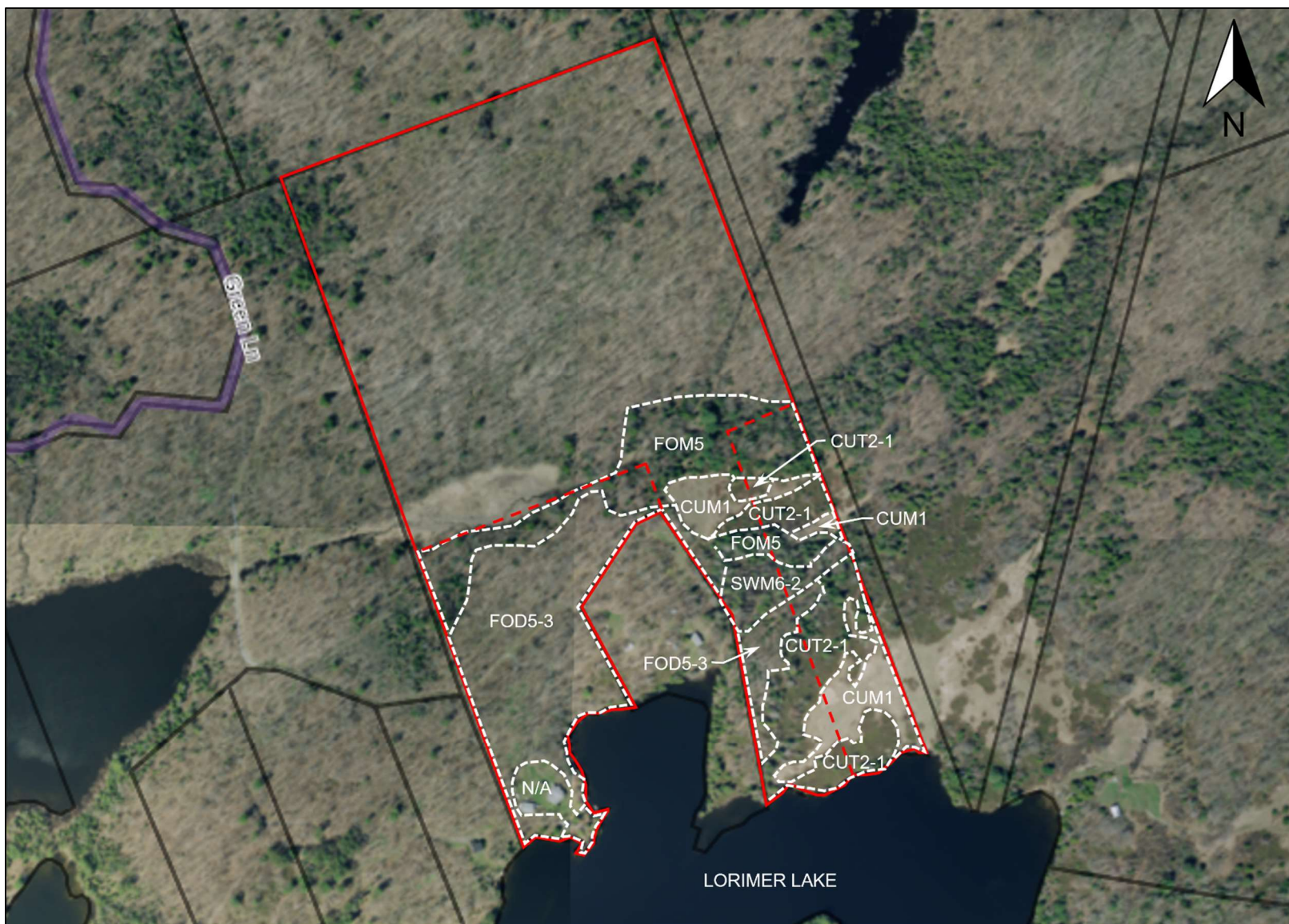


Figure 4. Ecological Land Classification cover types.



The majority of the property is forested with tree species typical of the Great Lakes-St. Lawrence mixed forest, with three naturally occurring forest ecosite types per the Ontario Ministry of Natural Resources “Ontario Ecological Land Classification” (ELC, 1998) and based on observations at the property (Figure 4):

- FOM5: Mixed Forest;
- FOD5-3: Deciduous Forest, Dry-Fresh Sugar Maple – Oak type;
- SWM6-2: Swamp, Mixed.

Two cultural ecosite types are present on the southeast limit of the property (CUT2-1: Cultural Alvar Woodland type; and CUM1: Mineral Cultural Meadow) that are the result of old field succession occurring on a former farmstead, that was last used for agriculture in the 1980s, based on conversation with neighbours at 251 Green Lane (pers. comm., 28 June, 2022).

Provincial and Municipal Mapping identified a fen-type wetland in the west-central portion of the property, in the drainage-way wetland system, which drains to a larger off-property wetland to the west and subsequently Lorimer Lake. No wetland was identified on the proposed lot severances.

The area around the existing cottage is cleared, with landscaped grass cover.

Proposed Severance

The proposed severance will result in four separate parcels (Figure 2). The proposed lots are referred to as “A” (southwest parcel/retained lot where existing house/cottage is located), “B” (north central parcel), and “C” (southeast parcel). A cottage may be built on each of proposed lots B or C in the future. No changes to the retained lot are proposed.

Regulatory Framework

Lorimer Lake is listed as an “at capacity lake” in the Municipality of Whitestone’s Official Plan (OP):

17.06.1 Lorimer Lake is managed as a lake trout lake and the lake has been identified as being at capacity as far as the ability of the lake to withstand any additional nutrients associated with additional lot creation if the lake trout fishery is to be sustained. The dissolved oxygen in the lake would indicate that the fishery is at fatal stress levels, however, recent sampling indicates a continued trout population.

17.06.2 Lorimer Lake will continue to be considered a lake that is at capacity and no further land division will be permitted on the lake except where no additional impact will occur as a result of that land division. This is restricted to consents to separate existing viable dwellings, new lots where the septic system has no impact on the lake because the sewage system, including gray water, is set back at least 300 metres from the shoreline or where the septic system drains at least 300 metres away from the lake.

Lorimer Lake is also listed as a “Put-Grow-Take Lake Trout Lake” in Inland Ontario Lakes Designated for Lake Trout Management (MNRF, 2015). Waterfront development and the potential influx of sewage-related phosphorus to an adjacent waterbody can be a stressor on Lake Trout habitat because increased phosphorus concentrations can cause increased algal and plant growth, which can cause decreased



dissolved oxygen concentrations through decomposition. Lake Trout have specific dissolved oxygen habitat requirements (i.e., 7 mg/L of mean hypolimnetic dissolved oxygen concentration).

The Lakeshore Capacity Model was developed by the Province of Ontario to determine suitable development capacity on lakes through an assessment of phosphorus and dissolved oxygen concentrations. In the case of Lorimer Lake, the lake is currently over capacity in terms of Provincial guidelines. The Lakeshore Capacity Assessment Handbook (Ministry of the Environment, 2010) states that new lot creation on at-capacity lakes should only be allowed:

- *To separate existing habitable dwellings, each of which is on a lot that is capable of supporting a Class 4 sewage system, provided that the land use would not change and there would be no net increase in phosphorus loading to the lake;*
- *Where all new tile fields would be located such that they would drain into a drainage basin which is not at capacity; or*
- *Where all new tile fields would be set back at least 300 metres from the shoreline of lakes, or such that drainage from the tile fields would flow at least 300 metres to the lake.*

The following additional site-specific criteria can be applied where new development is proposed on at-capacity lakes and where certain municipal planning tools and agreements are in place such as a Development Permit System under the Planning Act, and/or site plan control under the Planning Act, and site alteration and tree-cutting by-laws under the Municipal Act:

- *Where a site-specific soils investigation prepared by a qualified professional has been completed showing the following site conditions:*
 - *The site where the septic tile-bed is to be located, and the region below and 15 metres down-gradient of this site, toward the lakeshore or a permanently-flowing tributary, across the full width of the tile bed, consist of deep (more than three metres), native and undisturbed, non-calcareous (<1% Ca equivalent by weight) overburden with acid-extractable concentrations of iron and aluminum of >1% equivalent by weight (following Robertson 2005, 2006). Soil depth shall be assessed with test pits and/or boreholes at several sites. Samples for soil chemistry should be taken at depth adjacent to, or below, the proposed tile bed; and*
 - *An unsaturated zone of at least 1.5 metres depth exist between the tile bed and the shallowest depth (maximum extent) of the water table. The position of the water table shall be assessed with test pits during the periods of maximum soils saturation (e.g., in the spring, following snowmelt, or late fall).*

Septic-Related Phosphorus Attenuation

Published site-specific studies over the past 20 years, including those that informed the Lakeshore Capacity Assessment Handbook (Ministry of Environment, 2010) have consistently shown that septic system-related phosphorus is immobilized in Precambrian shield soils, such as those on the property. Soils that contain greater than 1% aluminum + iron (>10,000 µg/g), and less than 1% calcium (<10,000 µg/g) are suitable to



attenuate phosphorus in septic effluent to protect at-capacity lakes from additional phosphorus loading (Ministry of Environment, 2010).

Mechanistic evidence (Stumm and Morgan, 1970; Jenkins et al., 1971; Isenbeck-Schroter et al., 1993) and direct observations made in septic systems (Willman et al., 1981; Zanini et al., 1997; Robertson et al., 1998; Robertson, 2003) all show strong adsorption of phosphate on charged soil surfaces and mineralization of phosphate with iron and aluminum in soil. The mineralization reactions are favoured in acidic and mineral-rich groundwater on the Precambrian shield (Robertson et al., 1998; Robertson, 2003), such that over 90% of septic phosphorus may be immobilized. The mineralization reactions appear to be permanent (Isenbeck-Schroter et al., 1993) and many studies conclude that most septic phosphorus is stable within 0.5 to 1 m of the tile drains in a septic field (Robertson et al., 1998, Robertson, 2003, Robertson 2012).

Most recently, Robertson et al. (2019) synthesized phosphorus concentrations in groundwater plumes from 24 septic systems throughout Ontario that were monitored over a 30-year period. Phosphorus removal averaged 97% at the non-calcareous sites (such as those found on the property) within leaching fields and proximal plumes, within 10 m of the leaching fields, regardless of site age or septic effluent loading rate.

The condition noted in the Lakeshore Capacity Handbook to permit development on at-capacity lakes (i.e., septic setback of 300 m from a lake) is highly conservative (overly protective) for most Precambrian shield soils, because phosphorus attenuation in acidic soils with <1% calcium and >1% iron + aluminum has been demonstrated to consistently occur over much shorter distances (0.5 to 10 m).

OBJECTIVE

The site-specific soil and drainage assessment was conducted to identify drainage path(s) to the lake (if any) from the proposed severed lots, describe soil conditions that could attenuate septic-related phosphorus, and indicate whether phosphorus in septic effluent could be attenuated before reaching Lorimer Lake.

METHODS

Provincial Guidelines and Standard of Care

The site-specific soil and drainage assessment was conducted consistent with the guidance in the Lakeshore Capacity Assessment Handbook (Ministry of the Environment, 2010), the methods in the Province of Ontario's "D-5-4 Individual On-Site Sewage Systems: Water Quality Impact Risk Assessment" (August, 1996), and Ontario Regulation 244/09. Soil sampling was consistent with the requirements of Ontario Regulation 153/04 and the Standard of Care provided by qualified environmental professionals in the Province of Ontario. The documented property conditions and subsequent data interpretation considered peer-reviewed long-term studies of septic-related phosphorus in Canadian shield soils.

General Approach

A site visit was conducted on 28 June, 2022, and consisted of the following:



- A reconnaissance of the property to help identify important features, confirm property boundaries, and identify potential future building sites;
- Visual characterization of topography, drainage features, soil saturation, rock outcrops and natural heritage features;
- Selection of candidate sites for a septic leaching bed on each of lots B and C, that were within a reasonable distance from the preferred building locations, and where drainage was away from Lorimer Lake and no saturated soil was present;
- Excavating test pits at candidate septic sites to assess soil type, depth to bedrock or groundwater, and collecting soil samples for laboratory analysis consistent with D-5-4 Assessment methods; and,
- Excavating test pits at candidate septic sites and conducting soil percolation testing to assess the infiltration capacity of soils, per D-5-4 Assessment methods.

The site visit was conducted in the summer after a wet spring season. Property boundaries, road features, aerial imagery, and interpreted topography were obtained from the West Parry Sound Geography Network (online, last accessed 12 July, 2022).

Test Pit Excavating and Soil Sampling

Three test pits were hand-excavated at candidate septic sites on each of proposed lots B and C. The topography was too rugged, and the site was too densely treed to access with a drill rig or small excavator, without causing unacceptable property damage. The test pit that best represented “average” soil conditions in the area of each lot assessed, was selected for further characterization. The following characterization was conducted at the selected test pits excavated on each of lots B and C (TP22-02 and TP22-01, respectively; Figure 5):

- The physical soil conditions were logged (apparent compaction, soil colour, soil texture, and apparent moisture/water saturation);
- A soil sample was collected from the soil type-depth interval that comprised the greatest proportionate volume (i.e., the ‘thickest’ soil layer) in each test pit, representing soil that was likely to have the strongest influence on septic effluent attenuation; and,
- Each soil sample was placed in a clean, laboratory-supplied container, sealed, and preserved for shipping to ALS Environmental in Waterloo, Ontario for analysis of reactive iron, aluminum and calcium, and pH. ALS is a CALA accredited laboratory.

All soil samples were collected using stainless steel tools per Ontario Regulation 153/04 requirements.

Test Pit Percolation Testing

Percolation testing was conducted in each selected test pit per D-5-4 Assessment guidance, and consisted of the following:

- At each candidate septic site, the selected test pit was excavated to the soil depth that was most likely to have the strongest effect on septic effluent treatment using a clean, decontaminated shovel;
- Loose soil was removed from the walls and floors of the test pit using the shovel;



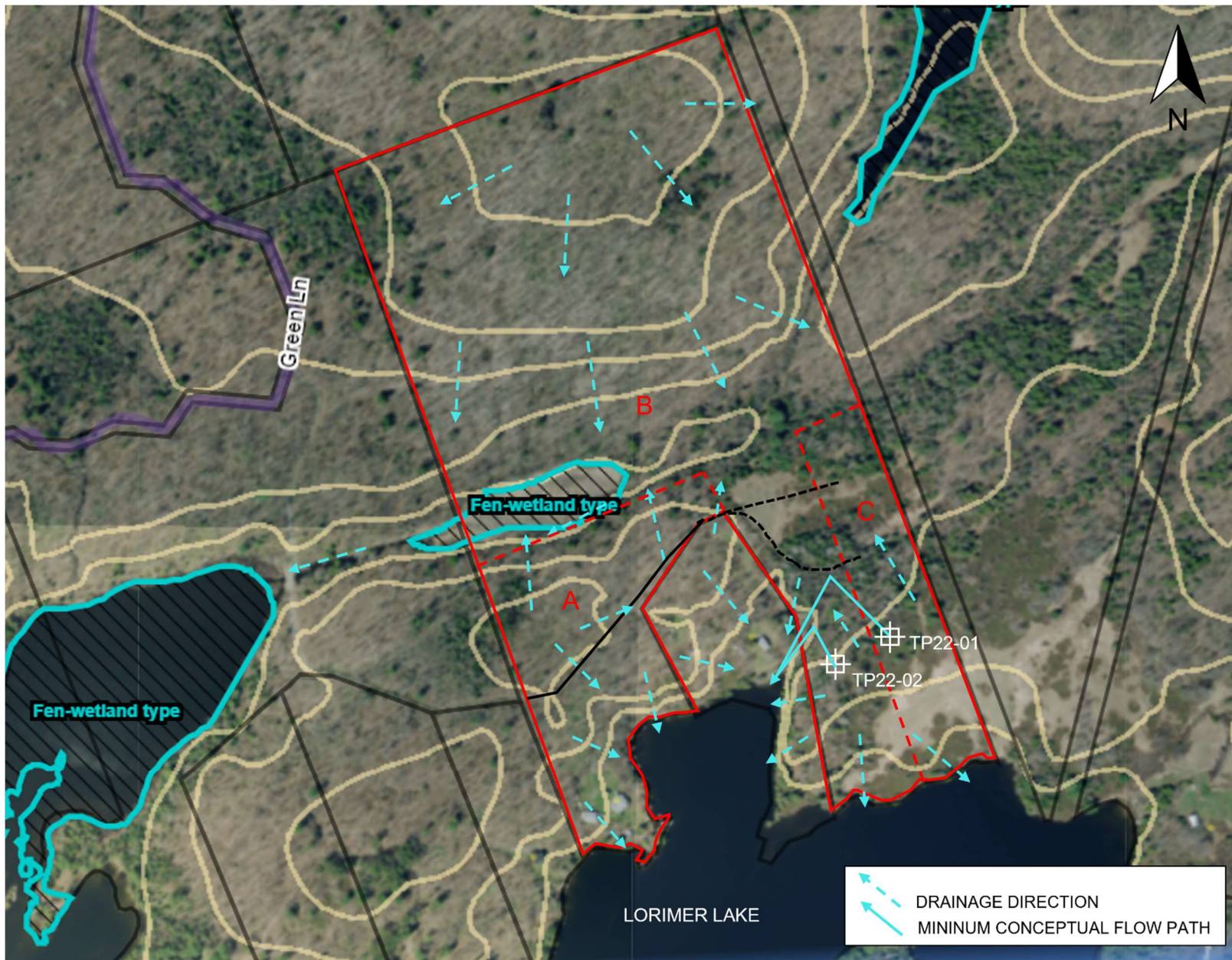


Figure 5. Test pit locations and minimum conceptual indirect flow paths towards Lorimer Lake..



- A small test hole 0.3 x 0.3 m wide and 0.3 m deep was excavated into undisturbed soil in the bottom of the pit with the shovel;
- The soil on the floor and walls of the test pit was saturated with water so that the floor and entire height of the walls were wet;
- Once the hole drained to empty after the saturation fill, it was filled with water to 0.25 m deep, and the time for the water to completely drain from the hole was timed (i.e., the percolation time); and,
- The test pit was backfilled with the excavated native soil and landscaped to match the existing grade around the test site.

Acceptable percolation rates to 0.25 m deep are greater than 1 minute and less than 15 minutes, as specified by Ontario Regulation 244/09 for appropriate use of Class 4 Septic Systems (in-ground), which is the minimum required septic system for the property.

RESULTS

Candidate Septic Site Descriptions and Drainage Paths

Candidate septic sites were located north of a natural bedrock ridge drainage divide on each lot, such that all surface water runoff and shallow groundwater migration that could potentially be influenced by septic effluent would drain north away from Lorimer Lake towards the treed swamp (ELC SWM6-2, Figure 4) before possible draining towards the lake, resulting in the following minimum indirect conceptual flow paths to Lorimer Lake:

- Proposed lot B: 100 m to Lorimer Lake (30 m to treed swamp, 70 m to Lorimer Lake);
- Proposed lot C: 148 m to Lorimer Lake (40 m to treed swamp, 108 m to Lorimer Lake).

Septic sites further north on either lot would drain south towards the treed swamp and then to Lorimer Lake, or north towards the wetland-drainage course system and the large wetland to the west, which would provide equal or longer flow paths towards Lorimer Lake than those from the candidate septic sites assessed. Septic sites further south would occur in an area where direct drainage towards Lorimer Lake could occur (vs., the indirect drainage paths, above), and would require further assessment under Assessment D-5-4 protocols should development occur in these areas. For the purposes of the severance application, this assessment focussed on whether conditions suitable for septic effluent attenuation existed on proposed lots B and C in areas where cottages could be desirable, and a comprehensive assessment of all potential building sites (undetermined) was not conducted.

The drainage paths from proposed lots B and C were less than the minimum recommended by the Lakeshore Capacity Handbook (i.e., 300 m). Therefore, site-specific conditions for septic effluent attenuation were assessed further for proposed lots B and C.



Soil Physical Conditions

The soil on the candidate septic sites of lots B and C consisted of loose topsoil with higher organic content near the surface, and increased silt and sand with depth. The test pits were terminated at approximately 0.72 metres below ground's surface (mbgs), at the surface of weathered bedrock. Angular cobbles were observed in both test pits at 0.7 mbgs, indicating a transition/weathering zone between soil and bedrock that is likely to be rich in iron and aluminum suitable for septic effluent treatment. Groundwater or saturated soil were not encountered on either candidate septic site. The soil conditions observed in each test pit are described in Table 1.

Table 1. 300 Green Lane soil descriptions by test pit.

Test pit	Depth (mbgs)	Description
TP22-01	0 to 0.1	<ul style="list-style-type: none"> - Loose, brown organic-y silt, some sand, trace tree roots and organic debris (TOPSOIL) - Moist
	0.1 to 0.3	<ul style="list-style-type: none"> - Loose to compact light brown silt, some organics and sand, trace tree roots (TOPSOIL) - Moist
	0.3 to 0.52	<ul style="list-style-type: none"> - Loose to compact light brown silt, some organics and sand (B HORIZON) - Moist - Sampled for laboratory analysis
	0.52 to 0.68	<ul style="list-style-type: none"> - Compact light brown silt, trace organics and silt (SILT) - Moist
	0.68 to 0.72	<ul style="list-style-type: none"> - Compact to hard grey-brown silt, trace sand (TILL) - Moist - Angular cobbles at 0.70 m
	0.72	- END of test pit on weathered bedrock
TP22-02	0 to 0.1	<ul style="list-style-type: none"> - Loose brown silty organics, trace sand (TOPSOIL) - Moist
	0.1 to 0.41	<ul style="list-style-type: none"> - Loose light brown silt, some organics, trace sand (B HORIZON) - Moist - Sampled for laboratory analysis
	0.41 to 0.62	<ul style="list-style-type: none"> - Compact light brown silt, trace sand (TILL) - Moist
	0.62 to 0.74	<ul style="list-style-type: none"> - Compact to hard grey-brown silt, trace sand (TILL) - Moist - Angular cobbles at 0.70 m
	0.74	- END of test pit on weathered bedrock



Soil Chemistry

The iron + aluminum concentrations in the soil (4.5 to 6.2%) from the two test pits exceeded the minimum concentrations recommended by the Lakeshore Capacity Handbook (1%) and calcium (~0.26%) did not exceed the upper limit (<1%) recommended by the Lakeshore Capacity Handbook at either test pit. pH in the soil from both test pits was acidic (4.23 to 4.40).

The results indicate that the soil chemistry at the candidate septic site is suitable for the attenuation of septic-related phosphorus. Soil chemistry is summarized in Table 2. Laboratory analytical Certificates of Analysis are attached.

Table 2. 300 Green Lane soil chemistry by test pit.

Parameter	Unit	Lakeshore Capacity Guideline	Test pit	
			TP-2201	TP-2202
			0.3 to 0.52 m	0.1 to 0.41 m
			28-Jun-22	28-Jun-22
pH	pH	n/v	4.40	4.23
Acid Extractable Calcium (Ca)	µg/g	< 10000	2620	2530
Acid Extractable Aluminum (Al)	µg/g	n/v	32900	24600
Acid Extractable Iron (Fe)	µg/g	n/v	28600	25000
Acid Extractable Al + Fe (calculated)	µg/g	> 10000	61500	49600

Notes:

Lakeshore Capacity Guideline Ontario Ministry of the Environment, Ministry of Natural Resources and Ministry of Municipal Affairs and Housing (2010). Lakeshore Capacity Assessment Handbook. May 2010. The Guideline values are for at-capacity lakes.
n/v Guideline value not developed.

Percolation Rates

At TP22-02 and TP22-01 on proposed lots B and C, the water level in the test pit dropped 6 cm and 7.9 cm after 15 minutes, respectively. Percolation rates were lower than the recommended 25 cm drop in water level in <15 mins, indicating soil saturation by septic effluent could occur under a full effluent load, which would reduce the native soil's septic effluent treatment capacity at the point of saturation. The lower infiltration rates were consistent with the texture of the soil observed in the test pits.

Table 3. 300 Green Lane soil percolation rates by test pit.

Location	Water level decrease in 15 minutes	
	Required	Observed
TP22-01	25 cm	7.9 cm
TP22-02		6 cm



DISCUSSION

To protect Lorimer Lake, an at-capacity lake, from septic-related phosphorus in in-ground leaching beds on the proposed severed lots, the candidate septic sites were assessed for the following conditions:

- 1) *If possible, all new tile fields should be set back at least 300 m from the shoreline of lakes, or such that drainage from the tile fields would flow at least 300 m to the lake, as recommended by the Ontario Ministry of the Environment (2010).*
 - The minimum indirect flow path from candidate septic sites on proposed lots B and C to Lorimer Lake was approximately 100 m and 148 m (via shallow groundwater/surface water) from candidate septic sites on proposed lots B and C, respectively. Further site-specific soil assessment (per Ontario Ministry of the Environment, 2010) was conducted for both sites to assess whether soil conditions were sufficient to achieve septic-related phosphorus attenuation over the shortest distances found by Robertson et al. (1998) and Robertson (2003, 2012, and 2019).
- 2) Per Ontario Ministry of the Environment (2010):
 - a) *The site where the septic leaching field is to be located, and the region 15 m downgradient towards the lake, across the full width of the field, should consist of deep (>3 m), native and undisturbed, non-calcareous (<1% calcium) soil with >1% acid-extractable concentrations of iron + aluminum. Soil depth as assessed with test boreholes at one site per candidate septic site; and*
 - b) *An unsaturated zone of at least 1.5 m should exist between the tile bed and the shallowest depth of the water table. The position of the water table was assessed with the test boreholes during a period of maximum soil saturation (i.e., late spring after freshet when the water table was elevated).*
 - The soil quality on the candidate septic sites was well-suited for treating septic effluent (acidic, <1% calcium, and >1% iron + aluminum on all sites);
 - The depth of soil was shallow (~0.7 m) over the inferred bedrock surface at the candidate septic sites, which was less than recommended by the Ministry of the Environment (2010); and,
 - Soils on both proposed lots had lower than specified infiltration rates for septic-related phosphorus treatment. The infiltration rate in the test pits indicated that soil saturation by septic effluent could occur under a full conceptual effluent load, which would reduce septic effluent treatment capacity by native soil in these locations.

The results indicate that soil depth and infiltration capacity may limit septic effluent treatment by native soils alone, and that enhanced septic effluent treatment is required to protect Lorimer Lake from septic effluent, should cottages be built on the proposed severed lots.

Septic effluent should be effectively treated by Class 4 Septic Systems constructed per the Ontario Building Code with man-made raised leaching fields and the following properties, on proposed lots B and C, should the lots be developed, as follows:



- The toe of the field >1.5 m above the bedrock;
- Constructed using imported acidic soils with <1% calcium and >1% iron + aluminum; and
- Have in-field percolation rates per Ontario Regulation 244/09.

Raised leaching fields built to the above specifications would meet or exceed the Ministry of the Environment (2010) minimum soil conditions for septic-related phosphorus treatment, and attenuate septic-related phosphorus in the short distances (0.5 to 10 m) identified by Robertson et al. (1998) and Robertson (2003, 2008, 2012, and 2019). Raised leaching fields would remedy concerns with the shallow soils and soils with lower-than-recommended infiltration capacities, and allow the natural soils on the property to provide an extra measure of attenuation of septic-related phosphorus to further protect Lorimer Lake from potential septic-related phosphorus.

CONCLUSIONS AND RECOMMENDATIONS

Candidate septic sites of proposed lots B and C had indirect flow paths to Lorimer Lake less than the minimum 300 m recommended by the Lakeshore Capacity Handbook. Site-specific soil conditions were therefore assessed on candidate septic sites of the proposed lots to assess the attenuation (treatment) capacity of septic-related phosphorus by native soil.

Soil chemistry was well-suited to treat septic effluent at both candidate septic sites (acidic, <1% calcium, >1% iron + aluminum). Soil depth (~0.7 m over bedrock) was less than recommended by the Ontario Ministry of the Environment (2010) and soil infiltration capacities on both proposed lots were lower than recommended by Ontario Regulation 244/09, indicating possible soil saturation under full septic effluent loads and potentially reduced effluent treatment capacity by native soils alone.

Should development occur on proposed lots B and C, Class 4 Septic Systems with raised leaching beds should be constructed per the Ontario Building Code in the assessed candidate septic site locations, to effectively treat septic effluent and protect Lorimer Lake. The raised leaching beds should meet the requirements for soil by the Ministry of the Environment (2010), allowing native soils to provide an extra measure of septic effluent treatment. The raised leaching fields should have the following construction:

- The toe of the field >1.5 m above the bedrock;
- Constructed using imported acidic soils with <1% calcium and >1% iron + aluminum; and
- Have in-field percolation rates per Ontario Regulation 244/09.

The conditions observed by Robertson et al. (1998) and Robertson (2003, 2008, 2012) as well as the long-term (30-year) attenuation of septic effluent measured by Robertson (2019) in soils similar to the property in combination with the recommended raised leaching beds, strongly indicates that septic-related phosphorus would be reduced by over 97% within 10 m of the beds. Further removal of residual phosphorus (if any) from septic effluent would be achieved with native soil, adding an additional level of safety and preventing adverse effects to Lorimer Lake from septic-related phosphorus.



Should development occur in the area south of the test pits on proposed lots B and C, additional assessment should be conducted to assess soils, drainage and potential septic effluent loading to Lorimer Lake per Ontario Protocol D-5-4. The additional site-specific characterization was not completed as part of this work which informs a severance application, since suitable septic sites are present on the proposed lots (described above) as required for severance consideration, and development on the lots is not defined.

CLOSING

Thank you kindly for the opportunity to conduct this assessment. If you have any questions or concerns, please contact me at your earliest convenience.

Sincerely,
Per. Hutchinson Environmental Sciences Ltd.



David Leeder, P.Geo. Limited
Senior Environmental Scientist



Emily Ham, M.Sc., G.I.T.
Junior Environmental Scientist

ATTACHMENTS

ALS Environmental. Certificate of Analysis L2719359. 06 July 2022.



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Date Received: 30-JUN-22
Report Date: 06-JUL-22 12:29 (MT)
Version: FINAL

Client Phone: 705-645-0021

Certificate of Analysis

Lab Work Order #: L2719359
Project P.O. #: NOT SUBMITTED
Job Reference: 220085
C of C Numbers:
Legal Site Desc:

Gayle Braun
Senior Account Manager

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ALS ENVIRONMENTAL ANALYTICAL REPORT

Sample Details/Parameters	Result	Qualifier*	D.L.	Units	Extracted	Analyzed	Batch
L2719359-1 TP22-01 Sampled By: CLIENT on 28-JUN-22 Matrix: SOIL Physical Tests pH Metals Aluminum (Al) Calcium (Ca) Iron (Fe) Magnesium (Mg)	 4.40 32900 2620 28600 6150		 0.10 50 50 50 20	 pH units ug/g ug/g ug/g ug/g	 05-JUL-22 05-JUL-22 05-JUL-22 05-JUL-22	 01-JUL-22 05-JUL-22 05-JUL-22 05-JUL-22	 R5812105 R5814976 R5814976 R5814976 R5814976
L2719359-2 TP22-02 Sampled By: CLIENT on 28-JUN-22 Matrix: SOIL Physical Tests pH Metals Aluminum (Al) Calcium (Ca) Iron (Fe) Magnesium (Mg)	 4.23 24600 2530 25000 5630		 0.10 50 50 50 20	 pH units ug/g ug/g ug/g ug/g	 05-JUL-22 05-JUL-22 05-JUL-22 05-JUL-22	 01-JUL-22 05-JUL-22 05-JUL-22 05-JUL-22	 R5812105 R5814976 R5814976 R5814976 R5814976

Reference Information

Test Method References:

ALS Test Code	Matrix	Test Description	Method Reference**
MET-200.2-CCMS-WT	Soil	Metals in Soil by CRC ICPMS	EPA 200.2/6020B (mod)
Soil/sediment is dried, disaggregated, and sieved (2 mm). For tests intended to support Ontario regulations, the <2mm fraction is ground to pass through a 0.355 mm sieve. Strong Acid Leachable Metals in the <2mm fraction are solubilized by heated digestion with nitric and hydrochloric acids. Instrumental analysis is by Collision / Reaction Cell ICPMS.			
Limitations: This method is intended to liberate environmentally available metals. Silicate minerals are not solubilized. Some metals may be only partially recovered (matrix dependent), including Al, Ba, Be, Cr, S, Sr, Ti, Tl, V, W, and Zr. Elemental Sulfur may be poorly recovered by this method. Volatile forms of sulfur (e.g. sulfide, H2S) may be excluded if lost during sampling, storage, or digestion.			
Analysis conducted in accordance with the Protocol for Analytical Methods Used in the Assessment of Properties under Part XV.1 of the Environmental Protection Act (July 1, 2011), unless a subset of the Analytical Test Group (ATG) has been requested (the Protocol states that all analytes in an ATG must be reported).			
PH-WT	Soil	pH	MOEE E3137A
A minimum 10g portion of the sample is extracted with 20mL of 0.01M calcium chloride solution by shaking for at least 30 minutes. The aqueous layer is separated from the soil and then analyzed using a pH meter and electrode.			
Analysis conducted in accordance with the Protocol for Analytical Methods Used in the Assessment of Properties under Part XV.1 of the Environmental Protection Act (July 1, 2011).			

** ALS test methods may incorporate modifications from specified reference methods to improve performance.

The last two letters of the above test code(s) indicate the laboratory that performed analytical analysis for that test. Refer to the list below:

Laboratory Definition Code	Laboratory Location
WT	ALS ENVIRONMENTAL - WATERLOO, ONTARIO, CANADA

Chain of Custody Numbers:

GLOSSARY OF REPORT TERMS

Surrogates are compounds that are similar in behaviour to target analyte(s), but that do not normally occur in environmental samples. For applicable tests, surrogates are added to samples prior to analysis as a check on recovery. In reports that display the D.L. column, laboratory objectives for surrogates are listed there.

mg/kg - milligrams per kilogram based on dry weight of sample

mg/kg wwt - milligrams per kilogram based on wet weight of sample

mg/kg lwt - milligrams per kilogram based on lipid weight of sample

mg/L - unit of concentration based on volume, parts per million.

< - Less than.

D.L. - The reporting limit.

N/A - Result not available. Refer to qualifier code and definition for explanation.

Test results reported relate only to the samples as received by the laboratory.

UNLESS OTHERWISE STATED, ALL SAMPLES WERE RECEIVED IN ACCEPTABLE CONDITION.

Analytical results in unsigned test reports with the DRAFT watermark are subject to change, pending final QC review.



Quality Control Report

Workorder: L2719359

Report Date: 06-JUL-22

Page 1 of 2

Client: HUTCHINSON ENVIRONMENTAL SCIENCES LTD
1-5 Chancery Lane
Bracebridge ON P1L 1S6

Contact: David Leeder

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
MET-200.2-CCMS-WT		Soil						
Batch	R5814976							
WG3746358-2	CRM	WT-SS-2						
Aluminum (Al)			110.0		%		70-130	05-JUL-22
Calcium (Ca)			103.9		%		70-130	05-JUL-22
Iron (Fe)			102.5		%		70-130	05-JUL-22
Magnesium (Mg)			107.1		%		70-130	05-JUL-22
WG3746358-6	DUP	WG3746358-5						
Aluminum (Al)		14400	13800		ug/g	4.3	40	05-JUL-22
Calcium (Ca)		48200	49800		ug/g	3.1	30	05-JUL-22
Iron (Fe)		18100	18100		ug/g	0.1	30	05-JUL-22
Magnesium (Mg)		20500	20400		ug/g	0.3	30	05-JUL-22
WG3746358-4	LCS							
Aluminum (Al)			100.0		%		80-120	05-JUL-22
Calcium (Ca)			104.0		%		80-120	05-JUL-22
Iron (Fe)			95.2		%		80-120	05-JUL-22
Magnesium (Mg)			110.7		%		80-120	05-JUL-22
WG3746358-1	MB							
Aluminum (Al)			<50		mg/kg		50	05-JUL-22
Calcium (Ca)			<50		mg/kg		50	05-JUL-22
Iron (Fe)			<50		mg/kg		50	05-JUL-22
Magnesium (Mg)			<20		mg/kg		20	05-JUL-22
PH-WT		Soil						
Batch	R5812105							
WG3745656-1	DUP	L2719351-2						
pH		3.98	4.06	J	pH units	0.08	0.3	01-JUL-22
WG3745775-1	LCS							
pH			7.02		pH units		6.9-7.1	01-JUL-22

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Contact: David Leeder

Legend:

Limit	ALS Control Limit (Data Quality Objectives)
DUP	Duplicate
RPD	Relative Percent Difference
N/A	Not Available
LCS	Laboratory Control Sample
SRM	Standard Reference Material
MS	Matrix Spike
MSD	Matrix Spike Duplicate
ADE	Average Desorption Efficiency
MB	Method Blank
IRM	Internal Reference Material
CRM	Certified Reference Material
CCV	Continuing Calibration Verification
CVS	Calibration Verification Standard
LCSD	Laboratory Control Sample Duplicate

Sample Parameter Qualifier Definitions:

Qualifier	Description
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J	Duplicate results and limits are expressed in terms of absolute difference.
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Hold Time Exceedances:

All test results reported with this submission were conducted within ALS recommended hold times.

ALS recommended hold times may vary by province. They are assigned to meet known provincial and/or federal government requirements. In the absence of regulatory hold times, ALS establishes recommendations based on guidelines published by the US EPA, APHA Standard Methods, or Environment Canada (where available). For more information, please contact ALS.

The ALS Quality Control Report is provided to ALS clients upon request. ALS includes comprehensive QC checks with every analysis to ensure our high standards of quality are met. Each QC result has a known or expected target value, which is compared against pre-determined data quality objectives to provide confidence in the accuracy of associated test results.

Please note that this report may contain QC results from anonymous Sample Duplicates and Matrix Spikes that do not originate from this Work Order.



CHAIN OF CUSTODY / ANALYTICAL SERVICES REQUEST FORM

C of C # XXXXX
PAGE 1 OF 1

Service Requested:		Regular (default)	X
Date Required:		Priority (50% surcharge)	
		Emergency (100% surcharge)	

[illegible]

White - report copy

YELLOW - File copy 33 of 298

PINK - Customer Copy



Municipality of Whitestone Report to Council

Prepared for: Council

Department: Administration

Agenda Date: April 15, 2025

Report No: ADMIN-2025-09

Subject:

Participation in the West Parry Sound Economic Development Collaborative (WPSEDC).

Recommendation:

THAT the Council the Municipality of Whitestone receives Report ADMIN-2025-09 (West Parry Sound Economic Development Collaborative) for information; and

THAT the Council of the Municipality of Whitestone direct modification of the Budget documents to include \$6,250 for the possible continuation of participation in the West Parry Sound Economic Development Collaborative (subject to Council resolution).

Background:

The Municipality of Whitestone has been a participating member of the West Parry Sound Economic Development Collaborative since 2017. The group has had some changes and does not currently have operational staff. Most recently the Township of Seguin and Township of McKellar have opted out of the organization.

The remaining members have been contemplating viable options to continue the collaboration moving forward under a new model. The group is currently considering a model whereby the remaining municipalities fund the regional service which would be provided the Town of Parry Sound staff (as they have an EDO with capacity). I have attached a draft document reflecting the current status of the proposal for Council's information. I would emphasize that it is draft and has not yet been endorsed the WPSEDC Board to be circulated to member Councils for adoption. When most recently discussed, the proposal was referred back to the member CAO's for further revision of the budget/contribution fees with possible consideration of using existing funds on hand to lessen the burden.

This is the reason the item being on the agenda today: the current budget draft does not include any funds allocated for Regional Economic Development. Should the proposal be endorsed by the WPSEDC and referred to Council for a decision, there would be no funding available in the budget. With this in mind, my suggestion would be to include \$6,250 in the budget in case the Municipality of Whitestone does end up wanting to opt into the service. I would emphasize that this is not an endorsement or commitment at this stage but more of a budget "place holder" in case there is desire to participate.

As CAO/Clerk, I do feel there could be value to this service, provided that a Strategic Direction is created (which is generally the intent of year 1 funding). This will however require additional discussion once the proposal document and fee structure is finalized and forwarded to Council for consideration.

Respectfully submitted by:

A handwritten signature in blue ink, appearing to read 'Nigel Black', is written over a horizontal line.

Nigel Black
CAO/Clerk

Attachment A - Draft Proposal, WPS Economic Development Collaborative



TO: West Parry Sound Economic Development Collaborative (WPSEDC) Board

FROM: Town of Parry Sound

DATE: March 31, 2025

SUBJECT: Town of Parry Sound – Background Report & Proposal for Regional Economic Development

Purpose:

The purpose of this report is to recommend an alternative regional economic development model moving forward.

Recommendation:

That the Town of Parry Sound's proposal to provide regional economic development services for member municipalities be endorsed by the Board;

That for name recognition and continuity the Board authorizes the Town to use the WPSEDC's regional branding, logo and the content that has been created; and

That each WPSEDC member be requested to take the proposal to their respective Councils for approval.

Executive Summary:

West Parry Sound is one economic region with employees, goods, services and customers flowing across the region irrespective of municipal boundaries. With advances in technology and a continued move to globalization, economies have moved beyond local and regional competition as businesses are competing at the provincial, national and international level. Collectively West Parry Sound has a lot to offer and taking a regional approach to economic development will help ensure the area takes full advantage of the opportunities.

To maximize the economic potential of West Parry Sound, the Town believes its important to maintain a regional focus. To accomplish this the Town is proposing a model for regional economic development to replace the existing West Parry Sound Economic Development Collaborative (WPSEDC). The proposed approach builds on the existing regional brand identity and leverages the expertise and knowledge of Town's Economic Development Officer (EDO), and benefits from other municipal resources and support services that are currently in place.



Background:

The West Parry Sound Economic Development Collaborative (WPSEDC) was established in 2017 to drive economic development across West Parry Sound. Significant funding support was provided by FedNor in two (2) 3-year increments. The remaining balance was funded from contributions from the constituent 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. Annual municipal funding totalled \$56,250 as follows:

- Town of Parry Sound and Seguin funded \$12,500 each annually
- The five (5) other municipalities funded \$6,250 each annually.
- The Township of Seguin and the Township of McKellar have subsequently withdrawn from the WPSEDC.

As currently constituted, the organizational structure of the WPSEDC is comprised of a Board of Stakeholder Municipalities, a Steering Committee, a Core Group of Advisors, and the Regional Economic Development Officer (EDO). Over the six (6) years the collaborative has operated, there were 3 different individuals in the EDO role. The position has been vacant since August 2023.

FedNor has advised they will not be providing any further funding. Given the reduction in membership, the lack of FedNor funding and a key staff vacancy, the future of the Collaborative and regional economic development in West Parry Sound, was re-evaluated.

On September 4, 2024, the board received a report from Karen Jones of Karen Jones Consulting Inc. entitled "West Parry Sound Economic Development Collaborative Action Plan 2024". The report's key recommendation is that the WPSEDC remain as currently constituted, but with proposed changes to the operating structure. The proposed changes would require increased municipal funding (to account for the loss of FedNor funding, the withdrawal of McKellar and Seguin), hiring an Economic Development Officer and identifying a third-party organization to oversee and guide the new EDO. A board structure would remain in place, however there would no longer be a need for the CAO Steering Committee. The board decided not to move forward with Karen Jones' recommendations.

On October 29, 2024, the Town of Parry Sound submitted the first draft of its proposed new model to the WPSEDC Board for consideration. It was directed that the proposal be referred to the CAO Steering Committee for discussion and recommendations. The CAO Steering Committee met on two occasions, most recently on February 3, 2025. Refinements were made as a result of the comments and questions raised in those meetings and incorporated into the Town's updated proposal provided as Attachment 1.

The Town's proposal includes an annual contribution from member municipalities that is slightly higher than the cost of \$6,250 to join the WPSEDC, when it was created in 2017. The Town's proposal is based on an annual contribution of \$8,000 for 2025. The Board may want to consider allocating some of the remaining funds to cover this cost.

**Conclusion:**

The WPSEDC was created out of the belief that West Parry Sound is one economic region and that collectively we are stronger together. Although the WPSEDC model didn't achieve all the desired results, the premise that economic development should be done on a regional basis is still valid. The Town's proposal takes advantage of an existing structure and processes which creates efficiencies and an economic development model that is financially sustainable. The Town's proposal would permanently replace the WPSEDC. An overview of the proposed model, year 1 priorities, the term and fee structure are provided in the attached proposal.



ATTACHEMENT 1

Proposal for Regional Economic Development
Town of Parry Sound
March 31, 2025

1) Proposed Structure:

- i. Economic development will be approached and promoted with a regional brand identity, this includes outreach, inquiries, responses, etc.
- ii. The Town's EDO will manage economic development under the regional brand. This includes a range of concierge-style services to existing/prospective businesses, event and trade show support, networking and the management of the "West Parry Sound Bay & Beyond" website.
- iii. To control costs and provide continuity from an employment perspective the EDO will continue to be a Town employee, maintaining the existing reporting structure. The EDO will be physically located in the municipal office of the Town of Parry Sound with access to other resources as necessary.
- iv. The EDO will work collaboratively with and be available to the staff of the partner municipalities. For example, if there is a prospective business interested in relocating to the area, based on the businesses requirements the EDO would work with the relevant municipal CAO and staff to ensure a smooth process and seamless client experience.
- v. The work and direction of the EDO will be guided by an Economic Development & Tourism Strategy. It's proposed the strategy be developed as a priority in the first year.
- vi. Partner municipalities will have input into the direction of economic development through stakeholder consultation on the Economic Development & Tourism Strategy.
- vii. With the strategic plan finalized, key performance objectives (KPO's) will be developed, with progress reported on quarterly.

2) Proposed Meeting Schedule & Reporting:

- i. Until the strategic plan is finalized the objective is to meet quarterly with the CAO's from the partner municipalities. The Town will host quarterly meetings of the CAOs to gather insights and discuss progress on year 1 priorities and any other regional economic development issues.

- ii. When the strategic plan is finalized, key performance objectives (KPO's) for the goals set out in the plan will be developed. Actions relative to the KPO's will be reported quarterly and as well an annual report will be provided. With the strategy finalized and the KPO's established the touch base meetings with the CAO's can be reduced to twice a year.

3) Proposed Term:

- i. The Town proposes a 1-Year term which automatically renews. A partner municipality can opt out at the end of the calendar year with 3 months written notice. As the economic development plans for the year are based on the approved budget, if a partner municipality wishes to opt out during the year they will not receive a refund.

4) Proposed Annual Fee Structure:

- ii. The proposed fee structure is \$8,000/year, adjusted annually for CPI. The municipal fees for Year 1 could be drawn from existing funds of the West Parry Sound Economic Development Collaborative (WPSEDC).

5) Proposed Year 1 Priorities:

Year 1 will be a building year as we transition to the new regional economic development model. An important building block going forward will be the development of an Economic Development & Tourism Strategy. The strategy will serve as a guide to the EDO.

During the building year it will be important to gather insights, particularly from the partner municipalities. This information will be very helpful in the development of the strategic plan. Partner municipalities will have input into the direction of economic development through stakeholder consultation on the Economic Development & Tourism Strategy.

- i. Re-development/ongoing maintenance of the "Parry Sound: Bay and Beyond" website. The Town proposes to acquire (from the WPSEDC) the "Bay and Beyond" brand and ownership of the content for the existing regional website.
- ii. The Town will develop an Economic Development & Tourism Strategy to guide economic development and tourism development over the next 5 years.
- iii. Provide effective management of ongoing regional economic development inquiries through concierge-style services to existing/prospective businesses, events, trade shows, and networking.

CONSENT AGENDA

DRAFT Regular Council Meeting Minutes
Tuesday March 18, 10:00 a.m.
Dunchurch Community Centre and Zoom Video Conferencing

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

Staff: Nigel Black, CAO/Clerk
Barb Cribbett, Interim Treasurer (2:00 p.m. to 3:45 p.m.)
Paula Macri, Planning Assistant
Wendy Schroeder, Deputy Clerk
Jessica Sinkowski, Treasurer / Tax Collector (2:00 pm to 3:45 p.m.)
Bob Whitman, Fire Chief

Invited Guests: Jamie Robinson, MHBC Planners
Patrick Townes, MHBC Planners
Patrick Christie, Parry Sound Area Planning Board

Other Guests: 10 in person
22 via audio/videoconferencing

1. Roll Call and Call to Order 10:05 a.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. 2025-080

Moved by: Councillor Woods

Seconded by: Councillor Lamb

WHEREAS the Members of Council have been presented with an Agenda for the March 18, 2025 Regular Council meeting;

BE IT RESOLVED THAT the Agenda for this meeting be adopted as presented with the following additions to the Public meeting:

6.1 Official Plan - an introductory meeting and presentation by MHBC Planners

Addendum 1: Margie Szilagyi – Official Plan Review

Addendum 2: Lake Wah-Wash-Kesh Conservation Association – Official Plan Input

Carried

4. Presentations and Delegations

4.1 Jim Shedden – Youth Baseball in Whitestone
Mr. Shedden sent his regrets

4.2 Rita Resnita, Quinn Lake Community Group – Ontario Teachers' Federation
Campground

Resolution No. 2025-081

Moved by: Councillor Bray

Seconded by: Councillor Nash

4.2 Georgia Resnita, Quinn Lake Community Group – Ontario Teachers' Federation
Campground

THAT the Council of the Municipality of Whitestone receives information regarding the Ontario Teachers' Federation Campground, and thanks Ms. Resnita for her presentation.

Carried

Resolution to set aside procedural bylaw

Resolution No. 2025-082

Moved by: Councillor Lamb

Seconded by: Councillor Nash

WHEREAS By-law No. 80-2023 Procedural By-law states:

3.2 Suspending Procedural By-law

No provision of this Procedural By-law will be suspended except by a majority vote of Council of each incidence of suspension of the rules.

The suspension will apply only to the procedure(s) or rule(s) which are stated within the motion to suspend and only during the meeting in which such motion was introduced.

NOW THEREFORE BE IT RESOLVED THAT the Procedural By-law 80-2023 be suspended in respect of Section 6.1.2 – Regular Meeting Agenda:

All Council Agendas will be prepared by the Clerk in writing and Regular Council meetings (with the exception of Regular Closed Session Council meetings) will generally be in accordance with Schedule "B". Other meeting Agendas will be adapted by the Clerk as determined to be appropriate for the intended meeting.

AND THAT Item 6.1 – Public Meeting, Official Plan update be heard after Item 4, Presentations and Delegations, and prior to Item 5, Committee of the Whole.

Carried

Move into Public Meeting

Resolution No. 2025-083

Moved by: Councillor Bray

Seconded by: Councillor Woods

THAT the Council of the Municipality of Whitestone move into the Public Meeting at 10:40 a.m.

Carried

6. Public Meeting

6.1 Official Plan – an introductory meeting and presentation by MHBC Planners

6.1.1 Lorimer Lake Association

Addendum 1: Margie Szilagyi – Official Plan Review

Addendum 2: Lake Wah-Wash-Kesh Conservation Association – Official Plan Input

1. Call to Order

Council and Staff introduced to attendees

2. Disclosure of Pecuniary Interest

Mayor Comrie requested that any pecuniary interest be declared for the record.

None was declared.

3. Meeting Protocol

Mayor Comrie asked that all comments be addressed through the Chairperson and that the person making comments should state their name before speaking.

4. Notice

Mayor Comrie asked Clerk Black how the Notice was delivered. Clerk Black advised that Notice was posted on the Municipal website, the Municipal Facebook page and e-newsletter, on the public bulletin board at the Municipal Office, and emails sent to various lake and road associations.

5. Correspondence

Mayor Comrie asked Clerk Black if any correspondence been received on this matter. Correspondence was received from Lorimer Lake Association, Margie Szilagyi, and Lake Wah-Wash-Kesh Conservation Association.

6. Discussion

Official Plan – an introductory meeting and presentation by MHBC Planners

- Jamie Robinson and Patrick Townes, from MHBC Planners, presented, responded to questions, and received comments from Council and the public.

7. Adjournment

The Public Meeting was adjourned at 11:38 a.m.

Reconvene into Regular Meeting

Resolution No. 2025-084

Moved by: Councillor Lamb

Seconded by: Councillor Nash

THAT the Council of the Municipality of Whitestone reconvene into Regular Meeting at 11:38 a.m.

Carried

Matters Arising from Public Meeting:

Resolution No. 2025-085

Moved by: Councillor Bray

Seconded by: Councillor Nash

- 6.1 Official Plan – an introductory meeting and presentation by MHBC Planners
 - 6.1.1 Lorimer Lake Association
 - 6.1.2 Margie Szilagyi – Official Plan Review
 - 6.1.3 Lake Wah-Wash-Kesh Conservation Association – Official Plan Input

THAT the Council of the Municipality of Whitestone receives for information the Official Plan presentation from MHBC Planners.

Carried

Move into Committee of the Whole

Resolution No. 2025-086

Moved by: Councillor Nash

Seconded by: Councillor Woods

THAT the Council of the Municipality of Whitestone move into Committee of the Whole at 11:40 a.m.

Carried

RECESS 1:50 to 1:25 p.m.

Reconvene into Regular Meeting

Resolution No. 2025-087

Moved by: Councillor Lamb

Seconded by: Councillor Bray

THAT the Council of the Municipality of Whitestone reconvene into the Regular Meeting at 2:15 p.m.

Carried

Matters Arising from Committee of the Whole

5.1 Planning Matters

Resolution No. 2025-088

Moved by: Councillor Lamb

Seconded by: Councillor Nash

5.1.1 Consent Application No. B01/2025(W) – SAMOTIK, Zdzislaw

WHEREAS Patrick Christie, C.P.T., has prepared a report for the Parry Sound Area Planning Board dated February 24, 2025 regarding Consent Application B01/2025(W) – SAMOTIK, Zdzislaw and provided a copy to the Municipality of Whitestone;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone receives this memorandum as information; and

THAT the Council of the Municipality of Whitestone recommends this Consent Application for approval in principle, subject to the following conditions:

1. **THAT** payment of a parkland dedication fee be made in accordance with the current Municipal Fees and Charges By-law;
2. **THAT** the three new lots receive 911 addressing from the Municipality;
3. **THAT** written confirmation be received from the Whitestone Fire Chief indicating that the private access road to the property can accommodate emergency vehicle(s);
4. **THAT** the newly created lot(s) be rezoned from Rural (RU) Zone to the Rural (RU) – Limited Services Zone;
5. **THAT** the applicants enter into a Section 51(26) Consent Agreement with the Municipality of Whitestone to be registered on title by the applicants to include the recognition of the private access road for the three new lots and to indemnify the Municipality for any responsibility or liability for the access or maintenance of the road;
6. **THAT** all applicable Planning Board fees be paid to the Parry Sound Area Planning Board; and
7. **THAT** payment of all Municipal planning consultant fees and all other fees associated with the processing of this application be paid.

AMENDMENT proposed by Councillor Nash:

Resolution No. 2025-089

Moved by: Councillor Nash

Seconded by: Councillor Lamb

THAT Condition #3 re. confirmation from Fire Chief, be removed from the Consent Agreement.

Recorded vote as per Procedural By-law 80-2023 s. 3.19

		YEAS	NAYS	ABSTAIN
<u>1</u>	Councillor Bray	X		
<u>2</u>	Councillor Lamb	X		
<u>3</u>	Councillor Nash	X		
<u>4</u>	Councillor Woods	X		
<u>5</u>	Mayor Comrie	X		

Carried

AMENDMENT proposed by Councillor Lamb:

Resolution No. 2025-090

Moved by: Councillor Lamb

Seconded by: Mayor Comrie

THAT Condition #8 be added to require a 30-metre setback from any wetland on a severed property.

Recorded vote as per Procedural By-law 80-2023 s. 3.19

		YEAS	NAYS	ABSTAIN
<u>4</u>	Councillor Bray	Y		
<u>1</u>	Councillor Lamb	Y		
<u>2</u>	Councillor Nash	N		
<u>3</u>	Councillor Woods	N		
<u>5</u>	Mayor Comrie	Y		

Carried

Resolution No. 2025-088 as amended

Moved by: Councillor Lamb

Seconded by: Councillor Nash

5.1.1 Consent Application No. B01/2025(W) – SAMOTIK, Zdzislaw

WHEREAS Patrick Christie, C.P.T. has prepared a report for the Parry Sound Area Planning Board dated February 24, 2025 regarding Consent Application B01/2025(W) – SAMOTIK, Zdzislaw and provided a copy to the Municipality of Whitestone;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone receives this memorandum as information; and

THAT the Council of the Municipality of Whitestone recommends this Consent Application for approval in principle, subject to the following conditions:

1. **THAT** payment of a parkland dedication fee be made in accordance with the current Municipal Fees and Charges By-law;
2. **THAT** the three new lots receive 911 addressing from the Municipality;
3. ~~**THAT** written confirmation be received from the Whitestone Fire Chief indicating that the private access road to the property can accommodate emergency vehicle(s);~~
4. **THAT** the newly created lot(s) be rezoned from Rural (RU) Zone to the Rural (RU) – Limited Services Zone;
5. **THAT** the applicants enter into a Section 51(26) Consent Agreement with the Municipality of Whitestone to be registered on title by the applicants to include the recognition of the private access road for the three new lots and to indemnify the Municipality for any responsibility or liability for the access or maintenance of the road;
6. **THAT** all applicable Planning Board fees be paid to the Parry Sound Area Planning Board;
7. **THAT** payment of all Municipal planning consultant fees and all other fees associated with the processing of this application be paid; and
8. **THAT** a 30-metre setback from any wetland on a severed property is required.

Recorded vote as per Procedural By-law 80-2023 s. 3.19

		YEAS	NAYS	ABSTAIN
<u>3</u>	Councillor Bray	Y		
<u>4</u>	Councillor Lamb	Y		
<u>1</u>	Councillor Nash	N		
<u>2</u>	Councillor Woods	N		
<u>5</u>	Mayor Comrie	Y		

Carried

Resolution No. 2025-091

Moved by: Councillor Lamb

Seconded by: Councillor Bray

5.1.2 Consent Application No. B02/2025 1346107 Ontario Inc. (Shawn Hall)

WHEREAS Patrick Christie, C.P.T. has prepared a report for the Parry Sound Area Planning Board dated March 4, 2025 regarding Consent Application No. B02/2025 1346107 Ontario Inc. (Shawn Hall) and provided a copy to the Municipality of Whitestone;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone receives this memorandum as information; and

THAT the Council of the Municipality of Whitestone recommends this Consent Application for approval in principle, subject to the following conditions:

1. **THAT** payment of a parkland dedication fee be made in accordance with the current Municipal Fees and Charges By-law;
2. **THAT** the two new lots receive 911 addressing from the Municipality;
3. **THAT** all applicable Planning Board fees be paid to the Parry Sound Area Planning Board; and
4. **THAT** payment of all Municipal planning consultant fees and all other fees associated with the processing of this application be paid.

AMENDMENT proposed by Councillor Lamb:

Resolution No. 2025-092

Moved by: Councillor Lamb

Seconded by: Councillor Bray

THAT Condition #5 be added to require a 30m setback from any wetland on any severed lot.

Recorded vote as per Procedural By-law 80-2023 s. 3.19

		YEAS	NAYS	ABSTAIN
<u>2</u>	Councillor Bray	X		
<u>3</u>	Councillor Lamb	X		
<u>4</u>	Councillor Nash		X	
<u>1</u>	Councillor Woods		X	
<u>5</u>	Mayor Comrie	X		

Carried

Resolution No. 2025-091 as amended

Moved by: Councillor Lamb

Seconded by: Councillor Bray

5.1.2 Consent Application No. B02/2025 1346107 Ontario Inc. (Shawn Hall)

WHEREAS Patrick Christie, C.P.T. has prepared a report for the Parry Sound Area Planning Board dated March 4, 2025 regarding Consent Application No. B02/2025 1346107 Ontario Inc. (Shawn Hall) and provided a copy to the Municipality of Whitestone;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone receives this memorandum as information; and

THAT the Council of the Municipality of Whitestone recommends this Consent Application for approval in principle, subject to the following conditions:

1. **THAT** payment of a parkland dedication fee be made in accordance with the current Municipal Fees and Charges By-law;
2. **THAT** the two new lots receive 911 addressing from the Municipality;
3. **THAT** all applicable Planning Board fees be paid to the Parry Sound Area Planning Board;
4. **THAT** payment of all Municipal planning consultant fees and all other fees associated with the processing of this application be paid; and
5. **THAT** a 30m setback from any wetland on a severed property is required.

Recorded vote as per Procedural By-law 80-2023 s. 3.19

		YEAS	NAYS	ABSTAIN
<u>1</u>	Councillor Bray	X		
<u>2</u>	Councillor Lamb	X		
<u>3</u>	Councillor Nash		X	
<u>4</u>	Councillor Woods		X	
<u>5</u>	Mayor Comrie	X		

Carried

Resolution No. 2025-093

Moved by: Councillor Lamb

Seconded by: Councillor Nash

5.3 Road Grant Protocol Policy

THAT Council of the Municipality of Whitestone receives for information Report ADMIN-2025-04, Road Grant Protocol; and

THAT direction be given to staff regarding the potential changes to be considered for a revised draft of the policy.

Recorded vote requested by Councillor Woods

		YEAS	NAYS	ABSTAIN
<u>4</u>	Councillor Bray	X		
<u>1</u>	Councillor Lamb	X		
<u>2</u>	Councillor Nash	X		
<u>3</u>	Councillor Woods	X		
<u>5</u>	Mayor Comrie	X		

Carried

7. Consent Agenda

Resolution No. 2025-094

Moved by: Councillor Lamb

Seconded by: Councillor Woods

WHEREAS the Council of the Municipality of Whitestone has reviewed the Consent Agenda consisting of:

- 7.1 Council and Committee Meeting Minutes
 - 7.1.1 Regular Council Meeting Minutes (Budget) - February 4 2025
 - 7.1.2 Regular Council Meeting Minutes - February 18 2025
 - 7.1.3 Regular Council Meeting Minutes (Budget) - March 4 2025
- 7.2 Council Committee and Board Minutes
 - 7.2.1 Whitestone Environmental Stewardship Committee – January 13, 2025
 - 7.2.2 Whitestone Recreation Committee – February 27, 2025 - DRAFT
 - 7.2.3 EMS Advisory Committee – February 27, 2025
- 7.3 Unfinished Business (listed on page 4)

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

- 7.1 Council and Committee Meeting Minutes
 - 7.1.1 Regular Council Meeting Minutes of (Budget) - February 4 2025
 - 7.1.2 Regular Council Meeting Minutes - February 18 2025
 - 7.1.3 Regular Council Meeting Minutes (Budget) - March 4 2025; and

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

- 7.2 Committee and Board Minutes
 - 7.2.1 Whitestone Environmental Stewardship Committee – January 13, 2025
 - 7.2.2 Whitestone Recreation Committee – February 27, 2025 - DRAFT
 - 7.2.3 EMS Advisory Committee – February 27, 2025; and
- 7.3 Unfinished Business (listed on pages 5 and 6 of the agenda)

Carried

8. Accounts Payable

Resolution No. 2025-095

Moved by: Councillor Nash

Seconded by: Councillor Lamb

- 8.1 Accounts Payable

THAT the Council of the Municipality of Whitestone receives for information the Accounts Payable listing in the amount of \$465,831.41 for the period ending February 28, 2025.

Carried

9. Staff Reports

Resolution No. 2025-096

Moved by: Councillor Lamb

Seconded by: Councillor Bray

- 9.1 Report FIN-2025-03
2024 Council Remuneration and Expenses

THAT the Council of the Municipality of Whitestone receives for information Report FIN-2025-03, 2024 Council Remuneration and Expenses.

Carried

10. By-laws

Resolution No. 2025-097

Moved by: Councillor Woods

Seconded by: Councillor Nash

- 10.1 By-law 12-2025, being a By-law to appoint a Treasurer / Tax Collector

THAT By-law 12-2025, being a By-law to appoint a Treasurer / Tax Collector and repeal By-law No. 63-2024, is hereby passed this 18th day of March, 2025.

Carried

11. Business Matters

Resolution No. 2025-098

Moved by: Councillor Nash

Seconded by: Councillor Bray

- 11.1 Landfill Bottle Shed Collection Report
- Memorandum from Deputy Clerk Schroeder

THAT the Council of the Municipality of Whitestone receives for information the Memorandum of Deputy Clerk Schroeder, Landfill Bottle Shed Collection Report.

Carried

Resolution No. 2025-099

Moved by: Councillor Lamb

Seconded by: Councillor Bray

- 11.2 Support of Canadian Businesses and Consumers
- Correspondence – Township of Uxbridge

WHEREAS the President of the United States continues to indicate that he will issue executive orders to impose tariffs on imports from Canada; and

WHEREAS predatory tariffs by the US government affect all residents, businesses and institutions within the Municipality of Whitestone; and

WHEREAS federal and provincial leaders are encouraging Canadians to buy Canadian;

BE IT RESOLVED THAT the Municipality of Whitestone supports Team Canada efforts to stop US tariffs on Canadian goods and services; and

THAT the Council of the Municipality of Whitestone joins federal, provincial and municipal leaders in encouraging Canadians to “buy Canadian”.

AMENDMENT proposed by Councillor Lamb:

Resolution No. 2025-100

Moved by: Councillor Bray

Seconded by: Councillor Lamb

THAT the following be added to the resolution:

THAT, where possible, the Municipality of Whitestone will “buy Canadian.”

Carried

Resolution No. 2025-099 as amended

Moved by: Councillor Lamb

Seconded by: Councillor Bray

11.2 Support of Canadian Businesses and Consumers

- Correspondence – Township of Uxbridge

WHEREAS the President of the United States continues to indicate that he will issue executive orders to impose tariffs on imports from Canada; and

WHEREAS predatory tariffs by the US government affect all residents, businesses and institutions within the Municipality of Whitestone; and

WHEREAS federal and provincial leaders are encouraging Canadians to buy Canadian;

BE IT RESOLVED THAT the Municipality of Whitestone supports Team Canada efforts to stop US tariffs on Canadian goods and services;

THAT the Council of the Municipality of Whitestone joins federal, provincial and municipal leaders in encouraging Canadians to “buy Canadian”; and

THAT, where possible, the Municipality of Whitestone will “buy Canadian.”

Carried

Resolution No. 2025-101

Moved by: Councillor Bray

Seconded by: Councillor Lamb

11.3 West Parry Sound O.P.P. Detachment Board Appointments

11.3.1 Memorandum from CAO / Clerk Black

11.3.2 Terms of Reference

11.3.3 Municipal Representative Appointment

THAT the Council of the Municipality of Whitestone receives for information the Memorandum of CAO/Clerk Black, West Parry Sound O.P.P. Detachment Board Appointments; and

THAT the Council of the Municipality of Whitestone adopts the West Parry Sound O.P.P. Detachment Board Appointments Terms of Reference; and

THAT the Council of the Municipality of Whitestone appoints CAO/Clerk Nigel Black to be the appointed representative from the Municipality of Whitestone to sit on the committee to review Community Appointments.

Carried

Resolution No. 2025-102

Moved by: Councillor Lamb

Seconded by: Councillor Bray

11.4 2025 FONOM Conference North Bay, May 5-7

THAT the Council of the Municipality of Whitestone approves the following Council Members / Staff to attend the FONOM Conference in North Bay on May 5 to 7, 2025:

CAO / Clerk Nigel Black
Councillor Joe Lamb

Carried

RECESS 3:45 to 3:58 p.m.

12. Correspondence

Resolution No. 2025-103

Moved by: Councillor Lamb

Seconded by: Councillor Nash

WHEREAS the Council of the Municipality of Whitestone has reviewed the Correspondence Items as listed on page 7 of the March 18, 2025 Council Meeting agenda,

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

none

Carried

13. Councillor Items

Councillor Bray

- attended the museum exhibit on volunteer firefighters, on to December
- the other museum exhibit on now is John Macfie's photographs, part of the McMichael Canadian Art Collection

Councillor Woods

- in regards to the Road Grant – suggests that municipal staff and Council go out to see the work that associations do
- With the Official Plan started, might be a good opportunity to take boat tour of Lorimer Lake to assess what we hear from residents as issues

Councillor Lamb

- Library programming in Ardbeg will be starting soon, good for community-building

Councillor Nash

- Asked when the Short-Term Rental By-law will be coming back to Council? – CAO / Clerk Black advised it will be part of the April 15 agenda
- Grader repairs discussed at budget meeting and would like to know what the one particular invoice is for

14. Questions from the Public - none

15. Closed Session

Resolution No. 2025-104

Moved by: Councillor Bray

Seconded by: Councillor Nash

Adjourn to Closed Session

THAT this meeting be adjourned into a Closed Session meeting at 4:09 p.m. for the following matters:

15.1 Closed Session Minutes of the Regular Closed Session Council meeting of Tuesday February 18, 2025

15.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239 (2) (b)

15.3.1 Resignation from Recreation Committee

Carried

RECORDING PAUSED

Reconvene into Regular Meeting

Resolution No. 2025-105

Moved by: Councillor Bray

Seconded by: Councillor Lamb

THAT this meeting be reconvened to a Regular Meeting at 4:14 p.m.

Carried

RECORDING RESUMED

Matters arising from Closed Session

Resolution No. 2025-106

Moved by: Councillor Nash

Seconded by: Councillor Lamb

15.1 Closed Session Minutes of the Regular Closed Session Council meeting of Tuesday February 18, 2025

THAT the Council of the Municipality of Whitestone hereby approves the Regular Closed Session Council meeting minutes of Tuesday February 18, 2025.

Carried

Resolution No. 2025-107

Moved by: Councillor Nash

Seconded by: Councillor Lamb

15.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239 (2) (b)

15.3.1 Staffing and Human Resource Matter

- Resignation from Recreation Committee

THAT the Council of the Municipality of Whitestone accepts the resignation of Carol McClellan from the Recreation Committee, and thanks her for her time and efforts.

Carried

16. Confirming By-law

Resolution No. 2025-108

Moved by: Councillor Lamb

Seconded by: Councillor Bray

THAT By-law No. 13-2025 being the Confirmatory By-law for the Regular Council meeting of the Municipality of Whitestone on March 18, 2025 is hereby enacted this 18th day of March, 2025.

Carried

17. Adjournment

Resolution No. 2025-109

Moved by: Councillor Woods

Seconded by: Councillor Lamb

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 4:17 p.m. until the Regular Council Meeting of Tuesday, April 15, 2025 at 10:00 a.m. or at the call of the chair.

Carried

George Comrie

Mayor

Nigel Black

CAO / Clerk



7.2.1

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Minutes of the Whitestone Environmental Stewardship Committee (WESC) Monday, February 10, 2025, at 7:00 p.m.

By Zoom Video Conferencing

Present: Jo-Anne Boyle
Andrew Byrne
Agnes McNamara
Dennis Morrison, Vice Chair
Councillor Scott Nash, Chair
Councillor Brian Woods

Staff: Deputy Clerk, Wendy Schroeder (Recording Secretary)

Regrets: Ed Bennett Jr.
Kathy Deuchars
Brad Parkes
Will Roberts

Guests: None

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1. Roll Call and Call to Order 7:05 p.m.

2. Disclosure of Pecuniary Interest
The Chair requested that any pecuniary interest be declared for the record.
None was declared.

Councillor Nash introduced newly appointed volunteer Agnes McNamara.

3. Approval of the Agenda

Resolution No. 2025-02WESC
Moved by: Dennis Morrison
Seconded by: Councillor Woods

WHEREAS the members of the Environmental Stewardship Committee have been presented with the Agenda for the February 10, 2025 meeting;

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

Carried

4. Approval of Minutes

Resolution No. 2025-03WESC

Moved by: Councillor Woods
Seconded by: Jo-Anne Boyle

WHEREAS the members of the Environmental Stewardship Committee have been presented with the Minutes from the January 13, 2025 WESC meeting,

BE IT RESOLVED THAT the Minutes of the Whitestone Environmental Stewardship Committee dated January 13, 2025, be approved.

Carried

5. Presentations – Kristina Kostuk
Magnetawan Watershed Land Trust

6. Reports / Correspondence – None

7. Discussion

- 7.1 Fall Fair 2025 (general discussion)
 - August 15 and 15 2025
 - call for volunteers to take lead in organizing – Jo-Anne offered pull together material for the booth without taking a lead role, Agnes and Dennis offered to assist
 - suggestion to purchase another bulletin board as the one didn't offer enough display space
 - handout booklets to be purchased
- 7.2 Signage at Boat Launches – Invasive Species – Councillor Nash
 - signs have been ordered; mock-ups to be circulated at March meeting
 - 2 large signs with information and cleaning material attached; 2 smaller information-only signs
- 7.3 Yard Waste / Brush / Wood / Recycling at Landfills (general discussion)
 - question asked how could WESC educate public about brush being brought to the landfill – it often gets mixed with other scrap material which makes it unusable; committee could advocate for separation of material so clean chipping could be re-used (i.e. trails)
 - add info to newsletter; better signage as to what material should go where
 - Councillors Nash and Woods to approach Council to determine best approach
- 7.4 Pollinator Garden McDonald Lane (Ardbeg Fire Station) Update – Councillor Nash
 - start in early June (after blackfly season)
 - budget \$500 for material
 - plant native species that flowers all season
- 7.5 Abandoned Docks
 - to be brought back to Committee in August / September
 - in the meantime Committee asks if an abandoned dock is seen to take a photo and identify location
 - start project to identify and advertise location so owners can claim and collect

8. Unfinished Business

- 8.1 E-Newsletter suggestions
- Kathy and Jo-Anne contributed information about invasive species for the printed newsletter distributed at the end of February
- 8.2 Invasive Species Action Fund – Update Kathy Deuchars, JoAnne Boyle
- final report due February 14; Kathy provided all information required to complete
- information session with Georgian Bay Biosphere regarding invasive species scheduled for June 14

9. Announcements

- 9.1 Environmental News from Council (Councillors Nash and Woods)
9.1.1 EV charging station – initial grant denied; second grant applied for
9.1.2 Whitestone Council is currently setting the 2025 budget; request for WESC is \$10,000.
- 9.2 Items for next meeting (general discussion)
• Signage at boat launches
• Additional items to Councillor Nash by February 27
- 9.3 Next Meeting March 10, 2025

10 Adjournment

Resolution No. 2025-04WESC

Moved by: Councillor Woods

Seconded by: Jo-Anne Boyle

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this Meeting be adjourned at 8:30 p.m. until the regular meeting of March 10, 2025, at 7:00 p.m. or at the call of the chair.

Councillor Scott Nash

Chair

Deputy Clerk Wendy Schroeder

Recording Secretary

Carried



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DRAFT Minutes of the Whitestone Environmental Stewardship Committee (WESC)
Monday, March 10, 2025, at 7:00 p.m.

By Zoom Video Conferencing

Present: Ed Bennett Jr.
Jo-Anne Boyle
Kathy Deuchars
Agnes McNamara
Dennis Morrison, Vice Chair
Brad Parkes
Councillor Scott Nash, Chair
Councillor Brian Woods

Staff: Deputy Clerk, Wendy Schroeder (Recording Secretary)

Regrets: Andrew Byrne
Will Roberts

Guests: None

.....
1. **Roll Call and Call to Order** 7:02 p.m.

2. **Disclosure of Pecuniary Interest**
The Chair requested that any pecuniary interest be declared for the record.
None was declared.

3. **Approval of the Agenda**

Resolution No. 2025-05WESC

Moved by: Brad Parkes

Seconded by: Kathy Deuchars

WHEREAS the members of the Environmental Stewardship Committee have been presented with the Agenda for the February 10, 2025 meeting;

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

Carried

4. **Approval of Minutes**

Resolution No. 2025-06WESC

Moved by: Brad Parkes

Seconded by: Agnes McNamara

WHEREAS the members of the Environmental Stewardship Committee have been presented with the Minutes from the February 10, 2025 WESC meeting,

BE IT RESOLVED THAT the Minutes of the Whitestone Environmental Stewardship Committee dated February 10, 2025, be approved.

Carried

5. Presentations – none

6. Reports / Correspondence – None

7. Discussion

- 7.1 Jo-Anne updated the Committee regarding the Mayor's Monarch Pledge
- 7.2 Agnes presented about blue green algae and spoke about septic systems
- 7.3 Kathy is finishing up with the Invasive Species Action Fund grant projects
- 7.4 Councillor Nash is going to get all access to the Committee's Google Drive for document sharing

8. Unfinished Business

- 8.1 E-newsletter submissions – reminder that if anyone has any items to add to the e-newsletter to send them to Councillors Nash or Woods

9. Announcements

- 9.1 Environmental news from Council: WESC budget request is \$10,000; to be approved at the April 18 2025 Council meeting

10. Adjournment

Resolution No. 2025-07WESC

Moved by: Jo-Anne Boyle

Seconded by: Ed Bennett Jr.

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this Meeting be adjourned at 8:30 p.m. until the regular meeting of April 14, 2025, at 7:00 p.m. or at the call of the chair.

Carried

Councillor Scott Nash

Chair

Deputy Clerk Wendy Schroeder

Recording Secretary

**District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, February 26, 2025
via Zoom**

Directors Present (voting): Paul Borneman, Vice Chair
Don Carmichael, Secretary/Treasurer
Cheryl Ward
Pamela Wing, Chair
Debbie Zulak

Director Regrets: Joe Beleskey
Gail Finnson

Staff Attending (non voting): Kami Johnson, Administrator

Staff Regrets:

Specially Invited (non voting): Jim Hanna, West Parry Sound Health Centre
Nicole Murphy, West Parry Sound Health Centre
Heidi Stephenson, West Parry Sound Health Centre

1.0 **Call to Order:** The Board Chair called the meeting to order at 9:01 a.m.

2.0 **Confirmation of Quorum:** A quorum was achieved.

3.0 **Conflict of Interest:** No conflicts were declared.

4.0 **Approval of Agenda:**

#BH-18/25

Moved by C. Ward, seconded by D. Zulak that be it resolved that the Board of Management accepts the agenda as presented.

Carried.

5.0 **Approval of Minutes:**

#BH-19/25

Moved by P. Borneman, seconded by D. Carmichael that be it resolved that the minutes of the Board of Management meetings held January 22, 2025, and February 19, 2025, be approved.

Carried.

6.0 Presentation from My-Tech Information Technology (D. Hildebrandt)

The IT transition from WPSHC to Belvedere Heights involves several key components:

1. **Proposal Overview** – Dan Hildebrandt provided a detailed plan, based on on-site assessments and discussions with stakeholders, to facilitate the transition.
2. **Key Work Areas:**
 - **Domain Controller Setup** – Options include a physical or hosted solution.
 - **Backups** – Moving away from health center-managed backups; a physical NAS is recommended.
 - **Microsoft 365 Migration** – Separating from the health center's shared tenant.
 - **Firewall & Connectivity** – Reconfiguring firewall rules and network setup for independent operation.
 - **Application Support** – Transitioning software like PointClickCare and GoldCare.
 - **Project Oversight** – Ensuring a structured migration with a checklist approach.
3. **Hardware Considerations** – The current environment is aging. A new domain controller is recommended, costing between \$10,000–\$25,000, with a lifespan of 5–10 years.
4. **Timeline:**
 - Ideally, **6–12 months**, ensuring a smooth transition.
 - **3–6 months** is feasible but requires significant effort.
 - A **3-month transition** is possible but would be highly demanding on staff.

The team discussed access to the proposal document, hardware upgrades, and the feasibility of a shorter timeline.

D. Hildebrandt exited the meeting at 9:30 a.m.

7.0 Presentation from Near North Business Machines (A. Dobson)

Al Dobson, along with his son Jordan, presented their IT services proposal for migrating the West Parry Sound Health Center and Belvedere Heights from the hospital's IT system to an independent managed service model. They outline their experience since 1994, emphasizing their proactive approach to IT management.

Their proposal included a network assessment, infrastructure updates, security improvements, and ongoing managed services. They highlighted past work with nonprofits and healthcare organizations, detailing their methodology, which focuses on time, cost, quality, and client expectations.

The project timeline involves an initial 15-day assessment, followed by network restructuring and transition. Key issues include outdated infrastructure, unorganized wiring, and unused software. They estimate an overall project cost of \$93,000, with potential savings through optimized software and cloud solutions. The managed services will include security updates, firewall management, and continuous network monitoring to ensure efficiency and reliability.

The core services cost \$3,304 per month. Additional services include a help desk for \$800 per month, covering remote and on-site support from Monday to Friday, 9 AM to 5 PM. Microsoft 365 management is included, covering tenant administration, security policies, compliance, and user management. After-hours support is available with varying rates, and unused hours can be allocated to special projects.

A network assessment, costing \$4,400, is required before final pricing. The assessment takes 4-6 weeks and involves installing an agent to evaluate system needs. The final cost may fluctuate based on findings, such as the number of devices or licensing adjustments. The full transition is targeted for completion by the end of May.

The company follows a proactive IT management model instead of a break-fix approach. The goal is to improve efficiency, reduce downtime, and integrate seamlessly into the team to support operations.

A. and J. Dobson exited the meeting at 10:00 a.m.

Summary of My-Tech and Near North

The discussion compared IT service proposals from My-Tech and Near North, highlighting cost differences, missing elements, and potential challenges. Key takeaways:

1. **Cost Comparison:** My-Tech's proposal appears to understate costs by omitting Microsoft licensing, antivirus protection, tenant migration (~\$5,000–\$6,000), AD Connect server costs, and off-site encrypted backups. Near North includes these in their estimate.
2. **Project Costs:** After adjusting for licensing and maintenance costs, both proposals have similar migration costs (~\$50,000). However, My-Tech's monthly service fee is ~\$1,000 higher than Near North's.
3. **IT Approach:** My-Tech relies more on on-site hardware, which incurs additional maintenance, energy, and space costs. Near North promotes a virtually managed environment, reducing on-site hardware needs.
4. **Uncertain Pricing:** My-Tech provides a fixed migration cost, while Near North's final price depends on further assessment. This raises concerns about unexpected costs.
5. **Support & Transparency:** Near North clearly defines support hours (9–5, no per-ticket charges), while My-Tech lacks detail on urgency levels, overtime, and after-hours rates. My-Tech's estimated support hours may also be underestimated.
6. **Server Requirement:** Near North suggests a cloud-based approach that may eliminate the need for a \$20,000 server. However, future IT expansion (e.g., nurse call system upgrades) may still necessitate a new server.
7. **Time Constraints:** Near North requires 4–6 weeks for an assessment, potentially delaying migration. The Microsoft tenant transition must occur by March, and delays could lead to extra licensing costs.
8. **Next Steps:** More clarification is needed from both vendors on pricing, included services, and timelines. Some prefer Near North due to cost-effectiveness and transparency, but final decisions depend on additional information, including references.

Overall, Near North seems more structured, but uncertainties around timing and cost require further investigation.

8.0 Tender Update

The team has finalized the project cost estimate and is preparing to submit it to the Ministry. Amber Salach shared the final estimate, which includes hard construction costs and total project costs. The direct construction cost is \$11,818,921, and the total project cost is \$13,926,591, with a \$10,000 adjustment for late insurance and bonding updates. A contingency of about \$710,000 is included.

The fire and nurse call system upgrade is assumed to be included in the estimate, totaling over \$500,000. A new face sheet has been compiled, and the numbers remain consistent with prior discussions, aside from minor adjustments to permit fees and tax considerations.

The team is awaiting clarification from the ministry regarding the placement of certain numbers within the form. A draft was sent for review, and they expect to hear back soon. There is also an outstanding letter from the ministry that has not yet been received.

The discussion focused on finalizing a submission to the ministry. Amber confirmed that necessary clarifications were sent to the ministry contact the previous evening. Pam raised concerns about a pending letter from the ministry, but the team acknowledged that delays were beyond their control.

Cheryl inquired about hard costs versus estimates, and Amber explained that costs are based on tendered bids, though some bids excluded potential tariffs. The group discussed the impact of tariffs, particularly on steel imports, noting that structural components come from Canada while steel decks come from the U.S. Paul pointed out that similar tariff issues arose in previous administrations, making it an industry-wide challenge.

Despite uncertainties, the team remained focused on meeting their ministry deadline and navigating any potential obstacles as they arise.

9.0 **Budget Update**

The presentation discussed the changes made to the draft budget, which initially had a \$120,000–\$150,000 deficit but now shows a balanced budget with a \$380 surplus. Key adjustments include:

- **Direct Care Funding:** Budgeted at \$1,822 per resident per month, despite uncertainty on whether the ministry will maintain this rate (risk of funding shortfall).
- **Staffing Challenges:** Reduced direct care hours, leading to potential service risks. RN wages are higher than RPNs, increasing costs. Agency costs were reduced from \$150,000 to \$26,000, but recruitment challenges persist.
- **Physiotherapy Reduction:** Funding for full-time physiotherapy (\$54,000 annually) was removed, affecting fall prevention programs and resident care.
- **Capital Reserve:** No new contributions, removing a planned \$250,000 allocation, but the new build will cover major expenses.
- **One-Time Funding:** Additional \$20,000 for direct care and \$12,000 for BSO services were included.
- **Management & Recruitment Costs:** Consultation fees were lowered to \$9,000/month after May, but recruitment and administrative costs may increase.

The budget adjustments come with risks, including labor cost pressures, compliance concerns, and service reductions.

The budget discussion covered several key areas:

1. **Insurance Costs** – Initially expected to rise by 10%, insurance costs only increased by 2.6%, saving approximately \$10,000. There is an option to enhance cybersecurity insurance, as current liability coverage may be insufficient for potential cyberattack costs.
2. **Clinical Educator Role** – A recommendation was made to hire a clinical educator (estimated cost: \$145,000) to address staff training gaps, reduce turnover, and improve compliance with regulatory requirements.

3. **Dietary Management** – Additional temporary dietary management support has been required due to staff leaves. These costs were not originally included in the budget but are expected to continue.
4. **Raw Food Costs** – Originally underestimated, raw food costs have been adjusted to reflect a 9% increase, adding approximately \$40,000 to the budget.
5. **Labor and Legal Costs** – A 3.5% wage increase is budgeted for upcoming labor agreements. Legal costs have been increased to \$50,000 due to complex HR matters and negotiations.
6. **IT and Project Management** – A one-time IT cost has been included in the budget. A potential project manager for redevelopment may be capitalized as part of the new build costs.
7. **Succession Planning** – The need to plan for a key finance leader's eventual retirement was highlighted. Investing in training a successor now could help mitigate risks.

Overall, while some costs have been reduced, new financial pressures and strategic investments are being considered.

Further review was requested, and the budget will be approved at a later date.

10.0 **Flooring Project on Willow**

The board discussed recent and upcoming flooring replacement projects in their facility. Last year, they replaced flooring in the Pine area and removed an outdated nursing station, creating a vibrant community space for residents. This year, they aim to replace the carpet in the Willow area due to hygiene and maintenance concerns. The project includes common areas, corridors, offices, the dining room, and one resident room, with a total cost of approximately \$107,000. Belshi Construction, which successfully completed the Pine project, was selected due to their efficiency and experience in healthcare settings. The board approved moving forward with the project, which will be funded from capital reserves.

#B-20/25

Moved by C. Ward, seconded by D. Zulak that the Board approves the replacement of the flooring on Willow which will be paid for out of the Capital Reserves.

Carried.

11.0 **Correspondence:** The following was received for information purposes:

- 11.1 Letter to BH from WPSHC dated February 4, 2025
- 11.2 Letter to WPSHC from BH dated February 18, 2025
- 11.3 Letter to BH from WPSHC dated February 21, 2025

12.0 **Adjournment**

There being no further business to conduct, the meeting terminated at 11:38 a.m.

P. Wing, Chair



NEW 22 PRIVATE ROOM ADDITION TO BELVEDERE HEIGHTS (14 March 2025 update)

Belvedere Heights is a 101-bed district municipal home that is adding 22 new private rooms commencing late April 2025 for scheduled completion in December 2026. This will increase long-term care capacity in West Parry Sound to reduce the existing two-year wait list.

The addition of these 22 rooms is a combination of renovating about 15,000 sq. feet on the first and basement levels and a new 4,000 sq. foot addition on the main floor overlooking beautiful Georgian Bay.

This new build has two phases. The first phase is renovating the basement level to accommodate the move of administration, chapel, activity space and meeting rooms from the ground floor to the basement level by November 2025. The second phase is then the renovation of this vacant first floor space to add 10 rooms and the new addition accommodating another 12 rooms to be completed by December 2026.

Belvedere has been fortunate to have the support of our eight municipal owners. We started this journey in April 2024 and would never have received approval by the Minister in December 2024 without the close collaboration with the Town of Parry Sound, Infrastructure Ontario and the capital branch of the Ministry of Long-Term Care (MLTC). We are very grateful to all of the individuals who went out of their way to make this happen for our community.

Three of our eight municipal owners have stepped up to finance the Infrastructure Ontario (IO) construction loan over the next eighteen months - Carling, McDougall and Seguin. All eight owners will be asked to enter into an IO 25-year debenture during 2026.

The project tenders were received in Jan 2025 at a total construction cost of \$11.6 million. With the additional soft costs (architect, engineering, permits, legal, insurance, bonding) the total cost is \$14.6 million. The one-time ministry grants and contribution from Belvedere reserves totaling \$3 million results in a net \$11.6 million funded by the IO construction loan and then the 25-year municipal debentures. The annual cost of the 25-year IO debenture of \$763,000 will be fully funded by \$330,000 from MLTC and \$439,000 from Belvedere excess new revenue over expense as described below.

The MLTC is a major source of funding. Together we met the December 2024 deadlines that allowed us to acquire the time-limited \$35 per diem construction funding top-up. \$15 is converted into upfront \$1.7 million cash. The residual \$20 per diem is received over 25 years in addition to the standard \$21.50 per diem ministry construction funding. The MLTC also provides one-time cash to support the initial planning and development fees. The total one-time MLTC funding is \$2.4 million and an annual \$333,000 for 25 years (\$8.3 million total).

The other major source of funds is the annual economy of scale surplus. The MLTC provides additional per diem funding for the 22 new beds. The incremental annual cost of providing all the services and support needed will be less than the new annual funding provided. The existing costs for administration, kitchen and laundry are examples where no incremental staffing costs are required to serve the 22 new bed addition. In general, all support services have incremental costs that are less than the average per diem funding provided for the 22 new beds. The yearly excess revenue due to the economy of scale is estimated at \$439,000. These funds are sufficient to cover the balance of the annual 25-year debenture cost.

In summary while the eight municipal owners will enter into a 25-year IO loan agreement on behalf of Belvedere, all of the payments to IO by the owners will be funded from the annual Belvedere operating budget.

This is an exciting, much needed addition of long-term care capacity to serve our community. Thank you.



ATTACHMENTS

The table below summarizes the tendered project costs, annual debenture expense and source of funds. The right-side columns below itemize major components of the \$14.6 million total cost. The cost also includes upgrades for the existing building replacing the nurse call, fire panel and bell phone systems.

The middle column summarizes the net capital cost and the annual 25-year IO debenture cost and sources of funding. Belvedere will fund the interest expense for the initial construction loan out of reserves rather than adding this to the debenture. IO requires a 5 per cent \$581,000 compliance fund that will be funded from the \$700,000 returned by the owners and the residual \$120,000 will be applied to the construction cost. The \$3 million total one-time funds reduce the net expense to \$11.6 million, which will be financed by our eight municipal owners with IO debentures.

The total annual IO debenture expense is \$763,022 with a 4.34 per cent interest rate. MLTC provides a \$333,486 25-year annual construction funding subsidy. The Belvedere estimated annual \$439,273 economy of scale funds the balance of the annual IO payments.

22 beds, Ground Floor February 27, 2025		27-Feb-25	
	budget\$		
Total project cost	\$14,610,796	Hard cost (tenders)	12,026,935
Total grants	-\$2,425,412	contingency incl	
Fund interest from reserves	-436,578	soft costs	959,138
part of \$700k from municipalities	-\$120,000	contingency 3%	29,664
NET AMOUNT TO BE FINANCED	\$11,628,807	permits	234,036
		legal/accounting	41,722
ANNUAL ESTIMATED COST/REVENUE	Annual \$	bh risk insurance	78,997
IO loan payments (@ 4.34% interest)	-\$763,022	bonding, insurance	139,287
MLTC construction funding subsidy	\$ 333,486	ff&e + contingency	661,440
net funded by BH	-\$429,536	signage	3,000
		interest 3.63%	436,578
annual 123-bed economy of scale	\$ 439,273	total cost	14,610,796
Net annual surplus(deficit)	\$ 9,737	1.76% hst included	
		permits	234,036
total cost per bed	\$664,127	building	90,250
total cost per square foot	\$771	site plan	8,099
5% compliance fund (from \$700k)	\$581,440	sewer	135,687
		upgrades incl.	
total project - construction interest	14,174,219	nurse call	311,000
mcdougall	\$2,568,124	22% fire panel	300,000
seguin	\$2,568,124	bell connect	100,000
carling (residual)	\$6,492,559	56%	
total IO construction loan	\$11,628,807	one-time grant	250,000

For the \$11.6 million IO construction loan from April 2025 to December 2026, both McDougall and Seguin will borrow \$2.568 million and Carling will cover the balance of \$6.5 million. The 25-year IO debentures for all eight owners should be in place by mid 2026, at least six months prior to project completion.



The long-term care operating funding is based on per diem rates per bed by program or service areas: nursing, programs, raw food and other accommodation expenses. This per diem rate is the average of all of the direct and indirect costs of running these programs. The incremental cost of adding 22 beds is less expensive than the average funding provided when existing 101-bed infrastructure is sufficient to serve the now 123 beds

Nursing staffing levels are identical for the new beds so there are no savings identified below. Nursing supplies (including equipment) costs an average of \$9,870 across 101 beds but the incremental cost to add 22 beds is \$3,466 for an annual savings of \$115,226. Similarly for program and accommodation funding envelopes.

	cost per bed		variance	annual
	101 beds	+22 beds	per bed	surplus
nursing supplies	\$9,870	\$3,466	-\$6,404	-\$115,226
program costs	\$8,265	\$1,230	-\$7,035	-\$77,598
accommodation costs	\$37,669	\$17,265	-\$20,404	-\$297,990

The funding/cost proforma is based on 2024 costs and revenue. These are projected forward (assuming 3 per cent annual inflation). 2027 will be the 1st year of operating the new beds and the projected annual surplus is \$439,273 that is available to fund the IO debenture costs.

Belvedere Heights Proforma 123 Bed Facility				
	2024			2027
	101 BEDS	22 BEDS	123 BEDS	Year 1
Nursing Revenues	7,373,926	1,545,856	8,919,782	9,746,887
Nursing Expenses - Wages	6,223,900	1,354,384	7,578,284	8,280,996
Nursing Expenses - Supplies	996,896	76,246	1,073,143	1,172,652
	153,129	115,226	268,355	293,239
Programs Revenues	608,228	104,660	712,887	778,991
Programs Expenses	834,753	27,061	861,814	941,727
	-226,525	77,598	-148,927	-162,736
Food Revenues	448,288	104,952	553,240	604,540
Food Expense	500,000	108,911	608,911	665,373
	-51,712	-3,959	-55,671	-60,833
Accommodation revenue	2,929,706	677,822	3,607,528	3,942,043
Dietary Expense	918,041	105,835	1,023,876	1,118,817
Housekeeping Expense	514,542	57,051	571,593	624,595
Laundry Expense	223,456	8,103	231,559	253,031
Facility Expense	793,276	109,718	902,994	986,726
Operations & Maintenance	428,321	68,792	497,113	543,208
Accommodations	926,962	30,333	957,295	1,046,062
	-874,893	297,890	-576,902	-630,397
Total Revenue	11,360,148	2,433,290	13,793,438	15,072,462
Total Expenditure	12,360,148	1,946,435	14,306,583	15,633,189
Levy	1,000,000		1,000,000	1,000,000
	-0	486,855	486,855	439,273

Ministry of Long-Term Care

Assistant Deputy Minister
Long-Term Care Capital Development

8th Floor, 438 University Ave.
Toronto ON M5G 2K8
Tel : (416) 212-9096
Fax : (416) 860-5994

Ministère des Soins de longue durée

Sous-ministre adjoint
Optimisation des immobilisations dans le secteur
des soins de longue durée

438, avenue de University, 8^e étage
Toronto ON M5G 2K8
Tél : (416) 212-9096
Télec : (416) 860-5994



March 18, 2025

Ms. Pamela Wing
Board Chair
Board of Management for the District of Parry Sound West
21 Belvedere Ave
Parry Sound ON P2A 2A2

Dear Ms. Wing:

Re: Planning Grant and Approval of Preliminary Plans and Working Drawings - Belvedere Heights (PROJ 711)

I am writing to confirm that the Board of Management for the District of Parry Sound West is now eligible to receive payment of the \$250,000 Planning Grant referred to in the Long-Term Care Home Capital Development Funding Policy, 2022, subject to the requirements set out in the Development Agreement.

I am also pleased to advise you that the Preliminary Plans submitted in May 2024, and subsequently resubmitted in May and June 2024 for the Belvedere Heights Project have been reviewed by the Ministry of Long-Term Care (the ministry) and are approved. Furthermore, the Working Drawings and specifications submitted in September 2024 and subsequently resubmitted in November 2024, have also been reviewed and are approved by the ministry.

As a reminder, it is your responsibility to ensure that all project planning documents comply with your application as well as the *Long-Term Care Home Design Manual 2015*, *Fire Code* and *Building Code*, and all applicable laws affecting the design and construction of this long-term care home, including any new requirements, modifications, or updates.

Please proceed with the tendering of construction in accordance with the terms of the Development Agreement for the project. To assist you with submitting the required documents based on the bid results, enclosed is the Cost Eligibility Guide, a Checklist, Attestation, and Initial Estimate of Cost form which the ministry will review to provide an approval to begin construction.

Please direct any questions and submit documentation to Edlyn Gonsalves, Project Manager at Edlyn.Gonsalves@ontario.ca.

Sincerely,

James Stewart
Assistant Deputy Minister

Enclosures

.../2
56

Ms. Pamela Wing

1. Cost Eligibility Guide (February 2023)
2. Initial Estimate of Cost Form
3. Attestation of Compliance with Procurement and Bonding Requirements
4. Approval to Construct Submission Checklist

c: Dr. Catharine Zahn, Board Chair, Ontario Health
Matthew Anderson, President and Chief Executive Officer, Ontario Health
Brian Kytar, Chief Regional Officer (North Region), Ontario Health
Wendy McAllister, Director (North West), Ontario Health
Jennifer Osesky, Director (North East), Ontario Health



Chief Administrative Officer's Report

February 2025

Mission Statement

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

ROMA Conference

I attended the annual Rural Ontario Municipalities Association (ROMA) conference in Toronto from January 19-21, 2025. The ROMA Conference is our opportunity to meet on local matters through delegation meetings and to hear from the Premier of Ontario and provincial party leaders on their priorities and vision for Ontario. This year, I sat with my Northern Ontario Service Deliverers Association (NOSDA) colleagues to advocate for the priorities of Northern Ontario DSSABs.

NOSDA meets with the Honourable Paul Calandra, Minister of Municipal Affairs



NOSDA meeting with Parliamentary Assistant Billy Pang, Ministry of Education



NOSDA meeting with the Honourable Michael Tibollo, Associate Minister of Mental Health Health & Addictions

NOSDA meeting with the Honourable Doug Downey, Attorney General



NOSDA meeting with the Honourable Nolin Quinn, Minister of Colleges & Universities

DSSAB Recruitment Video

Last fall, we filmed a video with Big Lake Cinematic, a local video production company, to enhance efforts in recruiting staff to the District of Parry Sound to work for our organization. This video is now publicly available on our website and social media sites, and will be used by our Human Resources team as they attend job fairs and events.

Please take the time to watch these videos:

Full Video: [FULL DSSAB Recruitment Video](#)

Trailer: [PDSSAB 60 Sec Trailer 3840x2160 UHD CCBurn Stereo](#)



Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District December 2024

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	2	2	1	5	9	19
Toddler (18-30M)	10	6	14	19	39	88
Preschool (30M-4Y)	15	13	16	33	55	132
# of Active Children	27	21	31	57	103	239

A significant number of infants have aged into toddlers and are still occupying a toddler position in the child care program.

School Age Programs December 2024

Location	Enrollment
Mapleridge After School	25
Mapleridge Before School	8
Mapleridge Summer Program	N/A
Sundridge Centennial After School	13
Home Child Care	19
# of Active Children	65

School age programs continue to be at full capacity based on the available staffing.

Inclusion Support Services December 2024

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	1	1	2	4	0	0	0
Toddler (18-30M)	5	5	10	22	2	5	0
Preschool (30M-4Y)	4	32	36	58	6	1	0
School Age (4Y+)	5	14	19	30	2	0	2
Monthly Total	15	52	67	-	10	6	2
YTD Total	21	93	-	114	44	47	54

The above chart shows a total number of children served by the Inclusion Support Services team to be 114, 21 children were seen in an EarlyON Child and Family Centre and 93 children were seen in a licensed child care program (home and/or centre-based). Ten children remain on the waitlist for services, including 6 new referrals the month of December.

EarlyON Child and Family Programs December 2024

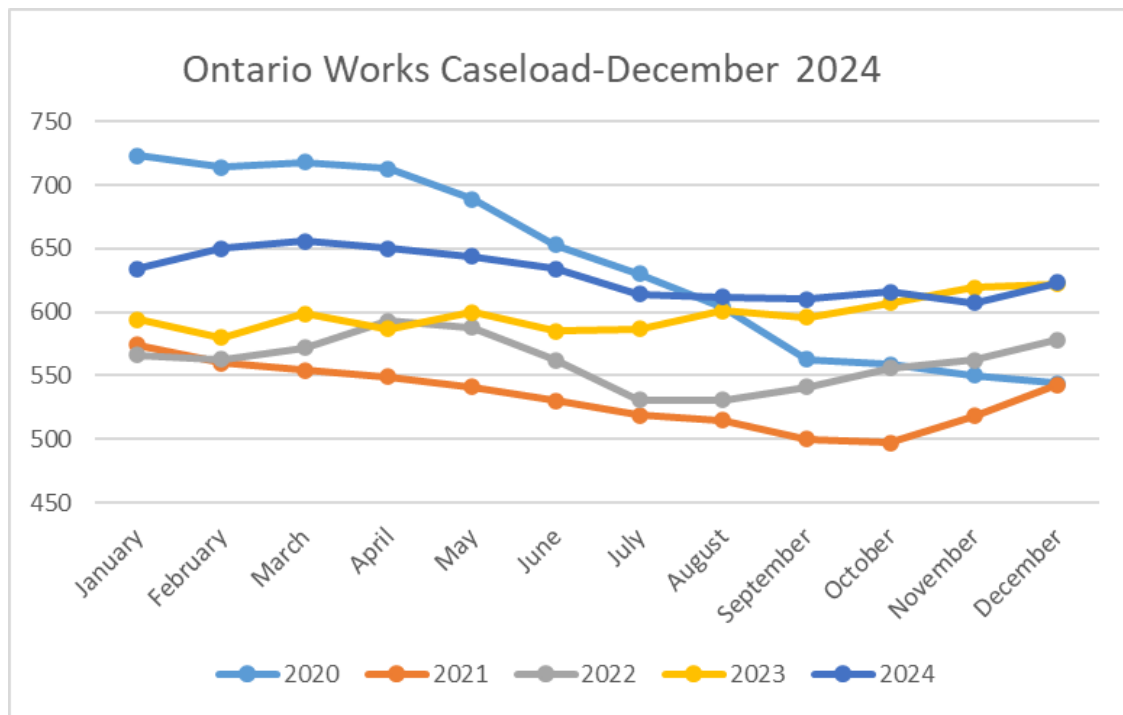
Activity	Monthly Total	YTD
Number of Child Visits	685	11,250
Number of New Children Attending	24	441
Number of Adult Visits	544	8,810
Number of Virtual Programming Events	7	107
Number of Engagements through Social Media	116	8,525
Number of Views through Social Media	22,469	177,429

Funding Sources for District Wide Childcare Spaces - December 2024

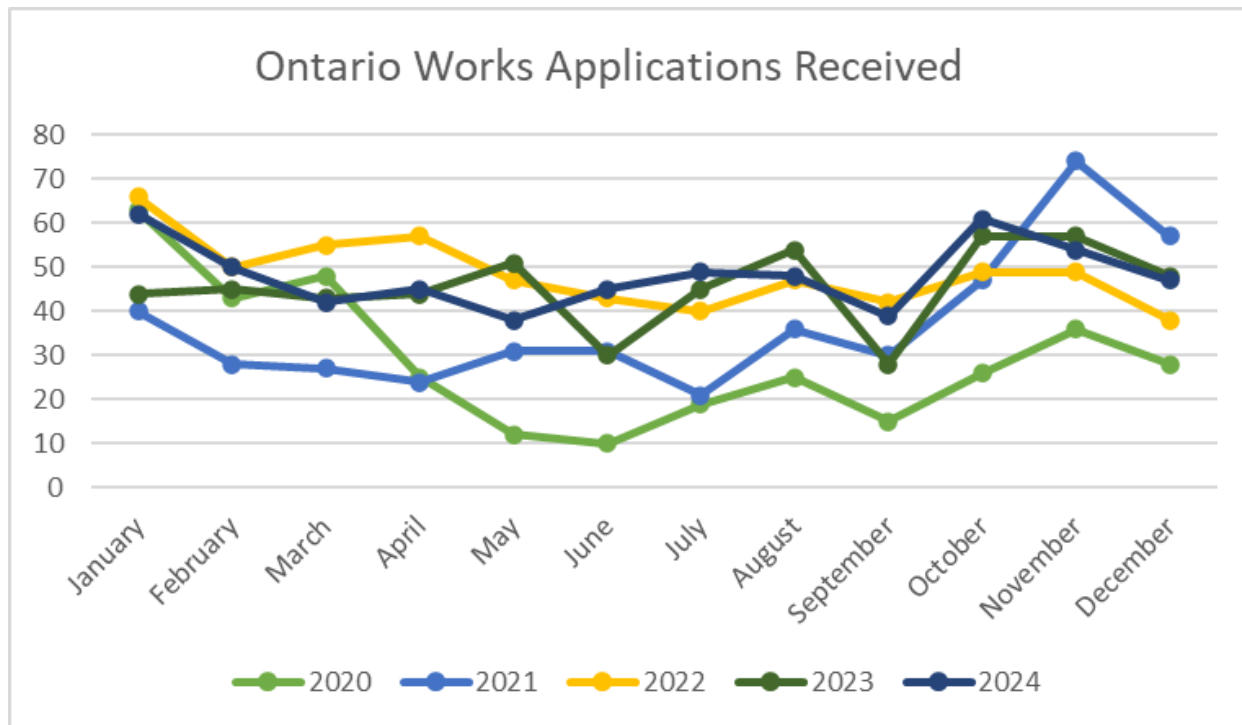
Funding Source - Active	# of Children	# of Families
CWELCC*	51	49
CWELCC Full Fee	205	203
Extended Day Fee Subsidy	3	3
Fee Subsidy	32	25
Full Fee	28	26
Ontario Works	1	1
Total	320	307

Funding Source - New	# of Children	# of Families
CWELCC*		
CWELCC Full Fee	4	4
Extended Day Fee Subsidy		
Fee Subsidy	1	1
Full Fee		
Ontario Works		
Total	5	5

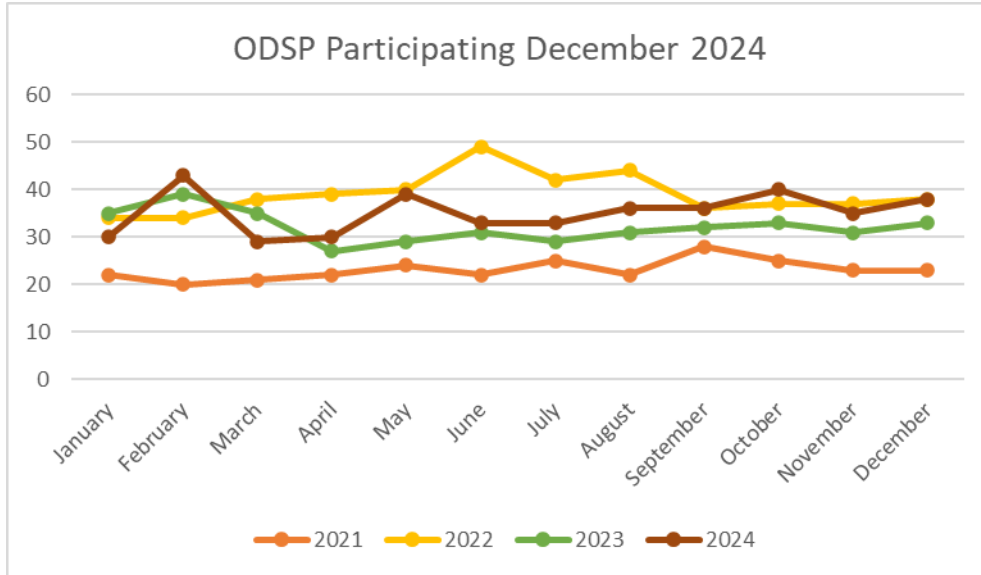
Exits	# of Children	# of Families
Fee Subsidy	1	1
CWELCC Full Fee	0	0
Extended Day Fee Subsidy	1	1
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
Total	2	2



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

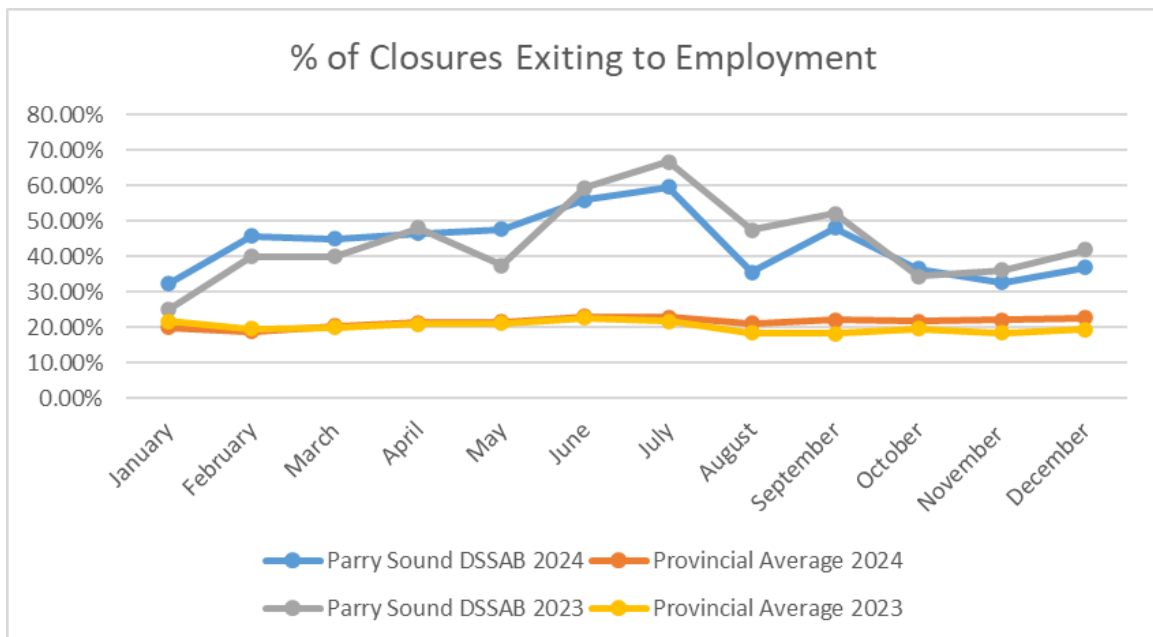


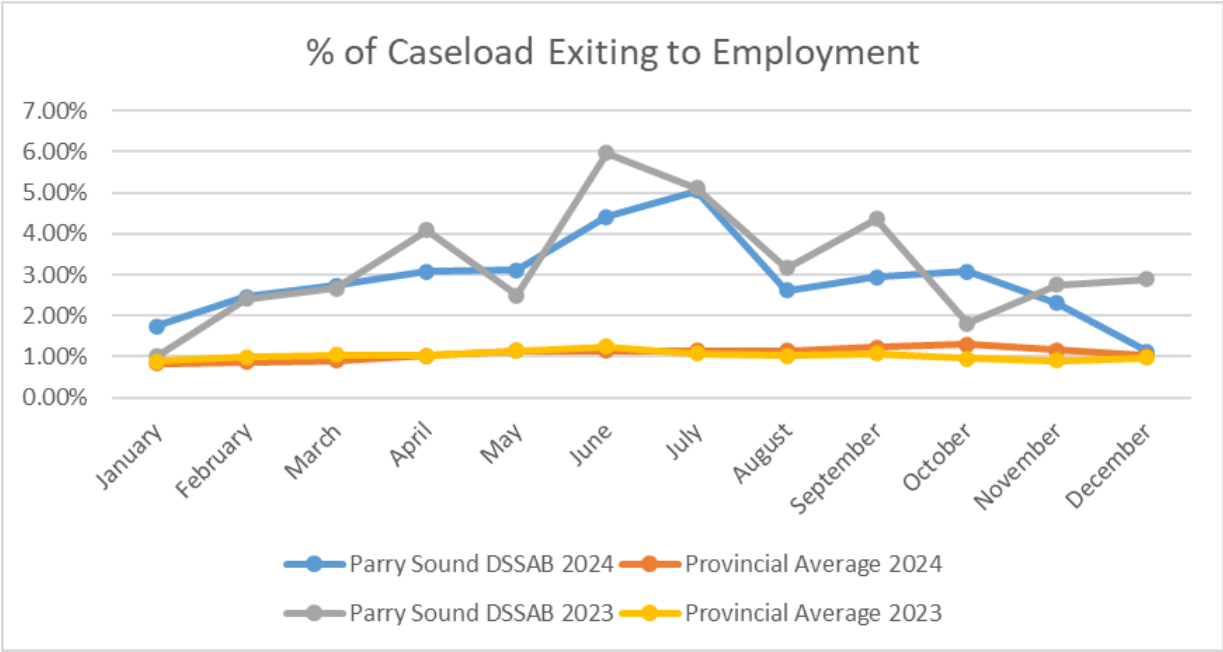
ODSP Participants in Ontario Works Employment Assistance



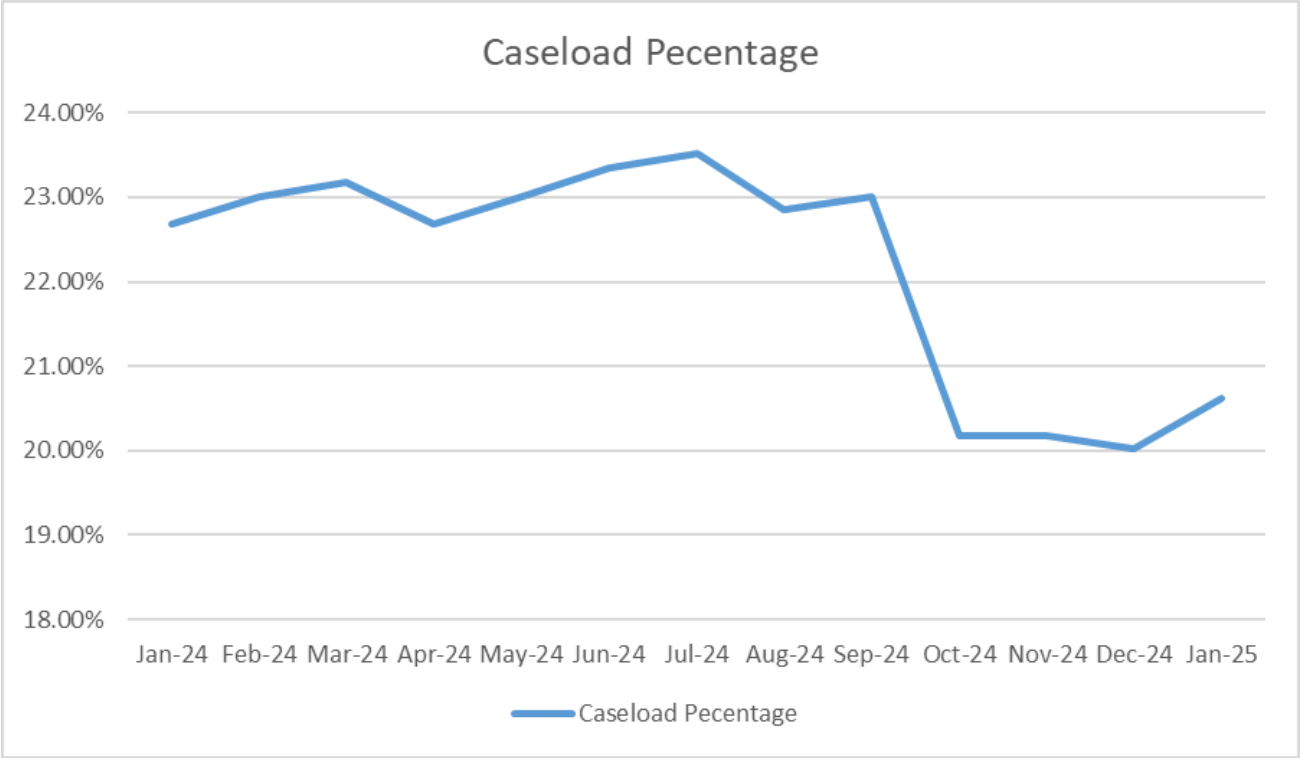
The OW Caseload continues to remain static at **623** cases. We are supporting **38** ODSP participants in our Employment Assistance program. We also have **61** Temporary Care Assistance cases. We received **47** Ontario Works Applications, 48(79%) of which were online through SADA and managed through the Ontario Works Intake Unit (formerly IBAU) in November.

Employment Assistance & Performance Outcomes

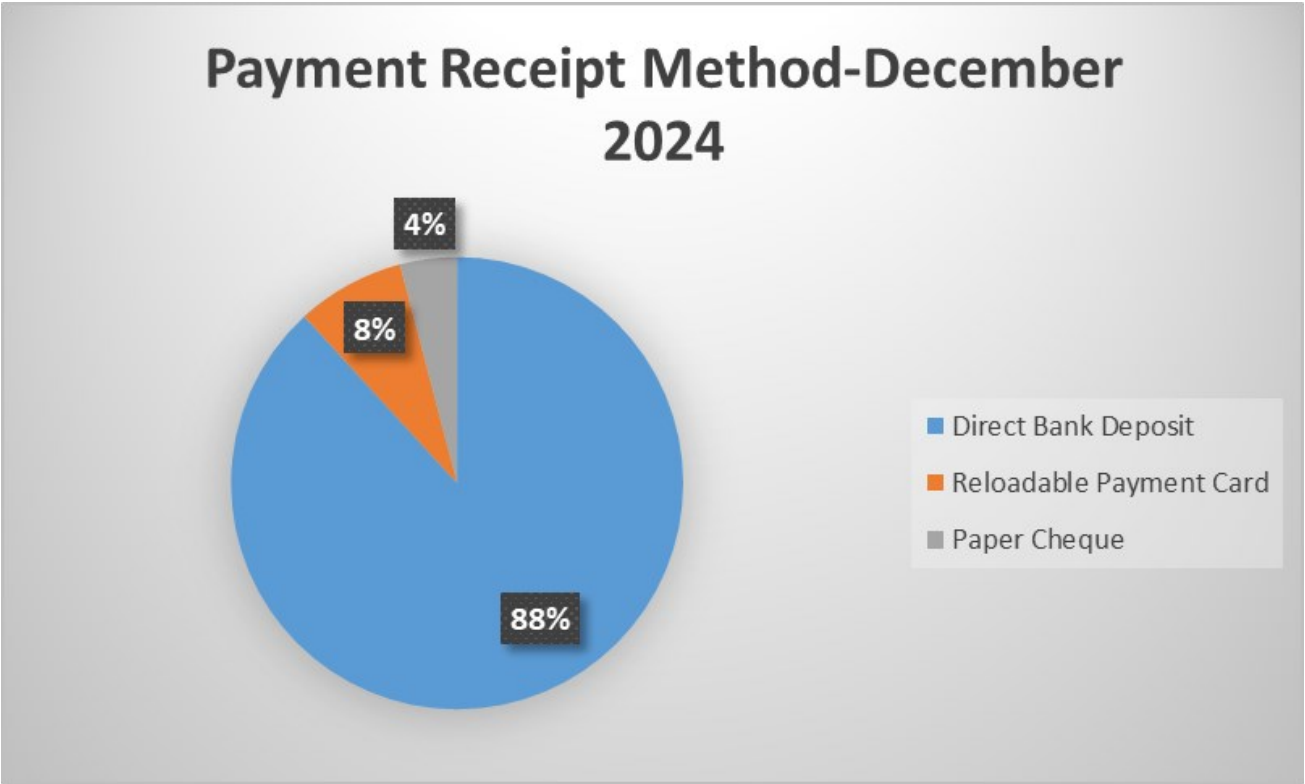




MyBenefits Enrollment 2024



DBD Enrollment

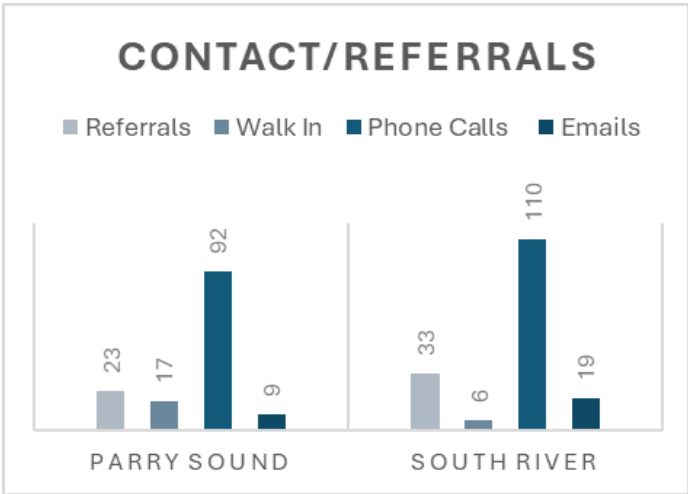


Income Support & Stability Update

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

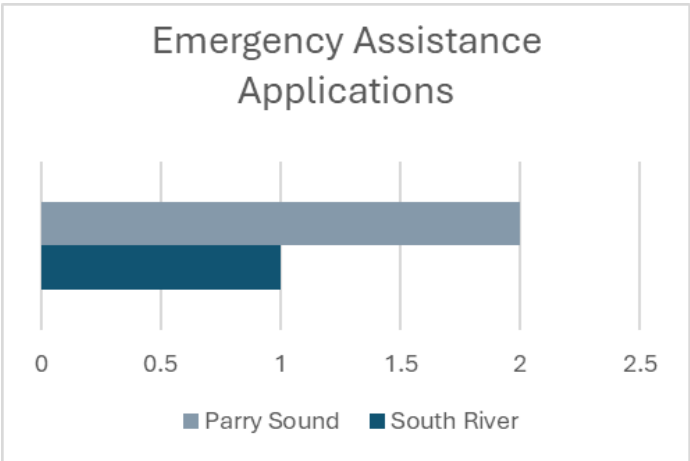
Contact / Referrals – December 2024

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



Emergency Assistance Applications
December 2024

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



Client Referrals

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

December 2024	East	West	YTD
Homeless	0	2	42
At Risk	0	1	84
Program Total (Esprit In Shelter Clients calculated in Homelessness Numbers)			125
Esprit Outreach Homeless	0	0	0
Esprit Outreach at Risk	0	0	0
Esprit in Shelter	1		3

Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
December	10	25

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

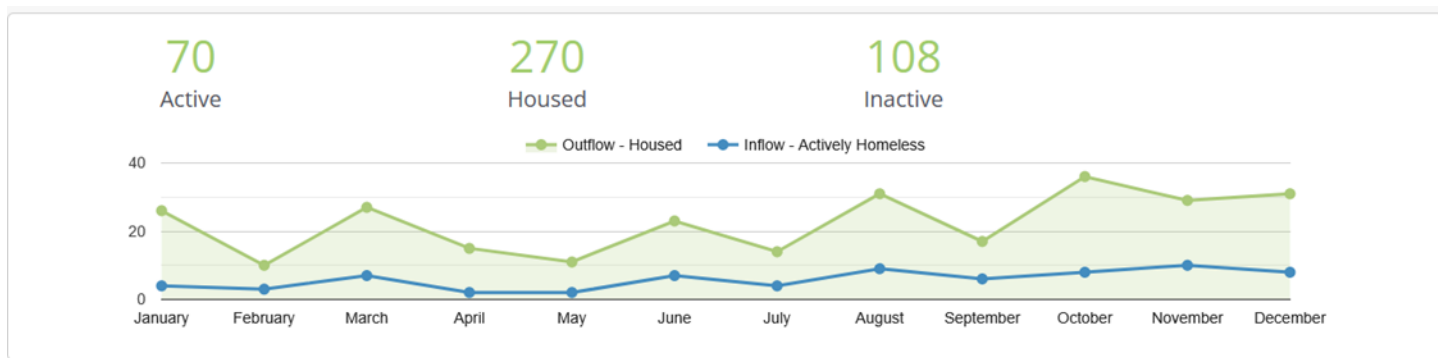
December 2024 Income Source	Total	HPP
Senior	1	\$136.98
ODSP	17	\$14,987.17
Ontario Works	12	\$9,882.60
Low Income	1	\$1,474.65
Total		\$26,481.40

December 2024 Reason for Issue	Total
Rental Arrears	\$8,051.90
Utilities/Firewood	\$4,402.40
Transportation	\$350.00
Food/Household/Misc.	\$13,229.62
Emergency Housing	\$447.48
Total	\$26,481.40

By-Name List Data

September 1, 2021– December 31, 2024

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



Housing Programs

Social Housing Centralized Waitlist Report December 2024

	East Parry Sound	West Parry Sound	Total
Seniors	48	132	180
Families	135	462	597
Individuals	494	151	645
Total	677	745	1422
Total Waitlist Unduplicated			394

Social Housing Centralized Waitlist (CWL) 2023 - 2024 Comparison Applications and Households Housing from the CWL

Month 2023	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	5	1	13			Jan	3		2	1	
Feb	5	1	10			Feb	5		11	1	
Mar	6		35			Mar	7		3	3	
Apr	11		17	6		Apr	10	1	7		
May	13	2	9	2		May	4	1	5	1	
June	9	1	2	1		June	1		15	3	
July	5	1	5	1		July	9	1	19		
Aug	14	1	3	1		Aug	9	1	21		
Sept	12		4			Sept	6		16	2	
Oct	8	1	1	4	2	Oct	6		9	4	
Nov	12		3			Nov	10	1	17	3	
Dec	1		2	3	3	Dec	11	0	7	3	2
Total	101	8	104	18	5	Total	81	5	131	21	

SPP = Special Priority Applicant

- Housing Programs saw eleven new applications to the centralized waitlist in the month of December, bringing the annual total to eighty-one new applications.
- There were seven cancelled applications in December. Two were due to no contact, and five were due to the applicant being eligible to receive Canada Ontario Housing Benefit funding.
- There were 3 applicants housed from the centralized waitlist in December. Two of those applicants held special priority placement status.

Parry Sound District Housing Corporation December 2024

Activity for Tenant Services

	Current	YTD
Move outs	2	35
Move in (centralized waitlist along with internal transfers)	2	36
L1/L2 forms	0	5
N4 Delivered to tenant or filed with the LTB– Notice of eviction for non-payment of rent	1	8
N5 Filed with the LTB– notice of eviction disturbing the quiet enjoyment of the other occupants	0	9
N6 Filed with the LTB –notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 Filed with the LTB – notice of eviction for willful damage to unit	0	1
Repayment agreements (formal & informal)	3	56
No Trespass Order	0	4
Tenant Home Visits	25	382
Mediation/Negotiation/Referrals	17	190
Tenant Engagements/Education	7	67

Property Maintenance & Capital Projects

December 2024

Pest Control		3 Buildings are currently being monitored monthly for bedbugs. There are no active units currently.
Vacant Units	11	9 one-bedroom, 2- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	5	1 Affordable/4 Market units available
After Hours Calls	7	Leak, furnace not working, locked out, smoke detector-batteries, Fire panel off line
Work Orders	92	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	101	Purchase Orders are for services, and materials required outside of the Housing Operations Department
Fire Inspections	5	5 buildings were inspected
Annual Inspections	0	Huron Fire Safety Inspections completed for 50-unit building
Incident Reports	0	

Esprit Place Family Resource Centre

Emergency Shelter Services	December 2024	YTD
Number of women who stayed in shelter this month <i>This month's stats include women who were housed in a hotel</i>	0	31
Number of children who stayed in the shelter this month <i>This month's stats include women who were housed in a hotel</i>	0	14
Number of hours of direct service to women (shelter and counselling)	205	1627
Number of days at capacity	0	0
Number of days over capacity	0	0
Overall capacity %	-	-
Resident bed nights (women & children)	-	-
Phone interactions (crisis/support)	16	358

- Please note: Esprit Place closed for renovations mid April 2024. Statistics are reflective of minimum occupancy during closure preparations, but accurately reflect outreach and business day crisis line management.
- We are also currently housing 1 family of three in a transitional housing unit.

Transitional Support	December 2024	YTD
Number of women served this month	6	47
Number of NEW women registered in the program	1	18
Number of public ed/groups offered	0	1

Child Witness Program	December 2024	YTD
Number of children/women served this month	6	131
Number of NEW clients (mothers and children) registered in the program	0	11
Number of public ed/groups offered	0	3

Social Media Stats

Facebook –District of Parry Sound Social Services Administration Board	AUG 2024	SEPT 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025
Total Page Followers	642	657	671	677	682	698
Post Reach this Period (# of people who saw post)	6261	5343	2332	3032	2421	5003
Post Engagement this Period (# of reactions, comments, shares)	512	380	365	257	59	666

Facebook -Esprit Place Family Resource Centre	AUG 2024	SEPT 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025
Total Page Followers	196	198	199	209	214	214
Post Reach this Period (# of people who saw post)	1782	275	124	3103	3304	608
Post Engagement this Period (# of reactions, comments, shares)	91	32	11	151	119	12

DSSAB LinkedIn Stats https://bit.ly/2YyFHIE	AUG 2024	SEPT 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025
Total Followers	485	488	492	501	503	515
Search Appearances (in last 7 days)	184	90	64	10	52	40
Total Page Views	26	84	69	55	50	32
Post Impressions	1241	243	154	1800	1416	2342
Total Unique Visitors	13	41	38	23	14	18

Instagram - Esprit Place Family Resource Centre https://www.instagram.com/espritplace/	AUG 2024	SEPT 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025
Total Followers	85	93	93	97	97	99
# of accumulated posts	27	36	37	53	59	61

WHITESTONE PUBLIC LIBRARY AND TECHNOLOGY CENTRE LIBRARY BOARD MEETING MINUTES

DATE AND TIME	January 20, 2025; 6:00 PM
LOCATION	Virtual and Whitestone Public Library
ATTENDEES	A. Anklewicz, J. Davis, M. Johnson, C. Lamb, J. Lamb, A. Taylor, P. Woehl Staff: E. Fincham
REGRETS	C. Gorrie
CALL TO ORDER	P. Woehl called the meeting to order at 6:02 PM.

DECLARATION OF CONFLICT OF INTEREST

None

APPROVAL OF AGENDA

2025-01 Moved: J. Lamb

Carried Seconded: A. Taylor

Be it resolved that the Agenda for this meeting be approved as amended.

APPROVAL OF CONSENT AGENDA

2024-02 Moved: A. Taylor

Carried Seconded: M. Johnson

Be it resolved that the Consent Agenda be approved as amended.

NEW BUSINESS

S. Wesley Resignation

P. Woehl announced that S. Wesley has resigned from the Board but will remain on the volunteer list. C. Lamb volunteered to take notes of the meetings as a back-up.

Budget Proposal 2025

The Budget Committee presented their proposal for the 2025 budget. C. Lamb suggested re-adding items that had been removed in a previous iteration of the draft budget (increases to fundraising, advertising, staff/board/volunteer training and recognition). A. Anklewicz recommended that in future budgets, the Board provide the Committee with guidance in terms of percentage increase or priorities before the Committee meets. J. Lamb suggested that the Committee amend the budget with additional hours to reach the goal of consistent daily hours.

The budget proposal will be reviewed again during a special budget meeting on Thursday, January 23, at 6:00 PM.

YMCA Partnership

E. Fincham announced a new partnership with YMCA Simcoe – Muskoka Employment Services. Community members will be able to book time with a coach from YMCA at the library who will provide supports with: cover letters, resumes, interviews, and job applications in February and March.

Zoom Author Chat – Julia Tilson

E. Fincham announced that a local author, Julia Tilson, has reached out about doing a virtual author chat in March.

The author chat is tentatively booked for the evening of March 20, 2025.

Procurement

2025-03
Carried

Moved: A. Taylor

Seconded: A. Anklewicz

Be it resolved that the Board authorizes E. Fincham to purchase the iPads, laptop, and chairs.

BUSINESS ARISING**Policy Committee Meeting Date: February 5, 2025**

The Policy Committee will be meeting on February 5, 2025 to work on the Volunteer Policy and the Procurement Policy.

Ontario Trillium Foundation Seed Grant Progress Update

E. Fincham updated the board about the OTF grant since the beginning of January. Staff have created collaborative project plan and have been assigned tasks to complete leading up to the launch of the pop-up programming at the end of March. E. Fincham to meet with the Ardbeg Community Club on Wednesday, January 22, 2025 to discuss the project dates.

Invitation to new Municipal CAO to Board Meeting

The Board asked E. Fincham to invite N. Black to the February meeting of the board.

CHAIR REPORT

P. Woehl has asked for volunteers for the garden beds.

ANNOUNCEMENTS AND INQUIRIES BY A BOARD MEMBER

None

UNFINISHED/ONGOING BUSINESS

- Strategic Plan
- Read-a-thon Fundraiser

QUESTION PERIOD FOR THE GENERAL PUBLIC

None

CLOSED SESSION**CEO Annual Evaluation**

2025-04

Moved: M. Johnson

Carried Seconded: A. Taylor
Be it resolved that the Board adjourned to a Closed session at 7:25 PM to discuss Personal matters about an identifiable individual:

- CEO Annual Evaluation

2025-05 Moved: J. Lamb
Carried Seconded: A. Anklewicz
Be it resolved that the Board reconvened into a regular meeting at 7:51 PM

Next meeting will be held at 6:00 PM at February 10, 2025 @ Whitestone Public Library

ADJOURNMENT

2025-06 Moved: A. Taylor
Carried Seconded: J. Davis
Be it resolved that the meeting adjourned at 7:57 PM.

WHITESTONE PUBLIC LIBRARY AND TECHNOLOGY CENTRE LIBRARY BOARD MEETING MINUTES

DATE AND TIME	January 23, 2025; 6:00 PM
LOCATION	Virtual and Whitestone Public Library
ATTENDEES	A. Anklewicz, J. Davis, M. Johnson, C. Lamb, J. Lamb, A. Taylor, P. Woehl Staff: E. Fincham
REGRETS	C. Gorrie
CALL TO ORDER	P. Woehl called the meeting to order at 6:02 PM.

DECLARATION OF CONFLICT OF INTEREST

None

APPROVAL OF AGENDA

2025-07 Moved: J. Davis
Carried Seconded: A. Anklewicz
Be it resolved that the Agenda for this meeting be approved.

BUSINESS ARISING

Budget Proposal 2025
2025-08 Moved: C. Lamb
Carried Seconded: J. Davis
The board reviewed the revised budget proposal and directed E. Fincham to amend the budget from the 13 pay periods with additional hours to 9 pay periods with additional hours, from Victoria Day to Labour Day.

ANNOUNCEMENTS AND INQUIRIES BY A BOARD MEMBER

None

ADJOURNMENT

2025-09 Moved: J. Davis
Carried Seconded: A. Anklewicz
Be it resolved that the meeting adjourned at 6:32 PM.

WHITESTONE PUBLIC LIBRARY AND TECHNOLOGY CENTRE LIBRARY BOARD MEETING MINUTES

DATE AND TIME	January 24, 2025; 7:00 PM
LOCATION	Virtual and Whitestone Public Library
ATTENDEES	A. Anklewicz, J. Davis, M. Johnson, C. Lamb, J. Lamb, P. Woehl Staff: E. Fincham
REGRETS	C. Gorrie, A. Taylor
CALL TO ORDER	P. Woehl called the meeting to order at 6:02 PM.

DECLARATION OF CONFLICT OF INTEREST

None

APPROVAL OF AGENDA

2025-10 Moved: J. Davis

Carried Seconded: C. Lamb

Be it resolved that the Agenda for this meeting be approved as amended.

BUSINESS ARISING

Budget Proposal 2025

The board reviewed the revised budget with additional hours from Victoria Day through Labour Day.

2025-11 Moved: J. Davis

Carried Seconded: C. LAMB

ANNOUNCEMENTS AND INQUIRIES BY A BOARD MEMBER

C. Lamb announced that the Advocacy Committee will begin to look for sponsors for the Volunteer Appreciation BBQ, including the Rotary Club. J. Lamb announced that the Rotary Club attended a Council meeting to request a municipal donation.

ADJOURNMENT

2025-12 Moved: J. Davis

Carried Seconded: A. Anklewicz

Be it resolved that the meeting adjourned at 7:20 PM.

WHITESTONE PUBLIC LIBRARY AND TECHNOLOGY CENTRE LIBRARY BOARD MEETING MINUTES

DATE AND TIME	February 10, 2025; 6:00 PM
LOCATION	Virtual
ATTENDEES	A. Anklewicz, J. Davis, C. Gorrie, M. Johnson, C. Lamb, J. Lamb, A. Taylor, P. Woehl Staff: E. Fincham
REGRETS	J. Lamb
CALL TO ORDER	P. Woehl called the meeting to order at 6:17 PM.

DECLARATION OF CONFLICT OF INTEREST

None

APPROVAL OF AGENDA

2025-06 Moved: A. Anklewicz
Carried Seconded: J. Davis
Be it resolved that the Agenda for this meeting be approved as amended.

APPROVAL OF CONSENT AGENDA

2024-07 Moved: C. Gorrie
Carried Seconded: A. Taylor
Be it resolved that the Consent Agenda be approved as amended.

NEW BUSINESS

Budget Update 2025

P. Woehl announced that E. Fincham and P. Woehl attended the Council Meeting and spoke to the budget and said it was positive. C. Lamb noted that Council was particularly pleased about the programming in Ardbeg. The board discussed the timeline for approval of the budget.

Advocacy Committee Updates

Whitestone McKellar Lions Club Letter

C. Lamb shared draft letters to the Lions Club and to the Rotary Club. The next meeting of the Lions Club is in March, and C. Lamb indicated her preference for sending the letter prior to the meeting. P. Woehl noted that she was uncomfortable submitting the letter before the library's budget has been approved by Council. A. Anklewicz agreed. J. Davis asked if J. Lamb could speak to the Lions, indicating that the Board would prefer to wait until the budget has approved. C. Lamb to speak to J. Lamb. A. Anklewicz addressed the content of the letter and suggested that the messaging should allude to the needs assessment being the driving factor for additional hours over usage statistics. The revised letter will be added to the March agenda after the Advocacy Committee has met to amend

Rotary Club of Parry Sound Letter

C. Lamb noted that she drafted this letter after a discussion with the incoming president of the Rotary Club at a Council meeting where the Rotary was requesting a donation from Council. C. Gorrie suggested adding a greeting to both letters. A. Ankiewicz suggested focusing on volunteerism and recognition in the body of the letter over statistics. J. Davis agreed. The advocacy committee will amend the letter and add to the March agenda.

Process of Fundraising

C. Lamb noted that fundraising and letter writing is handled differently than it has been in the past. P. Woehl clarified that the Committee would come up with ideas and bring those, along with action plans, to the Board for input and approval. J. Davis suggested individuals also bring ideas to the Committee, who would meet to discuss and bring back to the Board. P. Woehl noted that this discussion can go both ways, Board to Committee and Committee to Board.

Fundraising Ideas

C. Lamb and M. Johnson suggested adding additional volunteers to the Committee from outside of the Board. C. Lamb asked the Board to bring forward fundraising ideas. E. Fincham noted M. Condren's Read-a-thon Fundraiser proposal and requested that the Committee discuss it at their next meeting.

Committee Name Change

C. Gorrie suggested a name change for the Committee. The board discussed a variety of names including Fundraising, Fundraising and Special Events, and Fundraising and Community Outreach. P. Woehl asked that suggested names be brought forward to the next meeting for a vote.

The Advocacy Committee to meet on February 18, 2025.

Job Fair

E. Fincham, M. Johnson, and C. Lamb to attend the YMCA Job Fair on March 6, 2025 at the Bobby Orr Community Centre to seek additional volunteers, advertise for a summer student, and to promote library services.

Seedy Saturday

E. Fincham and A. Taylor to attend the Georgian Bay Biosphere's Seedy Saturday event on March 1, 2025 to promote the garden beds and seed library, seek additional volunteers for the garden beds, and the promote library services.

Letter from the Lions re: Christmas Hampers

E. Fincham shared the letter of thanks from the Whitestone McKellar Lions Club.

BUSINESS ARISING

Policy Committee

Volunteer Policy

Policy Committee to meet to review on February 12, 2025 to review.

2025-08
Carried

Procurement Policy
Moved: J. Davis
Seconded: M. Johnson

Trillium Seed Grant Progress

E. Fincham updated that staff have been utilizing the additional hours to plan programming and prepare materials for popping up at the Ardbeg Community Club. The first newsletter and social media posts have been drafted and published. E. Fincham met with the Ardbeg Community Club to finalize the day of the week that the library will “pop-up” and staff have coordinated on a programming calendar.

CHAIR REPORT

P. Woehl announced that Steven Kraus is no longer with the Ontario Library Service.

ANNOUNCEMENTS AND INQUIRIES BY A BOARD MEMBER

M. Johnson announced that the Ontario Teachers Federation campsite is closing. There is a petition and fundraiser ongoing.

M. Johnson suggested circulating a pamphlet at a Lunch and Learn event to promote the programming in Ardbeg.

C. Lamb suggested sending a letter of congratulations to the McKellar Public Library. The board asked E. Fincham to draft a letter to bring to the next meeting.

UNFINISHED/ONGOING BUSINESS

- Strategic Plan
- Read-a-thon Fundraiser
- Author Chat
- Prison Book Purchaser

QUESTION PERIOD FOR THE GENERAL PUBLIC

None

CLOSED SESSION

2025-09
Carried

Moved: A. Anklewicz
Seconded: M. Johnson
Be it resolved that the Board entered Closed at 7:34 PM to discuss personal matters about an identifiable individual.

2025-10
Carried

Moved: C. Lamb
Seconded: M. Johnson
Be it resolved that the Board re-entered the Open meeting at 7:56 PM.

2025-11
Carried

Moved: A. Anklewicz
Seconded: A. Taylor
Be it resolved that the meeting of the Board Chair and CEO regarding the annual review is approved, and the review process for 2024 has concluded.

Next Meeting will be held at 6:00 PM on March 17, 2025 at the Whitestone Public Library

ADJOURNMENT

2025-12 Moved: G. Gorrie

Carried Seconded: A. Anklewicz

Be it resolved that the meeting adjourned at 7:57 PM.

ACCOUNTS PAYABLE

Municipality of Whitestone
List of Accounts for Approval
Batch: 2025-00045 to 2025-00068

Bank Code - AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
37582	03-04-2025	Jane Bottrell			
Feb 26/25		16-116 - Admin - Tax Notices	assisting with tax notices m:	198.00	198.00
37583	03-04-2025	Elly Emlaw			
Feb 26/25		16-116 - Admin - Tax Notices	assisting with tax notices m:	198.00	198.00
37584	03-04-2025	Jan Hill			
Feb 26/25		16-116 - Admin - Tax Notices	assisting with tax notices m:	198.00	198.00
37585	03-04-2025	Inline Reference Check Inc.			
73236		16-131 - Admin - HR Contingenc	reference check for new Tre	653.30	
		11-210-2 - A/R HST Receivable	HST Tax Code	72.16	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	83.46 NL	725.46
37586	03-11-2025	Steven Langlais			
Mar 4/25		16-207 - Fire - Drivers Exams	MTO Drivetest License test:	113.75	113.75
37587	03-11-2025	Eva Shubrook			
Feb. 18/25		16-092 - Council - Miscellaneous	Council lunch	150.00	150.00
37588	03-11-2025	Ontario Municipal Fire			
2025 Renewal		16-209 - Fire - Memberships/Mu	Annual Renewal 2025	150.00	150.00
37589	03-11-2025	Bell Canada - Public Access			
175230		16-787 - Recreation - Public Pay	Pay Telephone	50.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.62	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	6.50 NL	56.50
37590	03-11-2025	Municipal Insurance Services			
Mar 6/25		16-206-1 - Fire Insurance Helipa	Insurance re Helipad	1,977.20	1,977.20
37591	03-11-2025	Bell Mobility			
0096374174		16-212 - Fire - Radio Tower & Ai	Fire Tower	119.77	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.23	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	15.30 NL	133.00
37592	03-11-2025	C.E. Bennett Limited			
8852		19-813-2 - Wah Wash Kesh Doc	dock storage	1,921.00	1,921.00
37593	03-11-2025	The Ontario Aggregate			
25-231561		16-375 - Gravel-Summer Mainte	sand and gravel & licence fe	412.00	412.00
37594	03-11-2025	Minister of Finance-Policing			
3826022508581		16-274 - Policing Levy	January policing services	35,087.00	35,087.00
37595	03-20-2025	Sun Life Assurance Company of Canada			
00226709	Accrual	16-094 - Council Health Benefit	EAP - December	42.99	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.75	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	5.49 NL	47.74
00229925		16-094 - Council Health Benefit	January's EAP	42.99	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.75	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	5.49 NL	47.74
00233239		16-094 - Council Health Benefit	February's EAP	42.99	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.75	

Municipality of Whitestone
List of Accounts for Approval
Batch: 2025-00045 to 2025-00068

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
00236589		99-999-1 - HST (Statistical) Non-	HST Tax Code	5.49 NL	47.74
		16-094 - Council Health Benefit	March's EAP	36.38	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.02	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	4.65 NL	40.40
				Payment Total:	183.62
37596	03-20-2025	J.S. Munro Enterprises			
Rfd Entr. Perm.		15-330 - Roads Revenue	Return of Entrance Permit C	750.00	750.00
37597	03-20-2025	Municipal Finance Officers'			
2025-M432		16-103 - Admin - Membership/Si	2025 Municipal Membership	330.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	36.53	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	42.25 NL	367.25
37598	03-26-2025	Jessica Sinkowski			
Float - TS		11-125-1 - Float - Thrift Shop	float for Thrift Shop	75.00	75.00
37599	03-26-2025	City of North Bay			
2025 FONOM		16-092 - Council - Miscellaneous	2025 FONOM Conference-(407.04	
		16-104 - Admin - Training Exper	2025 FONOM Conference-(407.04	
		11-210-2 - A/R HST Receivable	HST Tax Code	89.92	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	104.00 NL	904.00
37600	03-26-2025	Festival of the Sound			
FofS 2025		16-108 - Admin - Advertising	2025 Festival of Sound - ad	450.00	450.00
37601	03-26-2025	James McMurdo			
644263		16-092 - Council - Miscellaneous	Council lunch - org. chq. los	150.00	150.00
				Total Computer Cheque:	44,199.78

ONLINE BANKING

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
OB-087	03-11-2025	Minister Of Finance			
Feb 25 Remit		12-332 - Employer Health Tax	February 2025 Remittance	3,799.57	3,799.57
OB-088	03-11-2025	Receiver General			
PP5 Remit		12-331 - Payroll Deductions	Feb. 15 - 28/25 Remittance	14,469.51	14,469.51
OB-089	03-12-2025	Minister Of Finance			
EHT Ret. Paymt	Accrual	16-100 - Admin - Salaries	EHT Return payment yr enc	140.82	140.82
OB-090	03-12-2025	TD Visa			
March Visa Lib		11-223 - Due to Due (from) Libr	March Visa - Library	1,723.21	1,723.21
OB-091	03-19-2025	Receiver General			
PP6 Remit		12-331 - Payroll Deductions	Mar 1 - 15 2025 Remittance	16,779.20	16,779.20
OB-092	03-19-2025	Hydro One Networks Inc.-All			
March Hydro		16-743 - Pavilion - Hydro	March Hydro - Pavilion	196.40	
		16-743 - Pavilion - Hydro	March Hydro - Pavilion	-25.28	
		16-705 - Dunchurch Hall - Hydro	March Hydro - Dunchurch H	313.61	
		16-705 - Dunchurch Hall - Hydro	March Hydro - Dunchurch H	-40.37	
		16-439 - Roads - Street Lights	March Hydro - Roads, Stree	16.14	
		16-439 - Roads - Street Lights	March Hydro - Roads, Stree	-2.08	
		16-439 - Roads - Street Lights	March Hydro - Roads, Stree	286.56	
		16-439 - Roads - Street Lights	March Hydro - Roads, Stree	-36.89	

Municipality of Whitestone
List of Accounts for Approval
Batch: 2025-00045 to 2025-00068

ONLINE BANKING

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		16-323 - Garage - Hydro	March Hydro - Garage	217.82	
		16-323 - Garage - Hydro	March Hydro - Garage	-28.04	
		16-232 - Station 1 - Hydro	March Hydro - Stn 1	1,003.79	
		16-232 - Station 1 - Hydro	March Hydro - Stn 1	-129.22	
		16-251 - Station 2 - Hydro	March Hydro - Stn 2	94.51	
		16-251 - Station 2 - Hydro	March Hydro - Stn 2	-12.17	
		16-719 - Maple Is. Hall - Heat/Hy	March Hydro - MI Hall	477.54	
		16-719 - Maple Is. Hall - Heat/Hy	March Hydro - MI Hall	-61.48	
		16-719 - Maple Is. Hall - Heat/Hy	March Hydro - MI Hall	33.70	
		16-719 - Maple Is. Hall - Heat/Hy	March Hydro - MI Hall	-3.09	
		16-731-3 - 2125 HWY 124 - Hyd	March Hydro - 2125 Hwy 12	240.53	
		16-731-3 - 2125 HWY 124 - Hyd	March Hydro - 2125 Hwy 12	-30.96	
		11-210-2 - A/R HST Receivable	HST Tax Code	318.19	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	368.01 NL	2,829.21
OB-093	03-19-2025	Hydro One Networks Inc.-Auld			
Feb Aulds LF		16-466-1 - Aulds Landfill - Hydr	February Hydro - Aulds LF	108.39	
		16-466-1 - Aulds Landfill - Hydr	February Hydro - Aulds LF	-13.95	
		11-210-2 - A/R HST Receivable	HST Tax Code	11.97	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	13.85 NL	106.41
OB-094	03-19-2025	Hydro One Networks Inc.-York (6266)			
March York LF		16-446-1 - York Landfill - Hydro	March - Hydro York Landfill	54.67	
		16-446-1 - York Landfill - Hydro	March - Hydro York Landfill	-7.04	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.03	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	6.98 NL	53.66
OB-095	03-19-2025	Whitestone Public Library and			
2025 Q1 Op Grn		16-803 - Library - Expenses	2025 Q1 Library Operating	31,051.25	31,051.25
OB-096	03-25-2025	Bell Canada			
Feb Internet		16-162 - High Speed Internet	February - high speed Inter	166.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	18.43	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	21.32 NL	185.32
OB-097	03-25-2025	Hydro One Networks Inc.-Auld			
March Hydro		16-466-1 - Aulds Landfill - Hydr	March Hydro - Aulds LF	103.12	
		16-466-1 - Aulds Landfill - Hydr	March Hydro - Aulds LF	-13.28	
		16-466-1 - Aulds Landfill - Hydr	March Hydro - Aulds LF	1.60	
		11-210-2 - A/R HST Receivable	HST Tax Code	11.39	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	13.17 NL	102.83
OB-098	03-25-2025	TD Visa			
March Visa WS		16-092 - Council - Miscellaneous	Amazon - batteries for coun	178.35	
		16-710 - Dunchurch Hall -High S	Starlink	142.47	
		16-104 - Admin - Training Exper	Watersheds Canada - WES	104.00	
		16-126 - Admin - Communicatio	Zoom	53.93	
		16-115 - Admin - Computer Supj	Brother	143.36	
		16-101 - Admin- Benefits	Rosery Florists - for Kassie	157.72	
		16-126 - Admin - Communicatio	Mailchimp	38.81	
		16-115 - Admin - Computer Supj	Google	285.74	
		11-210-2 - A/R HST Receivable	HST Tax Code	110.51	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	127.82 NL	1,214.89
Total Online Banking:					72,455.88

Municipality of Whitestone
List of Accounts for Approval
Batch: 2025-00045 to 2025-00068

ONLINE BANKING

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
EFT					
2842	03-13-2025	Bay Area Electrical Co Lt			
74168		16-742 - Pavilion - Building Mtce	parts/supplies	994.05	
		16-778 - Water Maintenance	parts/supplies	994.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	219.59	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	253.98 NL	2,207.70
2843	03-13-2025	Nigel Black			
Feb 26/25		16-131 - Admin - HR Contingenc	moving expenses - flight	244.22	
		16-131 - Admin - HR Contingenc	moving expenses - flight	86.40	
		16-131 - Admin - HR Contingenc	moving expenses - ferry	177.02	
		16-131 - Admin - HR Contingenc	moving expenses - ferry	201.76	
		16-131 - Admin - HR Contingenc	moving expenses - gas	36.87	
		16-131 - Admin - HR Contingenc	moving expenses - gas	41.74	
		16-131 - Admin - HR Contingenc	moving expenses - gas	13.66	
		16-131 - Admin - HR Contingenc	moving expenses - gas	36.27	
		16-131 - Admin - HR Contingenc	moving expenses - gas	42.27	
		16-131 - Admin - HR Contingenc	moving expenses - gas	40.31	
		16-131 - Admin - HR Contingenc	moving expenses - gas	40.28	
		16-131 - Admin - HR Contingenc	moving expenses - gas	46.10	
		16-131 - Admin - HR Contingenc	moving expenses - windshie	13.24	
		16-131 - Admin - HR Contingenc	moving expenses - gas	27.90	
		16-131 - Admin - HR Contingenc	moving expenses - gas	57.71	
		16-131 - Admin - HR Contingenc	moving expenses - food	29.97	
		16-131 - Admin - HR Contingenc	moving expenses - food	29.22	
		16-131 - Admin - HR Contingenc	moving expenses - Hotel	177.53	
		16-131 - Admin - HR Contingenc	moving expenses - Hotel	7.01	
		16-131 - Admin - HR Contingenc	moving expenses - Hotel	10.20	
		11-210-2 - A/R HST Receivable	HST Tax Code	123.07	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	142.32 NL	1,482.75
2844	03-13-2025	Brandt Sudbury			
7234626		16-426-1 - 2022 Backhoe Mani	parts and supplies	390.62	
		11-210-2 - A/R HST Receivable	HST Tax Code	43.14	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	49.90 NL	433.76
2845	03-13-2025	MES Canada Inc.			
IN2208283		16-272-1 - Jaws-Mtce/Training	Hurst blue Hyd. Fluid	384.64	
		11-210-2 - A/R HST Receivable	HST Tax Code	42.48	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	49.13 NL	427.12
2846	03-13-2025	Freightliner North Bay			
IN13084		16-404-3 - 2020 Freightliner Sn	parts	159.69	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.64	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	20.40 NL	177.33
2847	03-13-2025	Groove Identification Solution			
64296		16-210 - Fire - Miscellaneous	photo id, badges	21.32	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.35	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	2.72 NL	23.67
2848	03-13-2025	Inservus Management Systems			

Municipality of Whitestone
List of Accounts for Approval
Batch: 2025-00045 to 2025-00068

EFT					
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
2173		16-222-1 - Fire-Turnout/Repair/C	cleaning and testing of prote	666.80	
		11-210-2 - A/R HST Receivable	HST Tax Code	73.72	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	85.27 NL	740.52
2849	03-13-2025	Janet Jackson			
May Inv. 2024	Accrual	16-798 - After School Program	missed invoice from May 20	173.55	173.55
2850	03-13-2025	Jenn Gerlach			
2640		16-126 - Admin - Communicatio	February Newsletter 2025	350.00	350.00
2851	03-13-2025	Janice Barnes			
Mar 4/25		16-092 - Council - Miscellaneous	timbits and muffins - council	14.12	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.56	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.80 NL	15.68
2852	03-13-2025	Kootenay Murphy Holding Ltd.			
9096		16-267 - Fire Pro	FirePro2 Serv. Cont- Mar 20	454.86	
		11-210-2 - A/R HST Receivable	HST Tax Code	50.24	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	58.11 NL	505.10
2853	03-13-2025	Local Authority Services Ltd.			
MGBP00000878		16-110 - Admin - Office Supplies	paper, binders	282.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	31.19	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	36.08 NL	313.62
2854	03-13-2025	Law N Mowers			
Feb. 1/25		16-275 - By-Law Enforcement	by-law enforcement	1,394.86	1,394.86
Mar 1/25		16-275 - By-Law Enforcement	by-law enforcement	1,510.84	1,510.84
			Payment Total:		2,905.70
2855	03-13-2025	McDougall Energy			
7672452		16-408-1 - 2022 Dodge 2500 Fi	Regular gas with Ethanol	479.30	
		16-394-2 - 2018 Dodge Ram 20	Regular gas with Ethanol	479.30	
		16-776 - 2016 Facilities Truck - I	Regular gas with Ethanol	479.29	
		11-210-2 - A/R HST Receivable	HST Tax Code	158.82	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	183.69 NL	1,596.71
7672455		16-403 - 2015 Freightliner Tand	LS Diesel Clear	1,077.32	
		16-404-1 - 2017 Freightliner Sin	LS Diesel Clear	1,077.31	
		16-404-2 - 2020 Freightliner - Sr	LS Diesel Clear	1,077.32	
		16-411 - 2007 International - Fu	LS Diesel Clear	1,077.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	475.97	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	550.51 NL	4,785.23
			Payment Total:		6,381.94
2856	03-13-2025	Moore Propane Limited			
163005087		16-704 - Dunchurch Hall - Heati	liquid propane	611.81	
		11-210-2 - A/R HST Receivable	HST Tax Code	67.58	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	78.16 NL	679.39
2857	03-13-2025	Parry Sound Auto Parts Co Ltd			
2-1214385		16-769 - Facilities / Parks Mainte	parts	22.23	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.46	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	2.84 NL	24.69
1-3060461		16-320 - Garage - Mtc/Supplies/	gas - tank rental	88.53	
		11-210-2 - A/R HST Receivable	HST Tax Code	9.78	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	11.31 NL	98.31
			Payment Total:		123.00

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		EFT			
Payment #	Date	Vendor Name			
Invoice #	GL Account	GL Transaction Description	Detail Amount	Payment Amount	
2858	03-13-2025	Point To Point Communications			
0000277781	16-262 - Station 2 - Internet	portable radio	85.48		
	11-210-2 - A/R HST Receivable	HST Tax Code	9.44		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	10.92	NL	94.92
2859	03-13-2025	Russell Christie LLP			
Feb 19/25	16-120 - Admin - Legal Expense	legal services	1,186.63		
	11-210-2 - A/R HST Receivable	HST Tax Code	131.06		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	151.59	NL	1,317.69
2860	03-13-2025	Smellies Design and Print Shop			
45037	16-110 - Admin - Office Supplies	envelopes	993.84		
	11-210-2 - A/R HST Receivable	HST Tax Code	109.77		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	126.96	NL	1,103.61
2861	03-18-2025	Air Automotive Tracking			
WS2503	16-310 - Roads-Supplies GPS M	March wireless	254.40		
	11-210-2 - A/R HST Receivable	HST Tax Code	28.10		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	32.50	NL	282.50
2862	03-18-2025	Adams Bros Construction Ltd			
179048	16-778 - Water Maintenance	monthly toilet rental - 20 Ch	539.33		
	11-210-2 - A/R HST Receivable	HST Tax Code	59.57		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	68.90	NL	598.90
2863	03-18-2025	A.J. Stone Company Ltd.			
0000189714	16-259 - Station 2 - Building Mtc	parts, supplies	193.56		
	11-210-2 - A/R HST Receivable	HST Tax Code	21.38		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	24.73	NL	214.94
2864	03-18-2025	Brandt Sudbury			
4209434	16-421 - 2010 Grader - Mainten	Repairs & Service of Grader	39,924.09		
	11-210-2 - A/R HST Receivable	HST Tax Code	4,409.77		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	5,100.36	NL	44,333.86
2865	03-18-2025	Cedar Signs			
INV2025/0604	16-452 - York Landfill - Mainten	signage	1,432.36		
	11-210-2 - A/R HST Receivable	HST Tax Code	158.21		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	182.99	NL	1,590.57
2866	03-18-2025	Canadian National Non Freight			
91781618	16-414 - Bunny Trail RR Crossir	Bunny Trail	403.50		403.50
2867	03-18-2025	Deborah Comrie			
Feb 27/25	16-790 - Recreation Cmttee-Pro	D&D subscription	66.99		
	16-790 - Recreation Cmttee-Pro	Dollarama - Family Day sup	0.51		
	16-790 - Recreation Cmttee-Pro	Dollarama - Family Day sup	20.75		
	16-790 - Recreation Cmttee-Pro	Grocery Store - Family Day	27.39		
	16-790 - Recreation Cmttee-Pro	Grocery Store - Family Day	125.94		
	16-790 - Recreation Cmttee-Pro	Well.ca - March break - bak	26.98		
	16-790 - Recreation Cmttee-Pro	Well.ca - March break - bak	169.74		
	16-790 - Recreation Cmttee-Pro	Scholar's Choice - Play groi	290.95		
	16-790 - Recreation Cmttee-Pro	Costco - Program supplies	214.28		
	11-210-2 - A/R HST Receivable	HST Tax Code	75.44		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	87.25	NL	1,018.97
2868	03-18-2025	Fire Marshal's Public Fire			

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		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
IN167988		16-202 - Fire - Training	Essentials of Fire Fighting	774.70	
		16-202 - Fire - Training	Essentials of Fire Fighting	39.42	
		11-210-1 - A/R Gst Recoverable	GST Tax Code	38.74	
		99-999 - Gst Paid (Statistical) Non-	GST Tax Code	38.74	NL
		11-210-2 - A/R HST Receivable	HST Tax Code	4.36	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	5.04	NL
					857.22
2869		03-18-2025 Ideal Supply Company Ltd.			
972117		16-394-1 - 2018 Dodge Ram Mi	supplies	57.33	
		16-402 - 2015 Freightliner Tand	supplies	57.33	
		16-404 - 2017 Freightliner Single	supplies	57.33	
		16-404-3 - 2020 Freightliner Sn	supplies	57.34	
		11-210-2 - A/R HST Receivable	HST Tax Code	25.33	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	29.30	NL
					254.66
971110		16-775 - 2016 Facilities Truck - I	parts	9.25	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.02	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.18	NL
					10.27
			Payment Total:		264.93
2870		03-18-2025 Magnetawan Building Centre Ltd			
103-138671		16-702 - Dunchurch Hall - Suppl	Fuel, cooking jellied	20.33	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.25	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	2.60	NL
					22.58
2871		03-18-2025 McDougall Energy			
7701816		16-403 - 2015 Freightliner Tand	LS Diesel Clear	688.90	
		16-404-1 - 2017 Freightliner Sin	LS Diesel Clear	688.89	
		16-404-2 - 2020 Freightliner - Sr	LS Diesel Clear	688.91	
		16-411 - 2007 International - Fu	LS Diesel Clear	688.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	304.37	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	352.03	NL
					3,059.96
7701817		16-394-2 - 2018 Dodge Ram 20	Regular Gas with Ethanol	225.14	
		16-408-1 - 2022 Dodge 2500 Fi	Regular Gas with Ethanol	225.15	
		16-776 - 2016 Facilities Truck - I	Regular Gas with Ethanol	225.13	
		11-210-2 - A/R HST Receivable	HST Tax Code	74.61	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	86.29	NL
					750.03
7701803		16-427-1 - 2022 Backhoe -Fuel	Dyed Diesel LS	705.07	
		16-439-2 - Hyundai Excavator Fi	Dyed Diesel LS	705.06	
		16-423 - 2010 Grader - Fuel	Dyed Diesel LS	705.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	233.63	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	270.22	NL
					2,348.82
			Payment Total:		6,158.81
2872		03-18-2025 Magnetawan Truck and Trailer			
Mar 7/25		16-404-3 - 2020 Freightliner Sn	repairs & maintenance	644.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	71.23	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	82.39	NL
					716.17
3283		16-404-3 - 2020 Freightliner Sn	repairs	306.19	
		11-210-2 - A/R HST Receivable	HST Tax Code	33.82	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	39.12	NL
					340.01
			Payment Total:		1,056.18
2873		03-18-2025 My-Tech Information Technology			
Feb. 28/25		16-115 - Admin - Computer Supj	IT Support	1,169.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	129.17	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	149.40	NL
					1,298.60

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		EFT			
Payment #	Date	Vendor Name			
Invoice #	GL Account	GL Transaction Description	Detail Amount	Payment Amount	
2874	03-18-2025	Near North Laboratories Inc.			
107342	16-779 - Water Testing	water testing	23.30		
	11-210-2 - A/R HST Receivable	HST Tax Code	2.58		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	2.98 NL	25.88	
107288	16-779 - Water Testing	water testing	23.30		
	11-210-2 - A/R HST Receivable	HST Tax Code	2.58		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	2.98 NL	25.88	
		Payment Total:		51.76	
2875	03-18-2025	Parry Sound Fuels			
882548	16-256 - Station 2 - Heating	heating - Stn. 2	1,004.84		
	11-210-2 - A/R HST Receivable	HST Tax Code	110.99		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	128.37 NL	1,115.83	
2876	03-18-2025	Ricoh Canada Inc.			
SCO94789580	16-113 - Admin - Office Equipme	Copier usage	559.17		
	11-210-2 - A/R HST Receivable	HST Tax Code	61.77		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	71.44 NL	620.94	
2877	03-18-2025	Town of Parry Sound			
MITs donation	Accrual 16-793 - Recreation-Thrift Shop	for CPLTC - donation-Thrift	2,500.00	2,500.00	
2878	03-18-2025	Xplore (Aulds)			
INV55372019	16-479-1 - Aulds Landfill - Intern	Internet - Aulds	86.49		
	11-210-2 - A/R HST Receivable	HST Tax Code	9.55		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	11.05 NL	96.04	
2879	03-26-2025	Adams Bros Construction Ltd			
179292	16-778 - Water Maintenance	monthly roilet rental, 20 Chu	183.17		
	11-210-2 - A/R HST Receivable	HST Tax Code	20.23		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	23.40 NL	203.40	
179293	16-452 - York Landfill - Maintena	service customer owned toil	101.76		
	16-471 - Auld Landfill - Bulk Wa	service customer owned toil	101.76		
	11-210-2 - A/R HST Receivable	HST Tax Code	22.48		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	26.00 NL	226.00	
		Payment Total:		429.40	
2880	03-26-2025	Assoc Of Munipalities Of Ont.			
0004847	16-103 - Admin - Membership/Si	municipal members	2,341.60		
	11-210-2 - A/R HST Receivable	HST Tax Code	258.64		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	299.14 NL	2,600.24	
2881	03-26-2025	Canadian Union of Public			
Nov 24 Remit	Accrual 12-338 - CUPE-Union Dues	Nov. 2024 Remittance	944.25	944.25	
Dec 2024 Remit	Accrual 12-338 - CUPE-Union Dues	December 2024 Remittance	965.19	965.19	
Jan 2025 Remit	12-338 - CUPE-Union Dues	January 2025 Remittance	1,518.73	1,518.73	
Feb 2025 Remit	12-338 - CUPE-Union Dues	February 2025 Remittance	980.23	980.23	
		Payment Total:		4,408.40	
2882	03-26-2025	Duck Rock Resort			
83127	16-279 - Building Dept Truck - F	gas - CBO	58.53		
	11-210-2 - A/R HST Receivable	HST Tax Code	6.47		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	7.48 NL	65.00	
83128	16-320 - Garage - Mtc/Supplies/	supplies	12.28	12.28	
83122	16-320 - Garage - Mtc/Supplies/	Supplies	16.81	16.81	
83124	16-466 - Auld Landfill - Supplies	gas, premium	39.46		
	11-210-2 - A/R HST Receivable	HST Tax Code	4.36		

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		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
		99-999-1 - HST (Statistical) Non-	HST Tax Code	5.04 NL	43.82
83125		16-110 - Admin - Office Supplies	Supplies	13.59	13.59
83123		16-110 - Admin - Office Supplies	supplies	5.08	
		16-110 - Admin - Office Supplies	supplies	13.59	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.56	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	0.65 NL	19.23
83121		16-234 - Station 1 - Fuel & Oil	fuel	517.17	
		11-210-2 - A/R HST Receivable	HST Tax Code	57.12	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	66.07 NL	574.29
83126		16-234 - Station 1 - Fuel & Oil	fuel	388.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	42.89	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	49.61 NL	431.20
			Payment Total:		1,176.22
2883	03-26-2025	Freightliner North Bay			
IN13351		16-404-3 - 2020 Freightliner Sn	Parts	26.07	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.88	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	3.33 NL	28.95
2884	03-26-2025	Kidd's Home Hardware			
2958462		16-702 - Dunchurch Hall - Suppl	cleaning supplies	14.32	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.58	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.83 NL	15.90
2959767		16-703 - Dunchurch Hall - Bld M	coolant for generator at Hall	23.39	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.59	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	2.99 NL	25.98
			Payment Total:		41.88
2885	03-26-2025	Magnetawan Building Centre Ltd			
101-157689		16-110 - Admin - Office Supplies	Water	13.49	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.49	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.72 NL	14.98
2886	03-26-2025	MHBC Planning LTD			
5306068		16-843 - Planning & Developmei	Roberts - Re-zoning	2,023.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	223.51	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	258.51 NL	2,247.01
2887	03-26-2025	Moore Propane Limited			
163005472		16-150 - Office - Heating/Hydro	Liquid Propane - Office	575.17	
		16-236 - Station 1 - Heating	Liquid Propane - Stn 1	575.17	
		11-210-2 - A/R HST Receivable	HST Tax Code	127.06	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	146.96 NL	1,277.40
163005471		16-704 - Dunchurch Hall - Heati	Liquid Propane - CC	498.41	
		11-210-2 - A/R HST Receivable	HST Tax Code	55.05	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	63.67 NL	553.46
163005470		16-741-1 - Pavilion-Heating	Liquid Propane - Changeroc	305.61	
		11-210-2 - A/R HST Receivable	HST Tax Code	33.75	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	39.04 NL	339.36
163005466		16-329 - Garage - Heating	Liquid Propane - Garage	1,349.86	
		11-210-2 - A/R HST Receivable	HST Tax Code	149.10	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	172.45 NL	1,498.96
163005458		16-457 - York Landfill - Heating	Liquid Propane - York LF	120.47	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.31	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	15.39 NL	133.78

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		EFT			
Payment #	Date	Vendor Name			
Invoice #	GL Account	GL Transaction Description	Detail Amount	Payment Amount	
			Payment Total:	3,802.96	
2888	03-26-2025	Mullen Heating and Cooling Inc			
903	16-703 - Dunchurch Hall - Bld M	igniter for hot water tank - C	697.06		
	11-210-2 - A/R HST Receivable	HST Tax Code	76.99		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	89.05 NL	774.05	
2889	03-26-2025	OMERS			
Feb 25 Remit	12-339 - OMERS	February 2025 Remittance	13,783.98	13,783.98	
2890	03-26-2025	Pahapill and Associates			
MUN680	Accrual 16-120-1 - Admin - Audit Fees	1st Prog. billing - audit yr 20	3,561.61		
	11-210-2 - A/R HST Receivable	HST Tax Code	393.39		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	455.00 NL	3,955.00	
2891	03-26-2025	Patricia Xerri			
#6	16-092 - Council - Miscellaneous	Mar. 4 Council lunch	144.00	144.00	
#7	16-092 - Council - Miscellaneous	Feb. 4 Council lunch	144.00	144.00	
#5	16-092 - Council - Miscellaneous	Mar. 18 Council lunch	144.00	144.00	
			Payment Total:	432.00	
2892	03-26-2025	Purolator Courier Ltd			
575133713	16-222-1 - Fire-Turnout/Repair/C	Courier services	32.47		
	11-210-2 - A/R HST Receivable	HST Tax Code	3.59		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	4.15 NL	36.06	
2893	03-26-2025	Telizon Inc.			
0631912025031	16-109 - Admin - Telephone	Long distance - Admin	2.99		
	16-237 - Station 1 - Telephone	Long distance - Stn. 1	1.23		
	16-803 - Library - Expenses	Long distance - Library	0.10		
	16-237 - Station 1 - Telephone	Long distance - Stn. 1	0.01		
	11-210-2 - A/R HST Receivable	HST Tax Code	0.49		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	0.56 NL	4.82	
2894	03-26-2025	Vianet			
Mar 2025	16-321 - Garage - High Speed Ir	Internet - Garage	106.80		
	16-720 - Maple Is. Hall - Teleph	Internet - MI Hall	106.80		
	16-457-1 - York Landfill - Interne	Internet - York LF	160.73		
	11-210-2 - A/R HST Receivable	HST Tax Code	41.34		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	47.82 NL	415.67	
2895	03-31-2025	Fire Marshal's Public Fire			
IN168108	16-208 - Fire - Prevention/Educa	training material	185.05		
	11-210-2 - A/R HST Receivable	HST Tax Code	20.44		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	23.64 NL	205.49	
2896	03-31-2025	Conseil scolaire public du			
Q1 2025	18-974 - French Public School E	Q1 Installment 2025	881.28	881.28	
2897	03-31-2025	Freightliner North Bay			
IN12971	16-402 - 2015 Freightliner Tande	parts	49.19		
	11-210-2 - A/R HST Receivable	HST Tax Code	5.43		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	6.28 NL	54.62	
IN12939	16-320 - Garage - Mtc/Supplies/	parts	213.51		
	11-210-2 - A/R HST Receivable	HST Tax Code	23.58		
	99-999-1 - HST (Statistical) Non-	HST Tax Code	27.27 NL	237.09	
			Payment Total:	291.71	
2898	03-31-2025	Janice Bray			

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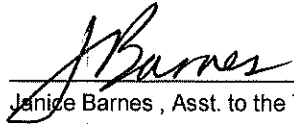
EFT					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
2025 EDA		16-093 - Council- Electronic Dev	2025 Electronic Device Allo	600.00	600.00
2899	03-31-2025	Janet Jackson			
Mar 18 - 20		16-798 - After School Program	After school prog.	173.55	173.55
2900	03-31-2025	Jessica Sinkowski			
Mar 18/25		16-092 - Council - Miscellaneous	meeting refreshments (Coun	9.99	
		16-092 - Council - Miscellaneous	meeting refreshments (Coun	20.34	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.25	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	2.60 NL	32.58
2901	03-31-2025	McDougall Energy			
7726570		16-394-2 - 2018 Dodge Ram 20	Regular gas	182.34	
		16-408-1 - 2022 Dodge 2500 Fi	Regular gas	182.36	
		16-776 - 2016 Facilities Truck - I	Regular gas	182.34	
		11-210-2 - A/R HST Receivable	HST Tax Code	60.43	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	69.89 NL	607.47
2902	03-31-2025	Moore Propane Limited			
158016762		16-150 - Office - Heating/Hydro	liquid propane - Aulds LF	86.26	
		11-210-2 - A/R HST Receivable	HST Tax Code	9.53	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	11.02 NL	95.79
2903	03-31-2025	Near North District School Brd			
Mar. 25/25		12-240 - A/P Public School Boar	2024 Supplementals & Writ	26,330.93	26,330.93
Q1 2025		18-911 - English Public School E	Q1 2025 Instalment	249,301.36	249,301.36
			Payment Total:		275,632.29
2904	03-31-2025	Purolator Courier Ltd			
500112112		16-222-1 - Fire-Turnout/Repair/C	courier services	10.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.12	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.29 NL	11.18
2905	03-31-2025	Public Services Hlth & Safety			
5876	Accrual	16-304 - Roads-Office-Training/I	WHMIS elearning - orig. inv	20.35	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.25	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	2.60 NL	22.60
3239	Accrual	16-304 - Roads-Office-Training/I	Learner Seat - Cert. Part 2	406.02	
		11-210-2 - A/R HST Receivable	HST Tax Code	44.85	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	51.87 NL	450.87
			Payment Total:		473.47
2906	03-31-2025	Ricoh Canada Inc.			
SC094656945	Accrual	16-113 - Admin - Office Equipme	copy usage - orig. inv. lost	514.19	
		11-210-2 - A/R HST Receivable	HST Tax Code	56.80	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	65.69 NL	570.99
			Total EFT:		395,670.60
			Total AP:		512,326.26

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Municipality of Whitestone
List of Accounts for Approval
Batch: 2025-00045 to 2025-00068

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Report prepared for Council April-01-25

A handwritten signature in black ink, appearing to read "J. Barnes", is written over a horizontal line.

Janice Barnes , Asst. to the Treasurer

STAFF REPORTS



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Building

Agenda Date: April 15, 2025

Report No: BLDG-2025-02

Subject:

Building Services update and Building Permit activity – January 1 to March 31, 2025.

Recommendation:

THAT the Council of the Municipality of Whitestone does hereby receive report BLDG-2025-02 (Building Services update and Building Permit activity – January 1 to March 31, 2025) for information.

Background:

The purpose of this report is to update Council on matters such as:

- Building Permit activity within the Municipality (January 1 to March 31, 2025),
- Open Building Permit status update,
- The general activities of the Building Department.

Analysis:

From January 1st to March 31st, 2025, the Municipality received a total of twenty-eight (28) building permit applications which is up five (5) for the same period last year.

The number of permits for new construction issued from January 1st to March 31st is twenty-six (26) which is up ten (10) for the same period last year. Additionally, one (1) demolition permit was issued. See Schedule “A” for Q1 month-to-month statistics.

Open Building Permits Update:

Since January of 2022, the Building Department has been working vigorously to create lists of issued building permits and determining the status of the issued permits in regards to the stage of construction. Comprehensive roll files have also been created for all properties located within the municipality consolidating all building permit information into one place. Digital roll files are also being created as property roll files are reviewed and updated on a continuous basis.

Building Permit Status Lists have been created dating back to the year 2010 which indicate all issued permits for each year and are continuously updated as permits are closed and files are reviewed. Due to the inconsistency with regards to record keeping in past years, determining the

status of some of the older issued permits can be difficult at times and may require extensive investigation in order to update the permit status.

In 2024, new Inspection Status Lists were created by consolidating information from multiple Excel spreadsheets, inspection logs and miscellaneous paperwork from within permit files into one comprehensive list per calendar year starting with 2003. These lists are continuously updated as Permit files are reviewed and have made it far easier to determine the progress of construction for some of the older permits, allowing them to be inspected and/or closed.

Over the past months, all one hundred-seven (107) issued permits for the year 2010 were reviewed/inspected and 98% of the issued permits have been closed. The applicants for the remaining 2% of permits issued in 2010 have been contacted with regards to the status of their permit and Final Inspections are to be scheduled come the summer months when the seasonal residents are back in the area and access to the structures is available. A Permit List Spreadsheet for the year 2010 has also been completed with the most accurate and up-to-date information and has been provided to the Municipal Property Assessment Corporation (MPAC) to ensure current and up-to-date building and property information for the municipality.

All one hundred twenty-two (122) issued permits for the year 2011 are currently being reviewed/inspected and as of March 31st, 2025, 92% of the issued permits have been closed. The applicants for the remaining 8% of permits issued in 2011 are being contacted with regards to the status of their permit and correspondence between the applicant and the Building Department will continue as the work on the project progresses. A Permit List Spreadsheet for the year 2011 is also being completed to be submitted to MPAC.

This process will continue for all calendar years progressing from 2010 onwards. Complete reviews of all permits issued in 2012, 2013, 2014 and 2017 are scheduled to be completed in 2025. Complete Permit List Spreadsheets will also be provided to MPAC for these years with the most accurate and up-to-date information.

The efforts of the Building Department over the past years is now coming to fruition as the data base of Permit/Inspection information is now at a point where the status of the older open Permits can be much more easily determined and in turn these files can be updated and closed quicker and with confidence regarding past inspections. Schedule "B" shows the Permit Status with regards to issued, open and closed permits for the years 2010-2025 with some data "to be confirmed" pending a complete review of the Permit Files for that year.

The Building Department supports Council's want to urge homeowners to contact the Building Department in order to close out older permits in order to avoid additional fees and/or the revocation of the permit. The municipality will continue to use all tools at its disposal to work with the homeowners to complete their projects and close their permits. The revocation of Building Permits will be reserved for the more extreme cases at the discretion of the Chief Building Official

as the revocation of a Building Permit may work in certain situations but is not the best course of action when it comes to some of the older Permits where the structure is substantially complete and there are only minor deficiencies/outstanding items required to be completed for a Final Inspection.

In an effort to prevent future Building Permits from remaining open for an excessive time period, Council and the Municipality could explore the option of amending the Municipal Building By-Law to include an Open Building Permit Annual Maintenance Fee. This would create the requirement for any Permit that remains in an “open/issued” status for a period greater than three (3) years to be subject to an administrative fee applied annually to each open Permit file on a property until such a time that the Permit is closed. Notification reminding each property owner would be sent requesting payment and in the event that payment is not made, the fee could be applied to the property owner’s tax roll. This Annual Maintenance Fee would not be retroactive and would only apply to newly issued Permits, however it may provide additional incentive for the homeowners to close their permits within an appropriate timeline.

When considering all the information listed above, the systems that have been put into place by the Building Department with regards to property file organization, building permit status tracking and the closing of older permit files far exceeds the standards that were previously put into place for the municipality. With continuing efforts, the older open building permit files will continue to be updated/closed as new development furthers the growth of the municipality.

General Building Department activities included:

- Monthly updates to Tarion, MPAC, Statistics Canada.
- Civic Address numbers assigned; data base updated.
- Building Permit applications reviewed.
- Researched and responded to general inquiries concerning zoning and building related questions, met with members of the public to discuss questions involving current and potential projects.
- Minor Variance & Re-Zoning reports and pre-consultations.
- Conducted inspections, prepared reports and researched findings
- Continued to work on non-complying projects; issued orders and followed up on orders.
- Records management – creating digital property roll files indicating all Building Permit activity/history.

From January 1st to March 31st one hundred and eighty (180) building permit files have been closed. Additionally, four (4) occupancy permits were issued.


Financial Considerations

Construction value to date (January 1 – March 31) is \$3,660,552.00

Link to Strategic Plan:

In support of the high- level objectives of the Strategic Plan: Communication, Fiscal responsibility.

Respectfully submitted by:

Jamie Osborne
CBO**Reviewed by:**

Nigel Black
CAO/Clerk**Attachments:**

Schedule A: Month to month statistics, Q1.

Schedule B: 2010 – 2025 Permit Status Graph.

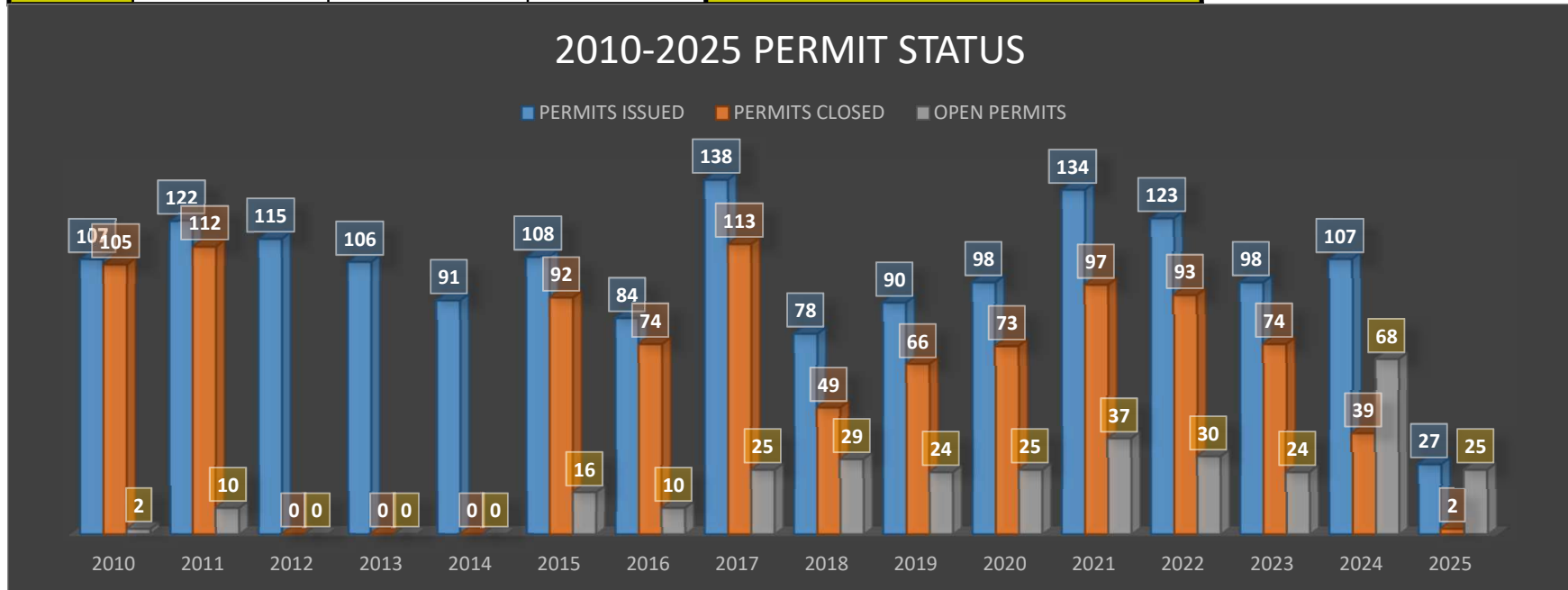
SCHEDULE A

2025 Month to Month Statistical Review		# of Permits	Construction Value	# of Permits	Construction Value	# of Permits	Construction Value	
Residential:		JANUARY		FEBRUARY		MARCH		
Single Family Dwelling (SFD)		2	\$794,780.00	1	\$635,300.00			
Seasonal Dwelling (Cottage)				3	\$1,311,154.00			
Renovation/Addition		2	\$115,000.00	3	\$218,668.00	2	\$4,000.00	
Garage/Shed		3	\$82,600.00	3	\$365,850.00	1	\$85,000.00	
Deck/Porch				1	\$2,700.00			
Docks				4	\$37,500.00	1	\$8,000.00	
Demolition				1	N/A			
Commercial								
TOTAL		7	\$992,380.00	16	\$2,571,172.00	4	\$97,000.00	\$3,660,552.00

Comparable Statistics 2025-2022

End of Q1 Totals:	# of Permits	Construction Value
2025	27	\$3,660,552.00
2024	18	\$3,080,985.00
2023	12	\$1,075,275.00
2022	11	\$911,480.00

YEAR	PERMITS ISSUED	PERMITS CLOSED	OPEN PERMITS	
2010	107	105	2	FULL REVIEW OF ALL 2010 PERMIT FILES COMPLETED IN 2025
2011	122	112	10	FULL REVIEW OF ALL 2011 PERMIT FILES IN PROGRESS
2012	115	TBC	TBC	FULL REVIEW OF ALL 2012 PERMIT FILES SCHEDULED FOR 2025
2013	106	TBC	TBC	FULL REVIEW OF ALL 2013 PERMIT FILES SCHEDULED FOR 2025
2014	91	TBC	TBC	FULL REVIEW OF ALL 2014 PERMIT FILES SCHEDULED FOR 2025
2015	108	92	16	FULL REVIEW OF ALL 2015 PERMIT FILES COMPLETED IN 2023
2016	84	74	10	FULL REVIEW OF ALL 2016 PERMIT FILES COMPLETED IN 2024
2017	138	113	25	FULL REVIEW OF ALL 2017 PERMIT FILES SCHEDULED FOR 2025
2018	78	49	29	TBC = TO BE CONFIRMED
2019	90	66	24	
2020	98	73	25	
2021	134	97	37	
2022	123	93	30	
2023	98	74	24	AS OF MARCH 31ST, 2025
2024	107	39	68	
2025	27	2	25	





Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Fire and Rescue

Agenda Date: April 15, 2025

Report No: FIRE-2025-03

Subject:

Fire and Rescue Services activity – January 1, 2025 to March 31, 2025

Recommendation:

THAT the Council of the Municipality of Whitestone receive for information Report FIRE-2025-03 (Fire and Rescue Service activity – January 1, 2025 to March 31 2025).

Background:

This report provides Council with an overview of key activities and matters concerning Fire and Rescue Services during the first quarter of 2025.

Calls for Service:

The Fire Department responded to 22 calls for service from January 1, 2025 to March 31, 2025

Fire Calls: 2

Car fire that spread to a shed, then to the side of the house, with 3 residents inside with no way out, house had minor fire damage.

Smoke Alarm: 2

Faulty Smoke Alarm

Medical Calls: 16

- (5) Chest pain
- (4) Shortness of Breath
- (2) Seizure
- (1) Wellness Check
- (1) fall outside head trauma
- (2) other Medical
- (1) Domestic

Mutual calls: 0

Motor Vehicle Accident (MVC): 2

- (1) Hwy 124; patient treated by Fire Department and transported to West Parry Sound Health Centre by EMS. Fire Department invoiced Highway claims for the call \$2,282.00
- (2) HWY 520 patient extracted from car; transported to WPSHC by EMS then to Sudbury Science North by Air Ambulance. Invoice Highway claims for the call \$5,135.56

Overdose: 0**Enforcement: 0****Training:**

Regular bi-weekly training and Equipment, Vehicle checks at Station #1
Regular bi-weekly equipment Vehicle Checks at Station #2

Public outreach and Education: Fire Department did the camp fire along with the Recreation Committee, Family day

Fire Prevention initiatives: (3)

Cottage rental fire safety inspection

Financial Considerations

Additional costs beyond approved budget: None

Link to Strategic Plan:

In support of the high- level objectives of the Strategic Plan:
Communication, Fiscal responsibility.

Respectfully submitted by:

Bob Whitman
Fire Chief

Reviewed by:

Nigel Black
CAO/Clerk



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Finance

Agenda Date: April 15 2025

Report No: FIN-2025-04

Subject:

DRAFT #3 Operating and Capital/Special Projects Budget for the year 2025.

Recommendation:

THAT the Council of the Corporation of the Municipality of Whitestone receive Report FIN-2025-04 (DRAFT #3 Operating and Capital/Special Projects Budget for the year 2025) for information purposes; and

THAT no further substantive adjustments be made to the Draft 2025 Operating and Capital/Special Projects Budget as presented; and

THAT the 2025 municipal tax rate increase be set at a maximum of 3.11% resulting in a total (inclusive of the school board taxes) residential rate increase of a maximum of 2.44% as recommended by the Treasurer; and

THAT Public Notice be provided as per By-law 77-2007 (being a By-law to prescribe the form, manner and times for the provision of public notice) that the Council of the Municipality of Whitestone will be giving consideration to a By-law to Adopt the 2025 Municipal Budget and set the 2025 Taxation Rates, at the May 20, 2025 Regular Council Meeting

Analysis:

The DRAFT #3 Operating and Capital/Special Projects Budget (scenario 3) for the year 2025 reflects additional changes discussed by Council at the March 4 2025 Council Meeting, as well as adjustments by staff based on additional information.

The revised preliminary tax rate increase of 3.11% is for discussion purposes.

A 1.0% tax increase/decrease is approximately \$37,091. Allowing for the impact of the Education Rate for Residential purposes, the net preliminary tax rate increase after Education taxes is 2.44%

Significant Changes from Scenario #2

Various other accounts throughout the budget have been adjusted to reflect actual trends from previous years.

- 14-431 – Supplemental Taxes increased by 5,000 based on previous years trends
- 15-100 – Increased Interest Revenue from Bank by 5,000 (anticipate higher balance)
- 15-503 – Waste Diversion Grant of 82,790 eliminated due to discontinuation of this grant program as of July 2024
- 15-346-6 – New Recycling Revenue of 62,550 which partially replaces Waste Diversion Grant
- 15-346-5 – Scrap Metal revenue reduced to 12,000
- 15-380 – Planning Revenue reduced by 10,000 to align with previous actuals
- 15-522 – Fire Revenue increased to 10,000 based on 4 year average
- 15-527 – Fire Helipad revenue increased to 5,200
- 15-720 – Increased Building Permit Revenue to 160,000 (allowing for overhead)
- 15-751 – Shore Road Allowance revenue increased to 4 year average of \$14,000
- 15-790 – Transfers from reserves adjusted to reflect reduction in Twist Demolition cost and additional 20,000 in Parkland reserve funding for Boat launches (16-399)
- 16-120 – Legal reduced by 25,000 to 75,000
- 16-094 – Council Health Benefit increased by 3,000
- 16-131 – HR Contingency reduced by 15,000 to 20,000
- 16-337 – Bridges and culverts reduced to 8,000
- 16-394-2 - 2018 Dodge reduced to 6,000
- 16-440-4 – Road Grant increased to 100,000
- 16-448 – York Recycling – reduced to 0
- 16-468 – Auld Recycling – reduced to 0
- 16-472 – Brushing Budget of 19,500 moved to 16-479-2 Tipping Fees
- 16-790 – Recreation Committee Budget reduced by 11,900
- 16-843 – Planning and development expenses reduced by 25,000 to align with previous actuals
- 17-501 – Contribution to Asset Management Reserve increased to 485,000
- 17-502 – Contribution to Fire Pumper Reserve reduced to 65,000
- 17-506 – Contribution to Landfill Reserve increased to 45,000
- 19-110 Community Centre Communications reduced to 7,500 and funding revised to Parkland Reserve
- 19-117 – Twist Demolition reduced by 20,000 to 15,000

Parkland Dedication Update

The 2025 opening balance in the Parkland Reserve account is estimated (pre-audit) to be \$159,779. The 2025 draft budget estimates that \$63,500 will be expended on 2025 projects and that \$20,000 will be allocated over each of the next 3 years to improvement

of the municipal boat launches. Additionally, it is expected that recreation/parks projects will be identified over the next year. These estimates are compliant with the requirements of Bill 23, in that 60% of the monies in the 2025 Parkland Reserve opening balance are spent or allocated.

Waste Diversion Ontario Grant

Council entered into an agreement with Circular Materials Ontario (CMO) in 2024, which represented the Blue Box Transition, making producers responsible for the Blue Box program. This has resulted in the elimination of the Waste Diversion Grant in 2025, which is replaced by payments from CMO in 2025 and a reduction in costs for haulage and processing by Waste Connections. Accounts affected are:

- 15-346-6 Landfill – Recycling Revenue
- 15-503 – Grant - Waste Diversion Ontario
- 16-448 – York Landfill – Recycling
- 16-468 – Auld Landfill – Recycling

An overall positive net position from adjustments to these accounts allowed for an increase to the Contribution to Asset Management Reserve, which is round up to 485,000, aligning more closely to the recommendations coming from the Non-Core Asset Management Review recently undertaken.

Revised 2025 Capital and Special Projects Budget

Draft Capital Funding 2025

Administration

Admin Capital - Computer Upgrades	5,000.00	Tax Base
Community Centre Communications	7,500.00	Parkland
AMP Consultant Phase 2 & 3	22,000.00	Tax Base
Official Plan Consultant	63,555.00	Tax Base

Fire

Replace Rescue 1	20,000.00	Fire Equipment Reserve
Replace Radios	14,200.00	Fire Equipment Reserve
Replace Oil Furnace Stn 2	8,000.00	Fire Equipment Reserve
Replace Washer	2,000.00	Fire Equipment Reserve
SCBA Air Bottles	16,461.00	Grant

Roads

Surface Treatment	105,000.00	OCIF Grant
Bridge Structure Maintenance	45,000.00	OCIF Grant
Ladd Rd Bridge Rehabilitation Analysis	25,000.00	Asset Management

Facilities

Demolition of Twist Building	15,000.00	Asset Management
Community Centre Vinyl Siding	16,000.00	Parkland reserve
Admin Building Exterior Repairs	4,000.00	Asset Management
AODA Automatic Door openers	10,000.00	Parkland reserve

Recreation

Recreation Playground Project	10,000.00	Parkland Reserve
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Total Capital	388,716.00	
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Capital Funding Summary

OCIF	150,000.00
Ontario Fire Services Grant	16,461.00
Total Grants	166,461.00

Asset Management Reserve	44,000.00
Fire Equipment Reserve	44,200.00
Parkland Reserve	43,500.00
	131,700.00

Tax Base	90,555.00
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Total Funding	388,716.00
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Revised Reserve Schedule

Reserves have been adjusted to both reflect 2024 preliminary (pre-audit) actual transfers and the revised 2025 proposed budget.

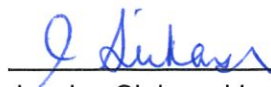
2025 Draft Reserves Budget							
Reserve	2023 Actual Closing Balance	2024 Actual Transfers In	2024 Preliminary Actual Transfers Out	2024 Budgeted Closing Balance (Pre Year End)	2025 Draft Budgeted Transfers In	2025 Draft Budgeted Transfers Out	2025 Budgeted Closing Balance
Parkland	120,622	75,975	- 36,818	159,779	50,000	- 63,500	146,279
Fire Pumper	301,118	125,000	- 426,118	0	65,000		65,000
Fire Vehicle/Equipment	56,500	10,000		66,500	10,000	- 44,200	32,300
Forest Fire Reserve	50,533			50,533	-		50,533
Roads Equipment Reserve	92,592			92,592			92,592
Asset Management Reserve	707,085	288,985		996,070	485,000	- 44,000	1,437,070
Reserve Thrift Shop	24,290			24,290			24,290
Landfill Reserve	38,718	10,000		48,718	45,000		93,718
Cemetery Reserve	2,478			2,478			2,478
Cemetery Capital	13,721			13,721			13,721
Gas Tax	-			-			-
Kashe Dam	12,000			12,000			12,000
Building Reserve	37,208			37,208			37,208
Building Vehicle Reserve	43,000			43,000			43,000
Facilities Vehicle Reserve	39,854			39,854			39,854
Library (Expansion/Sign)	- 0			0			0
Total Reserve	1,539,720	509,960	- 462,936	1,586,744	655,000	- 151,700	2,090,044
2025 Deferred Grants							
Deferred Canada Community Building Fund (Gas Tax)					70,413		70,413

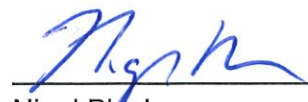
Impact of Preliminary Tax Rates

Based on the combined municipal and education preliminary tax rate increase of 2.44%, the additional taxes levied on the 2025 median residential assessment value of 168,000 is estimated to be \$29.54.

Link to Strategic Plan:

Fiscal Responsibility and Accountability


 Jessica Sinkowski
 Treasurer / Tax Collector


 Nigel Black
 CAO/Clerk

Attachments:

ATTACHMENT A 2025 Draft #3 Working Budget

Report Date
04/07/2025 9:22 AM

Municipality of Whitestone
Working Budget
Scenario 3 - Final Draft Budget

Attachment A

Page 1

Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
14-110 - Taxation Revenue: General Levy	3,631,341	3,631,080		(3,631,080)	
14-115 - Prior Year Levy			3,631,340	3,631,340	100.00-
14-116- Assessment Growth Revenue			77,808	77,808	100.00-
14-210 - English Public School Taxes		997,206		(997,206)	
14-310 - French Public School Taxes		3,525		(3,525)	
14-430 - In Lieu Of Taxes	7,949	763	8,250	7,487	981.26
14-431 - Supplemental Taxes - Municipal	67,000	94,160	72,000	(22,160)	23.53-
14-432 - Supplemental Taxes - English Public		26,331		(26,331)	
15-100 - Interest Earned from Bank Balance	35,000	53,525	40,000	(13,525)	25.27-
15-110- LOBO Rent	10,826	10,083	10,830	747	7.41
15-110-1 - LOBO Grass & Mise Revenue	3,500	6,245	3,500	(2,745)	43.96-
15-310 - Mise Office Revenue	1,500	1,004	1,500	496	49.40
15-329 - Roads Damage Deposit		2,000		(2,000)	
15-330 - Roads Revenue	3,000	(300)	3,000	3,300	110.00+
15-346 - Garbage Pick Up Fees	13,000	249		(249)	
15-346-1 - Landfill Revenue - York POS		3,320	4,000	680	20.48
15-346-2 - Landfill Revenue - Auld POS		8,775	9,000	225	2.56
15-346-3 - Landfill Revnue - York Bag Tags	100	20	50	30	150.00
15-346-4 - Landfill Revnue - Aulds Bag Tags		30	50	20	66.67
15-346-5 - Landfill Revenue - Sale of Scrap Metal	20,000	11,977	12,000	23	0.19
15-346-6 - Landfill - Recycling Revenue		21,250	62,550	41,300	194.35
15-370 - Recreation Revenue	300	1,498	1,500	2	0.13
15-371 - Hall Rental Revenue	1,000	1,049	1,000	(49)	4.67-
15-373 - After School Program	9,000	10,291	9,000	(1,291)	12.54-
15-380 - Planning & Zoning Revenue	40,000	27,336	30,000	2,664	9.75
15-384 - Farleys Parking Permits	1,000	485	1,000	515	106.19
15-385- Rental Units	4,000	4,800	4,500	(300)	6.25-
15-390 - Dog Tags	1,200	920	1,200	280	30.43
15-391 - Kennel License	75	75	80	5	6.67
15-395 - Community Development Revenue	300	400	300	(100)	25.00-
15-396-9-1-1 Revenue	500	895	500	(395)	44.13-
15-500 - Conditional Grants-Prov		2,388		(2,388)	
15-502 - Railway ROW	27,244	27,244	27,240	(4)	0.01-
15-503 - Grant-Waste Diversion Ontario	82,788	53,107		(53,107)	
15-504- Ontario Municipal Partners Fund	1,141,600	1,141,600	1,292,200	150,600	13.19
15-505-1 - Grant-OCIF Capacity Program	132,250	132,250	152,088	19,838	15.00
15-505-5 - NORD Grant	119,391	119,392	119,399	7	0.01
15-506 - Ontario Fire Services Grant			16,461	16,461	100.00-
15-507-8 - Grant - Invasive Species		2,500		(2,500)	

Municipality of Whitestone
Working Budget
Scenario 3 - Final Draft Budget

Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
15-508 - Gas Tax Revenue	67,596	68,501	70,413	1,912	2.79
15-510 - Aggregate Resources Grant	6,000	7,320		(7,320)	
15-510-5 - Provincial Offences Revenue	3,943	2,882	3,940	1,058	36.71
15-522 - Fire Revenue	4,500	23,014	10,000	(13,014)	56.55-
15-525 - Fire - Smoke Alarms	100	118	100	(18)	15.25-
15-527 - Fire-Helipad Maintenance	3,500	5,000	5,200	200	4.00
15-570 - Grants - Recreation		1,560		(1,560)	
15-571 - Maple Island Thrift Shop	19,000	18,727	19,000	273	1.46
15-720 - Licences/Permits	150,000	183,587	160,000	(23,587)	12.85-
15-721 - Tax Certificates	1,500	1,170	1,500	330	28.21
15-723 - CBO Shared Services	750	831	750	(81)	9.75-
15-750 - Penalty/Interest	60,000	72,675	70,000	(2,675)	3.68-
15-751 - Shore Road Allowance Revenue	5,000	30,336	14,000	(16,336)	53.85-
15-753 - Parkland In Lieu Payments	35,000	75,975	50,000	(25,975)	34.19-
15-773 - Nursing Station Lease Revenues	1,062	1,200	1,060	(140)	11.67-
15-790 - Transfer Between Funds	640,729	462,935	151,700	(311,235)	67.23-
15-790-1 - Financing Fire Truck	295,827	295,810		(295,810)	
15-798 - Nursing Station Expansion Donations		100		(100)	
Revenue Totals:	<u>6,648,371</u>	<u>7,649,214</u>	<u>6,150,009</u>	<u>(1,499,205)</u>	
Council					
16-090 - Council - Fees	123,550	123,222	125,690	2,468	2.00
16-091 - Council - Travel	2,000	2,977	4,000	1,023	34.36
16-092 - Council - Miscellaneous	7,000	8,138	8,000	(138)	1.70-
16-093 - Council- Electronic Device Allowance	3,000	3,000	3,000		
16-093-1 - Council Insurance	2,370	2,644	2,864	220	8.32
16-094 - Council Health Benefit	21,725	16,836	24,725	7,889	46.86
Total Council:	<u>159,645</u>	<u>156,817</u>	<u>168,279</u>	<u>11,462</u>	
Administration					
16-100 - Admin - Salaries	614,123	628,263	626,405	(1,858)	0.30-
16-101 - Admin- Benefits	36,414	34,919	36,410	1,491	4.27
16-102 - Admin - Travel Expenses	2,270	1,161	2,270	1,109	95.52
16-103 - Admin - Membership/Subscriptio	5,500	4,842	5,500	658	13.59
16-104 - Admin - Training Expenses	4,500	5,898	10,000	4,102	69.55
16-106 - Admin - Postage Expense	11,000	10,748	13,750	3,002	27.93
16-107 - Admin - Insurance	36,830	34,785	38,264	3,479	10.00

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16-108 - Admin - Advertising	7,500	8,812	8,500	(312)	3.54-
16-109 - Admin - Telephone	4,100	4,399	4,300	(99)	2.25-
16-110 - Admin - Office Supplies	9,000	10,996	11,000	4	0.04
16-113 - Admin - Office Equipment	7,500	9,246	8,500	(746)	8.07-
16-115 - Admin - Computer Supplies/Supp	25,000	24,042	27,500	3,458	14.38
16-116 - Admin - Tax Notices	1,000		1,000	1,000	100.00-
16-118 - Admin - Financial Expenses	12,000	9,504	10,500	996	10.48
16-119 - Admin - MPAC Fees	79,019	79,019	81,652	2,633	3.33
16-120 - Admin - Legal Expenses	75,000	52,485	75,000	22,515	42.90
16-120-1 - Admin - Audit Fees	14,000	15,264	19,000	3,736	24.48
16-121 - Admin - Election	1,865	1,679	1,870	191	11.38
16-122 - Admin - Donations	10,000	10,000	10,000		
16-123 - Admin - Volunteer Appreciation	12,000	10,173	12,000	1,827	17.96
16-124 - Admin - Taxes Written Off	5,000		5,000	5,000	100.00-
16-126 - Admin - Communications	10,000	9,050	10,000	950	10.50
16-131 - Admin - HR Contingency	35,000	6,466	20,000	13,534	209.31
16-150 - Office - Heating/Hydro	7,200	6,805	7,200	395	5.80
16-151 - Office - Building Maintenance		931		(931)	
16-153 - Office - Janitorial Supplies	500	502	500	(2)	0.40-
16-161 - Web Site - Maintenance/Wages	7,000	6,315	7,000	685	10.85
16-162 - High Speed Internet	1,900	1,994	1,900	(94)	4.71-
Total Administration:	1,035,221	988,298	1,055,021	66,723	
Fire -					
16-201 - Fire - Firefighters Wages	101,242	105,908	102,742	(3,166)	2.99-
16-202 - Fire - Training	10,000	9,661	10,000	339	3.51
16-202-1 - Fire-New Recruits	18,000	17,907	20,000	2,093	11.69
16-203 - Fire - Advertising	100		100	100	100.00-
16-204 - Fire - Workplace Safety Ins.	8,000	5,072	7,500	2,428	47.87
16-205 - Fire - Ambulance Dispatch	4,263	3,935	4,263	328	8.34
16-206 - Fire - Insurance	37,096	37,415	40,805	3,390	9.06
16-206-1 - Fire Insurance Helipad	2,527	2,527	2,530	3	0.12
16-207 - Fire - Drivers Exams	600		600	600	100.00-
16-208 - Fire - Prevention/Education	2,160	1,933	2,160	227	11.74
16-209 - Fire - Memberships/Mutual Aid	545	600	600		
16-210 - Fire - Miscellaneous	2,000	2,056	2,000	(56)	2.72-
16-212 - Fire - Radio Tower & Air	1,896	1,437	1,896	459	31.94
16-213 - Fire - Radio Licenses	1,000	1,000	1,000		
16-216 - Fire - Permits	2,600		2,600	2,600	100.00-

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16-218 - Fire - Stand Pipe	500	670	500	(170)	25.37-
16-219 - Fire - Air Bottle Hydrostaticing	1,000	1,002	1,000	(2)	0.20-
16-220 - Forest Fire Expense (MNR)	400		400	400	100.00-
16-222 - Fire - Bunker/Safety/Uniforms	5,800	5,951	5,800	(151)	2.54-
16-222-1 - Fire-Turnout/Repair/Cleaning	2,400	1,104	2,400	1,296	117.39
16-223-3 - CPA Fire Cost	1,086	2,425	2,424	(1)	0.04-
16-225 - Fire - Hose Replacement	1,000	1,839	1,000	(839)	45.62-
16-229 - Fire- Mileage	200		200	200	100.00-
16-232 - Station 1 - Hydro	7,000	6,196	7,000	804	12.98
16-233 - Station 1 - Minor Purchases	3,600	3,026	3,600	574	18.97
16-234 - Station 1 - Fuel & Oil	7,000	7,974	7,000	(974)	12.21-
16-235 - Station 1 - Boat 1	554	371	550	179	48.25
16-236 - Station 1 - Heating	2,500	3,006	2,500	(506)	16.83-
16-237 - Station 1 - Telephone	900	901	900	(1)	0.11-
16-238 - Station 1 - Supplies	1,065	461	800	339	73.54
16-239 - Station 1 - Building Mtce	1,000	3,970	4,500	530	13.35
16-241 - Station 1 - Inspections & Repairs	750	520	750	230	44.23
16-242 - Station 1 - Rescue #1 Insp/Repairs	2,000	1,938	2,000	62	3.20
16-243 - Station 1-Snowmobile Inspection/Repairs	200		200	200	100.00-
16-245 - Station 1 - Radio Equip/Repair	1,500	1,444	1,500	56	3.88
16-248 - Stat 1 - Pumper #1 Inspe/ Repa	3,400	3,190	3,400	210	6.58
16-248-1 - Station 1 - Pumper #2			2,700	2,700	100.00-
16-250 - Station 1 - Truck #10	2,700	828	2,700	1,872	226.09
16-251 - Station 2 - Hydro	1,255	771	1,255	484	62.78
16-252 - Station 2 - Minor Purchases/Hose	3,400	3,113	3,400	287	9.22
16-253 - Station 2 - Fuel & Oil	1,000	553	1,000	447	80.83
16-254 - Station 2 -Rescue #2-Insp/Rep (Van)	2,000	1,604	2,000	396	24.69
16-255 - Station 2 - Boat 2	554	152	550	398	261.84
16-256 - Station 2 - Heating	5,000	2,896	3,000	104	3.59
16-257 - Station 2 - Telephone	950	939	835	(104)	11.08-
16-258 - Station 2 - Supplies	1,000	973	1,000	27	2.77
16-259 - Station 2 - Building Mtce	316	294	316	22	7.48
16-260-1 - Helipad Maintenance	7,500	3,337	2,500	(837)	25.08-
16-261 - Station 2 -Tanker- Inspections & Repairs	1,700	2,557	1,700	(857)	33.52-
16-262 - Station 2 - Internet	2,200	2,183		(2,183)	
16-263 - Station 2 - Radio Equipment & Repairs	1,200	1,069	1,200	131	12.25
16-264 - Station 2 - Snowmobile Insp & Repairs	200		200	200	100.00-
16-265 - Fire Rating Signs (3)	650	610	650	40	6.56
16-267 - Fire Pro	1,300	875	1,300	425	48.57

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16-268 - SCBA Testing	1,500	1,282	1,500	218	17.00
16-269 - Cell Phone	400	400	400		
16-269-1 - Argo/Trailer	400		400	400	100.00-
Total Fire :-	271,109	259,875	275,826	15,951	
Other Protection Services					
16-270 - Emergency Plan	5,724	207	2,500	2,293	###.##
16-271 - Defibrillator Expense	1,500	2,203	1,500	(703)	31.91-
16-272-1 - Jaws-Mtce/Training	500	830	500	(330)	39.76-
16-273 - Animal Control	300		300	300	100.00-
16-273-1 - Wildlife Compensation Program	300		300	300	100.00-
16-274 - Policing Levy	408,081	405,636	421,038	15,402	3.80
16-274-1 - Police Service Board	2,000		2,000	2,000	100.00-
16-275 - By-Law Enforcement	24,000	27,595	30,000	2,405	8.72
16-279 - Building Dept Truck - Fuel	1,050	829	1,050	221	26.66
16-280 - Bld Official- Wages/Direct Exp	126,384	131,133	135,723	4,590	3.50
16-281 - Bld Official - Supplies	2,500	1,533	2,500	967	63.08
16-283-1 - Cell Phone	450	403	450	47	11.66
16-284 - Bld Official -Training/Seminar	1,000	1,168	3,000	1,832	156.85
16-285 - Bld Official - Memberships	6,000	5,587	6,000	413	7.39
16-290 - 2019 SUV Bld Official-Truck-Maint/Insura	4,206	3,789	4,210	421	11.11
16-291-1 - Bld Official-Mileage	300	231	300	69	29.87
Total Other Protection Services:	584,295	581,144	611,371	30,227	
Roads					
16-300 - Roads - Holding Wages/Cpp/Wsib	513,338	503,954	523,607	19,653	3.90
16-302 - Roads-Office-Wages/Benefits	42,580	42,035	42,580	545	1.30
16-303 - Roads-Office-Supplies/Membership	1,300	1,495	1,500	5	0.33
16-304 - Roads-Office-Training/Consulting	4,500	5,008	8,000	2,992	59.74
16-306 - Roads-Office-Tower/Radio Licences	1,200	675	1,200	525	77.78
16-310 - Roads-Supplies GPS Maintenance	2,850	3,841	3,900	59	1.54
16-311 - Flooding Damage	8,000	8,047		(8,047)	
16-316 - Garage - Miscellaneous	1,200	883	1,000	117	13.25
16-320 - Garage - Mtc/Supplies/Tools	13,000	13,887	14,000	113	0.81
16-321 - Garage - High Speed Internet	1,852	1,284	1,850	566	44.08
16-322 - Cell Phone	1,652	1,020	1,650	630	61.76
16-323 - Garage - Hydro	2,800	2,505	2,800	295	11.78
16-324 - Garage Telephone	720	531	720	189	35.59

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16-329 - Garage - Heating	8,000	7,180	8,000	820	11.42
16-331 - Garage - Insurance	1,782	1,789	1,950	161	9.00
16-334 - Garage - Building Maintenance	6,500	6,225	8,000	1,775	28.51
16-337 - Bridges/Culverts-Good & Services	4,000	7,946	8,000	54	0.68
16-343 - Road Side Brushing - Goods & Services	14,500	11,804	14,500	2,696	22.84
16-344 - Roads-Street Sweeping	4,500	4,335	4,500	165	3.81
16-355 - Beaver Dams - Goods & Services	500	700	500	(200)	28.57-
16-360 - Hard Top Patch-Goods& Services	7,000	8,312	8,500	188	2.26
16-370 - Dust Control - Goods & Service	56,000	55,442	56,000	558	1.01
16-375 - Gravel-Summer Maintenance	220,000	220,034	220,000	(34)	0.02-
16-386 - Sanding/Salting-Goods&Services	41,600	41,245	41,600	355	0.86
16-389 - Roadside Grasscutting	6,100	5,597	6,100	503	8.99
16-391 - Signs/Safety- Goods & Services	5,250	5,570	7,500	1,930	34.65
16-394-1 - 2018 Dodge Ram Maintenance	3,255	5,103	3,500	(1,603)	31.41-
16-394-2 - 2018 Dodge Ram 2018 Fuel	4,500	6,051	6,000	(51)	0.84-
16-396 - Misc MTO Vehicle Plate Renewal	9,300	9,230	9,300	70	0.76
16-398 - Roads-Turn Around Upgrades	2,500	2,544	2,600	56	2.20
16-399 - Roads-Boat Launch Goods & Services		5	20,000	19,995	###.##
16-402 - 2015 Freightliner Tandem Maint/ Insura	24,500	24,639	25,000	361	1.47
16-403 - 2015 Freightliner Tandem- Fuel	15,000	15,081	15,100	19	0.13
16-404 - 2017 Freightliner Single Axle - Maintena	19,000	18,355	19,000	645	3.51
16-404-1 - 2017 Freightliner Single Axle - Fuel	12,500	11,528	12,500	972	8.43
16-404-2 - 2020 Freightliner - Snow Plow Fuel	15,500	13,449	15,500	2,051	15.25
16-404-3 - 2020 Freightliner Snow Plow Maintenance	19,000	20,315	21,000	685	3.37
16-407-1 - 2022 Dodge 2500 Plow/Sander Maintenance	4,500	11,399	5,000	(6,399)	56.14-
16-408-1 - 2022 Dodge 2500 Fuel	7,500	10,227	10,500	273	2.67
16-409 - 2007 International-Maintenance	9,000	19,737	10,000	(9,737)	49.33-
16-411 - 2007 International - Fuel	5,500	2,315	5,500	3,185	137.58
16-412 - 2020 Float trailer - Maintenance	1,000	802	1,000	198	24.69
16-414 - Bunny Trail RR Crossing Maintenance	4,100	5,246	4,100	(1,146)	21.85-
16-421 - 2010 Grader - Maintenance	25,000	15,036	50,000	34,964	232.54
16-423 - 2010 Grader - Fuel	14,500	13,355	14,500	1,145	8.57
16-426-1 - 2022 Backhoe Manintence	4,500	4,738	4,800	62	1.31
16-427-1 - 2022 Backhoe -Fuel	5,000	4,588	5,000	412	8.98
16-439 - Roads - Street Lights	5,000	5,573	5,600	27	0.48
16-439-1 - Hyundai Exacavator Maintenance	4,500	4,176	4,500	324	7.76
16-439-2 - Hyundai Excavator Fuel	5,000	5,176	5,200	24	0.46
16-439-3 - Fleet Insurance	38,817	39,278	43,206	3,928	10.00
16-440-4 - Roads Grant Program	89,798	92,132	100,000	7,868	8.54

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16-441-11 - Freightliner Snow Plow Loan Pymt	25,701	25,708		(25,708)	
16-441-12 - Roads-Backhoe loan 2022	42,397	42,397	42,400	3	0.01
16-441-13 - Land -2022 TD Loan Principle	66,745	66,574	66,750	176	0.26
16-441-5 - Roads Garage Loan Principle	37,281	37,281	37,280	(1)	
16-441-7 - Roads-Bunny Trail Culvert Loan-Principle	19,992	19,991	19,990	(1)	0.01-
16-441-9 - Roads-Bunny Trail Const Loan Principle	56,880	56,881	56,880	(1)	
16-442-1 - Roads - Canning Road Loan	9,664	9,664	9,664		
16-442-2 - Roads Balsam Road Loan	9,664	9,663	9,664	1	0.01
16-442-3 - Roads Whitestone/Boakview Loan Interest	37,198	37,199	37,200	1	
16-442-5 - Fire Pumper Debenture	11,094	6,676	27,000	20,324	304.43
Total Roads:	1,636,110	1,633,456	1,713,191	79,735	
Landfill					
16-444 - York Landfill - Misc.	400		400	400	100.00-
16-444-1 - York Landfill - Training	500		500	500	100.00-
16-444-2 - Landfill Wages	149,046	112,190	125,000	12,810	11.42
16-444-3 - Freon Removal		1,905		(1,905)	
16-446 - York Landfill - Supplies	1,200	1,389	1,200	(189)	13.61-
16-446-1 - York Landfill - Hydro	700	599	700	101	16.86
16-448 - York Landfill - Recycling	20,000	16,896		(16,896)	
16-452 - York Landfill - Maintenance	3,000	4,477	6,000	1,523	34.02
16-452-2 - York Landfill-Compactors Maintenance	3,500	234	1,000	766	327.35
16-455 - York Landfill -Hazardous Waste	10,000	8,189	10,000	1,811	22.12
16-456 - York Landfill - Monitoring	11,500	11,861	12,000	139	1.17
16-457 - York Landfill - Heating	750	629	750	121	19.24
16-457-1 - York Landfill - Internet	1,950	1,925	1,950	25	1.30
16-458 - Parry Sound Industrial Park	15,033	15,032	15,030	(2)	0.01-
16-459 - York Landfill - Bulk Waste	13,260	11,832	13,260	1,428	12.07
16-466 - Auld Landfill - Supplies	1,000	962	1,000	38	3.95
16-466-1 - Aulds Landfill - Hydro	1,100	1,114	1,100	(14)	1.26-
16-468 - Auld Landfill - Recycling	10,000	7,807		(7,807)	
16-471 - Auld Landfill - Bulk Waste	11,300	11,401	11,300	(101)	0.89-
16-472 - Auld Landfill - Brushgrinding	19,500	28,347		(28,347)	
16-473 - Auld Landfill - Maintenance	2,600	2,730	3,500	770	28.21
16-473-1 - Auld Landfill-Compactors Maintenance	1,500		1,000	1,000	100.00-
16-476 - Auld Landfill - Misc/Training.	500		500	500	100.00-
16-478 - Auld's Landfill - Monitoring	6,000	4,445	6,000	1,555	34.98
16-479 - Auld Landfill - Heating	900	183	900	717	391.80
16-479-1 - Aulds Landfill - Internet	1,700	991	1,000	9	0.91

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16-479-2 - York/Auld Waste Relocation Tipping Fees			19,500	19,500	100.00-
Total Landfill:	286,939	245,138	233,590	(11,548)	
Other Environment					
16-484 - ICECAP	10,225	9,145	3,000	(6,145)	67.20-
16-484-1 - Benthic Monitoring	2,874	2,874		(2,874)	
16-484-3 - Whitestone Environmental Stewardship	3,500	326	10,000	9,674	###.##
16-484-4 - ICECAP Workplan/Initiatives			10,000	10,000	100.00-
16-485 - Harris Lake Marina Depot	2,900	2,849		(2,849)	
Total Other Environment:	19,499	15,194	23,000	7,806	
Cemetery					
16-501 - Cemetery - Audit		580		(580)	
16-501-1 - Staking Fees	3,000	2,695	3,000	305	11.32
16-502 - Cemetery - Memberships	420	667	420	(247)	37.03-
16-502-2 - Cemetery Software	550	518	550	32	6.18
16-505 - Fairholme - Grasscutting	3,500	3,404	3,500	96	2.82
16-506 - Fairholme Cemetery - Materials/Mics.	2,000	650	2,000	1,350	207.69
16-513 - Maple Is. Cemetery -Materials	1,000	2,274	1,000	(1,274)	56.02-
16-515 - Maple Is. Cemetery - Grass Cutting	2,000	1,843	2,000	157	8.52
16-522 - Whitestone Cemetery -Materials	500	2,203	500	(1,703)	77.30-
16-524 - Whitestone Cemetery Grass Cutting	1,500	1,420	1,500	80	5.63
Total Cemetery:	14,470	16,254	14,470	(1,784)	
Other Health & Social Services					
16-549 - Health Unit Operating (Levy)	31,891	31,891	33,486	1,595	5.00
16-550 - Ambulance Levy	217,452	217,452	226,075	8,623	3.97
16-618 - Dist. Soc. Services (DSSAB) Levy	284,870	284,825	298,008	13,183	4.63
16-628 - Belvedere Home - Operating (Levy)	61,677	61,677	61,713	36	0.06
Total Other Health & Social Services:	595,890	595,845	619,282	23,437	
Facilities					
16-699 - Facilities - Wages	91,588	94,289	93,422	(867)	0.92-
16-702 - Dunchurch Hall - Supplies	1,700	2,775	2,700	(75)	2.70-
16-703 - Dunchurch Hall - Bld Mtce	8,000	6,915	7,000	85	1.23
16-704 - Dunchurch Hall - Heating	5,300	3,643	5,300	1,657	45.48
16-705 - Dunchurch Hall - Hydro	3,700	4,543	4,700	157	3.46
16-706 - Dunchurch Hall - Telephone	700	628	700	72	11.46

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16-707 - Dunchurch Hall - Insurance	6,787	6,817	7,499	682	10.00
16-707-1 - Facilities - Training	500	150	500	350	233.33
16-710 - Dunchurch Hall -High Speed Internet	2,100	1,568	1,900	332	21.17
16-716 - Maple Is. Hall - Supplies	300		100	100	100.00-
16-718 - Maple Is. Hall - Building Mtce	1,600	393	1,000	607	154.45
16-719 - Maple Is. Hall - Heat/Hydro	2,400	2,651	2,700	49	1.85
16-720 - Maple Is. Hall - Telephone	2,000	2,026	2,000	(26)	1.28-
16-725 - Maple Is. Hall - Insurance	1,697	1,704	1,875	171	10.04
16-731-1 - 2125 HWY 124 - Building Maintnance	1,000	532	500	(32)	6.02-
16-731-3 - 2125 HWY 124 - Hydro	2,000	1,015	1,000	(15)	1.48-
16-731-5 - 2125 HWY 124 - Insurance	2,672	2,684	1,500	(1,184)	44.11-
16-731-6 - 2211 HWY 124 Property Maintenanc	1,000	1,018	300	(718)	70.53-
16-732 - Ardbeg Internet			2,200	2,200	100.00-
16-741 - Pavilion - Supplies	700	914	950	36	3.94
16-741-1 - Pavilion-Heating	1,300	2,056	2,100	44	2.14
16-742 - Pavilion - Building Mtce	2,000	2,228	2,300	72	3.23
16-743 - Pavilion - Hydro	1,400	1,367	1,400	33	2.41
16-745 - Pavilion - Insurance	4,242	4,261	4,665	404	9.48
16-762 - Maple Is. Park - Building Mtce	1,300	1,533	1,550	17	1.11
16-767 - Municipal Flowers	1,000	1,493	1,500	7	0.47
16-769 - Facilities / Parks Maintenance	4,000	3,712	4,200	488	13.15
16-775 - 2016 Facilities Truck - Mainte/ Insuranc	4,195	4,348	4,350	2	0.05
16-776 - 2016 Facilities Truck - Fuel	4,000	5,861	6,000	139	2.37
16-777 - Municipal Building Maintenance (Lot)	6,000	4,200	5,000	800	19.05
16-778 - Water Maintenance	6,500	3,789	5,000	1,211	31.96
16-779 - Water Testing	1,500	1,286	1,500	214	16.64
16-781 - Dunchurch Dock - Beach Mtce	1,500	188	1,000	812	431.91
16-784 - Mower Expense	1,500	861	1,100	239	27.76
Total Facilities:	176,181	171,448	179,511	8,063	

Recreation

16-787 - Recreation - Public Pay Telephone	625	611	630	19	3.11
16-790 - Recreation Cmttee-Programs	26,000	22,325	27,750	5,425	24.30
16-790-4 - Recreation - Swim Program	4,000	3,043	4,000	957	31.45
16-791-2 - Recreation-Equip & Education/Training	1,000		1,000	1,000	100.00-
16-793 - Recreation-Thrift Shop Donations	17,000	17,200	19,000	1,800	10.47
16-794 - Recreation - Thrift Shop Expenses	300	362	300	(62)	17.13-
16-798 - After School Program	7,000	3,427	7,000	3,573	104.26
16-798-1 - After School Program-Supplies	400	361	400	39	10.80

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Municipality of Whitestone
Working Budget
Scenario 3 - Final Draft Budget

Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
Total Recreation:	56,325	47,329	60,080	12,751	
Library					
16-803 - Library - Expenses	114,300	114,305	124,205	9,900	8.66
16-803-1 - Library Insurance	6,570	6,391	6,570	179	2.80
16-806 - Library - Building Maintenance	3,000	4,600	5,000	400	8.70
Total Library:	123,870	125,296	135,775	10,479	
Other					
16-811 - Nursing Station Expenses	3,000	3,324	3,000	(324)	9.75-
16-818 - 911 Expenses	500		500	500	100.00-
16-819 - 911 Levy	1,200	1,127	1,200	73	6.48
16-841 - Parry Sound Area Plan Board	5,000	5,000	5,000		
16-843 - Planning & Development	70,000	38,116	45,000	6,884	18.06
16-845 - Tourism Orientation Destination Signs	2,500		2,500	2,500	100.00-
16-845-1 - Walking Trails-Maintenance Land Use Perm	500		500	500	100.00-
16-845-3 - Land Use permit Gooseneck Lake LUP1654	90		90	90	100.00-
16-845-4 - Land Use permit WahWashKesh lake PS-2023	100		100	100	100.00-
16-845-5 - Land Use permit Ardbeg PS-2022-PLA 00201	300	68	300	232	341.18
16-845-6 - Land Use permit Whitest Lake MPSB-2023	250	99	250	151	152.53
16-845-7 - Land Use permit Auld's Road Landfill	2,400	2,208	2,400	192	8.70
16-845-8 - Land Use permit WahWashKesh Lake PS2019	100	93	100	7	7.53
Total Other:	85,940	50,035	60,940	10,905	
Contributions to Reserves					
17-501 - Asset Management Reserve Contribution	288,985	288,985	485,000	196,015	67.83
17-502 - Fire Pumper Reserve Contribution	125,000	125,000	65,000	(60,000)	48.00-
17-504 - Fire Vehicle/Equipment Reserve Cont.	10,000	10,000	10,000		
17-505 - Parkland Reserve Contribution	35,000	75,975	50,000	(25,975)	34.19-
17-506 - Landfill Reserve Contribution	10,000	10,000	45,000	35,000	350.00
17-550 - Deferred CCBF (Gas Tax) Grant			70,413	70,413	100.00-
Total Contributions to Reserves:	468,985	509,960	725,413	215,453	
School Boards					
18-911 - English Public School Board		1,025,840		(1,025,840)	
18-974 - French Public School Board		3,526		(3,526)	
Total School Boards:		1,029,366		(1,029,366)	

Report Date
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Municipality of Whitestone
Working Budget
Scenario 3 - Final Draft Budget

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Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
Capital					
19-100 - Admin - Capital - Computer Upgrades	5,000	7,032	5,000	(2,032)	28.90-
19-110 - Community Centre Communications	25,000	5,594	7,500	1,906	34.07
19-110-1 - AMP Consultan Phase 2 and 3	30,000	8,853	22,000	13,147	148.50
19-114 - Health & Safety Policy Update	9,000	3,534		(3,534)	
19-115 - Offical Plan Consultant	20,000		63,555	63,555	100.00-
19-116 - Lake Planning Initiatives -Water Testing	5,000				
19-117 - Demolition of Twist Building			15,000	15,000	100.00-
19-207-1 - Replace #1 EMS Deckels Instal Radio	4,000				
19-207-2 - Fire station Improvment Station 1	3,000				
19-207-3 - Fire Station Improvment Station 2	7,000				
19-208 - Fire Pumper Truck	721,945	721,946		(721,946)	
19-209 - Replace Rescue 1			20,000	20,000	100.00-
19-210 - Replace Radio			14,200	14,200	100.00-
19-211 - Replace Oil Furnace Stn 2			8,000	8,000	100.00-
19-212 - Replace Washer			2,000	2,000	100.00-
19-213 - SCBA Air Bottles			16,461	16,461	100.00-
19-300 - Roads- Cap - Surface Treatment			105,000	105,000	100.00-
19-308 - Roads-Capital-Bridge Structure Rehab	30,000	7,805	45,000	37,195	476.55
19-328 - Roads - Capital - Sidewalks	3,000				
19-330-1 - Roads - Capital - Pub Wks Lighting Inter	7,000	6,566		(6,566)	
19-343 - Road-Heavy Duty Pick up with Plow		(176)		176	
19-348-2 - Thum/ Fork Backhoe Adaptor 2 way Plow	15,500	17,157		(17,157)	
19-351-10 - Slurry Seal Farley Road Hills	32,000	31,876		(31,876)	
19-351-9 - Bunny Tr slury Seal Boakview to Boundry	68,000	67,838		(67,838)	
19-352 - Ladd RD Bridge Rehabilitation Analysis	25,000		25,000	25,000	100.00-
19-352-1 - Farleys Road Bridge Guide Rail and Treat	50,000	37,651		(37,651)	
19-352-2 - Maple Island Bridge Rail and Treatment	60,000	20,942		(20,942)	
19-553-1 - Library Front Step	6,000	5,131		(5,131)	
19-714-1 - Concrete work Community center & Library		558		(558)	
19-714-2 - AODA -Automatic door openers	8,000	7,067	10,000	2,933	41.50
19-714-3 - Community Centre Vinyl Siding	14,000		16,000	16,000	100.00-
19-714-4 - Street Light Comunity Center & Church St	4,000	371		(371)	
19-719 - Admin Building Exterior Repairs			4,000	4,000	100.00-
19-810-1 - 2211 HWY 124 Land purchase	4,000	6,480		(6,480)	
19-810-2 - Emergency Managment Initiatives	2,158				
19-813-1 - Boat Launches	17,000	14,139		(14,139)	
19-813-2 - Wah Wash Kesh Docks and log Boom	2,000	692		(692)	
19-813-3 - Bolger Lake Landing	2,000				

Report Date
04/07/2025 9:22 AM

Municipality of Whitestone
Working Budget
Scenario 3 - Final Draft Budget

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Account # / Description	Last Year Budget	Last Year Actual	Proposed Budget	Change Over Last Year	% Change
19-813-4 - Mulch Church Street AODA Playground	5,799	3,915		(3,915)	
19-814 - Recreation Playground Project			10,000	10,000	100.00-
Total Capital:	1,185,402	974,971	388,716	(586,255)	
Expense Totals:	6,699,881	7,400,426	6,264,465	(1,135,961)	
Net Surplus (Deficit):	(51,510)	248,788	(114,456)	(363,244)	

Accounts Printed: 378



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Finance

Agenda Date: April 15, 2025

Report No: FIN-2025-05

Subject:

2025 Municipality of Whitestone Tax Ratios – New Aggregate Extraction Property Class

Recommendation:

THAT the Council of the Municipality of Whitestone receives report FIN-2025-05 (Municipality of Whitestone Tax Ratios – New Aggregate Extraction Property Class) for information purposes.

Background:

Each year, it is necessary for the Council of the Corporation of the Municipality of Whitestone pursuant to Section 308 (4) of the *Municipal Act* (the Act), 2001 S.O. c. 25 as amended, to establish the tax ratios for use in the calculation of property taxes for the Corporation of the Municipality of Whitestone. The tax ratios determine the relative amount of taxation to be borne by each property class.

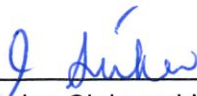
Analysis:

In December 2024, the Ministry of Finance provided an update for a new “aggregate extraction property class, which was assessment previously included in the industrial property class. As noted in the attached letter from the Ministry of Finance, the new class has been established to provide an overall \$6M tax reduction to properties in this new class. As part of the establishment of this new property class, a transition ratio has been prescribed for each municipality in Ontario with the new aggregate extraction class under Ontario Regulation 510/24 (attached). The transition ratio prescribed for the Municipality of Whitestone is 0.813706, which is slightly less than the ratio of 1.0 applied to the industrial class.

Link to Strategic Plan:

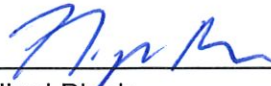
2. Fiscal Responsibility and Accountability

Respectfully submitted by:



Jessica Sinkowski
Treasurer / Tax Collector

Reviewed by:



Nigel Black
CAO/Clerk

ATTACHMENT A – By-law 15-2025 - Being a By-law to set tax ratios for Municipal purposes for the year 2025

ATTACHMENT B - December 11, 2024 Letter from the Ministry of Finance

ATTACHMENT C – Ontario Regulation 510/24

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 15-2025

**Being a By-law to set tax ratios for Municipal purposes
for the year 2025**

WHEREAS it is necessary for the Council of the Corporation of the Municipality of Whitestone pursuant to Section 308 (4) of the *Municipal Act* (the Act), 2001 S.O. c. 25 as amended, to establish the tax ratios for 2025 for the Corporation of the Municipality of Whitestone;

AND WHEREAS the tax ratios determine the relative amount of taxation to be borne by each property class;

AND WHEREAS Section 308 (2) and (3) of the Act provides that every municipality shall establish a set of tax ratios, and such tax ratios are the ratios that the tax rate for each property class must be to the tax rate for the residential property class where the residential property class tax ratio is 1;

AND WHEREAS the property classes have been prescribed by the Minister of Finance pursuant to Section 7 of the *Assessment Act*, R.S.O. 1990, c. A.31, as amended;

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

1. THAT the tax ratios for the 2025 taxation year be established as follows:

a) The residential/farm property class	1.0000
b) The commercial property class	1.0000
c) The commercial vacant property class	0.7000
d) The industrial property class	1.0000
e) The farmlands property class	0.2500
f) The managed forest property class	0.2500
g) The aggregate extraction property class	0.813706
h) The Landfills property class	4.4913

2. THAT for the purpose of this By-law:

- a) The commercial property class includes all commercial office property, shopping centre property and parking lot property;
- b) The industrial property class includes all large industrial property;

3. THAT By-law No. 15-2025 being a By-law to set tax ratios for Municipal purposes for the year 2025 is hereby passed this 15th day of April, 2025.

Mayor

George Comrie

CAO/Clerk

Nigel Black

Ontario

Ministry of Finance

Provincial-Local Finance Division

Frost Building North
95 Grosvenor Street
Toronto ON M7A1Z1

Ministères des Finances

Division des relations provinciales
municipales en matière de finances

Édifice Frost nord
95 rue Grosvenor
Toronto ON M7A 1Z1

December 11, 2024

Dear Municipal Treasurer/Clerk-Treasurer:

I am writing to provide an update regarding the aggregate extraction property class for the 2025 taxation year.

As previously outlined in my letter of October 3, 2024, a new property class for aggregate extraction sites will come into effect on January 1, 2025. This class is reflected on the assessment roll that the Municipal Property Assessment Corporation (MPAC) has delivered to municipalities on December 10, 2024.

Municipal transition tax ratios and provincial education tax rates for the new class have been established to provide an overall \$6M tax reduction to properties in the aggregate extraction property class relative to the original 2024 tax level before the temporary aggregate extraction sub-class was implemented.

On a province-wide basis, the \$6M reduction is comprised of \$3M municipal tax and \$3M education tax. Municipalities overall will still benefit from the majority of the incremental tax revenues that resulted from the assessment methodology changes implemented by MPAC for these properties in 2024.

Regulations have been filed under the *Municipal Act, 2001* and the *Education Act* to implement the municipal property tax framework and education tax rates for the new class. These regulations are currently available on the provincial e-laws web-site.

The following are prescribed for the aggregate extraction property class:

- Ontario Regulation 510/24 sets the transition tax ratios for each municipality;
- Ontario Regulation 509/24 sets an allowable range for municipal tax ratios of 0.6 to 1.1;
- Ontario Regulation 511/24 sets a municipal levy restriction threshold of 2.63;
- Ontario Regulation 512/24 sets an education property tax rate of 0.511%.

The 2025 municipal tax ratio and education property tax rate framework for the aggregate extraction property class will be reflected in the Online Property Tax Analysis (OPTA) system. Should you have any questions concerning the OPTA system, please contact the OPTA help desk at 416-591-1110 or 1-800-998-5739.

Maintaining a close relationship with municipal partners remains critical as our government continues to build a strong Ontario. We look forward to continuing to work with you to ensure predictability and sustainability for municipalities and businesses.

If you have questions related to this update, please contact Diane Ross, Director, Property Tax and Assessment Policy Branch, Ministry of Finance, at diane.ross@ontario.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ian Freeman', is positioned above the printed name.

Ian Freeman, CPA, CMA
Assistant Deputy Minister
Provincial-Local Finance Division

ONTARIO REGULATION 510/24

made under the

MUNICIPAL ACT, 2001

Made: December 10, 2024

Filed: December 10, 2024

Published on e-Laws: December 10, 2024

Published in *The Ontario Gazette*: December 28, 2024

AMENDING O. REG. 385/98

(TAX MATTERS — TRANSITION RATIOS AND AVERAGE TRANSITION RATIOS)

1. (1) Subsection 9 (4) of Ontario Regulation 385/98 is amended by adding the following paragraph:

2.1 For the purposes of the 2025 taxation year, in determining the total assessment of properties in a property class, a municipality shall exclude,

- i. the assessment of property that is classified in the aggregate extraction property class for the 2025 taxation year, and
- ii. the assessment of property that was classified in the subclass for property used for aggregate extraction for the 2024 taxation year.

(2) Subsection 9 (5) of the Regulation is amended by striking out “11 and 11.1” in the portion before paragraph 1 and substituting “11, 11.1 and 13”.

2. Paragraph 1 of section 11 of the Regulation is amended by striking out “sections 10 and 10.2” and

substituting “sections 10, 10.2 and 13”.

3. The Regulation is amended by adding the following section:

AGGREGATE EXTRACTION PROPERTY CLASS

13. For the 2025 taxation year, the transition ratios set out in Column 2 of the Table to this section are prescribed for the aggregate extraction property class for the municipalities set out opposite in Column 1 of the Table.

TABLE

Column 1 Municipality	Column 2 Transition Ratio
Alberton, Township of	0.836165
Armour, Township of	0.822786
Armstrong, Township of	1.566162
Assiginack, Township of	0.626554
Atikokan, Township of	1.561999
Baldwin, Township of	0.895077
Barrie, City of	1.233846
Belleville, City of	1.952895

Black River-Matheson, Township of	2.140048
Blind River, Town of	0.938529
Bonfield, Township of	1.026084
Brant, County of	2.074951
Bruce, County of	1.422115
Bruce Mines, Town of	2.084762
Burk's Falls, Village of	1.155789
Callander, Municipality of	1.097301
Calvin, Township of	2.081886
Carling, Township of	1.785028
Central Manitoulin, Township of	0.978156
Chamberlain, Township of	0.866199
Chapple, Township of	1.614287
Chatham-Kent, Municipality of	1.655893
Chisholm, Township of	0.895077
Cochrane, Town of	1.579765
Coleman, Township of	2.034266

Conmee, Township of	1.423986
Dryden, City of	1.188764
Dufferin, County of	1.788852
Durham, Region of	1.646535
Ear Falls, Township of	2.023238
East Ferris, Municipality of	0.813706
Elgin, County of	1.810578
Elliot Lake, City of	1.200217
Essex, County of	1.580625
Fauquier-Strickland, Township of	0.630785
Fort Frances, Town of	2.099301
French River, Municipality of	1.322436
Frontenac, County of	0.813706
Gordon/Barrie Island, Municipality of	0.499616
Grey, County of	1.489896
Haldimand, County of	1.893820
Haliburton, County of	1.398029

Halton, Region of	1.701216
Hamilton, City of	2.446490
Hastings, County of	0.895077
Hilliard, Township of	0.895077
Hilton, Township of	0.895077
Hudson, Township of	0.682862
Huron, County of	0.895077
Huron Shores, Municipality of	1.009647
Iroquois Falls, Town of	1.800142
Jocelyn, Township of	0.857728
Johnson, Township of	1.169866
Joly, Township of	0.853253
Kapuskasing, Town of	1.224661
Kawartha Lakes, City of	1.095613
Kearney, Town of	0.716468
Kenora, City of	1.809886
Killarney, Municipality of	1.220003

Kingston, City of	2.140048
Kirkland Lake, Town of	3.093586
Laird, Township of	0.795073
Lake of the Woods, Township of	0.813706
Lambton, County of	1.666122
Lanark, County of	2.060008
Leeds and Grenville, United Counties of	1.473948
Lennox and Addington, County of	1.765743
London, City of	1.554179
Macdonald, Meredith and Aberdeen Additional, Township of	0.895077
Machar, Township of	0.773021
Magnetawan, Municipality of	0.895023
Marathon, Town of	1.830839
Markstay-Warren, Municipality of	1.373283
Mattawan, Township of	0.920839
McDougall, Township of	2.118735
McKellar, Township of	0.895077

McMurrich/Monteith, Township of	0.637132
Middlesex, County of	1.419999
Moonbeam, Township of	0.704588
Morley, Township of	0.895077
Muskoka, District Municipality of	0.895077
Nairn and Hyman, Township of	3.176562
Neebing, Municipality of	0.895077
Niagara, Region of	2.140048
Nipigon, Township of	1.223326
Nipissing, Township of	0.219538
Norfolk, County of	1.377524
North Bay, City of	1.139189
Northeastern Manitoulin and the Islands, Town of	1.449130
Northumberland, County of	1.708783
Oliver Paipoonge, Township of	1.799563
Ottawa, City of	2.095990

Oxford, County of	2.140048
Papineau-Cameron, Township of	1.654021
Parry Sound, Town of	1.233770
Peel, Region of	1.294635
Pelee, Township of	0.797351
Perry, Township of	0.589937
Perth, County of	1.602351
Peterborough, County of	1.255712
Plummer Additional, Township of	1.255630
Powassan, Municipality of	1.424042
Prescott and Russell, United Counties of	1.991052
Prince Edward, County of	1.130645
Quinte West, City of	1.990326
Renfrew, County of	2.007336
Ryerson, Township of	1.036092
Sables-Spanish Rivers, Township of	1.372479
Sault Ste. Marie, City of	3.453236

Seguin, Township of	1.839671
Shuniah, Township of	2.140048
Simcoe, County of	0.970345
Sioux Lookout, Municipality of	2.140048
South Algonquin, Township of	2.140048
Spanish, Town of	0.895077
St. Joseph, Township of	0.895077
Stormont, Dundas and Glengarry, United Counties of	1.679029
Strong, Township of	1.033736
Sudbury, City of Greater	2.809508
Tarbutt, Township of	1.478749
Tehkummah, Township of	0.822425
Temiskaming Shores, Town of	1.860432
The Archipelago, Township of	0.917291
The North Shore, Township of	0.895077
Thunder Bay, City of	1.929164
Timmins, City of	2.034266

Val Rita-Harty, Township of	0.975471
Waterloo, Region of	1.586727
Wawa, Township of	1.424719
Wellington, County of	1.952895
West Nipissing, Municipality of	1.191361
Whitestone, Municipality of	0.813706
York, Region of	1.337082

Commencement

4. This Regulation comes into force on the later of January 1, 2025 and the day this Regulation is filed.

Made by:

Pris par :

Le ministre des Finances,

PETER BETHLENFALVY
Minister of Finance

Date made: December 10, 2024

Pris le : 10 décembre 2024



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Finance

Agenda Date: April 15, 2025

Report No: FIN-2025-06

Subject:

Revised 2024 Council Remuneration and Expenses

Recommendation:

THAT the Council of the Municipality of Whitestone receives report FIN-2025-03 Revised (2024 Council Remuneration and Expenses) for information purposes.

Background:

Section 284(1) of the Municipal Act and By-Law 46-2018, being a By-Law to establish the rate of remuneration for the member of Council, the following is submitted in respect of 2023 Council remuneration.

The Municipal Act, 2001, S.O. 2001, c. 25 Section 284, states the following:

(1) The treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,

- (a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;*
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and*
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body. 2001, c. 25, s. 284 (1).*

(2) The statement shall identify the by-law under which the remuneration or expenses were authorized to be paid. 2001, c. 25, s. 284 (2).

(3) If, in any year, any body, including a local board, pays remuneration or expenses to one of its members who was appointed by a municipality, the body shall on or before January 31 in the

following year provide to the municipality an itemized statement re the remuneration and expenses paid for the year. 2001, c. 25, s. 284 (3).

(4) Despite the Municipal Freedom of Information and Protection of Privacy Act, statements provided under subsections (1) and (3) are public records. 2001, c. 25, s. 284 (4).


Analysis:

ATTACHMENT A provides information in respect of 2024 Council remuneration and expenses paid by the Municipality of Whitestone or paid by a Board or other body to which a Member of Council has been appointed. It has been updated to include employer paid benefits expenses as well as correct ROMA and FONOM conference expenses that were transferred from Councillor Lamb to Mayor Comrie as clarified at the March 18, 2025 Council Meeting.

Link to Strategic Plan:

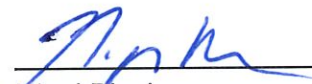
2. Fiscal Responsibility and Accountability

Respectfully submitted by:



Jessica Sinkowski
Treasurer/Tax Collector

Reviewed by:



Nigel Black
CAO/Clerk

ATTACHMENT A – 2024 Council of the Municipality of Whitestone remuneration and expenses

Attachment A

<u>Council</u>							
Name	Remuneration	Benefits (OMERS, CPP, EHT)	Electronic Device Allowance	Health Spending Account	Cell Phone	Expenses	Total
Mayor Comrie	\$31,206.60	\$ 608.52	\$600.00	\$3,953.91	\$479.28	\$3,000.48	\$39,240.27
(DPSMA , FONOM, ROMA & Mileage)							
Councillor Lamb	\$20,845.20	\$ 428.28	\$600.00	\$4,208.51		\$386.00	\$26,039.71
(DPSMA & Mileage)							
Councillor Woods	\$20,845.20	\$ 3,314.52	\$600.00	\$1,717.49		\$1,214.62	\$24,377.31
(ROMA)							
Councillor Nash	\$20,845.20	\$ 3,446.36	\$600.00	\$4,286.98		\$0.00	\$25,732.18
Councillor Bray	\$20,845.20	\$ 836.44	\$600.00	\$2,331.47		\$1,033.00	\$24,809.67
(DPSMA,FONOM & Mileage)							
<u>Parry Sound Area Planning Board</u>							
Name	Remuneration					Expenses	Total
Councillor Nash	\$780.00						\$780.00
Councillor Lamb	\$1,120.00						\$1,120.00
The Parry Sound Area Planning Board issues payment to the Municipality of Whitestone, which in turn pays the Councillors. This remuneration is included in the Municipality of Whitestone T4							
<u>District of Parry Sound Social Service Administration Board</u>							
Name	Remuneration					Expenses	Total
Councillor Bray	\$1,385.00						\$1,385.00
Note: The DSSAB pays the two Area 3 representatives as follows:							
Municipality of Whitestone: Member paid directly (and issued T4 at year end)						Municipality of McDougall:	
Payment is received by the Municipality as revenue							



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Finance

Agenda Date: April 15, 2025

Report No: FIN-2025-07

Subject:

2025 Donation Requests

Recommendation:

THAT the Council of the Municipality of Whitestone receive report FIN-2025-04 (2025 Donation Requests) for information; and

THAT the Council of the Municipality of Whitestone approves the following donations for 2025:

West Parry Sound Health Centre Foundation	\$ 500.00
Parry Sound Chamber of Commerce	\$ 500.00
Dunchurch Agricultural Society	\$ 500.00
Parry Sound High School Bursary L Woods	\$ 500.00
Parry Sound High School Graduation Gifts	\$ 250.00
Whitestone Lake School Citizenship Award	\$ 500.00
Whitestone Rod and Gun Club	\$500.00
Parry Sound Area Community Business & Dev Ctr	\$500.00
Rotary Club of Parry Sound	\$500.00
Ardbeg Community Club	\$3,000.00
Almaguin Baseball League	\$200.00
TOTAL	\$7,450.00

AND THAT Council approve additional donations as follows (to be discussed by Council:

Analysis:

RECIPIENT	2025 Request	2024 Donation	2023 Donation	2022 Donation
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Section 1

Typical Annual Donations (no application received)	Suggested Amount			
West Parry Sound Health Centre Foundation	\$500.00	\$500.00	\$500.00	\$500.00
Parry Sound Chamber of Commerce	\$500.00	\$500.00	\$500.00	\$500.00
Dunchurch Agricultural Society	\$500.00	\$500.00	\$500.00	\$500.00
Parry Sound High School Bursary L Woods	\$500.00	\$500.00	\$500.00	\$500.00
Parry Sound High School Graduation Gifts	\$250.00	\$250.00	\$250.00	\$250.00
Parry Sound Community Support Service Senior Month	\$0.00	\$0.00	\$500.00	\$500.00
Whitestone Lake School Citizenship Award	\$500.00	\$500.00	\$100.00	\$50.00
Sub Total	\$2,750.00	\$2,750.00	\$2,850.00	\$2,800.00

Section 2

Annual Donations (application received)				
West Parry Sound District Museum		\$1,000.00	\$1,000.00	\$500.00
Whitestone Rod And Gun Club	\$500.00	\$500.00	\$500.00	
Parry Sound Area Community Business & Development Ctr	\$500.00	\$500.00	\$1,100.00	\$1,100.00
Rotary Club of Parry Sound	\$500.00	\$500.00	\$500.00	\$500.00
Almaguin Baseball League	\$200.00			
Sub Total	\$1,700.00	\$2,500.00	\$3,100.00	\$2,100.00

Section 3

Additional or new donation requests				
Ardbeg Community Club (Note: In 2024, the Club received \$6,395 from the Aulds Road Landfill bottle shed)	\$3,000.00	\$1,000.00	\$3,000.00	\$6,200.00
Lake Wahwashkesh Conservation Association (HoboLink repairs)		\$1,500.00		
Parry Sound Downtown Business Association, sponsorship for butter tart festival		\$1,000.00		
Georgian Nordic Outdoor Activity Centre, contribution to proposed new facility		\$1,000.00		
Sub Total	\$3,000.00	\$4,500.00	\$3,000.00	\$6,200.00

TOTAL	\$7,450.00	\$9,750.00	\$8,950.00	\$11,100.00
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Background:

The Municipality of Whitestone Donation Policy (approved by Council resolution 2013-527) allows for organizations to apply for a grant/donation to support projects and activities that 'enhance the life and social well-being' of the Municipality. The policy states:

The Municipality will accept and review applications once per year for the financial period of January to December which is the Municipality's fiscal year. The application deadline is February 10th.

Financial Considerations:

The draft 2025 operating budget allows for a total donation expenditure of \$10,000.

Donations 2019 to 2024

YEAR	BUDGET	EXPENSE
2024	\$10,000.00	\$9,750.00
2023	\$10,000.00	\$ 8,950.00
2022	\$ 7,500.00	\$11,100.00
2021	\$ 6,840.00	\$10,490.00
2020	\$ 7,400.00	\$ 7,516.00
2019	\$ 7,400.00	\$ 6,404.43

Link to Strategic Plan:

2. Fiscal Responsibility and Accountability

Respectfully submitted by:

Jessica Sinkowski
Treasurer / Tax Collector

Reviewed by:

Nigel Black
CAO/Clerk



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Administration

Agenda Date: April 15, 2025

Report No: ADMIN-2025-06

Subject:

Landfill Site Bottle Sheds, Expression of Interest for Fundraising Opportunity

Recommendation:

THAT the Council the Municipality of Whitestone receives report ADMIN-20258-05 (Landfill Bottles Sheds, Expression of Interest for Fundraising Opportunity) for information; and

THAT the Council of the Municipality of Whitestone approve Cramadog Snowriders Snowmobile Club to have access to the Aulds Road Landfill Site Bottle Shed and associated revenue commencing January 1, 2025 (for a minimum of one year and thereafter until further notice from the Municipality).

AND THAT Cramadog Snowriders Snowmobile Club 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.

Background:

In 2023 the Ardbeg Community Club was offered oversight of bottle shed collection at the Auld's Road Landfill Site (Resolution No. 2023-521, attached). At the end of 2024 the Ardbeg Community Club advised they were no longer able to be responsible for the collection.

The Municipality advertised on Facebook and in the E-newsletter the following request for 'Expressions of Interest' for the Auld's Road Bottle Shed, to determine if other Community groups have interest in the fundraising opportunity.

NOTICE

The Municipality of Whitestone is accepting 'Expressions of Interest' from interested Organizations and / or Community Groups who would like to share in a fundraising / revenue opportunity (from donated, recycled bottles and cans).

Your organization must be non-profit (not necessarily registered), all funds received must be used to provide service and support to the Whitestone Community and the organization must have the ability to sort the bottles/cans and maintain site cleanliness.

The Municipality will consider organizations who are interested in short-term or longer-term rotations throughout the year. Protocols have been established for use of the funds as well as reporting requirements for all revenue and expenditures. These protocols are available upon request.

Expressions of Interest, sent by email or regular letter, will be accepted in confidence until Wednesday March 26, 2025 to:

Nigel Black, CAO/Clerk nigel.black@whitestone.ca

For more information please contact CAO/Clerk Black by email or by calling 705-389-2466.

We look forward to hearing from you!

One 'Expressions of Interest' was received by the deadline (See **ATTACHMENT 2**) from the Cramadog Snowriders Snowmobile Club

Although expressions of interest were received in confidence, all submitters agreed to allow their request to be shared publicly in an open session Council meeting.

Financial Considerations:

The following is a history of the officially reported revenues for the Auld's Road Bottle Shed from 2018 to 2024. Prior to 2018, there is no record of financial reports being provided to Council.

Year	Aulds Road Landfill	
	Revenue reported	Benefitting organization
2018	\$4,169.50	Whitestone McKellar Lions Club
2019	\$6,809.90	Whitestone McKellar Lions Club
2020	\$6,874.00	Whitestone McKellar Lions Club
2021	\$7,745.30	Whitestone McKellar Lions Club
2022	\$8,449.40	Whitestone McKellar Lions Club
2023	\$7,429.20	Whitestone McKellar Lions Club
2024	\$6,395.90	Ardbeg Community Club
	\$758.50	Cramadog Snowriders

Next Steps and Recommendation

Staff recommend that the Cramadog Snowriders Snowmobile Club be offered the opportunity to continue having fulltime oversight of the Auld's Road Landfill Site Bottle Shed.

Link to Strategic Plan:

2.0 Fiscal Responsibility and Accountability
7.0 Building Community

Respectfully submitted by:

Wendy Schroeder
Deputy Clerk

Reviewed by:

Nigel Black
CAO/Clerk

Attachments:

Attachment 1. Resolution No. 2023-521, Expression of Interest for Landfill Site Bottle Sheds
Attachment 2. Expression of Interest, Cramadog Snowriders Snowmobile Club

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

Attachment 2

-----Original Message-----

From: jim greenwood

Sent: March 20, 2025 1:11 PM

To: info@whitestone.ca

Subject: Aulds road waste facility

Good afternoon,

My name is Jim Greenwood and I am a Dunchurch resident and also the current President of the Cramadog Snowriders Club. Our snowmobile club is a not for profit organization that works under the umbrella of the Ontario Federation of snowmobile clubs.

Over the past several years the municipality has given my club permission to collect bottle revenue from the waste facilities in a partnership with the school , the Lions club and the Ardbeg community club. This collection has enabled us to keep our club financially stable which I believe is a great thing for recreation in our community.

At the start of the year I received an email from Dave Creasor asking if Cramadog would be willing to assume collections at the Aulds location as the Ardbeg Community club had declined to continue. Since that time we have sorted and collected the bottles and have kept the shed up to standard. We are very interested in continuing for the remainder of this year , a message that I did convey to Mr Creasor but I understand he is no longer employed with our municipality so I'm Unsure just where we stand at the moment . Over the last week we have sorted the shed and have a bottles sorted for return.

I would ask if this could be reviewed by the person replacing Mr Creasor and that I could be informed of any decision as soon as possible.

If this message could also be forwarded to councillor Scott Nash I would appreciate that.

Thanks again,

Jim Greenwood

Sent from my iPhone



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Administration

Agenda Date: April 15, 2025

Report No: ADMIN-2025-07

Subject:

To review the current Road Grant Protocol Policy.

Recommendation:

THAT the Council of the Municipality of Whitestone receives for information Report ADMIN-2025-04 Road Grant Protocol; and

THAT the Council of the Whitestone does hereby approve an updated and amended Road Grant Protocol Policy.

Background:

In 2017 Council enacted By-law No 30-2017, being a By-law to adopt the protocol for the authorizing of annual grants for the purposes of assisting road maintenance costs to property owners on private and unassumed roads. The annual granting program has been based on the By-law since enactment.

At the January 23, 2025 Regular Council meeting, the following resolution was passed, which requires a review of the Road Grant Protocol prior to administration processing any further grants:

Resolution No. 2025-021

Moved by: Councillor Nash

Seconded by: Councillor Woods

11.4 Item requested by Councillor Scott Nash
Road Grant Protocol

Resolution as provided by Councillor Nash:

WHEREAS the Council of the Municipality of Whitestone has reviewed Resolution 2022-331-Item D; and

WHEREAS the Council of the Municipality of Whitestone has reviewed the current Road Grant Protocol By-Law 30-2017; and

WHEREAS the Council of the Municipality of Whitestone has noted in the Strategic Plan that the Road Grant Protocol By-Law 30-2017 will be reviewed and updated by Council; and

WHEREAS at this time the Council of the Municipality of Whitestone has not updated the Road Grant Protocol By-Law 30-2017; and

WHEREAS the Municipality of Whitestone wants to treat all members of the public and ratepayers fairly and equally in regards to the Road Grant Protocol By-Law 30-2017;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby Rescind Resolution 2022-331- Item D and staff be directed that the MPA Road Grant is to be reviewed the same as all other Road Grant Application going forward; and

THAT until such time that the Road Grant Protocol By-Law 2017 has been reviewed and updated by the Council of the Municipality, Staff be directed to Not Process any 2025 Road Grant Requests.

Recorded Vote Requested by Councillor Woods

		YEAS	NAYS	ABSTAIN
<u>2</u>	Councillor Bray	X		
<u>5</u>	Councillor Lamb	X		
<u>3</u>	Councillor Nash	X		
<u>4</u>	Councillor Woods	X		
<u>1</u>	Mayor Comrie	X		

Carried

Analysis:

Direction was given to staff to have this matter added to the February 18, 2025 Meeting for additional discussion and action. Report ADMIN-2025-02 – Road Grant Protocol was discussed during the Committee of the Whole at the February 18, 2025 Meeting with direction given to staff for a number of suggested changes and/or concepts to change with the current Protocol. At the March 18, 2025 Council Meeting, Report ADMIN-2025-04 provided a new draft of the Road Grant Protocol and associated forms and was discussed during Committee of the Whole. Additional changes and modifications were discussed regarding the documents and staff was directed to bring back a final draft for Council consideration at the April 15, 2025 Council Meeting with intention to adopt as a By-law at that meeting so that the program would not be delayed for 2025.

The current adopted Road Grant Protocol By-law (By-law No. 30-2017) is attached for reference, including supporting attachments, as **Attachment A**. The 2024 Road Grant Application Form is also attached for reference as **Attachment B**.

The current revised draft of the Road Grant Protocol is attached as **Attachment C** and the draft version of the Road Grant Application Forms are included as **Attachment D**. This version of the Protocol has been included in the proposed By-law for consideration later in the agenda.

Respectfully submitted by:

A handwritten signature in blue ink, appearing to read 'Nigel Black', is written over a horizontal line.

Nigel Black
CAO/Clerk

Attachment A – Bylaw No. 30-2017 Road Grant Protocol (current)

Attachment B – 2024 Road Grant Application Form (current)

Attachment C – Proposed Draft Amended Schedule “A” – Road Grant Protocol

Attachment D – Proposed Draft Road Grant Application Form

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 30-2017

**Being a by-law to adopt a protocol for the authorizing
of annual grants for the purposes of assisting road maintenance costs
to property owners on private and unassumed roads**


WHEREAS the Municipal Act, 2001 Revised allows a Municipal Council to pass by-laws respecting to matters within the spheres of jurisdiction of sec. 11 (3) Subsection 1 Highways, including parking and traffic on highways in the Municipality of Whitestone;

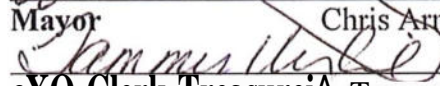
WHEREAS the Council of the Municipality of Whitestone deems it desirable to adopt a protocol for the authorizing of annual grants for the purposes of assisting road maintenance costs to property owners on private and unassumed roads:

BE IT THEREFORE ENACTED by the Municipal Council of The Corporation of the Municipality of Whitestone as follows:

1. The Corporation adopts protocol for the authorizing of annual grants for the purposes of assisting road maintenance costs to property owners on private and unassumed roads within the Municipality of Whitestone as per Schedule "A" to By-Law No. 30-2017.
2. This by-law shall take effect and come into force upon passage by Council.
3. By-Law No. 24-2016 is hereby rescinded.


Read a First and Second time this 19th day of June, 2017.




Mayor Chris Armstrong


Clerk-Treasurer Tammy Wylie

Read a Third time and Passed, Signed and Sealed this 19th day of June, 2017.



Mayor Chris Armstrong


Clerk-Treasurer Tammy Wylie

Schedule 'A' of By-Law 30-2017

Protocol for the authorizing of annual grants for the purposes of assisting property owners with their costs of maintaining private and unassumed roads:

1. To be eligible to receive a grant, property owners fronting on and/or utilizing one or more opened private or unassumed road(s) must form a "road group", duly constituted as defined in paragraph 2, whose membership must include/represent at least two-thirds (2/3) of the households serviced by the road, including undeveloped lots.
2. "Duly constituted" means that the property owners served by the road have, from time to time, agreed in writing:
 - to submit an application for a grant;
 - how any grant received will be used to maintain the road; and
 - to designate one or more members of the group to represent it with respect to the applications and authorize them to arrange for maintenance work to be completed and to report its completion to the Municipality.

It is not necessary for the road group to be incorporated; however road groups are encouraged to have written constitutions providing for election/appointment of officers and to facilitate group decision making with respect to maintenance to be undertaken. A ratepayers association may serve as a road group for purposes of this By-Law.

3. If a private road, the application must be accompanied with written confirmation from the owner of the road approving the application and the work to be completed, unless the applicant(s) can demonstrate that the owner of the road is inaccessible, to the satisfaction of the CAO-Clerk-Treasurer.
4. The grant to be provided shall be determined by Council during the yearly budget process, based on a calculation of x factor and y factor, where:
 - x factor represents dollars (\$) per kilometer, and
 - y factor represents dollars (\$) per household.
5. A road group representing several different roads may apply for grants for any or all affected roads unless a separate road group has already applied for a road grant on their own.
6. Approved grants will be given in one draw, with a grant application deadline of September 30th. Funds will be released at the discretion of the Municipal Treasurer.
7. Applications shall be accompanied by a budget of estimated annual expenditures and a statement of current uncommitted funds on hand in the Road Group's statement of record.

8. All applications shall be forwarded to the Municipal Treasurer who shall have the responsibility/authority of determining grant eligibility and authorizing grants.
9. The Road Group will be solely responsible to oversee the administration and supervision of annual work programs and related budget and furthermore the Municipality will have no responsibility, obligation or exercise any degree of operational control with respect to maintenance of the affected roads.
10. Grants are not guaranteed and due to budgeting constraints may be curtailed at any time by resolution of Council.
11. Council may from time to time establish further conditions on the approval of grants that may be generally applied or specific to a particular situation.
12. All grants must be used on specified roads in the calendar year of issuance and a written summary of money spent must be submitted to the Municipality.
13. Failure to follow reporting requirements will result in that particular road group not to be included for grants in the following calendar year.



Attachment B

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

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

APPLICATION FOR MUNICIPAL ROAD GRANT

SUBMISSION DEADLINE: SEPTEMBER 30, 2024

FILE # _____

PLEASE COMPLETE ALL AREAS

Private or Unassumed Road Name(s):

Road Group Name:

Road Group Representation

#1

#2

Name:

Position:

Address:

Postal Code:

Telephone Number/Cell Number:

E-mail:

Please describe exactly what the 2023 municipal funds will be used for:

Did you apply for the Municipal Road Grant in 2022?

Yes:		No:	
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If yes, have you submitted a written summary of how the money was spent, as well as copies of supporting invoices?

Any work being done on road(s) (or portion of road(s)) that is privately owned requires written submission from the owner of the road(s) (or portion of the road(s)) approving the application and approving the work to be completed.

If the owner of the road is inaccessible, please state reason:

Declaration of Road Group's Designated Representation

We certify that, to the best of our knowledge, the information provided herein is accurate and complete and agreement is endorsed by the Road Group, which we represent.

Signature:

Date:

Cheque Payable to

All Applications Must Include the Following:

1. Current List of Membership with mailing address and telephone numbers (representing at least two-thirds of the membership) serviced by the road, agreeing to:
 - i) Submit an application for a grant;
 - ii) How any grant received will be used to maintain the road; and
 - iii) Designate one or more members of the group to represent it with respect to the applications and to authorize them to arrange for maintenance work to be completed and to report its completion to the Municipality.
2. Budget of the Estimated 2023 Annual Expenditures.
3. Statement of Uncommitted Funds on Hand at the end of the Current Year, if any.
4. The Road Group will be solely responsible to oversee the administration and supervision of annual work programs and related budget and furthermore the Municipality will have no responsibility, obligation or exercise any degree of operational control with respect to maintenance of the affected road(s).

Any questions or if clarification is required, please contact the Municipal Treasurer at 705-389-2466 ext. 125.

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 16-2025

**Being a By-law to adopt a protocol for the authorizing
of annual grants for the purposes of assisting road maintenance costs
to property owners on private and unassumed roads**

WHEREAS the Municipal Act, 2001 Revised allows a Municipal Council to pass By-laws respecting to matters within the spheres of jurisdiction of sec. 11 (3) Subsection 1 Highways, including parking and traffic on highways in the Municipality of Whitestone; and

WHEREAS the Council of the Municipality of Whitestone deems it desirable to adopt a protocol for the authorizing of annual grants for the purposes of assisting road maintenance costs to property owners on private and unassumed roads:

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

1. The Corporation adopts protocol for the authorizing of annual grants for the purposes of assisting road maintenance costs to property owners on private and unassumed roads within the Municipality of Whitestone as per Schedule "A" to By-Law No. 15-2025.
2. This by-law shall take effect and come into force upon passage by Council.
3. By-Law No. 30-2017 is hereby repealed.
4. By-law 15-2025, being a By-law to adopt a protocol for the authorizing of annual grants for the purposes of assisting road maintenance costs to property owners on private and unassumed roads, is hereby passed this 15th day of April, 2025.

Mayor George Comrie

CAO/Clerk Nigel Black

Schedule 'A' of By-Law 16-2025, Road Grant Protocol

Protocol for the authorizing of Annual Road Grants for the purposes of assisting property owners with the costs of maintaining Private and Unassumed Roads within the Municipality of Whitestone:

1) Road Grant Eligibility:

- a) To be eligible to receive a Road Grant, property owners fronting on and/or utilizing one or more opened private or unassumed road(s) to access their property, must form a Road Group. Eligible properties include seasonal properties, year-round properties, water access properties and vacant lots. Properties can only be included for calculation in one Road Grant Application. Formation of a Road Group means that at least 60 % (sixty percent) of the total number of properties serviced by the road have agreed to make a Road Grant Application and have designated one or more members of the group to represent the Road Group with respect to the application.
- b) It is not necessary for the Road Group to be incorporated; however, Road Groups are encouraged to have written constitutions providing for election/appointment of officers and to facilitate group decision-making with respect to the application being made and the maintenance to be undertaken. A ratepayer's association may serve as a road group for purposes of this By-Law.
- c) The Road Group is required to submit an application yearly, by the deadline indicated on the application form in order to be considered for Road Grant funding.

2) Road Grant Application Process:

- a) Applications will be submitted on the forms designated in Road Grant Protocol Policy and must be received by September 30th of each calendar year.
- b) Applications shall be accompanied with a description of what the Road Grant Funds will be used for.
- c) All applications shall be forwarded to the Municipal Treasurer who shall have the responsibility/authority of determining grant eligibility and authorizing Road Grants based on the provisions of the By-Law and details within the application forms.

- d) Road Group members that represent at least 60 % (sixty percent) of the properties serviced by the Road(s) are required to complete Appendix “A” of the Application. Appendix “A” must be completed at least once every four (4) years, beginning with the 2025 Road Grant Application process.
- e) Property Owner(s)/Right(s)-of-way Holder(s)/Easement Holder(s) on land that a road crosses or sits upon must provide their approval of the Road Grant Application on a yearly basis by completing Appendix “B”
- f) In the case where a road(s) listed in the Road Grant Application that crosses or sits upon lands within a Land Use Permit (LUP), the Land Use Permit holder must provide their approval of the Road Grant Application on a yearly basis by completing Appendix “C”.
- g) The general conditions of the Road Grant Funding are included and must be acknowledged by the Road Group on a yearly basis by completing Appendix “D”.
- h) A Road Group representing several different roads may apply for grants for any or all affected roads unless a separate Road Group has already applied for a Road Grant on their own.

3) Road Grant Calculation:

- a) Council will determine the available Road Grant funds as part of the annual municipal budget process, based on a calculation of x factor and y factor, where:
 - x factor represents dollars (\$) per kilometer, and
 - y factor represents dollars (\$) per Property

4) Road Grant Eligible Expenses:

- a) Eligible expenses include any reasonable road maintenance or improvement expenses for spring, summer, fall or winter works. The municipality reserves the right to determine the eligibility of any expense.
- b) Legal, insurance, survey and any other administrative expense will not be considered as eligible expenses.

5) Conditions of Grant:

- a) Approved Road Grant funds will be issued in one payment per application. Fund distribution will be released at the discretion of the Municipal Treasurer.

- b) The Road Group will be solely responsible to oversee the administration and supervision of annual work programs and related budget. Furthermore, the municipality will have no responsibility, obligation or exercise any degree of operational control with respect to maintenance of the affected roads.
- c) Road Grants are approved on a yearly basis and are not guaranteed. Due to budgeting constraints the Road Grant Program may be curtailed at any time by way of Council Resolution(s)
- d) All Road Grant funds must be used on the specified road(s) noted in the Road Grant Application within the calendar year of issuance or allocated to a special project to be completed within 36 months of issuance of the Road Grant Funds.
- e) A written summary of money spent must be submitted to the Municipality Treasure including all supporting invoices by December 31 of each calendar year.
- f) Non-compliance with reporting requirements will lead to the suspension of that Road Group's participation in the Road Grant Program until further notice. A resolution of Council will be required for the Road Group to be reinstated to the Road Grant Program.
- g) All Road Groups and Road Group members understand and agree the Municipality of Whitestone holds no liability for any works completed or not completed on a road listed within a Road Grant Application as a result of the Road Grant Program.
- h) Council may from time to time establish further conditions on the Road Grant program by way of Council Resolution(s).



All 2025 Road Grant Applications Must Include the Following:

1. Have Read Road Grant By-Law No 16-2025
2. Application Form Completed and Signed (mandatory)
3. Appendix A - Current List of Membership for the Road Group with mailing address and telephone numbers, representing at least 60 % (Sixty Percent) of properties serviced by the road, agreeing to the road grant application (mandatory in 2025)
4. Appendix B - Approval from Land Owner(s) / Right-of-way Holder(s) / Easement Holder(s) approving the Road Improvements work being applied for in the Road Grant, and approving the Road Grant Application (if applicable)
5. Appendix C- Land Use Permit Holders(s) approving the Road Improvements work being applied for in the Road Grant, and approving the Road Grant Application (if applicable)
6. Appendix D – Acknowledgement of Conditions of Road Grant Funding (mandatory)
7. The Road Grant Application Deadline is September 30, 2025
8. The Deadline for Supporting Invoices and Summary of works complete in the 2025 calendar year is December 31, 2025. This information is to be submitted by email to treasurer@whitestone.ca, or sent to the attention of the Treasurer.
9. Any questions or if clarification is required, please contact the Municipal Treasurer at 705-389-2466 or at treasurer@whitestone.ca



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

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

APPLICATION FOR MUNICIPAL ROAD GRANT FOR THE 2025 CALENDAR YEAR

FILE # _____ (FOR STAFF USE ONLY)

APPLICATION SUBMISSION DEADLINE: SEPTEMBER 30, 2025

PLEASE COMPLETE ALL AREAS

Private or Unassumed Road Name(s): _____

Length of Road(s) in KM by Road Name(s): _____

Number of Land Owner(s) Utilizing the Road(s) to Gain access to Property that they own
(Note: Only one Owner(s) per property location can used: _____

Road Group Name: _____

Is the Road Group Incorporated:

Yes:		No:	
------	--	-----	--

Does the Road Group have Insurance:

Yes:		No:	
------	--	-----	--

Road Group Representative(s)

#1

#2(Alternative)

Full Name:

Position in Road Group:

Mailing Address:

Postal Code:

Telephone Number:

E-mail:

- 1) Please describe what the 2025 Municipal Road Grant funds would be used for, if the Road Grant Application is approved:

Is there a Special Project that any 2025 Funds will be held for, and completed in a future year?

Yes:		No:	
------	--	-----	--

If yes to above please provide details of the Special Project and the year it will be undertaken (Must be within 36 months)

- 2) Did you apply for the Municipal Road Grant in 2024?

Yes:		No:	
------	--	-----	--

If yes, have you submitted the written summary of how the funds were spent in 2024, as well as copies of the supporting invoices?

Yes:		No:	
------	--	-----	--

- 3) Have you included a list the Road Group Members that represents at least 60% (Sixty Percent) of the people utilizing the Road(s) to gain access to property that they own approving the Road Grant Application? (Refer to APPENDIX "A")

Yes:		No:	
------	--	-----	--

- 4) Any work being done on any portion of a road(s) that is(are) on privately owned lands or under any Easement(s) / Rights-of-Way, requires written authorization from the owner of the land. The land owner must acknowledge the Road Grant application and approve the proposed works to be completed. (Refer to APPENDIX "B")

Do any of the road(s) cross / utilize privately owned lands, cross / utilize any Easement(s), cross / utilize any Rights-of-Way(s)?

Yes:		No:	
------	--	-----	--

If yes to above you are required to complete APPENDIX "B". Have you included the completed Appendix B Form?

Yes:		No:	
------	--	-----	--

- 5) In the case of a road(s) (or portion of road(s) being within a Land Use Permit (LUP) area, the Valid Land Use Permit Holder, is required to provide written authorization approving

the Road Grant application and approve the proposed works to be completed (Refer to APPENDIX "C")

Does any of the road(s) cross land within a Land Use Permit (LUP) area?

Yes:		No:	
------	--	-----	--

If yes to above you are required to complete APPENDIX "C". Have you included the completed Appendix C Form?

Yes:		No:	
------	--	-----	--

- 6) THE DEADLINE FOR 2025 SUPPORTING INVOICES AND SUMMARY TO BE SUBMITTED IS: DECEMBER 31, 2025.

I(we) Confirm that we are aware of the Deadline.

Yes:		No:	
------	--	-----	--

Declaration of Road Group's Designated Representation

I (We) certify that, to the best of our knowledge, the information provided herein is accurate and complete.

I (we), certify on behalf of the Road Group noted above that we have Read and Understood the conditions and requirements set out in the Road Grant Application, and By-Law No. 16-2025 along with any deadlines and or requirements, and confirm that by signing below that the Municipality holds no Liability for any works completed or not completed on the Private Road(s) listed above that received funds from the Road Grant Program or have applied for a Road Grant.

#1

#2 (Alternative)

Name: _____

Name: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

If the Road Grant Application is approved, kindly confirm the recipient for the cheque and provide the mailing address where it should be sent.

Cheque Addressed to: (Insert Name)_____

Mailing Address

Name: _____

Street: _____ Unit Number: _____

City: _____ Postal Cose: _____

Telephone Number: _____

Email Address: _____

APPENDIX "A"
ROAD GROUP MEMEBRS

Declaration for (Insert Name of Road(s)) for 2025

for the following (Insert Road Group Name)

I(We), as listed below are Members of the Road Group for the above noted road(s). By signing below, I (we) acknowledge that I (we) utilize the road(s) to gain access to property that I (we) Own, and approve the Road Grant Application as being submitted. I (we) are approving any related improvement and maintenance works for the above noted road(s) as a result of Funds received from the Road Grant Program. I (we) understand and agree that the Municipality holds no Liability for any works completed on the Road(s) as a result of the Road Grant Program.

Name	Signature	Service Address	Mailing Address	Phone Number
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[illegible]

***Attached more pages if needed**

APPENDIX “B”

LAND OWNER’S/EASEMENT HOLDERS/RIGHTS-OF WAY HOLDERS

Declaration for (Insert Name of Road(s)) for 2025

I(We), as listed below are the Owner(s) of Property that the Road(s) is(are) located upon, or are the legal holders of Right(s)-of-way, or are legal easements holders for use of the above noted Road(s).

I(we) are approving the Road Grant Application being submitted and approve any related improvement and maintenance works for the above noted road(s) as a result of Funds received from the Road Grant Program. I(we) understand and agree that the Municipality holds no Liability for any works completed on the Road(s) as a result of the Road Grant Program.

<u>Name</u>	<u>Signature</u>	<u>Property Holding</u>	<u>Mailing Address</u>	<u>Phone Number</u>

*Attached more pages if needed

APPENDIX “C”
LAND USE PERMIT HOLDERS

Declaration for (Insert Name of Road(s)) _____ for 2025

I(We), as listed below are the Land Use Permit (LUP) Holder(s) for areas that the above noted Road crosses / utilizes. I(we) are approving the Road Grant Application being submitted and approve any related improvement and maintenance works for the above noted road(s) as a result of Funds received from the Road Grant Program. I(we) understand and agree that the Municipality holds no Liability for any works completed on the Road(s) as a result of the Road Grant Program.

Land Use Permit (LUP) Number: _____

Name of Permit Holder: _____

Mailing Address of Land Use Permit Holder:

Street: _____ Unit Number: _____

City: _____ Postal Code: _____

Telephone Number: _____

Email Address: _____

Name of Person Authorized to Sign: _____

Signature: _____ Date: _____

APPENDIX “D”

CONDITIONS OF GRANT

**Declaration for (Insert Name of Road(s)) _____ for 2025 for
the following (Insert Road Group Name) _____**

The Road Grant Application Deadline is September 30, 2025, and must include all supporting documents / appendices.

All applications shall be forwarded to the Municipal Treasure who shall have the responsibility / authority of determining eligibility and authorizing Road Grant funds based on the Road Grant Protocol By-Law 16-2025 requirements.

Approved grant funds will be issued in one payment. Funds will be released at the discretion of the Municipality Treasure.

The Road Group will be solely responsible to oversee the administration and supervision of annual work programs and related budgets and furthermore the Municipality will have no responsibility, obligation or exercise any degree of operational control with respect to maintenance of the affected roads.

Grants are not guaranteed and due to budgeting constraints may be curtailed at any time by way of Council Resolution(s).

Council may from time to time establish further conditions on the Road Grant program by way of Council Resolution(s).

All Road Grant Funds must be used on the specified road(s) noted in the Road Grant Application within the calendar year of issuance or allocated to a special project to be completed within 36 months of issuance of Road Grant funds.

The deadline for Supporting Invoices and Summary of works complete in the 2025 calendar year is December 31, 2025. This information is to be submitted by email to treasurer@whitestone.ca or sent to the attention of the Treasurer

Non-compliance with reporting requirements will lead to the suspension of that Road Group's participation in the Road Grant Program until further notice.

Name of Road Group Representative Person Authorized to Sign:

(Insert Name) _____

Signature: _____ Date: _____

Telephone Number: _____ E-mail Address: _____



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Clerk

Agenda Date: April 15, 2025

Report No: ADMIN-2025-08

Subject:

Tender Award for the Supply, Delivery and Spread of Gravel Materials

Recommendation:

THAT the Council the Municipality of Whitestone receives Report ADMIN-2025-07 (Tender Award for the Supply, Delivery and Spread of Gravel Materials) for information; and

THAT the Council of the Municipality of Whitestone hereby provides prebudget approval and awards the contract for the supply, delivery and spreading of 9,000 tonnes of granular materials to Fowler Construction Company, Bracebridge, in the amount of \$172,119 plus HST

Background:

Tender 2025-01 for the Supply, Delivery and Spread of 9,000 Tonnes of Granular Materials, was released on January 16, 2025 with a closing date of February 20, 2025 at 12:00 pm.

The Tender was advertised on the Municipal website, and published in the Parry Sound Online Newspaper on January 16, 2025.

Five (5) potential bidders received tenders for this project.

Analysis:

Tenders were opened publicly opened on February 29, 2024 at 12:30 pm and the following bids were received:

	BIDDER	TOTAL BID AMOUNT (excluding HST)	ADJUSTED BID AMOUNT (including HST not adjusted for rebate)
1	Muskoka Truck & Equipment	\$ 178,910	\$202,168.30
2	Weeks Construction	\$ 183,179	\$206,922.27
3	Fowler Construction Company	\$ 172,119	\$194,494.47

The tenders were checked for mathematical errors and conformity to the tender requirements. No errors or omissions were noted during this analysis. The tender from Fowler Construction Company, is compliant and recommended for award.

Financial Considerations:

The 2025 *final draft* budget allows for an expenditure of:

Gravel Maintenance	\$220,000
--------------------	-----------

Tender award plus HST: \$194,494.47

Tender award including HST adjusted for rebate: \$175,148.29

The budget allows for this tender and some flexibility for additional expenditure at the discretion of Council. The tender allows for quantities to be adjusted by 20% +/- with no change in unit pricing. The budget does also include amounts for boat launches and turnarounds which would have some impact on gravel used but those have not been factored into this tender calculation.

For comparison purposes, Gravel Maintenance budget from the previous three (4) years are noted below:

YEAR	2021	2022	2023	2024
Budget	\$180,000	\$180,000	\$195,000	\$220,000
Actual expenditure	\$172,155	\$179,416	\$196,105	\$220,034

Pricing Granular "A" Delivered to Public Works Yard (excluding HST)

2022	\$16.78
2023	\$19.17
2024	\$18.47
2025	\$17.96

The unit price of granular "A" delivered to Public Works Yard has decreased by 3% from the 2024 tender.

Taking all financial information into consideration, these Tender results fall within our approved budget.

Additional Consideration:

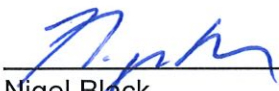
As Council is aware, the Public Works Department is currently operating without a Manager. The previous PW Manager prepared this tender and identified the suggested locations for inclusion in the Tender for 2025. His inclusion of the roads was based on continuation of the 5-year Gravel Plan improvement plan which was reviewed in 2024 in conjunction with the Roads Needs Study. At that same time, the 2024 Tender was awarded. A copy of the Attachment A of PW 2024-03 (5-year Gravel Plan) has been included for reference. The proposed roads included in the tender seem to align with either 2025 or 2026 priorities and have been highlighted. The tender also allows for considerable volume to be delivered to the Public Works Yard for maintenance on all roads. During the 2025 Budget

process, some concern was expressed about the roads included in this tender and the potential of changing one or more locations. With this in mind, my suggestion would be to award the contract as recommended and that **IF** any changes to the locations included are considered, that they could be done by change order. Further to that, should changes be made, they should remain consistent with the 5-year Gravel Plan.

Link to Strategic Plan:

5. Maintenance of our Infrastructure

Respectfully submitted by:



Nigel Black
CAO/Clerk

Attachment A - 5-year Gravel Plan

Attachment B - Tender 2025-01 - Supply, Deliver and Spread 8,800 Tonnes Granular Material

Report PW-2024-03 ATTACHMENT A

5 Year Gravel Plan

Year		Beginning	End at
2024	Wahwashkesh Road	Hwy 520	Red Gate Lane
	Annual Maintenance Gravel		
2025	Wahwashkesh Road	Red Gate Lane	Bennetts Bay Landing
	Chambers Road	Wahwashkesh Road	Stop at summer road
	Gorham Road	Wahwashkesh Road	Stop at snow plow turn around
	East Townline	Hwy 124	Win Bur Lane
	Annual Maintenance Gravel		
2026	Edgewood	Hwy 520	Snow plow turn around
	Balsam Road	Canning Road	Irwin
	Annual Maintenance Gravel		
2027	Balsam Road	Irwin Road	Laucks Road
	Laucks Road	Balsam Road	Turn around
	Bears Paw	Canning Road	Canning Road
	Swords Road	Hwy 520	Snow plow turn around
	Dobson Road	Farleys Road	Snow plow turn around
	Pugsley	Farleys Road	Snow plow turn around
	Annual Maintenance Gravel		
2028	Clear Lake	End of Hwy 520	Snow plow turn around
	Haywards Road	Hwy 520	Snow plow turn around
	McDonald Drive	Hwy 520	Snow plow turn around
	Annual Maintenance Gravel		



TENDER 2025-01

SUPPLY, DELIVER AND SPREAD 8,800 Tonnes GRANULAR MATERIAL

TO MULTIPLE LOCATIONS IDENTIFIED IN WHITESTONE

Deadline for Submission:
Thursday, February 20, 2025 @12:00 p.m.
Project Completion Date:
June 25, 2025

All inquiries regarding this request for tender shall be directed to:

Nigel Black
nigel.black@whitestone.ca
705-389-2466

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

The Municipality of Whitestone reserves the right to reject any or all tenders.
The lowest or any tender not necessarily accepted.

GENERAL INFORMATION

1) Registration, Delivery and Opening of Tenders

Bidder's name, address, telephone number and email address shall be recorded on the *"Request for Tender Obtained Register"* and contract documents and plans (where applicable) will be issued thereafter.

All bidders must obtain contract documents and be listed on the *"Request for Tender Obtained Register"*.

Tenders, sealed in an envelope and **clearly** marked with the project/contract title, the project/contract number and tenderer's name, will be received by The Corporation of the Municipality of Whitestone, 21 Church Street, Dunchurch, ON until **12:00 p.m.**, Local Time on the advertised closing date for receipt of tenders. The use of the mail for delivery of a tender will be at the risk of the tenderer.

On the closing day, commencing at **12:30 p.m.** Local Time, the envelopes will be opened and the tenders will be read and recorded publicly at the above-mentioned address. Tenders will then be checked and analyzed.

2) Disqualification of Tenders

Under no circumstances will tenders be considered which:

- a) are received after the advertised closing date and time for tenders.
- b) are sent by fax.

3) Withdrawal or Qualifying of Tenders

A bidder who has already submitted a tender may submit further tenders at any time up to the official closing time.

The last tender received shall supersede and invalidate all tenders previously submitted by that bidder for this contract.

A bidder may withdraw his/her tender at any time up to the official closing time by submitting a letter bearing his/her signature and seal as in his/her tender to the Corporation of the Municipality of Whitestone, 21 Church Street, Dunchurch, ON. Such a submission must be received in sufficient time to be marked before **12:00 p.m.** local time on the date for closing of tenders. The bidder shall show his/her name and the project and contract numbers on the envelope containing such letter.

No faxes or telephone calls for the withdrawal or qualifying of tenders will be considered.

4) Informal or Unbalanced Tenders

All entries in the “*Form of Tender*” shall be made in ink, by typewriter or by printer. Un-initialed entries or changes made in pencil shall be deemed invalid.

Tenders which are incomplete, illegible or obscure, or that contain additions not called for, erasures, alterations (unless properly and clearly made and initialed by the bidder's signing officer), or irregularities of any kind, shall be rejected. The Corporation of the Municipality of Whitestone reserves the right to waive formalities at its discretion.

Bidders who have submitted tenders that have been rejected by The Corporation of the Municipality of Whitestone because of informalities will be notified of the reasons for the rejection within ten (10) days after the closing date for tenders.

Tenders that contain prices which appear to be so unbalanced as likely to affect adversely the interests of The Corporation of the Municipality of Whitestone may be rejected. Wherever in a tender the amount tendered for an item does not agree with the extension of the estimated quantity and the tendered unit price, the unit price shall govern and the amount and the Total Tender Price shall be corrected accordingly, unless otherwise decided by The Corporation of the Municipality of Whitestone.

If a tenderer has omitted to enter a price for an item of work set out in the “*Form of Tender*”, he/she, unless he/she has specifically stated otherwise in his/her tender, will be deemed to have allowed elsewhere in the “*Form of Tender*” for the cost of carrying out the said item of work and, unless otherwise agreed to by The Corporation of the Municipality of Whitestone, no increase shall be made in the total Tender Price on account of such omission.

5) Tender

Each tender shall include the “*Information to Bidders*” and a completed “*Form of Tender*”, together with any further forms or sheets which the tenderer is instructed elsewhere herein, or in any addendum hereto, to submit with this tender.

6) Examination of Site

Each tenderer should visit the site(s) of the work before submitting his/her tender and must satisfy himself/herself by personal examination as to the local conditions to be met with during the construction and conduct of the work. He/she shall make his/her own estimate of the facilities and difficulties to be encountered including the nature of the subsurface materials and conditions. He/she is not to claim at any time later in the submission of his/her tender that there was any misunderstanding of the terms and conditions of the contract relating to site conditions.

Any person who proposes to carry out any investigation of any property relative to the proposed works shall, before entering the said property, and any other property, and before commencing the said investigation, notify the owner and occupant of the said property of the nature and extent of the proposed investigation, notify the owner and occupant of such other property of the access required and obtain the agreement in writing thereto of all such owners and occupants. The person who was responsible for carrying out such an investigation or for making use of any access as aforesaid shall reinstate the property and shall be responsible for all damage and claims resulting from and in accordance with the said agreement of such owners and occupants.

With respect to any matter referred to in the foregoing paragraph, no person referred to therein is authorized to act as agent of or to make any representation on behalf of the owner and **Public**

Works Manager shall not be responsible for any disturbance to or reinstatement of any property or for any damage or claims referred to therein.

7) Omissions, Discrepancies and Interpretations

Should a bidder find omissions from or discrepancies in any of the tender documents or should he/she be in doubt as to the meaning of any part of such documents, he/she shall notify the **Public Works Manager**, preferably in writing and not later than four (4) days before the closing date for tenders.

If the **Public Works Manager** considers that a correction, explanation or interpretation is necessary or desirable, he/she will issue an Addendum to all who are listed on the *“Request for Tender Obtained Register”*. No oral examination or interpretation shall modify any of the requirements or provisions of the tender documents.

The bidder also declares that in tendering for the work and in entering into the contract he/she did not and does not rely upon information furnished by The Corporation of the Municipality of Whitestone or any of its servants or agents respecting the nature or confirmation of the ground at the site of the work, or the location, character, quality or quantity of the materials to be removed, or to be employed in the construction of the work, or the character of the equipment or facilities needed to perform the work, or the general and local conditions and all other matters which could in any way affect the performance of the work under the contract other than information furnished in writing for, or in connection with the tender or the contract by The Corporation of the Municipality of Whitestone, except information specifically excluded from this sub-section.

8) Quantities are Estimated

The quantities shown for unit price items in the “Form of Tender” are estimates only and are the sole purpose of establishing a dollar amount based on unit price. For materials supplied on a unit price basis, the Contractor will be paid for the actual measured quantities at the respective unit prices tendered.

9) Right to Accept or Reject Tenders

The Corporation of the Municipality of Whitestone shall not be responsible for any liabilities, costs, expenses, loss or damages incurred, sustained or suffered by any bidder prior or subsequent to or by reason of the acceptance or the non-acceptance by The Corporation of the Municipality of Whitestone of any tender or by reason of any delay in the acceptance of a contract being prepared and executed.

The Corporation of the Municipality of Whitestone reserves the right to reject any or all tenders and to waive formalities, as the interests of The Corporation of the Municipality of Whitestone may require, without stating the reasons and the lowest or any tender will not necessarily be accepted.

10) Agreement and Contract Execution

If the successful bidder fails to provide The Corporation of the Municipality of Whitestone, within the ten-day period, the executed agreement, together with requirements as specified within, The Corporation of the Municipality of Whitestone may accept another tender, advertise for new tenders, negotiate a contract or not accept any tender, as The Corporation of the Municipality of Whitestone may deem advisable.

11) Proof of Ability and Sub-Contractors

In order to aid The Corporation of the Municipality of Whitestone in determining the responsibility of each tenderer, the tenderer shall complete the following statement sheets which are attached herein:

Statement "A" stating the tenderer's experience in similar work which he/she has successfully completed.

Statement "B" stating the work and equipment the tenderer proposes to use to perform the work.

Statement "C" giving a list of any sub-contractor who will be carrying out any part of this contract. This list shall show the names of the proposed sub-contractors and for what work each sub-contractor will be responsible.

12) List of Sub-Contractors

The tenderer agrees to submit a list of any sub-contractors (Statement "C") who will be carrying out any part of this contract. This list shall show the names of the proposed sub-contractors and for what work each sub-contractor will be responsible. The Corporation of the Municipality of Whitestone has the right to reject any of the sub-contractors so named. In this event, the tenderer shall arrange to have the proposed work done by such other sub-contractor as may be approved by The Corporation of the Municipality of Whitestone. Only one name shall be shown for each sub-trade.

The tenderer shall not be allowed to substitute the other sub-contractors in place of those named in the tender without written approval from the **Public Works Manager**. Should the tenderer cease operations, under no circumstances shall sub-contractors be allowed to continue to work on the site unless an authorized representative of the tenderer is present on the site at all times. The tenderer shall notify the **Public Works Manager** in writing of the names and positions of the person, or persons so representing the tenderer.

13) Workplace Safety and Insurance Board (WSIB) and Provincial Retail Sales Tax Requirements

The contractor shall at the time of entering into this contract with The Corporation of the Municipality of Whitestone, make a statutory declaration or furnish a satisfactory clearance letter from the Workplace Safety and Insurance Board stating that all assessments or compensation payable to the Workplace Safety and Insurance Board have been paid.

The selected bidder shall submit such statutory declaration or clearance letter to The Corporation of the Municipality of Whitestone in duplicate together with the Agreement executed by the said tenderer. One copy of the statutory declaration or clearance letter shall be attached to each of the two executed sets of the contract.

The proponent certifies that it has met all of its obligations to comply with Workplace Safety and Insurance Board and Provincial Retail Sales Tax requirements, so that it is able to do business in Ontario.

14) Occupational Health and Safety

For the purposes of the *Occupational Health and Safety Act*, the successful bidder is considered

to be the "constructor" as defined in the Act. It is specifically drawn to the attention of the bidder that the *Occupational Health and Safety Act* provides, in addition to other things:

- a) THAT the measures and procedures prescribed by this Act and the regulations are carried out on the project;
- b) THAT every employer and every worker performing work on the project complies with this Act and regulations; and
- c) THAT the health and safety of workers on the project is protected.

15) Inquiries During Tendering

Bidders are advised that inquiries regarding the tender documents shall be directed to:

Nigel Black
nigel.black@whitestone.ca
705-389-2466

16) Insurance

General liability insurance in the amount of at least **\$2,000,000.00** coverage for any one claim must be carried by the contractor. In addition, The Corporation of the Municipality of Whitestone shall be named as an additional insured party. Both owned and non-owned vehicles employed under this contract will require a minimum of **\$2,000,000.00** coverage in any one claim, showing The Corporation of the Municipality of Whitestone as one of the insured parties. The tenderer to whom this contract is awarded shall supply The Corporation of the Municipality of Whitestone with proof of insurance and a copy of the policy prior to the signing of the contract by Municipal officials and provide coverage throughout the term of the contract in the amounts specified.

17) Hold Harmless

The contractor shall be responsible for any and all damages, or claims for damages or injuries or accidents done or caused by him/her or his/her employees or resulting from the prosecution of the works, or any of his/her operations, caused by reason of the existence or location or condition of works, or of any materials, plant, or machinery used therein or which may happen by reason thereof or arising from any failure, neglect or omission on his/her part, or on the part of any of his/her employees to do or perform any or all of the several acts or things required to be done by him/her or them under this agreement and by these conditions and covenants and agrees to hold The Corporation of the Municipality of Whitestone harmless, and indemnified for all such damages and claims for damage.

18) Additional Work

- a) All unforeseen and/or additional work to be performed by the contractor must be approved by the **Public Works Manager** (or his designate), prior to commencement of the work.
- b) All additional work, of similar nature to this contract, shall be charged at the contract unit price.

19) Anticipated Start Date

The anticipated start date for this contract will be at the call of the Public Works Manager and the successful bidder will be notified upon receipt of appropriate documentation exactly when the project will commence.

20) Completion Date

The completion date will be as stated on the Notice of Tender. If this time limit is not sufficient to permit completion by the Contractor working a normal number of hours, the Contractor shall make changes to permit the work to be completed by the above date. Additional costs incurred shall be deemed to be included in the price bid for the works.

21) Fixed Completion Date and Charges

1. **Time:**
Time shall be the essence of this Contract.
2. **Progress of the Work and Time for Completion:**
The Contractor shall diligently prosecute the work on this contract in its entirety to the satisfaction of the Public Works Manager.
3. **Liquidated Damages:**
It is agreed by the parties to the Contract that in case all the work called for under the Contract is not finished or completed within the dates of completion specified aforementioned, a loss or damage will be sustained by the Owner. Since it is and will be impracticable and extremely difficult to ascertain and determine the actual loss or damage which the Owner will suffer in the event of and by reason of such delay, the parties hereto agree that the Contractor will pay to the Owner the sum of **\$250.00** as liquidated damages for each and every calendar day delay in finishing the work beyond the dates of completion prescribed above. It is agreed that this amount is an estimate of the actual loss or damage to the Owner that will accrue during the period in excess of the prescribed dates of completion.

22) Non-Performance

Supply of product is to be on an as needed delivery basis. The Corporation of the Municipality of Whitestone staff will provide 48-hour notice to the Contractor. Any damages resulting from failure to supply product as required will be the responsibility of the Contractor.

23) Delivery

All delivery costs shall be included in the unit price.

24) Testing

From time to time, the Municipality of Whitestone may take samples of the product being delivered for testing purposes. The Municipality of Whitestone will submit such samples to an independent testing lab for analysis. If the sample(s) meet specification, the Municipality of Whitestone will assume the cost for the analysis. If, however, the sample(s) do not meet specification, then the contractor will incur the cost of the analysis. Following the acknowledgment of the receipt of non-specified product the Municipality of Whitestone has the right to discontinue future shipments and the price of the material, which did not meet the product specification, will be adjusted by ratio of test result to specification.

SPECIAL PROVISIONS

None

OPSS Reference:

Granular 'A', as per OPSS 1001 November 2018, OPSS 1010 November 2013 Muni

FORM OF TENDER

The tenderer has carefully examined the Provisions, Specifications and Conditions referred to in the Tender Documents hereto as part of the work to be done under this Contract. The Tenderer also understands and accepts the said Provisions, Specifications and Conditions and hereby states that the prices set forth in this tender include full compensation to furnish all machinery, tools, apparatus and other means of construction, furnish all materials, except as otherwise specified in the Contract, and to complete the work in strict accordance with the Provisions, Special Provisions, Specifications and Conditions referred to in the said Tender Documents.

The Contractor understands and accepts that the quantities shown are approximate only and are subject to increase or decrease, or deletion entirely if not found to be required.

Attached to this tender, is a certified cheque, bid bond, bank draft or money order for the sum of payable to The Corporation of the Municipality of Whitestone, which meets or is greater than the tender minimum deposit required.

This cheque shall constitute a deposit which shall be forfeited to The Corporation of the Municipality of Whitestone, if the successful Tenderer fails to file with The Corporation of the Municipality of Whitestone, an executed tender document, a Certificate of Insurance in the amount specified and/or a Workplace Safety & Insurance Board Clearance Certificate, satisfactory to The Corporation of the Municipality of Whitestone.

Notification of acceptance may be given and delivery of the "*Form of Agreement*" made by prepaid post, addressed to the Tenderer at the address contained in this Tender.

Project Description:

1. SUPPLY, DELIVER AND SPREAD GRANULAR A (TYPE 2)
Location: Along WAWASHKESH Road from Red Gate Lane up to Bennetts Bay Parking Lot adjacent to Indian Narrows Road, with public turnaround available at Bennetts Bay Parking Lot
2. SUPPLY, DELIVER AND SPREAD GRANULAR A (TYPE 2)
Location: Along Edgewood Road up to Sykes Road, with public turnaround available at Sykes Road.
3. SUPPLY, DELIVER AND SPREAD GRANULAR A (TYPE 2)
Location: Along East Townline up to Win Bur Lane, with public turnaround available at Snow Plow Turn around at WinBur Lane
4. SUPPLY, DELIVER GRANULAR A (TYPE 2)
Location: Public Works Yard (2125 Balsam Road off abutting Hwy 124)
5. GRANULAR A MINUS (TYPE 2) FOB Quarry. Unit Price for Whitestone to pick up.
6. GRANULAR B 2" MINUS (TYPE 2). FOB Quarry. Unit Price for Whitestone to pick up.
7. GABION 6" FOB Quarry. Unit Price for Whitestone to pick up.
8. ¾" CLEAR STONE FOB Quarry. Unit Price for Whitestone to pick up.

Location:

Quantities may be adjusted by 20% + or – with no change to unit costing

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	PRICE
1	SUPPLY, DELIVER AND SPREAD GRANULAR A (Quarried) WahWashkesh Road	tonne	1,000		
2	SUPPLY, DELIVER AND SPREAD GRANULAR A (Quarried) Edgewood Road	tonne	1,800		
3	SUPPLY, DELIVER AND SPREAD GRANULAR A (Quarried) East Townline	tonne	3,700		
4	SUPPLY, DELIVER GRANULAR A (Quarried) Public Works Yard 2125 Balsam Road	tonne	2,500		
5	GRANULAR A (Quarried) Material Only FOB: Quarry	tonne	As required		
6	GRANULAR B 2” MINUS (Quarried) Material Only FOB: Quarry	tonne	As required		
7	GABION Material Only FOB: Quarry	tonne	As required		
8	CLEAR STONE Material Only FOB: Quarry	tonne	As required		
				Sub Total	
				HST	
				TOTAL TENDER PRICE	

Offered on behalf of:

Contractor: _____

Address: _____

Telephone: _____

Fax No. _____

Email: _____

Authorized _____

Signature: _____

Name: _____

Seal:

Witness: _____ Date _____

**FORM OF TENDER
STATEMENT "A"
Tenderer's Experience**

As an integral part of this tender, the tenderer shall list here his/her experience in work of a similar nature to that being tendered, which he/she, has successfully completed.

YEAR	DESCRIPTION OF CONTRACT	FOR WHOM PERFORMED	APPROXIMATE VALUE
<hr/>			

**FORM OF TENDER
STATEMENT "B"**
Proposed Work and Equipment

As an integral part of this tender, the tenderer shall provide below, a statement of the work and equipment he/she proposes to use for the work.

WORK:

EQUIPMENT:

**FORM OF TENDER
STATEMENT "C"**
List of Proposed Sub-Contractors
(if applicable)

SUB-TRADE

PROPOSED SUB-CONTRACTORS: _____

DRAFT FORM OF AGREEMENT

THIS AGREEMENT made in duplicate this ____ day of _____ 2025

BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

hereinafter called the "Municipality" of the FIRST PART

-and-

hereinafter called the "Contractor" of the SECOND PART

THAT the Contractor for and in consideration of the payment provided herein to be made to the Contractor by the Municipality, shall supply all labour, materials and equipment required to perform the work as described in:

SUPPLY, DELIVER AND SPREAD

- 1,000 Tonnes GRANULAR A (Quarried) Wahwashkesh Road
- 1,800 Tonnes GRANULAR A (Quarried) Edgewood Road
- 3,500 Tonnes GRANULAR A (Quarried) East Townline
- 2,500 Tonnes GRANULAR A (Quarried) Public Works Yard Stockpile

FOB Quarry

Whitestone to Pick Up at Quarry per tonne price

- GRANULAR A (TYPE 2)
- 2" Minus Granular B (TYPE 2)
- Gabion Stone
- ¾ Clear Stone

In accordance with accompanying "*Information to Tenderers*" and "*Form of Tender*", all of which form part of this agreement.

WITNESSETH that the Municipality agrees:

1. To provide the Contractor with the access to its land to such extent as may be necessary for the performance of the work under this contract.
2. To pay the Contractor as set forth in the "*Information to Tenderers*" of this Contract.

IN WITNESS WHEREOF the Contractor and the Municipality have respectively affixed their corporate seals in the hands of their proper officers on the day and year first above written.

SIGNED, SEALED and DELIVERED in the Presence of:

CONTRACTOR

THE CORPORATION OF THE
MUNICIPALITY WHITESTONE

Name of Contractor (Print)

Mayor

Signature of Contractor

CAO/Clerk

Date

Date



ADDENDUM #1

TENDER 2025-01

SUPPLY, DELIVER AND SPREAD 8,800 Tonnes GRANULAR MATERIAL

TO MULTIPLE LOCATIONS IDENTIFIED IN WHITESTONE

Deadline for Submission:
Thursday, February 20, 2025 @12:00 p.m.
Project Completion Date:
June 25, 2025

Date of issue: Friday, February 14, 2025

1. Purpose of Addendum

In Section **FORM OF TENDER**, DELETE the following text:

Attached to this tender, is a certified cheque, bid bond, bank draft or money order for the sum of payable to The Corporation of the Municipality of Whitestone, which meets or is greater than the tender minimum deposit required.

This cheque shall constitute a deposit which shall be forfeited to The Corporation of the Municipality of Whitestone, if the successful Tenderer fails to file with The Corporation of the Municipality of Whitestone, an executed tender document, a Certificate of Insurance in the amount specified and/or a Workplace Safety & Insurance Board Clearance Certificate, satisfactory to The Corporation of the Municipality of Whitestone.

3. Effective Date

This Addendum becomes effective immediately upon its issuance.

Page 1 of 2

4. Contact Information

For any questions regarding this Addendum, please contact:

Nigel Black, CAO-Clerk
at 705-389-2466 or nigel.black@whitestone.ca

5. Signature Required

I have read and included Addendum #1 in the submission.

Name: _____

Title: _____

Company Name: _____

Telephone: _____

Authorized
Signature: _____

Seal:

Date: _____

BY-LAWS

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 15-2025

**Being a By-law to set tax ratios for Municipal purposes
for the year 2025**

WHEREAS it is necessary for the Council of the Corporation of the Municipality of Whitestone pursuant to Section 308 (4) of the *Municipal Act* (the Act), 2001 S.O. c. 25 as amended, to establish the tax ratios for 2025 for the Corporation of the Municipality of Whitestone;

AND WHEREAS the tax ratios determine the relative amount of taxation to be borne by each property class;

AND WHEREAS Section 308 (2) and (3) of the Act provides that every municipality shall establish a set of tax ratios, and such tax ratios are the ratios that the tax rate for each property class must be to the tax rate for the residential property class where the residential property class tax ratio is 1;

AND WHEREAS the property classes have been prescribed by the Minister of Finance pursuant to Section 7 of the *Assessment Act*, R.S.O. 1990, c. A.31, as amended;

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

1. **THAT** the tax ratios for the 2025 taxation year be established as follows:

a) The residential/farm property class	1.0000
b) The commercial property class	1.0000
c) The commercial vacant property class	0.7000
d) The industrial property class	1.0000
e) The farmlands property class	0.2500
f) The managed forest property class	0.2500
g) The aggregate extraction property class	0.813706
h) The Landfills property class	4.4913

2. **THAT** for the purpose of this By-law:

- a) The commercial property class includes all commercial office property, shopping centre property and parking lot property;
- b) The industrial property class includes all large industrial property;

3. **THAT** By-law No. 15-2025 being a By-law to set tax ratios for Municipal purposes for the year 2025 is hereby passed this 15th day of April, 2025.

Mayor

George Comrie

CAO/Clerk

Nigel Black

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 16-2025

**Being a By-law to adopt a protocol for the authorizing
of annual grants for the purposes of assisting road maintenance costs
to property owners on private and unassumed roads**

WHEREAS the Municipal Act, 2001 Revised allows a Municipal Council to pass By-laws respecting to matters within the spheres of jurisdiction of sec. 11 (3) Subsection 1 Highways, including parking and traffic on highways in the Municipality of Whitestone; and

WHEREAS the Council of the Municipality of Whitestone deems it desirable to adopt a protocol for the authorizing of annual grants for the purposes of assisting road maintenance costs to property owners on private and unassumed roads:

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

1. The Corporation adopts protocol for the authorizing of annual grants for the purposes of assisting road maintenance costs to property owners on private and unassumed roads within the Municipality of Whitestone as per Schedule "A" to By-Law No. 16-2025.
2. This by-law shall take effect and come into force upon passage by Council.
3. By-Law No. 30-2017 is hereby repealed.
4. By-law 16-2025, being a By-law to adopt a protocol for the authorizing of annual grants for the purposes of assisting road maintenance costs to property owners on private and unassumed roads, is hereby passed this 15th day of April, 2025.

Mayor George Comrie

CAO/Clerk Nigel Black

Schedule 'A' of By-Law 16-2025, Road Grant Protocol

Protocol for the authorizing of Annual Road Grants for the purposes of assisting property owners with the costs of maintaining Private and Unassumed Roads within the Municipality of Whitestone:

1) Road Grant Eligibility:

- a) To be eligible to receive a Road Grant, property owners fronting on and/or utilizing one or more opened private or unassumed road(s) to access their property, must form a Road Group. Eligible properties include seasonal properties, year-round properties, water access properties and vacant lots. Properties can only be included for calculation in one Road Grant Application. Formation of a Road Group means that at least 60 % (sixty percent) of the total number of properties serviced by the road have agreed to make a Road Grant Application and have designated one or more members of the group to represent the Road Group with respect to the application.
- b) It is not necessary for the Road Group to be incorporated; however, Road Groups are encouraged to have written constitutions providing for election/appointment of officers and to facilitate group decision-making with respect to the application being made and the maintenance to be undertaken. A ratepayer's association may serve as a road group for purposes of this By-Law.
- c) The Road Group is required to submit an application yearly, by the deadline indicated on the application form in order to be considered for Road Grant funding.

2) Road Grant Application Process:

- a) Applications will be submitted on the forms designated in Road Grant Protocol Policy and must be received by September 30th of each calendar year.
- b) Applications shall be accompanied with a description of what the Road Grant Funds will be used for.
- c) All applications shall be forwarded to the Municipal Treasurer who shall have the responsibility/authority of determining grant eligibility and authorizing Road Grants based on the provisions of the By-Law and details within the application forms.

- d) Road Group members that represent at least 60 % (sixty percent) of the properties serviced by the Road(s) are required to complete Appendix “A” of the Application. Appendix “A” must be completed at least once every four (4) years, beginning with the 2025 Road Grant Application process.
- e) Property Owner(s)/Right(s)-of-way Holder(s)/Easement Holder(s) on land that a road crosses or sits upon must provide their approval of the Road Grant Application on a yearly basis by completing Appendix “B”
- f) In the case where a road(s) listed in the Road Grant Application that crosses or sits upon lands within a Land Use Permit (LUP), the Land Use Permit holder must provide their approval of the Road Grant Application on a yearly basis by completing Appendix “C”.
- g) The general conditions of the Road Grant Funding are included and must be acknowledged by the Road Group on a yearly basis by completing Appendix “D”.
- h) A Road Group representing several different roads may apply for grants for any or all affected roads unless a separate Road Group has already applied for a Road Grant on their own.

3) Road Grant Calculation:

- a) Council will determine the available Road Grant funds as part of the annual municipal budget process, based on a calculation of x factor and y factor, where:
 - x factor represents dollars (\$) per kilometer, and
 - y factor represents dollars (\$) per Property

4) Road Grant Eligible Expenses:

- a) Eligible expenses include any reasonable road maintenance or improvement expenses for spring, summer, fall or winter works. The municipality reserves the right to determine the eligibility of any expense.
- b) Legal, insurance, survey and any other administrative expense will not be considered as eligible expenses.

5) Conditions of Grant:

- a) Approved Road Grant funds will be issued in one payment per application. Fund distribution will be released at the discretion of the Municipal Treasurer.

- b) The Road Group will be solely responsible to oversee the administration and supervision of annual work programs and related budget. Furthermore, the municipality will have no responsibility, obligation or exercise any degree of operational control with respect to maintenance of the affected roads.
- c) Road Grants are approved on a yearly basis and are not guaranteed. Due to budgeting constraints the Road Grant Program may be curtailed at any time by way of Council Resolution(s)
- d) All Road Grant funds must be used on the specified road(s) noted in the Road Grant Application within the calendar year of issuance or allocated to a special project to be completed within 36 months of issuance of the Road Grant Funds.
- e) A written summary of money spent must be submitted to the Municipality Treasure including all supporting invoices by December 31 of each calendar year.
- f) Non-compliance with reporting requirements will lead to the suspension of that Road Group's participation in the Road Grant Program until further notice. A resolution of Council will be required for the Road Group to be reinstated to the Road Grant Program.
- g) All Road Groups and Road Group members understand and agree the Municipality of Whitestone holds no liability for any works completed or not completed on a road listed within a Road Grant Application as a result of the Road Grant Program.
- h) Council may from time to time establish further conditions on the Road Grant program by way of Council Resolution(s).

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE
BY-LAW NO. 17-2025**

**Being a By-law to lift the 0.3 metre reserves along the north side of
Crown Retreats Road as part of the municipal road allowance
(PIN 52089-0070, 52080-0071, and 52080-0072)**

WHEREAS Section 26 of the *Municipal Act*, 2001, S.O. c.25 as amended, authorizes the Council of the Corporation of the Municipality of Whitestone to pass by-laws in respect of municipal highways

AND WHEREAS the 0.3 metre reserves along Crown Retreats Road described as Block D, Plan 42M-431 (PIN 52089-0070), Block E, Plan 42M-431 (PIN 52089-0071) and Block F, Plan 42M-431 (PIN 52089-0072);

AND WHEREAS the Council of the Municipality of Whitestone deems it appropriate to remove the 0.3 metre reserves along the lot frontages on Crown Retreats Road;

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

1. **THAT** the 0.3 metre reserves along Crown Retreats Road described as Block D, Plan 42M-431 (PIN 52089-0070), Block E, Plan 42M-431 (PIN 52089-0071) and Block F, Plan 42M-431 (PIN 52089-0072), are hereby amended by adding the three 0.3 metre reserves under PIN 52089-0073, to be considered as part of the Crown Retreats Road allowance.
2. **AND THAT** this By-law shall come into force and take effect upon passage thereof.
3. **AND THAT** By-law No. 17-2025, is hereby passed and comes into full force and effect this 15th day of April, 2025.

Mayor George Comrie

CAO/Clerk Nigel Black



MEMORANDUM

To: Mayor and Council
From: Paula Macri, Planning Assistant
Date: April 3, 2025
Agenda Date: April 15, 2025
Re: SANNA. Angelo and Bruna
Consent Application B11/2024(W)
Status of Conditions of Approval

Background

At the Council meeting of April 16, 2024, the following resolution was passed:

Resolution No. 2024-147

Moved by: Councillor Nash

Seconded by: Councillor Woods

- 5.1.4 Consent Application B09/2024(W), SANNA, Angelo and Bruna
- Memorandum from the Parry Sound Area Planning Board dated March 7, 2024

WHEREAS the Parry Sound Area Planning Board has prepared a memorandum in relation to Consent Application B09/2024(W), dated March 7, 2024,

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone receives this memorandum as information;

AND THAT the Council of the Municipality of Whitestone recommends this Consent Application for Approval in principle, subject to the following conditions:

1. **THAT** payment of a parkland dedication fee be made in accordance with the current Municipal fees and charges By-law; and
2. **THAT** the new lots receive 911 addressing from the Municipality; and
3. **THAT** the applicants enter into a Section 51(26) Consent Agreement with the Municipality of Whitestone to be registered on title, to ensure that new septic systems are constructed using B

horizon soils in accordance with Municipality's Official Plan policies;
and

4. **THAT** the 0.3 metre reserve fronting the subject land be removed;
and
5. **THAT** all applicable planning board fees be paid to the Parry Sound Area Planning Board; and
6. **THAT** all applicable planning and/or legal fees be paid to the Municipality of Whitestone related to the preparation of Section 51(26) Consent Agreement.

Resolution No. 2024-148

Moved by: Councillor Nash

Seconded by: Councillor Woods

THAT the Council of the Municipality of Whitestone does hereby amend the motion in respect of Item 5.1.4 as follows:

Condition 3 be amended to read:

3. **THAT** the applicants enter into a 51(26) Consent Agreement to implement the septic system design criteria as set out in the Official Plan.

Recorded Vote as per Section 3.20, Procedural By-law 80-2023:

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

Carried

On April 22, 2024, the Parry Sound Area Planning Board granted the creation of three new rural lots fronting on Crown Retreats Road as applied for by Angelo and Bruna Sanna subject to the following conditions:

Planning Board Requirements

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

From Lawyer

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

From Surveyor

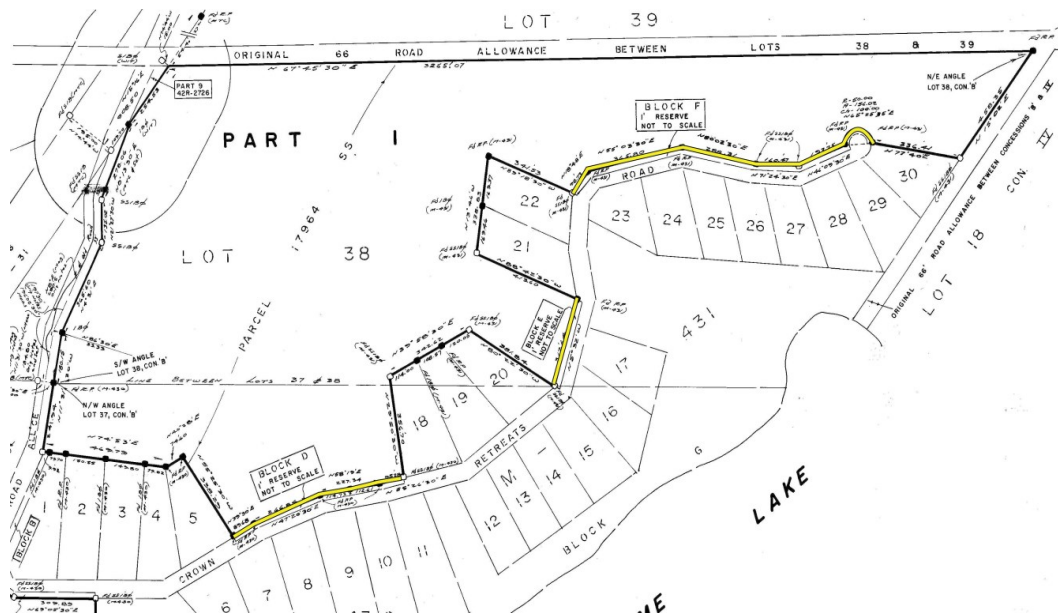
- c) a copy of the survey plan deposited in the Land Registry Office

Municipal Compliance Letter Requirements

1. That payment of a parkland dedication fee be made in accordance with the current Municipal fees and charges by-law;
2. That the new lots receives 911 addressing from the Municipality;
3. That the applicants enter into a 51(26) Consent Agreement to implement the septic system design criteria as set out in the Official Plan;
4. That the 0.3 metre reserve fronting the subject land be removed; and
5. That all applicable planning and/or legal fees be paid to the Municipality of Whitestone related to the preparation of Section 51(26) Consent Agreement.

Status of Conditions of the Parry Sound Area Planning Board approval of April 22, 2024:

1. That payment of a parkland dedication fee be made in accordance with the current Municipal fees and charges By-law.
 - Awaiting payment
2. That the new lots receive 911 addressing from the Municipality;
 - Condition satisfied.
3. That the applicants enter into a 51(26) Consent Agreement to implement the septic system design criteria set out in the Official Plan;
 - The Consent Agreement has been reviewed by the applicants and the applicants' solicitor;
4. That the 0.3 metre reserve fronting the subject land be removed



(Excerpt from the Parry Sound Area Planning Board's report dated March 7, 2024 – Attachment- 1)

"The use of the 0.3 metre reserve is considered "old technology" used by the province to control back lot development, historically implemented on back lots adjacent to plans of subdivision. In this case, Plan M-431 created lots on either

side of Crown Retreats Road. Currently, the Municipality's Official Plan has sufficient policies to govern new rural development.”

A By-law has been prepared for Council's consideration to lift the three 0.3-metre reserves, and it will be registered on title.

Any incurred costs associated with registration of the By-law will be borne by Sannas.

5. That all applicable planning and/or legal fees be paid to the Municipality of Whitestone related to the preparation of Section 51(26) Consent Agreement.
 - Condition satisfied.

Next Steps.

That the following By-laws be passed on April 15, 2025 at the Regular Council meeting:

1. to lift the 0.3 metre reserves along the north side of Crown Retreats Road; and
2. to authorize the execution of the Section 51(26) Consent Agreement

ATTACHMENTS:

Attachment 1

- Report from Parry Sound Area Planning Board dated March 7, 2024

Attachment 2

- Consent Agreement

PARRY SOUND AREA PLANNING BOARD

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

CONSENT APPLICATION NO. B11 2024 (W)

**PART LOTS 37 & 38, CONCESSION B
TOWNSHIP OF WHITESTONE
1451 HIGHWAY No. 124**

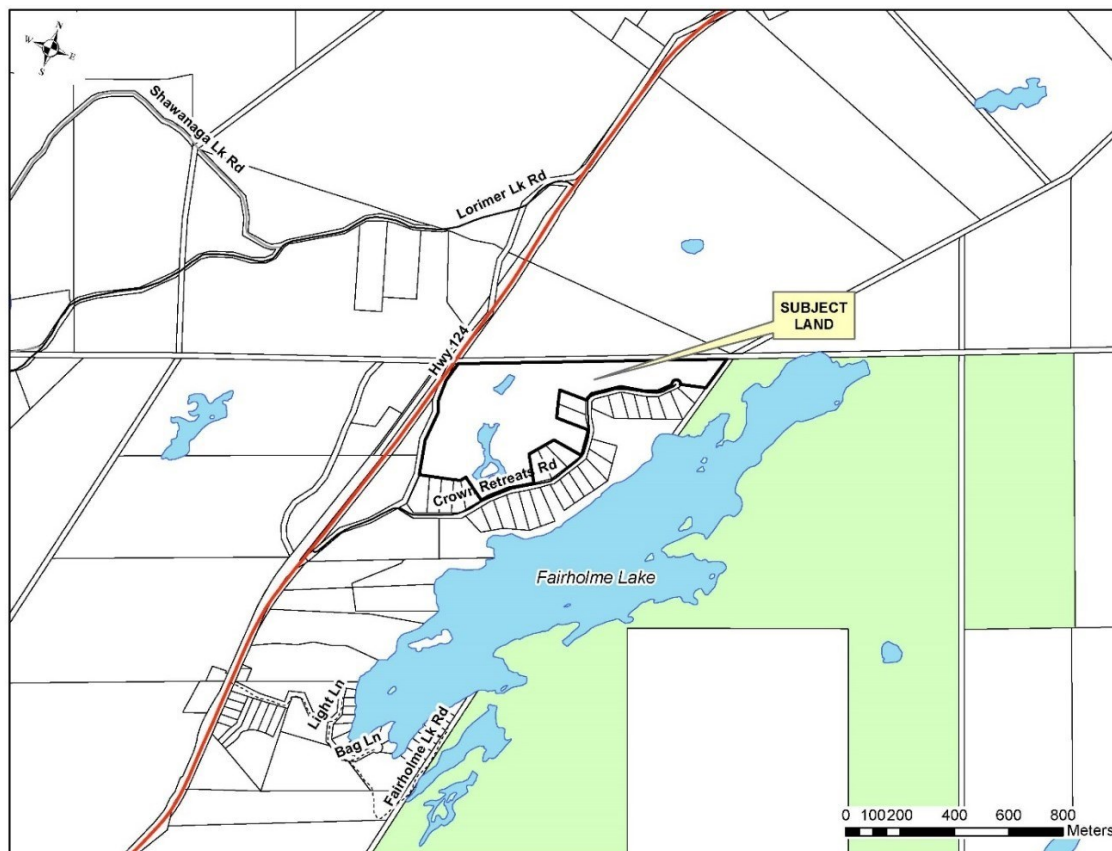
Roll # 493901000801000 PIN: 520890102

Applicant: Angelo & Bruna Sanna

March 7, 2024

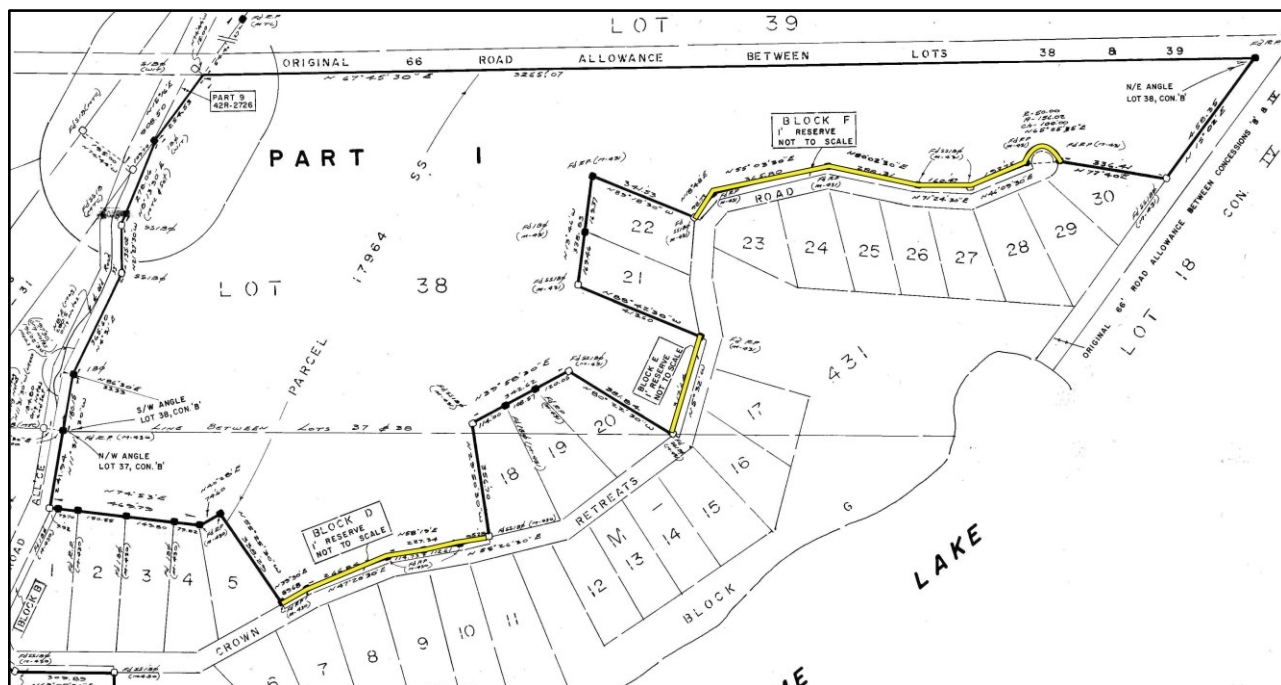
BACKGROUND / PURPOSE

Angelo and Bruna Sanna own a large rural parcel fronting on Highway No. 124 and Crown Retreats Road in Part of Lots 37 & 38, Concession B, geographic Township of Hagerman. The owners have applied to create three (3) new rural lots.



PROPERTY DESCRIPTION

The subject land is approximately 26 hectares in size, with a total of approximately 724 metres of straight-line frontage on Crown Retreats Road, described as Part 1 of reference plan 42R-5763. A partial copy of plan 42R-5763 is below.



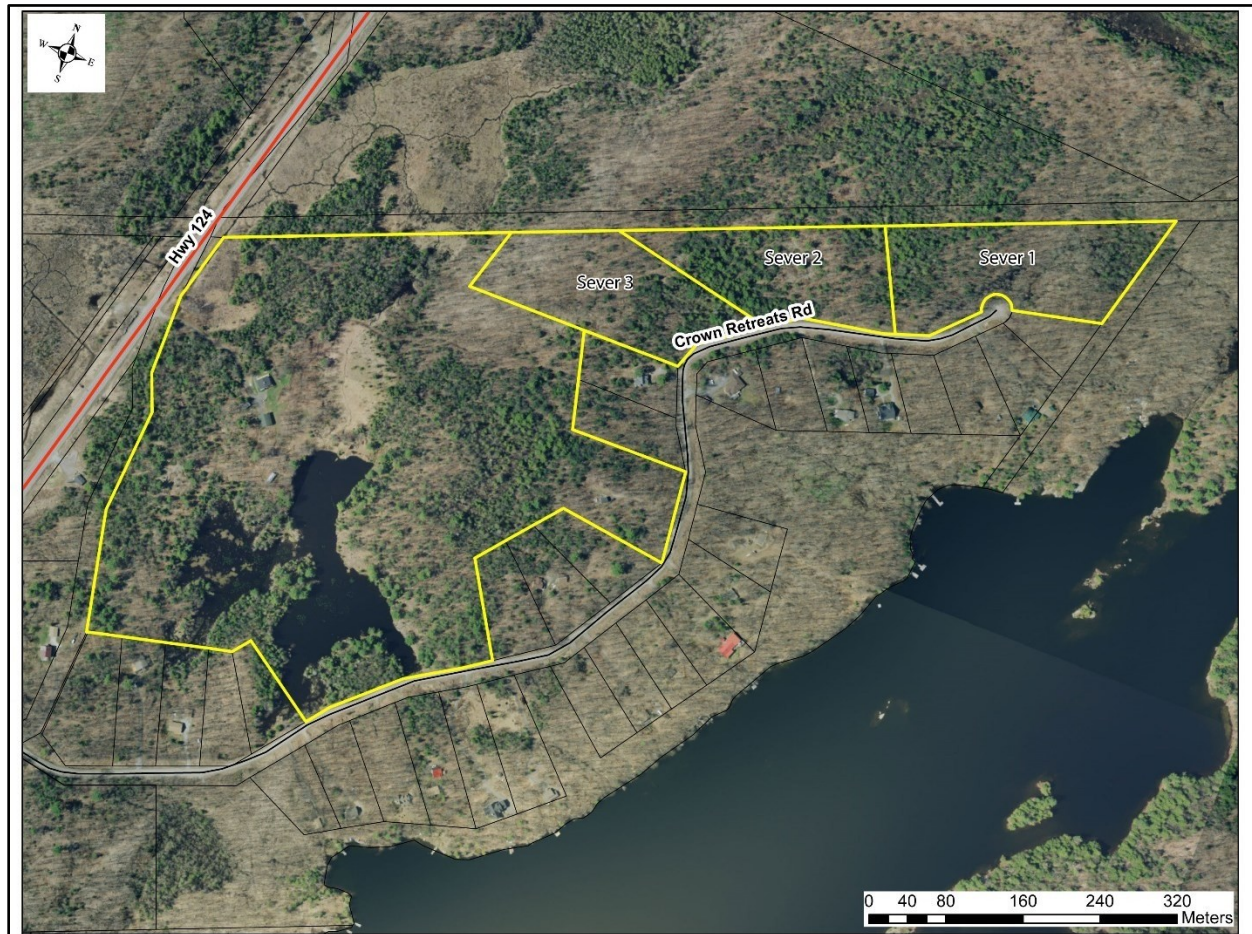
As on other large lots in the municipality, there are 3 - 1 foot (0.3 metre) reserves along the lot frontages on Crown Retreats Road (Blocks D, E & F as shown on the above plan).

The use of the 0.3 metre reserve is considered “old technology” used by the province to control back lot development, historically implemented on back lots adjacent to plans of subdivision. In this case, Plan M-431 created lots on either side of Crown Retreats Road. Currently, the Municipality’s Official Plan has sufficient policies to govern new rural development.

The 1 foot (0.3 metre) reserves can be removed by a municipal by-law, as has been done for previous consents.

The Sannas live on the property and access their home from Highway 124. There is a dwelling, a cabin and several accessory structures on the lot.

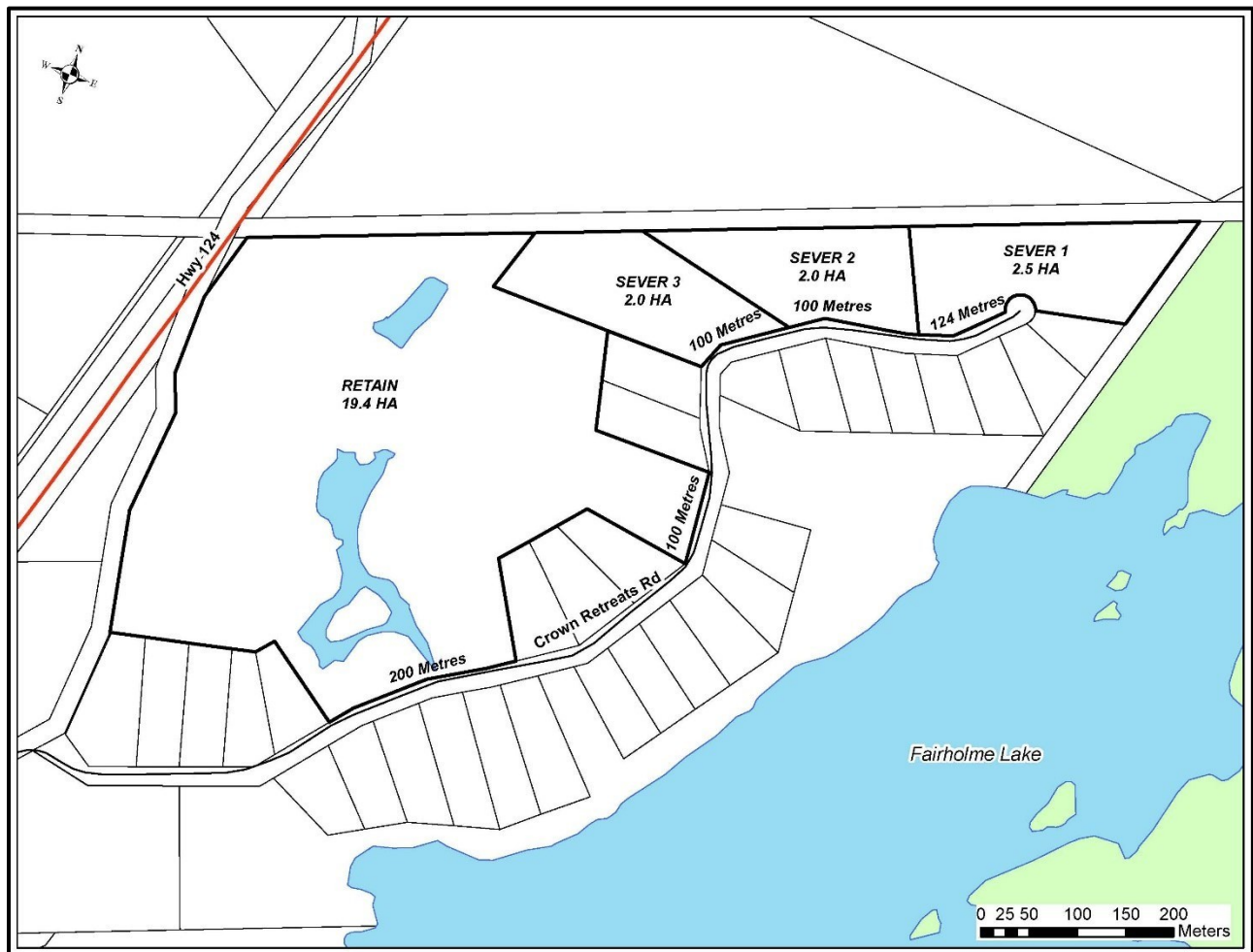
The lands are heavily forested. There is a large pond on the retained lands and a low-lying area to the north. The proposed lot lines are more than 30 metres from the boundary of these features.



PROPOSED CONSENT

The proposed consent would create three (3) rural lots on Crown Retreats Road.

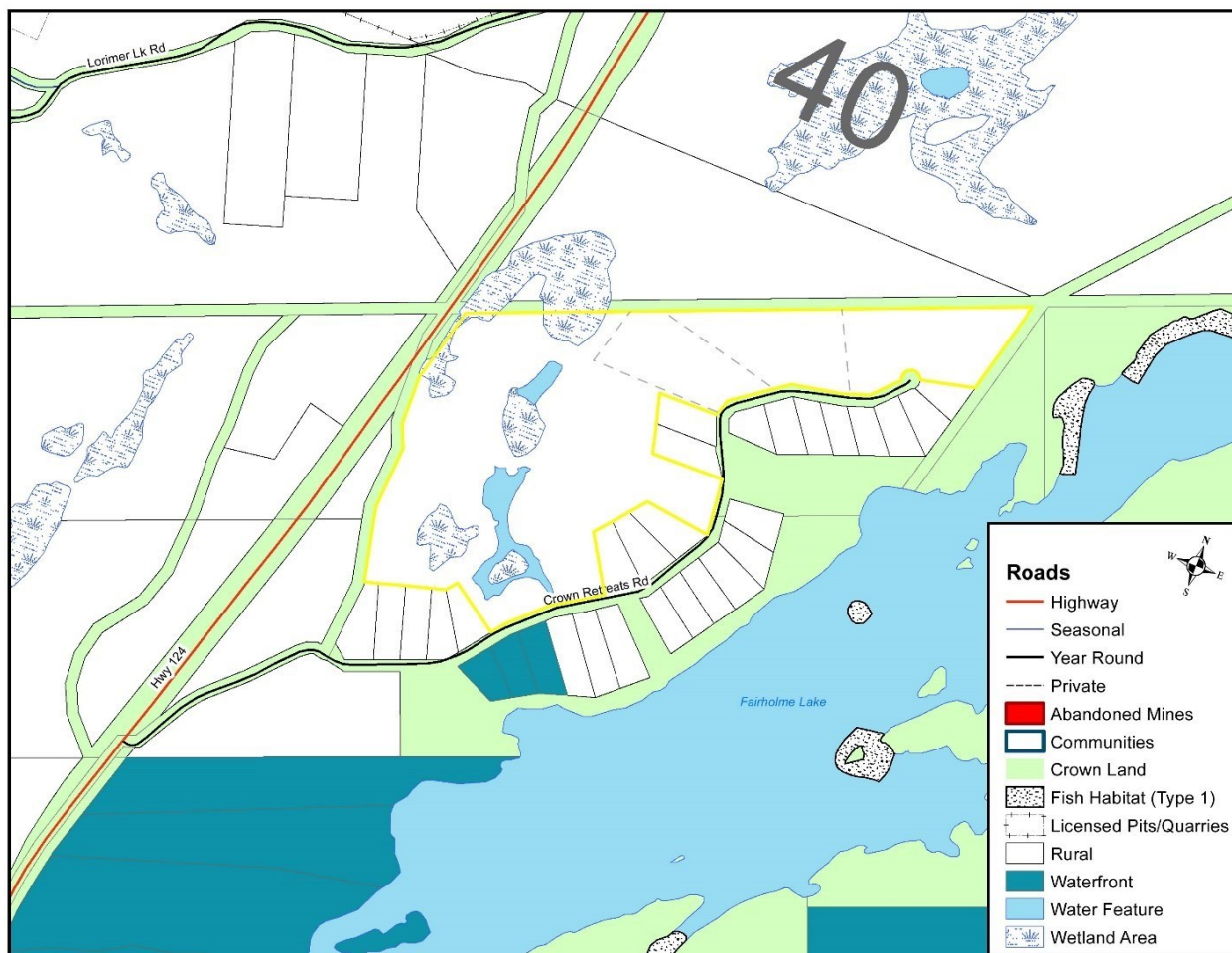
Parcel	Frontage (m)	Depth(m)	Area (ha)
Zone Requirements	100	90	2.0
Retained	±440	±490	19.4
Severed 1	124	112	2.5
Severed 2	100	95	2.0
Severed 3	100	150	2.0



The severed and retained lots will each have in excess of 100 metres of frontage and 2 hectares (5 acres) of area.

OFFICIAL PLAN

The subject land is designated as Rural in the Official Plan.



“8.01.3 Consents for the creation of a limited number of new lots will continue to be the most used land division procedure. Consents will be permitted where it can be demonstrated that a plan of subdivision is unnecessary for the proper development of the land and where the consent conforms to the general development pattern of the area or adjacent plans of subdivision. Consents proposing to create lots in the waterfront areas are subject to the servicing policies set out in this Plan. Consents shall have regard to these items set out under Section 51(24) of the Planning Act. “

“ 8.01.4 The land division authority would generally interpret the consent policy on any given application to limit the creation of up to 3 new lots and a retained lot. Subsequent applications for consents for these lands may be considered so long as the general principles and standards respecting new lot creation are maintained. Any exceptions to this practise, up or down, may be made in special circumstances where the purpose and intent of the above policy is maintained and the land division authority is satisfied that there is no need, benefit or public interest in proceeding by registered plan of subdivision. “

There are no conflicts with the Rural policies.

There are no known natural heritage features on the subject land proposed to be severed.

The severed lots boundaries have been placed a minimum of 30 metres from the wetland areas shown on the Natural Heritage mapping.

The subject land is located on the opposite side of Crown Retreats Road from the rural lots on Fairholme Lake.

“13.04.2 The Municipality of Whitestone has both warm water lakes and cold water lakes. The coldwater lakes include Fairholme, Lorimer, Miskokway, Trout Lake and Lake Wahwashkesh. Development on or upstream of any of these lakes that are deemed to be at capacity shall only occur in accordance with the Lakeshore Capacity Assessment Handbook. For all other waterbodies including the river systems in the municipality, the following policies shall apply.

13.04.3 It is the policy of this Plan to encourage an increased front yard setback for sewage disposal systems. The Ontario Building Code requires a clearance of 15 metres. However, for the purposes of mitigating against the potential of phosphorus loading of the waterbody, it is recommended that sewage disposal systems (either conventional septic tank tile field or Ontario Building Code approved filter beds, or tertiary treatment systems) be located at least 30 metres from the shoreline of the lake whenever possible.

13.04.4 To the greatest extent possible, the lot owners and/or their contractors make use of B Horizon soils in constructing their leaching beds given the high and beneficial capabilities of such soils to irreversibly complex phosphorus.

13.04.5 For any imported soils needed to construct the leaching beds, the lot owners and/or their contractors be required to use tested B horizon soil that may have high capabilities to retain phosphorus (in the order of 50 milligrams phosphorus per 100 grams of soil), based on electrostatic absorption or binding, and mineralization with reactive iron and aluminum.

13.04.6 The area between the shoreline and any development on the lot including the cottage and septic system be maintained in its natural state in order to preserve a buffer of natural vegetation. The restrictions would require that the setback be altered or disturbed as little as possible, and trees should not be cut, nor vegetation cleared within it so that it functions as a natural shoreline buffer, except for access (a reasonable wide pathway to the shoreline), safety, or selective cutting or limbing for the reasonable provision of views from dwelling or cabins (bunkies). The width of the buffer should be the required front yard set out in the zoning by-law or larger should dwellings exceed the minimum required yard. “

Historically, any new development that would place a septic system within 300 metres of a cold water lake trout lake such as Fairholme, was seen to have potential for phosphorous migration to the lake. The 300 metre setback for septic systems need not apply and further, it has become evident that phosphorous generated by septic systems, does not migrate to the lake in the heavily mineralized soils of the Canadian Shield.

The applicant should enter into a 51(26) agreement to ensure that new septic systems are constructed using B horizon soils in accordance with these policies.

PROVINCIAL POLICY STATEMENTS (P.P.S)

The lands are subject to the 2020 provincial policies.

These lands are considered Rural lands and are subject to section 1.1.5

“1.1.5 Rural Lands in Municipalities

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

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

- a) the management or use of resources;***
- b) resource-based recreational uses (including recreational dwellings);***
- c) residential development, including lot creation, that is locally appropriate;***
- d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;***
- e) home occupations and home industries;***
- f) cemeteries; and***
- g) other rural land uses.***

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

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

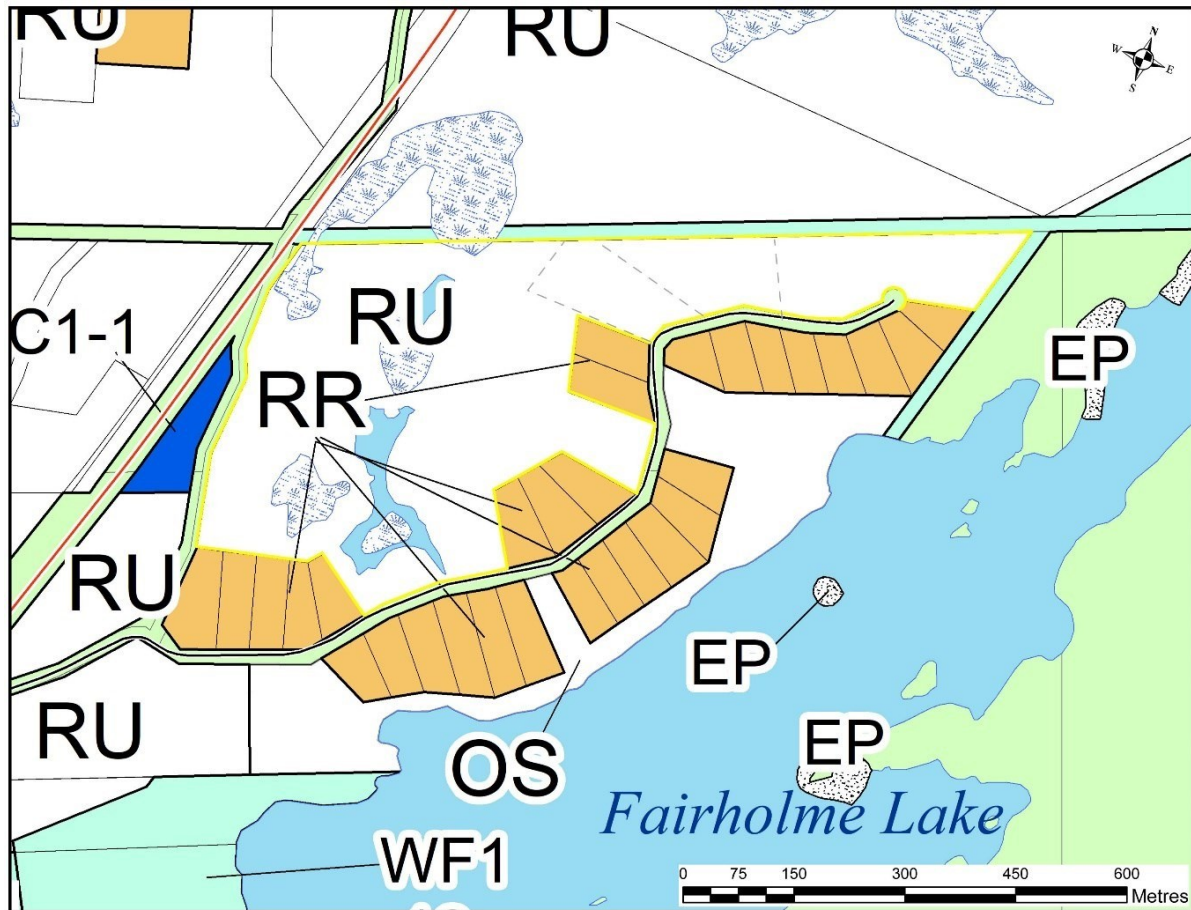
1.1.5.5 Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.

1.1.5.6 Opportunities should be retained to locate new or expanding land uses that require separation from other uses.

There are no inconsistencies with these policies.

ZONING By-Law

The lands are zoned Rural (RU) in the Municipality's Zoning By-law.



The proposed lots meet the 2.0 hectare lot area and 100 metre lot frontage requirement for the RU Zone.

RECOMMENDATION

That the proposed consent to create three (3) new Rural lots fronting on Crown Retreats Road in Part of Lots 37 & 38, Concession B, geographic Township of Hagerman as applied for by Angelo and Bruna Sanna in Application No. B11/2024(W) be approved subject to the following conditions:

1. That payment of a parkland dedication fee be made in accordance with the current Municipal fees and charges By-law;
2. That the new lot(s) receive 911 addressing from the Municipality;
3. That the applicant(s) enter(s) into a Section 51(26) Consent Agreement with the Municipality of Whitestone to be registered on title, to ensure that new septic systems are constructed using B horizon soils in accordance with Municipality's Official Plan policies;
4. Removal of the 0.3 metre reserves fronting the subject land; and
5. Payment of any applicable planning board fees;
6. Payment of any Planning or Legal fees to the Municipality of Whitestone related to the preparation of the Section 51(26) Consent Agreement.

Respectfully,



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

CONSENT AGREEMENT

THIS AGREEMENT made in triplicate this ____ day of April, 2025.

BETWEEN:

ANGELO DEMETRIO SANNA and BRUNA MARIA SANNA

hereinafter called the "Owners"
of the First Part

-and-

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

hereinafter called the "Municipality"
of the Second Part

WHEREAS the lands affected by this Agreement are the lands described in Schedule "A" attached hereto;

AND WHEREAS Section 51(26) of the Planning Act, R.S.O. 1990, c.P.13, as amended, authorizes approval authorities and municipalities to enter into agreements as a condition of consent;

AND WHEREAS The Owners obtained approval from the Parry Sound Area Planning Board (File B11/2024(W)) for a consent to sever the subject lands, with the purpose of creating three (3) rural lots fronting on Crown Retreats Road. These lots are located on the opposite side of Crown Retreats Road from the existing rural lots on Fairholme Lake.

NOW THEREFORE, THIS CONSENT AGREEMENT WITNESSETH THAT, in the consideration of other good and valuable consideration and the sum of One Dollar (\$1.00) of lawful money of Canada now paid by the Municipality to the Owners, the receipt whereof is hereby acknowledged, the Owners and the Municipality, covenant, declare and agree as follows:

PART A – GENERAL

1. The lands to be bound by the terms and conditions of this Agreement referred to as "the subject lands" are located in the Municipality and more particularly described in Schedule "A" hereto.
2. The survey plan describing the subject lands is Reference Plan No. 42R-22664.
3. This agreement shall be registered on title to the subject lands as provided for by Section 51(26) of the *Planning Act*, R.S.O. 1990, as amended, at the expense of the Owners.
4. This agreement will not be amended or removed from the title of the subject lands except where agreed upon by the Municipality and the Owners.

PART B – PURPOSE OF THE DEVELOPMENT

5. The Owners have applied for and received approval by the Parry Sound Area Planning Board (File B11/2024(W) approval of a consent to sever the subject lands, the purpose of which is to provide for the creation of three (3) new rural lots fronting on Crown Retreats Road. These lots are located on the opposite side of Crown Retreats Road from the existing rural lots on Fairholme Lake.

PART C – SEPTIC SYSTEM DESIGN REQUIREMENTS

6. If “B” horizon soils are excavated during the construction of any dwellings, they should be incorporated into the base of the tile field, where possible.
7. If additional imported soil is required for the construction of the tile field, soil with a minimum phosphorus retaining capability of 500 mg/kg should be incorporated, where possible.

PART D – EXPENSES TO BE PAID BY THE OWNERS

8. Every provision of this Agreement by which the Owners are obligated in any way shall be deemed to include the words “at the expense of the Owners” unless the context otherwise requires.

PART E – INDEMNIFICATION FROM LIABILITY AND RELEASE

9. The Owners covenant and agree with the Municipality, on behalf of itself, its successors and assigns, to indemnify and save harmless the Municipality, its servants and agents from and against any and all actions, suits, claims and demands whatsoever which may arise either directly or indirectly by reason of the negligent or unlawful performance of or failure to perform any work by the Owners or on his behalf in connection with the carrying out of the provisions of this Agreement provided that such default, failure or neglect was not caused as a result of negligence or breach of this Agreement on the part of the Municipality its servants or agents.
10. The Owners further covenant and agree to release and forever discharge the Municipality from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the Municipality to carry out any of its obligations under this Agreement, or, as a result of the Municipality performing any municipal work on the said lands or the adjacent properties which may damage or interfere with the works of the Owners, provided that such default, failure or neglect was not caused as a result of negligence or breach of this Agreement on the part of the Municipality, its servants or agents.

PART F – ADMINISTRATION

11. The Owners acknowledge that this agreement is entered into under the provisions of Section 51(26) of the *Planning Act*, R.S.O. 1990, as amended and that any expense of the Municipality arising out of the administration and enforcement of this agreement may be recovered as taxes under Section 326 of the *Municipal Act*, 1990 as amended and

further that the terms and conditions of this agreement may be enforced under conditional building permits under the *Building Code Act* and regulations thereunder.

12. The Owners and the Municipality acknowledge the provisions of Section 67 of the *Planning Act*, R.S.O. 1990, as amended, that provides that persons who contravene Section 51 and 52 of the *Planning Act* are liable on a first conviction to a fine of not more than twenty-five thousand dollars, and on a subsequent conviction of not more than ten thousand dollars for each day or part thereof upon which the contravention has continued after the day in which the person was first convicted.
13. This Agreement shall ensure to the benefit of and be binding upon the respective successors and assigns of each of the parties hereto.
14. This agreement shall come into effect on the date of execution by the Municipality and the Owners.

IN WITNESSETH WHEREOF the Municipality has caused their corporate seal to be affixed over the signature of the respecting signing officers.

**THE CORPORATION OF THE
MUNICIPALITY OF WHITESTONE**

Dated: 15th day of April, 2025

George Comrie, Mayor

Dated: 15th day of April, 2025

Nigel Black, CAO-Clerk

We have the authority to bind the Corporation

Dated: ____ day of _____, 20____

Witness Signature

ANGELO DEMETRIO SANNA

Witness Signature

BRUNA MARIA SANNA

**THIS IS SCHEDULE 'A' TO A CONSENT AGREEMENT
BETWEEN ANGELO DEMETRIO SANNA and BRUNA MARIA SANNA
AND
THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**

PART OF PIN 52089-0102
PART BROKEN LOTS 37 AND 38 CONCESSION B HAGERMAN BEING PARTS 1, 2 & 3
PLAN 42R-22664 MUNICIPALITY OF WHITESTONE

(THE REMAINDER OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK)

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE
BY-LAW No. 18-2025**

**A By-law to Enter into an Agreement as a Condition of Approval
for Consent Application B11/2024(W)**

**(Assessment Roll No. 040 001 02301 –
SANNA, ANGELO DEMETRIO and BRUNA MARIA)**

WHEREAS Section 9 of the *Municipal Act*, 2001, S.O. 2001, c. 25 as amended provides for powers of a natural person whereby 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 Section 51(26) of the *Planning Act* authorizes municipalities to enter into agreements as a condition of approval of a consent;

AND WHEREAS it is deemed desirable that the Corporation of the Municipality of Whitestone enter into an agreement with Angelo Demetrio Sanna and Bruna Maria Sanna for the purposes of fulfilling conditions of an approved Consent Application B11/2024(W);

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Municipality of Whitestone hereby enacts as follows:

1. **THAT** the Mayor and CAO/Clerk of the Corporation of the Municipality of Whitestone are hereby authorized to execute under seal of the Corporation an Agreement between the Municipality of Whitestone and Angelo Demetrio Sanna and Bruna Maria Sanna; and
2. **THAT** the said Agreement is attached hereto and shall form part of this By-law as Schedule "A"; and
3. **THAT** this By-law shall come into effect upon the date, and at the time of its passing; and
4. **THAT** By-law No. 18-2025 being a By-law to enter into an agreement with Angelo Demetrio Sanna and Bruna Maria Sanna for the purposes of fulfilling conditions of an approved Consent Application B11/2024(W) is hereby passed this 15th day of April, 2025.

Mayor George Comrie

CAO/Clerk Nigel Black

Schedule 'A' to By-law 18-2025

BUSINESS MATTERS



MEMORANDUM

To: Mayor and Council
From: Jessica Sinkowski, Treasurer / Tax Collector
Agenda Date: April 15, 2025
Re: Fees and Charges By-law Review

Background

At the February 20 2024, Regular Council meeting, Council passed By-law 08-2024, which establishes fees and charges for services provided by the Municipality of Whitestone.

The By-law states:

4. REVIEW: The Council of the Corporation of the Municipality of Whitestone shall review this By-law once per calendar year to ensure that fees are kept up to date and relevant.

I have reviewed with staff the fees and charges established in By-law 08-2024, and it has been determined that no changes are necessary for 2025.

Attachment 1

- By-law No. 08-2024

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 08-2024

**Being a By-law to Establish Fees and Charges
for services provided by the Municipality of Whitestone
and to repeal By-law Nos. 09-2022 and 40-2023**

WHEREAS Section 391(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

AND WHEREAS Section 69 of the *Planning Act*, R.S.O. 1990, c. P. 13, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

AND WHEREAS Section 7 of the *Building Code Act*, 1992, S.O. 1992, c. 23, as amended, authorizes a municipal Council of a municipality to pass a By-law requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof;

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

1. GENERAL:

- 1.1. The Council of the Corporation of the Municipality of Whitestone Council hereby establishes the fees and charges as set out in the Schedules attached hereto and forming an integral part of this By-law.
- 1.2. This By-law shall be known and may be cited as the "Municipality of Whitestone Fees and Charges By-law".
- 1.3. The fees set out in the attached Schedules shall be paid for the services or activities listed, and all fees are per occasion or request unless noted otherwise.
- 1.4. The fees and charges will be subject to Harmonized Sales Tax (HST) where applicable.

2. SEVERABILITY: If any provision or part of a provision of this By-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the By-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

3. CONFLICT WITH ANY OTHER BY-LAW: In the event of any conflict between any provisions of this By-law and any other By-law heretofore passed, the provisions of this By-law shall prevail.

4. **REVIEW:** The Council of the Corporation of the Municipality of Whitestone shall review this By-law once per calendar year to ensure that fees are kept up to date and relevant.
5. **REPEAL OF PREVIOUS BY-LAWS:** That the following By-laws are hereby repealed:
- | | |
|----------------|--|
| By-law 09-2022 | Being a By-law to Establish Fees and Charges for services provided by the Municipality of Whitestone |
| By-law 40-2023 | Being a By-law to Amend By-law No. 09-2022, being a By-law to Establish Fees and Charges for services provided by the Municipality of Whitestone |
6. **PRECEDENCE:** This By-law shall have precedence over any other By-law or schedule of a By-law currently in effect wherein fees or service charges are set out in that By-law.
7. **EFFECTIVE DATE:** That By-law No. 08-2024, being a By-law to Establish Fees and Charges for services provided by the Municipality of Whitestone, is hereby passed this 20th day of February, 2024.

George Comrie

Mayor

George Comrie

Michelle Hendry

CAO/Clerk

Michelle Hendry



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SCHEDULE A

Facility Rentals

Fees are subject to HST

Facility	Description	Current Fee
Community Centre	Ratepayer (full day)	\$130.00
	Ratepayer (half day)	\$65.00
	Non-ratepayer	\$260.00
	Non-ratepayer (half day)	\$130.00
	Meetings (Sat & Sun 3 hrs max)	\$65.00
	Meetings (Mon – Fri 3 hrs max)	\$27.50
	Security/Clean up deposit	\$100.00
	Tablecloth cleaning and/or replacement	actual cost
Pavilion	Ratepayers	\$35.00
	Non-ratepayers	\$70.00
	Organized league/season	\$130.00
	Tournaments	\$130.00
Ball Park and Commons	Ratepayers	Donations
	Non-ratepayers	Donations
	Organized league/season	\$130.00
	Tournaments	\$130.00

Notes:

Security Deposit A security/clean up deposit may be required at the discretion of the Municipality (Typically for Private Rentals)

Exemptions and/or Reductions in Fees

Note 1. Fees may be exempt for the following:

- Municipality providing that any funds raised are given directly to the receiver and not put in a trust fund
- sponsored by one or more non-profit organization within the Municipality
- Municipally sponsored events
- Funerals receptions for Whitestone families (only if the Community

Note 2. The Seniors Lunch is exempt

Note 3. The Rod and Gun Club fishing Derby is exempt

Note 4. The Annual Agricultural Fair as well as Agricultural Committee meetings

Note 5. The Bingo events in support of the Nursing Station

Other exemptions and/or reduction in fees may be at the discretion of the CAO/Clerk

SCHEDULE B

Landfill Rates and Fees

Fees are not subject to HST

Item	Description	Current Fee
Household Waste	Household waste free of hazardous waste	Free
Electronics Waste		Free
Recyclables	Plastic/Glass/Aluminum Cans etc.	Free
	Fibre (Newspaper, Cardboard etc)	Free
	Scrap Metals	Free
Appliances and Furniture	Items with Refrigerant (refrigerant removal fee)	\$20.00 each
	Items of Furniture	\$15.00 each
	Mattress small, (crib, twin)	\$10.00 each
	Mattress, large (double, queen, king)	\$20.00 each
	Vehicle Trunk Load	\$50.00
	Pickup Truck or Trailer Load (Note 2)	\$100.00
Sorted Household Construction/Demotion Waste - Auld's Road Site Only (Note 1)	Pickup Truck or Trailer Load (Note 2)	\$50.00
	Small Household Quantities (Note 3)	Free
Yard Waste/Leaves/Brush (Note 4)	Pickup Truck or Trailer Load (Note 2)	\$30.00
Propane Tanks		actual cost
Boats	(Note 5)	Free
Boat Wrap, Pool Liner	Single Boat Wrap or Small Pool Liner	\$10.00
	Large Pool Liner	\$30.00
Styrofoam and Other Plastic Foams	Small Household Quantities (Note 6)	Free
	Large Quantities (Note 6)	\$10.00
Landfill Access Permit Card	One per property	Free
	Replacement of lost card or additional cards per property	\$15.00
	One-time pass for visitors	\$5.00 per bag
Blue Box Recycling Container	First Blue Box (new residents only)	Free
	Additional Blue Box	Actual cost

Notes:

Note 1. No Contractor construction / demolition debris will be accepted, including shingles.

Note 2. Approximate volume of pickup truck / trailer load is 120 cubic feet or 3.3 cubic metres. Landfill site attendants may use discretion in charging for larger or smaller volume loads

Note 3. Approximate volume of 200 litres / 45 imperial gallons / 0.2 cubic metres or less.

Note 4. No Contractor yard waste, leaves, or brush will be accepted.

Note 5. Only metal hulled boats, completely stripped, maximum length 20 feet, will be accepted

Note 6. Small quantities of plastic foam packaging will be accepted at no charge. \$10.00 charge is based on a volume of 200 litres / 45 imperial gallons / 0.2 cubic metres

Note 7. Tires are not accepted at Whitestone landfill sites.

SCHEDULE C

Planning Rates and Fees
Fees are not subject to HST

Description	Current Fee
Pre Consultation Fee with Municipal Planning Consultant (optional)	\$250.00
Public Meetings (Note 1)	\$350.00
Mailing per Envelope for notifications	\$2.00
Zoning By-law Amendment	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$2,000.00
Official Plan Amendment	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,500.00
Deeming By-law	
Non-Refundable Admin Fee	\$300.00
Security Deposit to Cover Actual Costs	\$800.00
Shore Road Allowance	Purchase land - \$2.00/m2 up to 90 m2 and \$1.00/m2 over and above 90m2
Non-Refundable Admin Fee (Note 2)	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,500.00
Shore Road Allowance Lease	
Administration Fee (initial and subsequent applications and lease assignments)	\$150.00
Annual Lease Payment	\$1.00
Legal and Planning Costs	actual costs
Unopened Road Allowance	Purchase land - fair market value
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,500.00
Parkland Dedication (Note 3)	Residential - 5% of assessed value Commercial - 2% of assessed value
Minor Variance	
Non-Refundable Admin Fee	\$500.00
Security Deposit to Cover Actual Costs	\$1,500.00
Encroachment and/or Road Agreement	
Non-Refundable Admin Fee	\$500.00
Security Deposit to Cover Actual Costs	\$1,500.00
Site Plan/Development	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual estimated Costs	\$1500.00 (Minimum)
Subdivision Agreement	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual estimated Costs	\$1500.00 (Minimum)
Road Naming/Renaming Application	
Non-Refundable Admin Fee	\$300.00
Security Deposit to Cover Actual Costs	\$1,000.00

Notes:

Note 1 - A Public Meeting fee applies only if the Public Meeting is a Special Meeting of Council and not part of a regular Council Meeting

Note 2 - The application fee is for a single application. An additional \$25 / property for a group application (up to 10 applicants) and \$100 per property / Non refundable administration fee will be charged.

Note 3 - The *Planning Act* limits a Commercial Parkland dedication fee to 2%

SCHEDULE D

Building Department Rates and Fees

How Bulding Permit Fees are calculated:				
The rate to be levied against each \$1000.00 of construction value shall be \$14.50 plus, a minimum base fee of \$140.00. Fees will be rounded to the nearest dollar. Fees are not subject to HST				
SAMPLE CALCULATION: <i>Residential Unit, with basement</i> <i>Main floor (2000 sq.ft x \$140) + Basement (1800 sq.ft. x \$70) = \$406,000</i> <i>(\$406 x \$14.50) + Base Fee \$140 = \$6,027 (Building Permit Fee)</i>				
The Chief Building Official may place a valuation on the cost of the proposed work as per Section 5 of the Whitestone By-law No. 32-2015.				
	Building/ permit type	Description	Calculation factor for construction value	Notes
1	Residential/Seasonal	Single storey finished	\$140.00	Per sq. ft
		Each additional storey incldg walkout basements and finished non-walkout basements	\$70.00	Per sq. ft
2	Accessory Buildings	Garages, storage, boathouses	\$35.00	Per sq. ft
		Porches,carports,sundecks, balconies	\$25.00	Per sq. ft
		Solariums, sunrooms, bunkies, and garages (habitable/living space only)	\$50.00	Per sq. ft
3	Commercial/Industrial/ Institutional	Principal building	\$95.00	Per sq. ft
		Accessory	\$40.00	Per sq. ft
4	Designated Structures	As per Div.A.1.3.1.1. OBC	Based on cost	Based on cost
5	Farm Buildings	On land assessed for Farms	\$25.00	Per sq. ft
6	Foundation-new or replacement	Full height	\$25.00	Per sq. ft
		Crawl space,frost wall, piers	\$20.00	Per sq. ft
7	Construction/addition	Per type of permit (ie 1, 2, 3, 4, 5 or 6)	See above	Per sq. ft
		Alteration, repair and installation	Based on cost	Based on cost
8	Chimney, fireplace, woodstove		\$150.00	Flat fee
9	Demolition		\$100.00	Flat fee
10	Change of use		\$100.00	Flat fee
11	Plumbing		\$100.00	Flat fee
12	Docks		\$100.00	Flat fee
	OTHER FEES		Fee	Notes
13	Permit transfer, special inspection	Special inspection fee	\$100.00	Flat fee
14	Conditional Permit	Fee plus additional fees based on class of construction	\$100.00	Flat fee
15	Alternative Solution Design	Fee plus other applicable fees	\$200.00	Flat fee
16	Building without a permit	At the Chief Building Official's discretion	Fees doubled	based on calculated fees
17	Revised drawings	Fee per revised page	\$50.00	Flat fee
18	Inactive Permit	Fee per inspection after three (3) years or more from date of issuance of the Building Permit	\$200.00	Flat fee
19	Refunds- application for refund must be made within six (6) months of issuance of permit(s)	Application filed not processed	75% of Fee paid	
20		Application filed and processed	50% of Fee paid	
21		If less than \$100	no refund	
22	Road Damage Deposit	See Policy on municipal website. Refund at the discreson of the Municipality	\$1,000.00	Flat fee
23	Re-inspection (per incident)	Inspection requested and CBO arrives at job site and the Phase to be inspected is not ready.	\$50.00	Flat fee
24	Printing Fee for Drawings	Drawings - 24" x 32"	\$10	Per Page

SCHEDULE E

Road Name and 9-1-1 Signs

Fees are not subject to HST

Service	Fee
9-1-1 Sign without post	\$20.00
9-1-1 Sign with post	\$35.00
Road name sign and post (applicant installs)	Actual cost

SCHEDULE F

Cemetery Rates and Fees

All fees are subject to HST unless noted otherwise

Item	Description	Current Fee
Burial Plot	Residents (interment rights)	\$220.00
	Residents (perpetual care and maintenance)	\$350.00
	Non-residents (interment rights)	\$660.00
	Non-residents (perpetual care and maintenance)	\$550.00
Cremation Plot	Residents (interment rights)	\$110.00
	Residents (perpetual care and maintenance)	\$250.00
	Non-residents (interment rights)	\$400.00
	Non-residents (perpetual care and maintenance)	\$250.00
Scattering	Residents (interment rights)	\$50.00
	Residents (perpetual care and maintenance)	\$100.00
	Non-residents (interment rights)	\$75.00
	Non-residents (perpetual care and maintenance)	\$100.00
Transfer of Internment Rights	(Note 1)	\$60.00
Flat marker under 172 sq in		N/C
Flat marker over 172 sq in		\$100.00
Upright monument up to 4 X 4 ft		\$200.00
Staking fee- Lots / Markers	(Note 2)	\$55.00
Opening/Closing Burial Lot		Fee as per Funeral Home and paid directly to the Funeral Home
Opening/Closing Cremation Lot	(Note 2)	\$120.00
Bereavement Authority of Ontario License fee	All interments: burial, cremation or scattering	\$12.00

Notes:

Note 1 - No HST paid on this fee

Note 2 - This fee is paid to the Cemetery Board Member or designate who performs work

SCHEDULE G

Fire Services Rates and Fees

Fees are not subject to HST

Service	Fee
Response to motor vehicle accidents on Provincial Highways	As per M.T.O. rates/hour/vehicle
Railroad call outs for fire on or beside tracks	As per M.T.O. rates/hour/vehicle
Railroad call outs for accidents and/or incidents including derailments	As per M.T.O. rates/hour/vehicle
Gross negligence or as result of illegal act	As per M.T.O. rates/hour/vehicle
Hydro and/or Bell call outs	As per M.T.O. rates/hour/vehicle
Recovery of additional costs incurred	Actual costs
Fire occurrence report/letter	\$35.00 Each
Smoke detectors	Actual costs
Carbon Monoxide Detectors	Actual costs
Combination Smoke Detector and Carbon Monoxide Detector	Actual costs
Fire permits	Free
Incinerator permits	\$20.00 Each

SCHEDULE H

Dog Licensing Rates and Fees

Fees are not subject to HST

Item	Fee
Dog tag (annual)	\$10.00
Dog tag (life time)	\$50.00
Replacement tag	\$10.00
Animal control service fee (See Note 1)	\$50.00
Kennel Licensing Fee (annual)	\$75.00

Notes:

Note 1: By-Law Enforcement Officer finds and returns dog to owner.

SCHEDULE I

General Government Fees

Fees are not subject to HST

Item	Current Fee
Photocopies per sheet	\$0.20
Facsimile per sheet	\$1.00
Returned cheque	\$30.00
Copy of Official Plan	\$12.00
Copy of Zoning by-law	\$12.00
Tax certificate (per roll number)	\$30.00
Building and zoning compliance letter (per roll number) Residential	\$100.00
Building and zoning compliance letter (per roll number) Commercial	\$150.00
Commissioner stamp/certification	\$7.00
Bailiff fees	Actual costs
Small claims	Actual costs
Freedom of Information Request	\$5.00
Freedom of Information Research (staff time and photocopying)	Per MFIPPA

SCHEDULE J

Miscellaneous Rates and Fees

Fees are not subject to HST

Item	Current Fee
Entrance permit application fee (non-refundable)	\$200.00
Entrance permit deposit	\$750.00
Farley Road Parking Permit (annual) - Deeded access properties only	\$55.00
Farley Road, Additional Guest Parking Permit (annual) - Deeded access properties only	\$15.00
Sign Advertising (annual)	\$200.00
After School Program (per day/per child)	\$6.00

Motion proposed by Councillor Nash: Alternative Council Representative for the Parry Sound and Area Planning Board

WHEREAS the Council of the Municipality of Whitestone, under Resolution 2022-442, appointed Councillor Lamb and Councillor Nash to serve as representatives on the Parry Sound and Area Planning Board (PSAPB); and

WHEREAS there may be occasions when the appointed Council representatives are unable to attend PSAPB Board meetings due to various reasons; and

WHEREAS it is in the Municipality's best interest to ensure continued representation at PSAPB Board meetings;

NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of Whitestone appoints _____ as an alternate representative to attend PSAPB Board meetings in the event that a designated Council representative is unable to do so.

District of Parry Sound Municipal Association

c/o Township of McKellar, 701 Hwy 124 McKellar, ON P0G 1C0

President: Lynda Carleton

Secretary-Treasurer: Karlee Britton



Spring 2025 Agenda – 170th Meeting – Friday, May 23, 2025

Hosted by the Municipality of Callander

Callander Community Centre, 1984 Swale Street, Callander, ON P0H 1H0

- | | |
|--------------------|--|
| 8:15-9:00 | Registration / Coffee sponsored by TBA |
| 9:00-9:30 | <p>Introduction of the Head Table</p> <p>Opening Remarks from Deputy Mayor Jordy Carr of the Municipality of Callander</p> <p>ROMA Update <i>presented by</i> ROMA Zone 9 Director, Mark Wilson</p> <p>FONOM Updated <i>presented by</i> FONOM President, Danny Whalen</p> |
| 9:30-9:45 | Update on Highway 69 Expansion <i>presented by</i> Kristin Franks Manager Regional Services and Relationships, Ministry of Transportation |
| 9:45-10:00 | Parry Sound Area Founders Circle <i>presented by</i> Co-Chair, Peter Istvan |
| 10:00-10:55 | Asset Management for Low Volume Roads <i>presented by</i> David Anderson, CET, President 4 Roads Management Services Inc. |
| 10:55-11:10 | Coffee break sponsored by TBA |
| 11:10-11:30 | Pollinator Health: Protecting Honey Bees and Their Habitat in Our Communities <i>presented by</i> Jaimie Board, Board's Honey Farm |
| 11:30-12:00 | OPP Detachment Boards <i>presented by</i> Lisa Darling, M.O.M. Executive Director, Ontario Association of Police Service Boards |
| 12:00-1:00 | Lunch – Roast Beef Meal and Dessert by Independence North Bay |
| 1:00-2:00 | <p>Trade Tariffs and their Impact on Municipalities, a discussion with:</p> <p>Minister of Economic Development, Job Creation and Trade,</p> <p>Vic Fedeli</p> |
| 2:00 | <p>Resolutions / Business Meeting</p> <ul style="list-style-type: none"> - Adoption of the Minutes of the Fall 2024 Meeting - Minutes of the March 5, 2025 Executive Meeting - Treasurer's Report August 1, 2024 to December 31, 2024 - Resolution to Provide Free Access to Integrity Commissioners for Council Members <p>Draw for Mystery Door Prize: Must be present to claim</p> <p>Host and Date of Next Meeting: Friday, September 26, 2025, <i>hosted by the Township of Seguin at the Orrville Community Centre (1207 Highway 518)</i></p> <p>Adjournment</p> |

CORRESPONDENCE

Correspondence List

A	Township of McKellar	Request to support McKellar's letter re. continued operation of Post Office
B	Peterborough	Remove trade barriers between provinces and impediments to municipalities preferring Canadian companies
C	Township of Ryerson	Opposition to a Battery Energy Storage System in the Almaguin area
D	Clark, Ian and Yvonne	General concerns
E	Ontario Stone Sand and Gravel Association	Standing up for Ontario
F	Georgian Nordic Ski Club	Annual Report



A

CORPORATION OF THE TOWNSHIP OF MCKELLAR

DATE: March 18, 2025

RESOLUTION No. 25-132
AGENDA ITEM No. 20.1.

Moved by:

Seconded by:

WHEREAS the Canada Industrial Relations Board, as instructed by the Federal Minister of Labour, Steven MacKinnon, ordered the end to the postal strike and the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the Canada Labour Code; and

WHEREAS the Federal Minister of Labour, Steven MacKinnon, created an Industrial Inquiry Commission under Section 108 of Canada Labour Code, led by William Kaplan, that will work with the Canadian Union of Postal Workers (CUPW) and Canada Post to examine the future of the public post office, including possible changes to the Canadian Postal Service Charter; and

WHEREAS Canada Post is, first and foremost, a public service; and

WHEREAS the Commission has been tasked with reviewing the obstacles to negotiated collective agreements between CUPW and Canada Post, the financial situation of Canada Post, Canada Post's expressed need to diversify and/or alter its delivery models in the face of current business demands, the viability of the business as it is currently configured, CUPW's negotiated commitments to job security, full-time employment, and the need to protect the health and safety of workers; and

WHEREAS the Commission only has until May 15, 2025, to submit its final report to the government and make recommendations about the future structure of Canada Post; and

WHEREAS while there is room for written input, the Commission process is not widely publicized, nor equivalent to a full and thorough public service review of Canada Post's mandate allowing for all stakeholder input, as has been undertaken by previous governments; and

WHEREAS it will be crucial for the Commission to hear our views on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the Canadian Postal Service Charter, home mail delivery, parcel delivery, keeping daily delivery, adding postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible -and at the same time, helping to ensure Canada Post's financial self-sustainability; and

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby provide input, attached as Schedule 'A' to this Resolution, to the Commission in the form of a written submission; and

FURTHER THAT the Township of McKellar will write the Federal Minister of Labour, Steven MacKinnon, and the Federal Minister of Public Services and Procurement of Canada, Jean-Yves Duclos, who is responsible for Canada Post, to demand that no changes be made to the Canada Post Corporation Act, Canada Post's mandate or the Canadian Postal Service Charter without a full, thorough, public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Schedule 'A' to Resolution No. 25-_____

[Letter on Township Letterhead & Dated]

Via Email: edsc.cdi-iic.esdc@labour-travail.gc.ca

Subject: Continued Support for the McKellar, Ontario Canada Post Outlet

Dear Canada Industrial Inquiry Commission,

On behalf of the Council of the Township of McKellar, I am writing to express Council's strong support for the continued operation of the McKellar Canada Post outlet. This service is essential to our rural community, providing reliable access to mail and parcel delivery, financial services, and other critical postal operations.

Council has long recognized the importance of maintaining a local post office, even during challenging periods. When the Postmaster position remained vacant for an extended time, our community faced uncertainty, yet we remained committed to keeping the outlet open. Now, with a new Postmaster in place, we are pleased to see stability return and are actively working to support their efforts to maintain and enhance service delivery.

To reinforce the significance of the McKellar Post Office, the Township has taken proactive steps, including providing the retail space at a discounted rate. We recognize that postal services in rural areas are not just about mail; they are a critical part of community life, supporting local businesses, seniors, and residents who may not have the ability to travel long distances to access postal services elsewhere.

Beyond the immediate importance of keeping the McKellar outlet open, we strongly support maintaining the moratorium on post office closures and improving the Canadian Postal Service Charter to better serve rural and remote communities. We also recognize the importance of expanding services, including:

- Preserving home mail delivery and daily delivery services;
- Enhancing parcel delivery, particularly as e-commerce grows;
- Establishing postal banking to provide financial services in underserved areas;
- Greening Canada Post by incorporating sustainable practices, including EV charging stations;
- Expanding food/meal delivery services to improve food security in rural areas;
- Improving delivery services to rural, remote, and Indigenous communities;
- Developing programs that assist people with disabilities and allow older Canadians to remain in their homes longer; and
- Strengthening Canada Post's financial self-sustainability while maintaining its role as an essential public service.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Canada Post plays a vital role in ensuring equitable service across the country, and we urge you to take the necessary steps to support and enhance postal services, particularly in rural areas like McKellar. We remain committed to working with Canada Post to ensure the long-term sustainability of the McKellar outlet and the broader postal network.

Thank you for your time and consideration. We look forward to your continued support in keeping the McKellar Canada Post outlet open at 701 Highway 124 McKellar, Ontario and serving our residents.

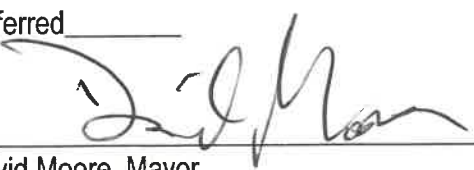
Sincerely,

Karlee Britton, Clerk/Administrator

cc:

Steven MacKinnon, Federal Minister of Labour
Jean-Yves Duclos, Federal Minister of Public Services and Procurement of Canada
Scott Aitchison, Parry Sound-Muskoka Member of Parliament
Jan Simpson, President, Canadian Union of Postal Workers
Rebecca Bligh, President, Federation of Canadian Municipalities

Carried ☒ Defeated ☐ Deferred ☐



David Moore, Mayor

DIVISION VOTE

	YEA	NAY	ABSTAIN	ABSENT
Councillor Morley Haskim	_____	_____	_____	_____
Councillor Mike Kekkonen	_____	_____	_____	_____
Councillor Nick Ryeland	_____	_____	_____	_____
Councillor Debbie Zulak	_____	_____	_____	_____
Mayor David Moore	_____	_____	_____	_____



Township of McKellar

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

Phone: (705) 389-2842

Fax: (705) 389-1244

March 19, 2025

Via Email: edsc.cdi-iic.esdc@labour-travail.gc.ca

Subject: Continued Support for the McKellar, Ontario Canada Post Outlet

Dear Canada Industrial Inquiry Commission,

On behalf of the Council of the Township of McKellar, I am writing to express Council's strong support for the continued operation of the McKellar Canada Post outlet. This service is essential to our rural community, providing reliable access to mail and parcel delivery, financial services, and other critical postal operations.

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- Expanding food/meal delivery services to improve food security in rural areas;
- Improving delivery services to rural, remote, and Indigenous communities;
- Developing programs that assist people with disabilities and allow older Canadians to remain in their homes longer; and

- Strengthening Canada Post's financial self-sustainability while maintaining its role as an essential public service.

Canada Post plays a vital role in ensuring equitable service across the country, and we urge you to take the necessary steps to support and enhance postal services, particularly in rural areas like McKellar. We remain committed to working with Canada Post to ensure the long-term sustainability of the McKellar outlet and the broader postal network.

Thank you for your time and consideration. We look forward to your continued support in keeping the McKellar Canada Post outlet open at 701 Highway 124 McKellar, Ontario and serving our residents.

Sincerely,

Karlee Britton

Karlee Britton, Clerk/Administrator
Township of McKellar
clerk@mckellar.ca
(705) 389-2842 x4

cc:

Steven MacKinnon, Federal Minister of Labour
Jean-Yves Duclos, Federal Minister of Public Services and Procurement of Canada
Scott Aitchison, Parry Sound-Muskoka Member of Parliament
Jan Simpson, President, Canadian Union of Postal Workers
Rebecca Bligh, President, Federation of Canadian Municipalities
Municipality of Whitestone

**Resolution of Council
City Council Meeting**

Title: Tariff Motion
Date: February 24, 2025

Whereas the federal government is currently in negotiations with the U.S. government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

Whereas Premier Doug Ford has outlined several plans to combat the impact the proposed tariffs would have on Ontario including Fortress Am-Can which focus on strengthening trade between Ontario and the U.S. while bringing good jobs back home for workers on both sides of the border; and

Whereas the federal government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S on tariffs; and

Whereas Ontario is the number one or number two customer for at least seven US states including New York, Michigan, Ohio, Illinois, Pennsylvania, Wisconsin, and Missouri, and trade between Ontario and the United States is very important to our residents and local economies and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

Whereas municipalities, although currently subject to various trade agreements including the Canada-United States-Mexico Agreement have traditionally treated all procurements from trade partners equally and fairly; and

Whereas municipalities can assist in the Team Canada effort to combat tariffs and support businesses in our procurement for equipment, materials and supplies for both operating and capital infrastructure programs; and

Whereas there are trade barriers between Canadian provinces that add costs and create inefficiencies in the movement of goods.

Therefore, be it resolved that, the City of Peterborough supports Team Canada and the provincial and federal governments on the measures they have put in place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations;

And that federal and provincial governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

And that the provincial and federal governments take action to remove trade barriers between provinces as a response to US tariffs and support Canadian businesses.

And that the Commissioner of Finance and Corporate Support Services be directed to bring back a report detailing a temporary procurement policy that integrates and addresses these concerns to the greatest extent possible;

Be it further resolved, that copies of this motion be sent to:

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Doug Ford, Premier of Ontario
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- The Hon. Paul Calandra, Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver
- Robin Jones, President, AMO and Mayor of Westport
- Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All provincial and territorial Premiers
- All local MPs and MPPs
- All Ontario Municipalities for their support.

The above resolution, adopted by City Council is forwarded for your information and action, as required.
Thank you.



John Kennedy, City Clerk



CORPORATION OF THE TOWNSHIP OF RYERSON

Date: March 25, 2025

Resolution Number: R- 57 - 25

Moved by: Councillor Robertson

Seconded by: Councillor Miller

WHEREAS, Solar Bank Corporation, has submitted an application to the Township of Armour for approval of a Battery Energy Storage System (BESS) to be located at Concession 6, Part Lot 3, 219 Peggs Mountain Road in Burk's Falls; and

WHEREAS, Armour Township is encouraging public engagement and the concerns from the surrounding Townships who share infrastructure and the waterway; and

WHEREAS, the Township of Ryerson has received information from their ratepayers through delegations to Council and correspondence regarding the risks associated with BESS and of the opposition to the proposal from our community; and

WHEREAS, the Township of Ryerson recognizes the critical importance of safeguarding the health, safety, and well-being of the members of this community and surrounding communities, and of its firefighters, and acknowledges the potential risks associated with the proposed Battery Energy Storage System (BESS); and

WHEREAS, the Township of Ryerson's fire department has expressed significant concerns regarding the safety of firefighting operations in the event of a fire involving a Battery Energy Storage System (BESS), which could pose unique and hazardous challenges; and

WHEREAS, the proposed BESS site is located within a high-risk wildland fire zone, where the presence of such a facility could increase the risks to firefighting personnel, requiring specialized training and equipment not currently available to the Township's fire department; and

WHEREAS, in the event of a fire at the proposed BESS facility, traditional firefighting methods such as the application of water may be ineffective and could lead to contaminated lithium-ion firewater runoff that would pose a significant environmental threat to ground and water courses, particularly to the nearby Magnetawan River, a vital water source for the region; and

WHEREAS, it is a potential hazard, and because battery storage technology is in its infancy and its unknown what the long-term environmental impact of proposed BESS facility would be.

WHEARAS, from a coverage standpoint regarding the municipal liability policy and the possible risk of a third-party claim received due to firefighting activity releasing pollutants, the added likely policy response for environmental liability coverage, and the increased cost to the fire departments for this added coverage.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township of Ryerson Council, by way of this resolution indicate our firm opposition to the application submitted by Solar Bank Corporation for a Battery Energy Storage System (BESS), due to the risk of hazardous chemical contamination and the harm that would cause to the Almaguin Area, the community, the environment, and the added risks to the fire services.
2. A copy of this resolution be sent to the Planning Board of Ryerson Township for their records and consideration in evaluating the proposal, with a strong recommendation to take these safety and environmental concerns into account.
3. The Township of Ryerson shall notify Armour Township of our opposition to the application; by sending a copy of this resolution and a written submission to Armour Twp. in opposition to the proposed amendments, so we are entitled to appeal the decision.
4. The Township of Ryerson shall notify neighboring municipalities of Ryerson's opposition to the application and encourage them to consider these risks in their own assessments of the proposal.

Carried ☒ Defeated ☐



(Chair Signature)

Declaration of Pecuniary Interest by: _____

RECORDED VOTE					
Vote called by Clerk in random order, Chair to vote last					
Members of Council		Yea	Nay	Abstention	Absent
Councillors	Beverly Abbott				
	Glenn Miller				
	Delynne Patterson				
	Dan Robertson				
Mayor	George Sterling				

----- Original Message -----

From:

To: mayor.comrie@whitestone.ca

Sent: Sunday, March 2nd 2025, 11:16

Subject: concerns

Good morning George Comrie

We are seasonal resident at WA 754 at the end of Farley's Rd.

I purchased the lot in 1969 some 55 years ago. i have never missed a year since purchasing the lot.

We are nearing 80 years of age and come North for 75 - 100 days a year.

Our son and daughter-in-law own and operate Parry Sound bikes.

Concerns:

1. For the past 3 years we have been refuse service at the nursing practitioner station.

The reasons given are over booked, permanent resident get priority and the nurse practitioner is absent.

Something is wrong with these excuses. Hopefully no one is scamping the system.

Please take the effort to double check the operation of the nursing station.

2. Landing #309 at the end of Farley's Rd.

On the busy, August 1 week-end there will have only be about 10 cars. The Landing can handle 40 -50 cars.

I been told the there are 10 car parking landing in the Municipality.

I assume there are parking difficulty in some of these landing.

Landing #309 doesn't have a problem, so let not create a problem.

So fix the problem Landings and leave the other Landings alone.

I am sure the CEO can come up with a solution.

3. In 1967 or about that time. The developer built a stone cribbed dock at Landing 309 at the end of Farley's Rd.

It was a well built dock. The use was for the purpose of selling water access lots.

Do to the lack of maintenance the dock over many years rotted out.

The stone cribbing , lies about 2 to 3 feet below the service on the left side facing out towards the water.

I have asked many times to have these stones removed.

THE STONES EXIST

I hope you are able to have these stones removed. It will make the landing safer and of more use full.

Sincerely, Ian & Yvonne Clark (Seasonal residents of 55 years) (possibly could be considered pioneers)



March 27, 2025

[OSSGA WEBSITE HOMEPAGE](#) | [UPCOMING EVENTS](#) | [INDUSTRY UPDATES](#)

Today, as new tariffs hit Canada's auto sector and in the wake of the April 2nd U.S. tariffs, the Ontario Stone, Sand & Gravel Association (OSSGA) is taking a stand. We're launching a bold new digital campaign to show the world that Canada's foundation—literally—is strong, united, and ready to push back. For too long, the essential contributions of foundational industries have gone unnoticed. It's time that changed.

From the roads we drive to the buildings we rely on, the strength of this country is built—quite literally—on the stone, sand, and gravel that OSSGA members provide. These materials support the infrastructure that fuels our economy, connects our communities, and keeps Canada moving forward.

"Being Canada proud means recognizing the incredible people, industries, and communities that contribute to our nation's success," said Michael McSweeney, Executive Director of OSSGA. "Our members work tirelessly to support the infrastructure that strengthens Canada—and more specifically Ontario. We built this great province, and we are proud to stand up for it. We're also proud of the work our governments—both Federal and Provincial—are doing to support Canadian workers and protect the strength of our economy. In challenging times, that leadership matters."

The video campaign puts the spotlight on the hard work and national pride that define our industry. In a time of economic uncertainty and trade pressures, it's more important than ever that all sectors raise their voices. OSSGA is proud to lead the charge.

Watch the video and join us in standing up for Canada.



Ontario Stone, Sand & Gravel Association | 365 Brunel Road Suite 2 | Mississauga, ON
L4Z1Z5 CA

[Unsubscribe](#) | [Update Profile](#) | [Constant Contact Data Notice](#)

From: [Georgian Nordic Outdoor Activity Centre](#)
To: deputy.clerk@whitestone.ca
Subject: Beaver Tales Spring '25
Sent: 2025-03-30 2:18:13 PM



Skiing, Paddling, Biking and so much more!

Beaver Tales Spring 2025 Edition



Lots Happening at GNOAC!

Read on to hear about:

- GN updates - a letter from our president
- Notes from the Burrow
- Jackrabbit and Racing Rabbits Ski Season Report
- GN Junior Ski Team Report
- Our 'coming soon' Volunteer Hub
- Shout Out to our amazing Groomers!
- Challenge the Shield Races
- Pavilion Progress
- Financial Report from the 2023-24 Fiscal Year
- Volunteer Spotlight - Ghislain Henry!

As always, check out our website for all things Georgian Nordic!

<https://gnoac.com/about-georgian-nordic/>

First, a word from our President!

Well, if the past two seasons had their challenges in the lack of snow, this winter sure made up for it! What a blessing that was. I can't recall the last time we had all trails open that early in the season and able to be skied for so long – certainly the Beaver Trail saw its solid share of skiers! A highlight for me was a pop-up group who agreed to ski all the trails with me in early February and end with a BBQ lunch – super fun way to share in the wonder of our club with a few of its community members.

As I write, we have a group of Junior Ski team members out in Canmore this week closing up the season – it has been fun to be a fly on the wall of some of those races as I watch my son ski and get to help with waxing, see how other clubs operate, and share a tiny bit in the game of racing with these adventurous and committed youth. The Junior Team races had many of them travelling far flung to Quebec City, Timmins, Thunder Bay, and North Bay. Huge kudos to the family members and parents supporting those youth and thanks to Ghislain – their awesome coach and wax guru.

It is heartening to show up on a Saturday and see the excellent work of Chris Chambers and Cam MacDonald in getting the younger generation and families out on the trails. Those two are off to other volunteer adventures and we owe them a big thanks for 4 years of work. Between Jackrabbits, the school groups, the fun of the Lantern Skis, and Women on Skis – there has been a solid vibe at the club this winter.

The unsung heroes of the club are the community businesses that provide us service through the winter – either through contracts or as volunteers. Big thanks to **Matt Krieger** for pushing the mountains of snow into mountains of snow beside the parking lot! Thanks to **Adam Bros. Construction** for the porta-potty care as we had to close the rear washroom during construction. Thanks to **Dale Roy** our snow plow operator for keeping the driveway and parking lot clear. Huge thanks to **Morrow's Plumbing** for their quick response to our frozen sewage line!

And thank you to **Cedarland Construction, Lakeside Heating and Mechanical, and their sub-trades** for getting the garage to the point where we could use it this winter and for working so well and inconspicuously among the ski groups throughout the winter.

We are gearing up for summer trail work with plans for more tree and ditch maintenance and some solid work on the Moose Trail. We are also excited the Pavilion is almost done and we look forward to welcoming you to an Opening Party.

Capital Projects

I've no doubt that you've noticed the construction going on which is poised to be completed by late spring/early summer. The new garage with its heated floor has already demonstrated its value in keeping the equipment clear of snow buildup. The larger, better graded stadium was less prone to flooding and provided for some cool race layouts. The new pavilion will provide some much needed extra room for weekends to welcome busses or to welcome school groups and yet provide an area for members to have a more quiet sitting area.

Because some club members have questioned, we did want to highlight that ALL of the costs associated with the capital improvements and equipment purchases have come through a combination of provincial and federal grants, significant donations from club members and visitors and area municipalities, and a bit from accumulated equipment and building reserves. We have not redirected operating funds for this project – something to be proud of I think.

We are looking forward to the project being done, having groups sit in the sun of the pavilion's glass garage doors, and watching kids out in the stadium area. Or, having a chat with friends after a ride on the mountain bike trails. Dave Veerstraten is excited too about having a bit more space to do repairs on equipment in the new garage. And many of us are excited about continuing to upgrade and maintain the trail system with the great equipment we've been fortunate to gain. Looking forward to sharing that excitement with you.

- Greg

Pavilion Progress

Here are some recent photos of the progress of the Pavilion!



While there are many, many people who volunteer time and expertise to our

little club, there is one group who deserves an extra special nod of appreciation - our Groomers. They work during ridiculous hours and often during nasty weather so that we can ski, fatbike and snowshoe the trails at Georgian Nordic. And so, a special Shout Out!

To the Groomers of our Ski trails:

Greg Mason (co-coordinator), Jon Grimwood (co-coordinator), Graham Poole, Gordon Lane, Dave Verstraten, Katarina Smith, Wil Smith, Peter Ashmore, Dave Wright, Nick Poole, Karine Boucher.

To the Groomers of our Fatbike trails:

Zach Crafts (coordinator), Graham Poole, Greg Mason

Notes from the Burrow



The 2025 Burrow Staff and I want to express how much we truly enjoyed seeing your smiling faces this winter. We certainly had plenty of reasons to smile, ourselves! With snowstorm after snowstorm (and hardly any thaw in between), the conditions were fantastic—and kept our groomers working hard. The Burrow was buzzing with activity all season long! We welcomed fifteen school groups, with over 450 students trying skiing and snowshoeing,

many of them for the very first time. We also hosted four large bus groups from the GTA, as well as several special events, including Women on Skis, two Newcomer Skis, two Member Meetups, and four major nordic races and competitions. Frequently, throughout the winter we would receive inquiries by phone or email asking about our trails, what we had for rentals; many mentioning that they were planning on visiting for the first time. It was common to hear folks come back from their ski, snowshoe or fatbike, describing their time as “magical”, “glorious” or “amazing”. We wrapped up the season with a fantastic Special Olympics event in early March, and were thrilled to stay open with pretty reasonable conditions through much of March Break. Looking ahead to next year, we're excited about the capacity to host even more events with our upcoming facility expansion and improvements (while allowing more space to spread out for our regulars!). Watch for the completion of our new Pavilion this summer—we can't wait to share it with you!

Volunteers Make it All Happen at Georgian Nordic



Love walking, skiing, biking and running our trails? Enjoyed the Night Ski? Have you or a family member participated in a ski race or trail race? Appreciate the new signage? Happy that leaning tree has been cut down?

These things don't just happen. Our Volunteers make them happen. In fact, almost every improvement and every event at Georgian Nordic has happened because of our amazing volunteers. At the heart of the Georgian Nordic Outdoor Activity Centre lies a community of passionate and dedicated volunteers whose unwavering commitment enhances everything we are able to offer. The diverse skills and heartfelt contributions of our

volunteers, help to create a safe, enjoyable, and inspiring environment for members and guests alike to experience the beauty of our property while participating in an activity they love.

Want to know more about volunteering at GNOAC? How do I get involved? Where can I help?

We want to make it easier for you to find out what type of volunteer tasks need to be done, what the time commitment would be, and how to sign up! In early May we will be launching a brand new Volunteer Hub on the club's website to do just that. Stay tuned - more information coming to your inbox later this spring. And of course, you can always contact us directly for more info about volunteering opportunities at: (manager@georgiannordic.com)

Volunteer Spotlight



In this edition of Beaver Tales, we are excited to shine a well-deserved

spotlight on one of our long-standing volunteers, ***Ghislain Henry***.

Ghislain's positive spirit, tireless energy, and passion for the sport of cross-country skiing in general, and specifically nordic competition, continues to make a lasting impact on our community; especially on our young athletes. His dedication reminds us of the power of volunteerism and the incredible difference it makes.

Thank you for all you do Ghislain. You truly are a treasure!



At every event Ghislain hosts, his amazing wife Emily is by his side making sure that everything runs smoothly and that everyone is well fed. Together they make an amazing team!

Here are a few highlights of what Ghislain is currently doing for our club (and has done for our club, over the past several decades):

- GNOAC Board member (15 years+).
- Past Jackrabbit Program Leader
- Past Jackrabbit Program Coordinator

- Past Racing Rabbits Head Coach
- Current Georgian Nordic Junior Team Head Coach
- Wax Tech 'Extraordinaire' (under mentorship from Peter Wiltman, going on 25 years!)
- Head Race Organizer for both the Sounder Ski Tour & Southern Ontario Sprint Races at GNOAC
- Huge supporter of our school ski program, (including hosting organizer for both elementary and high school competitions)
- Head Organizer for Special Olympics GNOAC events several years running
- And most recently Ghislain was found waxing up a storm and coaching our GN Junior Ski Team at the Nationals in Canmore, Alberta.



“To say that Ghislain is a gifted teacher, gardener and connector would be understatements...Ghislain’s coaching is positive, gentle, dedicated & focused. Pressure to perform for others was never a thing with Ghislain. He has constantly given far more than anyone could have imagined - from valuable time to resources (including his personal equipment) in order to help our kids grow. As Jr. Team Coach, Ghislain helped youth to maintain a good sense of balance with their various responsibilities (school, work, race, and Jr. Team schedules). Ghislain has always made athletes feel

welcome and part of the group, even when not "on the team." Ghislain is contagiously passionate about skiing; he is only too happy to share this passion with others! And we are so unbelievably thankful for it."

- Jacqueline H.

Georgian Nordic's Jackrabbits and Racing Rabbits



Photo Credit: Thom Morrissey Photography

The Jackrabbit and Racing Rabbits programs finished another successful season of cross country skiing on March 1st. Skiers, parents, and volunteers enjoyed a potluck and BBQ.

For this season, there were 81 combined skiers registered in both the Jackrabbit program and Racing Rabbits. From the Bunnies group through to the Learn to Ski group, the Jackrabbit program welcomed many returning skiers, as well as a high number of new skiers. As an inclusive program, all children from aged 3-14 are welcome to join, regardless of their level of experience. More experienced skaters who wanted more challenging skiing opportunities participated in the Racing Rabbits program.

Some of the highlights of this season were the themed days, including two snack attack days, snow sculptures, as well as bushwacking and roasting

marshmallows.

There were a number of new volunteers helping out in various capacities, from coaching to helping in the Burrow. These programs rely on volunteers in order to continue. Parents with children in the program are strongly encouraged to get involved in some way.

In talking to various parents throughout the season, I often heard about the challenges in getting their children to come to the ski club in the morning. However, when it was time to go home, those same skiers wanted to continue skiing. In a nutshell, that is the magic about what the GNOAC and Jackrabbit/Racing Rabbits programs offer. Skiers get to learn new skills or work on existing skills, while laughing and creating lasting memories.

Any further questions can be directed to gnsccjackrabbit@gmail.com

Thanks to Thom Morrissey for taking our annual group picture.

Georgian Nordic Junior Ski Team



Georgian Nordic Junior Ski Team (GNJST) had a great season. Our goal is always to have fun learning to ski better and improve our physical fitness.

We participated in regional and provincial ski racing events. In the process, we have developed some pretty fast skiers.

GNJST participated in four Ontario Cup races including Eastern Canadian Championships. Results are available on www.zone4.ca. Thank you for the continued support of the GNOAC Board, athletes' families, and volunteer coaches that allow GNJST athletes to reach their goals.

Furthermore, five GNJST athletes travelled to Canmore Nordic in Alberta to compete in the 2025 Nordiq Canada Ski Nationals. The months of training have made GNJST athletes skiers who can compete with the best in Canada. Complete results <https://zone4.ca/event/2025/pl6NzJ/>. Check out day 4 in particular for pretty good results for a small Ontario team on the Canadian stage.

For athletes in the sport of cross-country skiing, April is the transition month to go from one season to the next. Georgian Nordic skiers will be starting a new training cycle on May 3rd 2025 to get ready for the 2026 winter season. We encourage everyone to keep running, paddling, mountain biking, hiking, and ski walking as much as they can.

Information about the GNJST dry land program will be available at <https://gnoac.com/jr-racing-team/>

GNJST Coaching Team

Challenge the Shield



Challenge the Shield Adventure Running and Adventure Racing are returning to Georgian Nordic in 2025!

This will be the third year of Challenge the Shield events at Georgian Nordic. The organizers of these races are thrilled with the positive impacts these races

have had, in support of the Georgian Nordic mandate of getting more people out to enjoy being in nature at the Activity Centre. As a result of these activities, more and more locals and pass holders of all ages are engaged and participating. Just as important, more and more new folks are discovering our trails and purchasing day passes, and even joining the Georgian Nordic club. Not only are participants running and biking the trails throughout the spring, summer and fall, but they are also learning the valuable skills associated with teamwork and navigation. In addition to the two main events listed below, our team sets up navigation activities for a variety of school groups in the fall and also provides a free Winter Adventure Challenge for GN Pass holders incorporating skiing, fatbiking and snowshoeing. *Fun Fact: Research shows that navigating while exercising is not only good for your brain health, it also helps maintain cognitive health as we age!*

In addition to coordinating activities designed to bring users to the trail system, Challenge the Shield also provides comprehensive mapping support for Georgian Nordic, which helps to facilitate enhanced enjoyment of the Activity Centre for everybody! This cartographic data is used to help organize activities and races (including the Sounder and Team Sprints), but also assists the trail team in planning, maintenance, and building activities. The maps you see on the various signage around the Activity Centre are all donated by Challenge the Shield, and even items such as permitting for the ongoing building and stadium enhancements were facilitated with mapping data from our team. Challenge the Shield is proud to support Georgian Nordic continuing on its mission as a year-round Activity Centre.

May 4th - Challenge the Shield Adventure Run. Choose between a 3-hour or 6-hour option. This event is for Teams of 2 and is all on foot: running, trekking, and orienteering.

September 7th - Challenge the Shield 3 and 6-hour Adventure Race. This is the perfect entry-level introduction to adventure racing with paddling, mountain biking, trekking and an optional swim run in a Team of 2.

Registration is already sold out for May 4th but a wait-list is available. The September race also sold out in 2024, so we advise registering early!

GNOAC members can use the GNOAC50 code for 50% off the entry fee.

Visit: ChallengeTheShield.ca for more information on these events.

Interested in Volunteering for either of these races or becoming a Sponsor?

E-mail: ChallengeTheShield365@gmail.com

Summary of Georgian Nordic Income and Expenses for the 2023-24 Fiscal Year.

Georgian Nordic Operating Financials Report - 2023-24			
	OPERATING INCOME		Percent of Total
	Season Pass Fees	\$61,550	50%
	Day Use & Rental Fees (ski, bike, hike fees)	\$27,146	22%
	Programs & Event Fees	\$15,230	12%
	Contributions from Grants	\$15,100	12%
	Miscellaneous	\$3,728	3%
		\$122,754	
Trail Operations	OPERATING EXPENSES		Percent of Total
	Grooming (Equipment Maintenance, Fuel, Wages)	\$20,427	17%
Site Operations	Trail Prep, Building Maintenance	\$19,811	16%
	Chalet Operations	\$19,497	16%
	Property Fees (Building Maintenance, Taxes, Plowing, Utilities)	\$28,673	24%
	Program & Event Costs	\$19,701	16%
	Transfer to Building and Equipment Reserves	\$12,500	10%
		\$120,608	
	IRREGULAR - NON OPERATING INCOME/EXPENSES		
	Volunteer Coordinator - OTF Grant	\$56,000	
	Capital Project Fundraising	\$175,000	Income is from reserves, grants and donations or excess operating revenue/expenses
	Equipment Purchase	\$17,500	
	Club Clothing & Rental Equipment	\$12,500	
VOLUNTEER TIME	Trail Maintenance (Trail Building, Signage, Trail Maintenance and Repair)	300 hrs	
	Grooming	100 hrs	
	Site Work	50 hrs	
	Program & Event Delivery	300 hrs	
	Organization Operations (Board, Volunteer Coordination, Grant Management)	85 hrs	

Skiing! Paddling! Biking! Simply Having Fun!

Come on out to the GNOAC in winter, spring, summer or fall! Bring your friends and family, get outdoors and try something new!

Beaver Tales Newsletter
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Edited by: Starr Waddington



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