

***** AGENDA *****
Tuesday, September 5, 2023
****START TIME 6:30 p.m.****

1. Disclosure of pecuniary interest.
2. Committee Reports.
3. Resolution: Adopt the minutes of the meeting held August 15, 2023.
4. Discussion: Ontario Land Tribunal Decision on Zoning By-Law Appeal Case OLT-22-003922, to permit travel trailers on Rural, SR and LSR properties of a reduced lot area and setback.
5. Staff Report: Request for Additional Signage within the Township of Nipissing.
6. By-Law: Adopt Municipal Position Description for Office Assistant.
7. Correspondence.
8. Accounts to pay.
9. Closed Session:
239(3.1) Educational or training sessions – a meeting of a council may be closed to the public if the following conditions are both satisfied:
 1. The meeting is held for the purpose of educating or training the members.
 2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council.

Purpose of this Closed Session:
Education session provided by Integrity Commissioner Harold Elston regarding Code of Conduct and Council Procedures.
10. By-Law: Confirming Proceedings of Council at its meeting held September 5, 2023.
11. Adjournment.

Council meetings will be held in person at 2381 Highway 654, Township of Nipissing Community Centre and virtually utilizing the Zoom platform; and will be livestreamed to the Township of Nipissing YouTube channel.

<https://www.youtube.com/channel/UC2XSMZqRNHbwVppelfKcEXw>

MINUTES

TOWNSHIP OF NIPISSING
Tuesday, August 15, 2023

A regular meeting of the Township of Nipissing Council was held on Tuesday, August 15, 2023 starting at 6:30 p.m.

The meeting was held in person at the Township of Nipissing Community Centre, and livestreamed to the Township of Nipissing YouTube Channel.

Present: Mayor Tom Piper and Councillors Tom Butler, Shelly Foote, Stephen Kirkey and Dave Yemm.

Staff: Fire Chief-MLEO-CEMC Will Bateman and Municipal Administrator-Clerk-Treasurer Kris Croskery-Hodgins.

Disclosure of pecuniary interest: None.

Committee Reports:

Councillor Dave Yemm: Nipissing Township Museum Board.

Councillor Stephen Kirkey: Nipissing Township Museum Board.

Mayor Tom Piper: Community event – 100th Anniversary Sunset Cove Lodge.

R2023-158 D. Yemm, S. Foote:

That the minutes of the Council meeting held July 11, 2023, be adopted as published. **Carried.**

R2023-159 S. Kirkey, T. Butler:

WHEREAS Short-Term Rentals present concerns for residents of the Township of Nipissing, as shared during Town Hall Meeting discussions and various communications received by Council;

AND WHEREAS enforcement of regulations on Short-Term Rentals will present a challenge to smaller municipalities with limited resources and staff;

AND WHEREAS the Township of Selwyn circulated Resolution No. 2023-143 regarding Short-Term Rentals and a request for Provincial regulations to govern third party STR companies to appropriately manage and be responsible for the listings provided, including the requirement of registration of all rental listings and a fee made payable to assist municipalities in response and enforcement of issues at a Short-Term Rental property;

NOW THEREFORE the Township of Nipissing supports the Township of Selwyn Resolution No. 143 and requests the Province of Ontario to assist municipalities in the management of Short-Term Rental concerns.

That a copy of this Resolution be sent to M.P.P. Vic Fedeli and the Minister of Municipal Affairs and Housing, Steve Clark. **Carried.**

R2023-160 D. Yemm, S. Kirkey:

THAT the Council of the Township of Nipissing supports the Municipality of North Perth Resolution requesting Provincial support to municipalities to fill vacant Building Official positions;

AND THAT this Resolution be forwarded to M.P.P. Vic Fedeli and Minister of Municipal Affairs and Housing, Steve Clark. **Carried.**

R2023-161 T. Butler, S. Foote:

That we accept the 2023-2024 Municipal Insurance Program renewal as provided by Cambrian Insurance and Intact Insurance with the following change:

Removal of Part G – Accident – Firefighters Coverage;

And that we accept the Volunteer Firefighter coverage benefits quoted by VFIS. **Carried.**

R2023-162 S. Kirkey, S. Foote:

That we accept the RFP submission from DL Building Group for the metal roofing on the Community Centre/Fire Station #1 and the Museum Hardware Building roof repair, submitted bid of \$58,000 plus applicable taxes;

And that we defer the Garage roof project pending further investigation of insulation and structural requirements. A new RFP to be issued with the results of the new information. **Carried.**

Council received a Staff Report on the FoodCycler Funded Pilot Program, supplementing the original presentation provided April 4, 2023.

R2023-163 S. Kirkey, D. Yemm:

That we accept the correspondence as presented. **Carried.**

R2023-164 D. Yemm, T. Butler:

That the statement of accounts dated: July 12, 22, 25 and 28; August 3, 4 and 5, 2023; totaling \$290,289.76 be approved. **Carried.**

R2023-165 S. Kirkey, S. Foote:

That this part of our meeting will be closed to the public as authorized by Section 239(2)(k) of the Municipal Act, 2001, c. 25, for consideration of the following subject matter:

(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Council review of proposal options in ongoing municipal property matter.

Time: 7:13 p.m. **Carried**

Will Bateman left the meeting.

R2023-166 S. Kirkey, S. Foote:

That we resume to an open public meeting. Time: 7:47 p.m. **Carried.**

Will Bateman returned to the meeting.

R2023-167 D. Yemm, T. Butler:

That we pass By-Law No. 2023-37, being a by-law to confirm the proceedings of Council at its meeting held on August 15, 2023.

Read a first, second and third time and passed this 15th day of August, 2023. **Carried.**

R2023-168 D. Yemm, T. Butler:

That the meeting be adjourned. Time: 7:49 p.m. Next regular meeting to be held September 5, 2023. **Carried.**

Mayor:

Municipal Administrator:

Minutes prepared as per Section 228 (1)(a) of the Municipal Act, S.O. 2001, c. 25.

Clerk to record, without note or comment, all resolutions, decisions and other proceedings of the council.

Minutes to be approved by Council at the next regular Council Meeting.

Ontario Land Tribunal
Tribunal ontarien de l'aménagement
du territoire



ISSUE DATE: August 21, 2023

CASE NO(S):

OLT-22-003922

PROCEEDING COMMENCED UNDER section 34(19) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended.

Appellant	Catherine and Bradley Killaly
Subject:	Zoning By-law
Description:	To permit travel trailers on Rural, SR and LSR properties of a reduced lot area and setback
Reference Number:	BL 2022-23
Property Address:	122 Pine Drive
Municipality/UT:	Nipissing/
OLT Case No:	OLT-22-003922
OLT Lead Case No:	OLT-22-003922
OLT Case Name:	Killaly v. Nipissing (Township)

Heard: July 6 – 7, by Video Hearing and July 21 in writing

APPEARANCES:

Parties

Counsel

Catherine and Bradley Killaly

J. Ewart

Township of Nipissing

E. Veldboom

DECISION DELIVERED BY P. TOMILIN AND ORDER OF THE TRIBUNAL

[Link to Final Order](#)

INTRODUCTION

[1] The matter before the Tribunal is the Appeal by Catherine and Bradley Killaly ("Appellants") under s.34(19) of the *Planning Act* ("Act") of the passing of Zoning By-law BL 2022-23 by the Council of the Township of Nipissing ("Township").

[2] The Township-initiated Zoning By-law Amendment ("ZBA") was approved on April 26, 2022, and permits travel trailers on Rural ("RU"), Shoreline Residential ("SR") and Limited Surface Residential ("LSR") zoned properties and requires minimum setbacks for tent and travel trailers to a minimum of 30 metres ("m") from shoreline residential zoned properties, as well as rural properties.

BACKGROUND AND CHRONOLOGY

[3] In December of 2020, the Township passed a comprehensive Zoning By-law 2020-20. Under section 3.44, travel and tent trailers ("trailers") used for recreational purposes, are permitted in the RU Zone, subject to the following provisions:

- a) Minimum lot area of 2 hectares ("ha");
- b) Minimum distance of 500 m from the shoreline of a lake; and,
- c) Applicable licences have been obtained from the Township.

[4] In July of 2021, the Township held a public meeting to regulate the licencing of trailers. In response to the comments received at the meeting, a memorandum ("Memo") dated August 9, 2021, was prepared by MHBC Planning for the Township to provide alternate options to regulate trailers under Section 3.44 of the Zoning By-law. The Memo recommended that the Township maintain the existing provisions of the Zoning By-law for trailers.

[5] In October of 2021, the Township directed MHBC Planning to proceed with an amendment to the provisions of Section 3.44 of the Zoning By-law 2020-20 to permit

trailers on shoreline lots within the SR Zone with a minimum lot area of 1 ha and to require that trailers be setback a minimum of 30 m from the shoreline.

[6] The Township held a Public Open House in February of 2022 to provide an overview of the proposed amendment and current provisions included in the Zoning By-law and to seek the public's comments and opinions on the proposed amendment.

[7] A second Public Open House was held on April 26, 2022, in order to amend a Zoning By-law that would permit trailers used for recreational purposes on vacant lots within the SR, LSR and RU Zones, subject to:

- a) Minimum lot area of 1 ha;
- b) Minimum distance of 30 m from the shoreline of a waterbody or watercourse;
- c) Not permitted on an island; and,
- d) Applicable licenses have been obtained from the Township.

[8] On the same date Township Council passed By-law 2022-23 to permit trailers used for recreational purposes on vacant lots within the SR, LSR and RU Zones, subject to:

- 1) Minimum lot area of 1 acre ("ac");
- 2) Minimum distance of 30 m from the shoreline of a waterbody or watercourse;
- 3) Not permitted on an island; and,
- 4) Applicable licenses have been obtained from the Township.

[9] Notice of the passing of By-law 2022-23 was given on May 6, 2022.

[10] On May 24, 2022, Township Council passed Trailer License By-law 2022-30 ("Trailer By-law"). The Trailer By-law implements the provision of subsection d) of the

Zoning By-law, which requires that applicable licences be obtained by the Township in order to permit the trailer use.

[11] On May 16, 2023, the Trailer By-law was amended as an enforcement and cost recovery tool, and it is consistent with the direction of the Zoning By-law. The Trailer By-law includes provisions to establish fees for the licencing and enforcement of trailer use; regulate the period of time in which a trailer can be occupied; limit the use to one trailer per property and prohibit accessory structures in association with a trailer. The Trailer By-law requires trailer owners to obtain a septic permit, prior to the siting of a trailer, in order to ensure that there is no adverse impact to the natural environment.

[12] The Appellants filed an appeal of the By-law 2022-23 on May 25, 2022.

HEARING

[13] There were two planning witnesses at the Hearing. Diana Keay appeared on behalf of the Appellants and Savas Varadas represented the Township. After reviewing applicable qualifications and Acknowledgment of Expert's Duties, the Tribunal qualified Ms. Keay and Mr. Varadas to provide expert opinion evidence in the area of land use planning.

Evidence of Ms. Keay

[14] In her oral testimony, Ms. Keay suggested that no planning justification report had been prepared or presented on April 26, 2022, in support of a Zoning By-law which allowed for a tent or travel trailers on a minimum lot area of 1 ac. She further stated that a Zoning By-law was passed without the benefit of any comments from applicable public bodies including the Ministry of Natural Resources and Forestry and the Ministry of the Environment with respect to possible potential impacts on surrounding natural heritage features.

[15] She proffered that there has not been any evidence provided by the Township to evaluate any potential impacts due to the increase of septic systems for trailers being installed along the shoreline as a result of the reduction of the minimum lot area to 1 ac.

[16] In the opinion of Ms. Keay, the Zoning By-law is contrary to the governing policy documents, does not represent good planning and is not in the public interest.

[17] It is Ms. Keay's opinion that the proposed amendment does not conform to the applicable policies of the Provincial Policy Statement, 2020 ("PPS"), due to the absence of the review of the applicable public bodies with respect to impacts on the surrounding natural heritage features.

[18] Ms. Keay brought to the Tribunal's attention sections 2.4.3.2 and 2.4.3.3 of the Township's Official Plan, 2017 ("TOP") and suggested that the Township did not commission a lake capacity study to determine the impacts of the additional development on the lakes. She mentioned that according to s. 5.4.4, a proponent is required to prepare a report, in consultation with a qualified biologist to ensure there will be no negative impacts to the large area of the shoreline, identified as "Known Fish Habitat". Thus, in her opinion, the ZBA does not conform to the TOP.

[19] Ms. Keay stated that due to the Township's passing of Zoning By-law 2020-20, it has a potential to impact the character of the shoreline, to increase the density of development on the municipal lakes and to increase the number of septic systems in proximity to the municipal lakes.

[20] In summary, Ms. Keay concluded that in her professional opinion the Zoning By-law does not represent good planning.

Evidence of Mr. Varadas

[21] Mr. Varadas proffered that the 30 m setback required for trailers is the same as the setback requirement for permanent development. All of the three zones (RU, SR, LSR) currently permit residential uses, and impose a minimum lot area standard of 0.8 ha (2.0 ac) and require 60 m of lot frontage. All zones, including RU, SR and LSR, are subject to section 3.23(b) of the Comprehensive Zoning By-law 2020-20. Section 3.23(b) permits lots that do not meet the minimum lot area and/or minimum lot frontage requirements of the applicable zone to be used for any permitted use, provided other zoning by-law provisions are met and provided a septic system is capable of being constructed on the lot.

[22] In his testimony, Mr. Varadas explained that the trailer amendment provides for one additional built form as a place of human habitation, and it does not extend any use rights beyond the residential uses that are already permitted in those zones. He further suggested that the standards applicable to the trailers are the same as for permanent dwellings:

1. Septic system setback from the water 30 m;
2. Vegetative buffer within the 30 m setback;
3. Side yard setback of 6 m; and,
4. Rear yard setback of 15 m.

[23] As of right, the lot owners are able to replace an old dwelling with a new one, even if their lot does not meet the requirement for lot area or is less than 0.4 ha in size. However, the same owners are precluded from replacing their dwelling with a trailer, due to the requirement of a minimum lot area of 1.0 ac (0.4 ha) for a trailer.

[24] Additionally, the lot occupied by a dwelling is allowed to have as many accessory structures of any size as the owner wishes, as long as it is within 10% of the lot coverage. The same provision is not applicable to the trailers. The same lot occupied by

a trailer, is permitted to have a single uncovered deck no greater than 15 square metres ("m²") in size and the trailer itself.

[25] Mr. Varadas opined that the objective of a Lake Capacity Assessment is to determine whether new lot creation can be accommodated or whether intensification of existing development rights should be permitted. In his opinion, the trailer amendment does not provide for new lot creation rights, nor does it provide for any intensification of the permitted uses. Additionally, he believes that the placement of the trailer on the lot creates less intensive impact than a permanent dwelling.

[26] Mr. Varadas reviewed applicable planning instruments and concluded that the trailer amendment has due regard, is consistent and conforms with those instruments. In his review, Mr. Varadas stated that in s. 2 of the Act subsections a), e), h), l), o), p) and r) are applicable.

[27] He proffered that the Growth Plan for Northern Ontario (2011) ("GP") is applicable to these lands. He believes that sections 1.4, 2.2.2, 2.3.10.1, 4.2.1 and 4.2.2 are relevant. Mr. Varadas suggested that the proposed recreational use of the trailers is sustainable, inclusive to its users, and is supportive of the sustainable tourism.

[28] He believes that sections 1.1.1, 1.1.4.1, 1.1.5.2 b), 1.1.5.3 – 1.1.5.5, 1.6.6.4, 1.7.1 h), 2.1.1, 2.1.2, 2.1.6, 2.1.8, 2.2.1 and 2.2.2 of the PPS should be considered.

[29] In his testimony Mr. Varadas addressed sections 1.3.3, 1.4.1, 1.4.2, 1.4.9, 1.4.13, 1.4.17, 1.4.18, 2.4.1, 2.4.2, 2.4.3.3 – 2.4.3.6, 2.4.5.1, 3.4.1, 5.2.1, 5.4.1, 5.4.3 and 5.4.4 of the TOP and concluded that By-law 2022-23 maintains the intent of, and is in conformity with, the TOP.

[30] In Mr. Varadas professional opinion, By-law 2022-23 maintains the intent of the Zoning By-law of the Township. He stated:

"There is a requirement in the Trailer Licence By-law for the owner to demonstrate appropriate measures of sewage disposal, sewage treatment and disposal in conjunction with trailers will be the same as that of a dwelling and must be located beyond 30 m from a waterbody. With the minimum lot size being 1 ac to license a trailer, it is expected that there is ample lot area to establish a new septic system along with the siting the trailer thus being compliant with zoning regulations. 1 ac, in my experience, has historically been seen as an appropriate minimum lot area for waterfront development on private individual services in Ontario."

[31] He further provided that the Lake Capacity Assessment requirements were not necessary, as no new lot creation was proposed nor was there any opportunity for land use intensification.

ANALYSIS AND FINDINGS

[32] In rendering its decision, the Tribunal must consider the evidence that was presented before it. Additionally, the Tribunal shall have regard for the approval authority. After hearing the evidence of Ms. Keay and Mr. Varadas, the Tribunal prefers the evidence tendered by Mr. Varadas.

[33] The Tribunal is of the opinion that permitting travel and tent trailers on the lands zoned as RU, SR and LSR will contribute to tourism and the economic prosperity of the Township and will provide a more affordable way to enjoy the natural beauty of the region. It will not lead to overdevelopment of the lots, as there are appropriate restrictions in place for trailer occupied lots. The Tribunal finds that with the appropriate licensing, the same setbacks as permanent dwellings and limited seasonal use, the trailer use on the lots will not have unacceptable negative impacts on the water quality of the lake.

[34] The Tribunal concurs with Mr. Varadas that the ZBA has regard to Provincial Interest, is consistent with the PPS and conforms to the GP, TOP and to the Townships Zoning By-law.

ORDER

[35] **THE TRIBUNAL ORDERS** that the Appeal is dismissed.

"P. Tomilin"

P. TOMILIN
MEMBER

Ontario Land Tribunal

Website: www.olt.gov.on.ca Telephone: 416-212-6349 Toll Free: 1-866-448-2248
The Conservation Review Board, the Environmental Review Tribunal, the Local Planning Appeal Tribunal and the Mining and Lands Tribunal are amalgamated and continued as the Ontario Land Tribunal ("Tribunal"). Any reference to the preceding tribunals or the former Ontario Municipal Board is deemed to be a reference to the Tribunal.

REPORT TO COUNCIL

Date: August 1, 2023

From: Kris Croskery-Hodgins, Municipal Administrator-Clerk-Treasurer

Re: Request for Additional Road Signage

BACKGROUND/OVERVIEW

Council received comments and requests for additional road signage during the Town Hall meetings held for the Strategic Plan Update process.

Sign requests received were:

Speed Regulation signs along Alsace Road – 60km/hour signs.
Caution: Wildlife signs along Alsace Road.
Caution: Children Playing along municipal roadways.
School Bus Stopping signs along municipal roadways.

Speed Regulation Signs:

By-Law 2013-39 Authorizing Speed Limit Changes passed December 17, 2013, provided a blanket speed limit of 60km/hour on all Township roads. Speed signs are placed at all entry points to the municipality to advise of the speed limit of the area.

Since the implementation of By-Law 2013-39, no speed regulation signs have been removed from Township roadways.

Wildlife Caution Signs:

The Township does not currently install wildlife caution signs along municipal roadways as it should be an anticipated danger on rural roadways.

Children Playing Caution Signs:

Past practice of the Township is to not provide or install these signs by the Township along municipal roadways. There is a lack of data relating to the efficacy of caution signage of this type.

Some concerns presented with the usage of this type of signage include:

- Driver's should have a reasonable expectation of the presence of children in residential areas. The lack of signing on some roads may indicate otherwise if not placed on all roads.
- Where there is an absence of a tangible hazard, the effectiveness of signage wears off and drivers are more inclined to disregard the signage.

- The signs provide an additional distraction to drivers and may foster a disrespect for all signs. “Children at Play” signs inform a driver that children may be near the road but do not provide guidance as to a safe speed.
- Statistics do not reflect a change in reduction of speed of traffic or observance of drivers where these signs have been installed.
- Installation of these signs may provide a false sense of security to children allowing them to play on or near roadways. No level of signage could protect a pedestrian struck by a vehicle. The installation of these signs may result in the municipality assuming liability for child safety with respect to children playing on roadways.

The Manual of Uniform Traffic Control Devices for Canada does not list Children Playing signs in the cautionary signage to be used.

Safe Kids Canada does not endorse the use of “Children at Play” signs as a measure to increase children pedestrian safety.

School Bus Stopping Caution Signs:

The Transportation Association of Canada provides Guidelines for the Application and Implementation of the School Bus Stop Ahead sign. The Ministry of Transportation Ontario provided input into this document.

The document includes a Need Assessment Form to be completed when a request is received for a School Bust Stop Ahead sign is received.

The Township of Nipissing does not have direct knowledge of where those utilizing school busses are located within the municipality. This knowledge rests with the four school boards covering the area including Near North District School Board.

The use of the School Bus Stop Ahead sign is intended to warn drivers that they are approaching a school bus stop when the sight distance to the bust stop is limited to less than the minimum stopping sight distance, per the Guideline document.

Due to the temporary nature of school bust stops, a regular review of the location of signs is required with the removal or installation of signage be as quickly and as practically as possible.

When a request for the installation of a sign is received by the Township from the Transportation Consortium, the need is addressed.

FINANCIAL IMPACT

Signage has not been considered in the 2023 Municipal Budget.
Current pricing on signs:

Maximum Speed km/h, 60x90cm	\$86.96 per sign
School Bus Stop Ahead, 75x75 cm	\$89.18 per sign
School Bus Stop Ahead Tab, 60x30 cm	\$30.31 per sign
*(to be used in conjunction with School Bus Stop Ahead sign)	
Children Playing, 75x75 cm	\$89.18 per sign
Slow, Children Playing, 30x45 cm	\$22.49 per sign
Deer Crossing, 60x60 cm	\$58.13 per sign

Each sign requires a Post and Mounting Hardware \$46.35 per sign
Applicable taxes and staff resource time for installation and removal not included in totals.

RECOMMENDATION:

Additional signage purchases and installation have not been included in the 2023 approved operating budget. Council may request the installation of signs, provide direction on the location of signs and Staff can inspect the requested location of signage to provide a full cost estimate for inclusion of the 2024 Budget, as required.

The Township's insurance provider has been provided with the requested signage types and asked to provide any change to present liability with the use of any of the identified signs.

The Township should consider a sign installation policy to regulate the installation of signage on municipal roadways.



The following is a response received from Intact Insurance:

Here's the information I received from our road specialist.

1. Children at Play signs

There is no "Children at Play" sign included in the Ontario Traffic Manuals (OTM). There is a "Playground Ahead" sign in OTM Book 6 – Warning Signs, that some municipalities have used as a children at play sign but that is an incorrect usage of the sign and is discouraged.

There is a large body of work with regard to human factors in driving indicating that signs alone do not change driving behaviour and "overuse of any special warning device will dilute its effectiveness" (TAC Applied Human Factors in Road Safety Guideline 2013) and the courts are agreeing. In *Stamatopoulos v. the Regional Municipality of Durham*, Justice Copeland writes at lines 293 to 294; [293] In effect, if warning signs are over-used, they become like the boy who cried "wolf". Drivers are not as likely to heed a warning sign if they feel that signs are used for road issues that do not present a real hazard to an ordinary reasonable driver. This point was also made by several of the road safety experts . . . [294] Thus, I find that the *OTM* supports the proposition that balance must be used in deciding whether to sign any particular feature of a road. If the feature does not constitute a hazard to ordinary reasonable drivers, then the *OTM* does not support placing a warning sign. There are two reasons why I mention the above: 1) every driver on every road should realize that there is a potential for children at play at every house on that road; 2) using the playground ahead sign as a stand in for a children at play, the overuse of the sign would leave a driver unprepared to watch for children travelling to or from the playground.

Reducing speed limits may slow drivers down, but for most drivers the speed they feel comfortable driving at on a given road section (and that will vary from driver to driver) is the speed they will continue to drive at even with the posting of a lower speed limit unless there are changes made to the driving environment or enforcement of the speed limit is increased.

If the municipality wishes to design a sign (please don't use the Playground Ahead sign) and post it at various locations around the municipality that is their decision, but the signs may have little impact on driver behaviour.

2. School Bus Stop Ahead

The School Bus Stop Ahead sign should be installed where horizontal curves, vertical curves or foliage limit sight distance to less than the minimum stopping sight distance, as specified in Tables 13 and 14 (see OTM Book 6 pages 136 and 137 to find the tables listed)

3. Deer Crossing sign

The DEER CROSSING sign and MOOSE CROSSING signs must be used only: 1) Where it is known that deer or moose are accustomed to crossing the road (established through field observations), and thereby present a hazard to drivers; 2) At sections of road 8 km or less in length, that have at least one deer or moose collision annually, for a minimum of five years; or 3) At sections of road less than 1.5 km in length, that have at least four deer or moose accidents over a one-year period. The tab sign Wc-12t (Night Danger) may be used where, based on field observations, the potential hazard is more severe at night. The tab sign Wa-6t (Hazard Length) may be used to indicate the length of the crossing hazard.

It is difficult to give the municipality further advice without seeing the road, knowing the actual conditions and driving habits of people using the road.

Jason Gervais, RIBO, CRM, C.Tech.
Regional Manager, Municipal & Public Administration
Intact Public Entities

Original Inquiry:

Subject: Cautionary Road Signage Inquiry

Good afternoon Stephanie and Jason,
Council has received a number of requests for the installation of signage indicating "Slow, Children Playing" "School Bus Stop Ahead" and "Wildlife Danger".
Are there any liability implications with the installations of these signs for the Township that you are aware of?
Thank you,
Kris

Kris Croskery-Hodgins
Municipal Administrator-Clerk-Treasurer
Township of Nipissing

REPORT TO COUNCIL

Date: September 5, 2023

From: Kris Croskery-Hodgins, Municipal Administrator-Clerk-Treasurer

Re: Office Assistant Position update

BACKGROUND/OVERVIEW

The Township has submitted an application for funding from NOHFC for the hiring of a municipal Intern for one year, NOHFC contribution \$35,000 towards the costs. This proposal was originally approved by Council on April 4, 2023.

At the time of submission, it was the intention of the position to provide administrative support to all municipal departments and take a lead in the operation of the Museum. The 2023 Museum season will be complete by the time the Intern will be hired, however there is still a need for administrative support for all municipal departments and the 2024 Museum season.

Going forward in 2023 and looking forward to 2024, the following is proposed:

Intern Position as an Office Assistant

This will be a 40 hour per week position, full time for one year duration, contract. This position will provide administrative support to all municipal departments and be trained with the Administrative Assistant-Deputy Clerk.

FINANCIAL IMPACT

Position description is included in the existing Human Resources Policy and Procedures Manual and has been weighted for pay equity purposes.

RECOMMENDATION:

That Council adopts the revisions to the position descriptions for updating purposes.

Respectfully,

Kris Croskery-Hodgins, Municipal Administrator

POSITION DESCRIPTION
Contract – One Year

POSITION TITLE:	Office Assistant	DATE APPROVED:	
REPORTS TO:	Municipal Administrator	APPROVED BY:	
POSITION NUMBER:	2016-C014	REVISION DATE:	Sept 5, 2023
GRADE LEVEL:	C		

POSITION SUMMARY:

Reporting to the Municipal Administrator, the Office Assistant is responsible for administrative support for a variety of Township Duties.

MAJOR DUTIES AND RESPONSIBILITIES:

- Assist with the statutory duties of the Administrative Assistant-Deputy Clerk and the administration and operation of the Township Office.
 - Assist with the preparation of agendas, meeting minutes, by-law references, correspondence, reports, tenders, contracts and other background material required for meetings.
 - Assist with the preparation and issuance of Permits and Licenses as instructed.
 - Support and act in place of the Receptionist for the Municipal office, referring inquiries to appropriate staff, when required.
 - Support the maintenance of efficient filing system and data management.
- Assist with the collection and issuing of receipts for taxes, dog tags, various accounts receivable and other licenses.
- Provide administrative support to all municipal departments as required and directed.
- Attend and record minutes of committee meetings as appointed.
- Other duties as required.

SKILL AND EFFORT:

- Ability to understand and execute oral and written instructions.
- Carries out work assignments using a variety of technology tools such as Microsoft Office programs; internet and social media.
- Ability to work with minimal supervision.
- Good knowledge of municipal operations.

INTERPERSONAL SKILLS/CONTACTS:

- Strong interpersonal skills are required in dealing with public inquiries in a positive manner.
- Demonstrated ability to use tact and diplomacy when dealing with the public.
- As a team member of the Township, maintaining good relations with co-workers and volunteers is essential.

EDUCATION/EXPERIENCE/SKILLS:

Education: Secondary school education or an equivalent combination of education and experience.

Experience: Related work or volunteer experience is an asset.

Skills: Excellent interpersonal and communications skills (oral and written)
Responsible, dependable, good work ethic



TOWNSHIP OF NIPISSING CORRESPONDENCE

September 5, 2023

1. Letter from Steve Clark, Minister of Municipal Housing and Affairs regarding the Building Faster Fund.
2. Information and registration for the District of Parry Sound Municipal Association Fall meeting.
3. Association of Municipalities of Ontario (AMO) Policy Update.
4. Minutes of The Golden Sunshine Municipal Non-Profit Housing Corporation Board of Directors meeting held June 20, 2023.
5. Resolution from the Township of Severn regarding the Climate Emergency Just Transition Transfer.
6. AMO Policy Update and Municipal Property Assessment Corporation (MPAC) updates regarding the decision to defer tax assessment in 2024.
7. Minutes of the North Bay Parry Sound District Health Unit Board of Health meeting held June 28, 2023.

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17e étage
Toronto (Ontario) M7A 2J3
Tél. : 416 585-7000



234-2023-4205

August 22, 2023

Dear Head of Council,

Subject: Building Faster Fund

The housing supply crisis affects all of Ontario – from rural communities to large, urban centres. Our government is committed to building at least 1.5 million homes by 2031, with municipalities across the province as our key partners.

On August 21, 2023, Premier Ford announced the new Building Faster Fund, a new three-year-\$1.2 billion program to help municipalities meet or exceed their share of the province's 1.5 million homes goal.

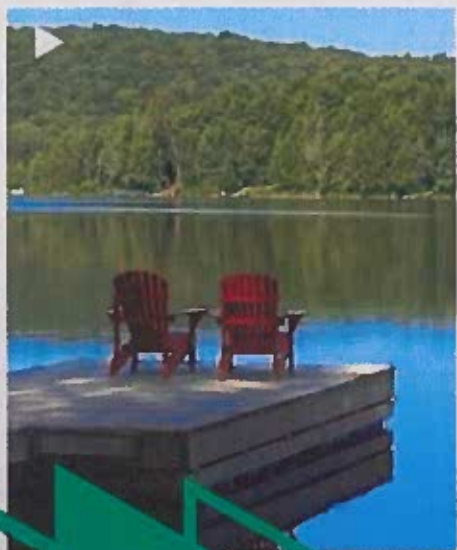
As announced by Premier Ford, 10% of the overall funding will be set aside for small, rural and northern communities that have not been assigned a housing target by the province, in order to address their unique needs in supporting growth in housing supply.

Ontario will be consulting with the Association of Municipalities of Ontario and the Housing Supply Action Plan Implementation Team on program design details of the Building Faster Fund, including how the funds can best support small, rural and northern communities, and I look forward to sharing more information with you in the future. As Ontario grows, we need to build more homes. I look forward to your support in ensuring that everyone – newcomers, young families and seniors – can afford a place to call home.

Sincerely,

Steve Clark
Minister

c: Hon. Nina Tangri, Associate Minister of Housing
Ryan Amato, Chief of Staff, Minister's Office
Martha Greenberg, Deputy Minister
Joshua Paul, Assistant Deputy Minister, Market Housing Division
Sean Fraser, Assistant Deputy Minister, Planning and Growth Division
Caspar Hall, Assistant Deputy Minister, Local Government Division



SHORT TERM RENTALS

Presented by MHBC



DPSMA FALL MEETING 2023

SEPTEMBER 29, 2023

8:15AM - 2:30PM

DUNCHURCH COMMUNITY
CENTER

DISCUSSIONS AND INSIGHTS



BLUEBOX TRANSITION

Mike Barrett is extremely knowledgeable in Bluebox Legislation having 11 years experience as the Managing Director at the Continuous Improvement Force



AODA COMPLIANCE 2025

The Ministry for Seniors and Accessibility will provide updates to the legislation where all Municipal facilities will need to be in compliance by 2025



HIGH SPEED INTERNET PROGRAM

Infrastructure Ontario will provide an update on the Accelerated High Speed Internet Program (AHSIP)

THE SPEAKERS



Jamie Robinson
MHBC Planning Ltd.



Dr. C. Zimbakotti
NBPSD Health Unit



Almaguin Hatchery
Jerry Brandt, VP



Mike Brett
Brett & Associates

DUNCHURCH COMM CENTER
2199 HWY 124, DUNCHURCH P0A 1G0
Made with PosterMyWall.com

REGISTRATION ▶ EMAIL: deputyclerk@mckellar.ca
Please email questions for the STR Presentation before September 26th



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

Fall 2023 Agenda – 167th Meeting – Friday, September 29, 2023

Hosted by the Municipality of Whitestone

Dunchurch Community Centre, 2199 Hwy 124, Ontario

- 8:15-9:00** Registration / Coffee sponsored by **Aird & Berlis, LLP**
- 9:00-10:00** Opening Remarks by Mayor George Comrie, Municipality of Whitestone
Introduction of the Head Table
Greetings from the Office of Scott Aitchison, MP Parry Sound-Muskoka
Appointment of Vice-President {Res}
Adoption of Minutes from Spring 2023 and Treasurer's Report {Res}
Lynda Carleton, FONOM Update
Greetings from the Office of Graydon Smith, MPP Parry Sound-Muskoka
- 10:00-10:15** Meeting Accessibility Standards by 2025 under the AODA presented by the Ministry for Seniors and Accessibility
- 10:15-10:30** Accelerated High-Speed Internet Program (AHSIP) presented by Luke Barker, Director of Commercial Projects, Infrastructure Ontario
- 10:30-10:45** Coffee break sponsored by **Tulloch**
- 10:45-11:15** North Bay Parry Sound District Health Unit Updates presented by Dr. Carole Zimbalatti, Acting Medical Officer of Health
- 11:15-11:30** Almaguin Community Hatchery Program presented by Jerry Brandt, Vice President
- 11:30-12:00** Bluebox Transition Presentation and Q&A presented by Mike Birett, Birett & Associates
- 12:00-1:00** Lunch – 3 course plated and served Roast Beef dinner by **Tanners Inn & Dining**, with salad, mixed veg, Yorkshire pudding, mashed potatoes, gravy and pie for dessert
- 1:00-2:00** Short Term Rentals presented by Jamie Robinson and Kathy Suggitt of MHBC Planning Ltd.
- 2:00** Resolutions / Business Meeting
Draw for Mystery Door Prize: Must be present to claim
Host and Date of Next Meeting: East Side host and date to be determined
Adjournment



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

2023 Fall Meeting

The Fall Meeting of the District of Parry Sound Municipal Association will be held on **Friday, September 29, 2023** hosted by the Municipality of Whitestone. The location of the meeting is at the **Dunchurch Community Centre**, 2199 Hwy 124, Dunchurch, Ontario P0A 1G0.

Registration/coffee begins at 8:15 am with the Meeting starting at 9:00 am.

The cost is **\$50.00** per person and includes lunch and refreshment breaks.

Please make cheques payable to the 'District of Parry Sound Municipal Association' and forward c/o The Township of McKellar, P.O. Box 69, McKellar, ON P0G 1C0.

_____ will be sending (Name of Municipality/Organization)

_____ delegates @ \$50.00 each, for a total of _____.

The following delegates will be attending:

Please confirm attendance on or by Monday, September 11, 2023, so that catering arrangements can be finalized.

Registration can be made by fax to 705-389-1244, by phone at 705-389-2842 x5 or by e-mail to deputyclerk@mckellar.ca, with payment to follow by mail. **Payment is expected for all delegates registered, regardless if they attend, as meal payment is based on the registration.**

Please email **questions for the Short Term Rental presentation** to Karlee Britton deputyclerk@mckellar.ca no later than September 26th so a list can be compiled and forwarded to the presenter to allow for time.

Kris Croskery - Hodgins

From: AMO Communications <Communicate@amo.on.ca>
Sent: Friday, August 25, 2023 6:02 PM
To: admin@nipissingtownship.com
Subject: Policy Update - AMO 2023 Conference

AMO Policy Update not displaying correctly? [View the online version](#)
Add Communicate@amo.on.ca to your safe list



POLICY UPDATE

August 25, 2023

Policy Update - Busy AMO 2023 Conference Achieves Momentum Across Priorities

The AMO 2023 Annual Conference in London, Ontario focused discussion on priority areas such as: housing and homelessness, municipal finance and infrastructure, sustaining public health, and serving Indigenous peoples.

AMO President Colin Best [provided remarks](#) that highlighted municipalities' desire to work in partnership with the province on outcomes for Ontarians. AMO 2023 again provided the opportunity for municipal and provincial leaders to partner and discuss serving Ontarians.

Support for Housing

As part of his speech at AMO 2023, the Premier [announced](#) the new Ontario Building Faster Fund, a three-year, \$1.2 billion initiative to support housing related needs for municipalities. The Fund provides \$400 million annually to municipalities that meet 80 per cent of their housing targets. Ten per cent of funding is reserved for smaller municipalities without assigned housing targets. The Premier committed to work with AMO to hammer out the details of the program in the fall.

In response to AMO requests, the Minister of Municipal Affairs and Housing [announced](#) that the new definition of affordable housing would consider income. These changes will be part of amendments to the Development Charges Act to be tabled this fall, which would consider income levels when determining access to exemptions from development-related fees. AMO has also requested that the government defer moving forward on development fees for "attainable" housing introduced as part of Bill 23, to

ensure that discounts to developers are focused on incentivizing housing affordable for those most in need.

Minister Clark also announced the extension of Strong Mayor powers to additional municipalities with housing pledge commitments as well as the appointment of Facilitators on September 11th for the Regions of Durham, Halton, Niagara, Waterloo and York, and the County of Simcoe.

Mike Moffat's recent [report](#) developed in partnership with the Ontario Big City Mayors provides helpful insights into challenges and solutions on housing.

Improvements to Public Health Funding

The Minister of Health, the Honourable Sylvia Jones, announced changes to how public health units will be funded, supported and directed. This included reverting back to a 75% provincial and 25% municipal cost sharing ratio and an increase in base funding for public health units by 1% annually. The province will work with AMO and other partners on a longer-term approach to funding, clarification of rules and responsibilities, and the facilitation of voluntary public health unit mergers.

New AMO Partnership with Ontario Native Women's Association

AMO and the Ontario Native Women's Association (ONWA) [signed a memorandum of understanding](#) at the AMO Conference, committing the two organizations to a formal relationship that increases dialogue, involvement in AMO policy development, events and initiatives.

AMO is committed to supporting municipalities in the ways they engage, serve, and learn from Indigenous women in their communities. The ONWA MOU will improve AMO's engagement with Indigenous services organization, building on an MOU with the Ontario Federation of Indigenous Friendship Centres (OFIFC).

Minister's Forum Discussion at AMO 2023

The Minister's Forum provided another direct opportunity for elected municipal officials to engage with [provincial cabinet members on important issues](#), including:

- A request of the Minister of Finance from Mayor Marianne Meed Ward of Burlington to commit to a provincial-municipal conversation on “who does what” and a new municipal fiscal framework;
- Significant audience response to a question from Councillor Kelsie Van Belleghem of Kenora highlighting the urgency of moving forward with improvements to municipal Codes of Conduct to protect staff and elected officials;
- Councilor Rowena Santos of Brampton and Peel Region’s call on the Solicitor General and the Ministers of Children, Community, Social Services and Women’s Economic and Social Opportunities to work with AMO on a strategy to address gender-based and intimate partner violence. The AMO Board has joined with many municipalities and the federal government in acknowledging this challenge as an epidemic; and,
- A question from Mayor of Mississippi Mills Christa Lowry to the Minister of Finance calling for an explanation of the ongoing delay of property tax reassessments.

Wednesday Programming on Homelessness

The third and final day of the conference was dedicated to ending homelessness in Ontario. Speakers highlighted the need for urgent action to move beyond crisis response and tackle root causes, with solutions that address housing, income security, and health.

AMO has called on the Government of Ontario to immediately increase social assistance rates and transform Ontario's system; increase the supply of deeply affordable community housing; continue to invest in community-based mental health and addictions services; and continue to increase base funding for the Homelessness Prevention Program. These provincial actions, in addition to federal enhancements to the National Housing Strategy, are critical to enabling a human-rights approach to housing and encampments at the local level.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

**The Golden Sunshine Municipal Non-Profit Housing Corporation
Minutes of the Board of Directors Meeting
2023-08**

Tuesday June 20, 2023

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday June 20, 2023.

Present: Doug Walli, Bernadette Kerr, Mieke Krause, Leo Patey, Tom Piper, Dave Britton & Amber McIsaac, Property Manager. **Regrets:** Nancy McFadden

1. Call to order

Resolution No. 2023-36— Moved by Tom, seconded by Doug that the meeting was called to order at 9:29 am. Carried

2. Additions to Agenda – Almaguin Municipal Spring Meeting

3. Approval of the Amended Agenda-

Resolution No. 2023-37— Moved by Tom, seconded by Doug that the agenda be adopted with amendments.

4. Conflict of Interest Disclosure – Leo Patey, Employer listed on accounts payable

5. Approval of the Minutes from the May 16, 2023 board meeting

Resolution No. 2023-38— Moved by Leo seconded by Tom that the minutes from the board meeting on May 16, 2023 were adopted as presented.

6. Business arising

a) Project Updates

Amber presented project financial outline and spoke about projects that were completed and still needing to be done. Board advised that scooter plug-ins need to be complete before next meeting.

B) Landscaping

Dave spoke to Evan Hughes and he will be in contact with Amber this week about completing landscaping around the retaining wall.

C) Pet Survey

13 out of 20 tenant pet surveys were received and results were shared with the board. A discussion followed. Amber to make changes to the policy to present at the next meeting in August for final approval. Changes include pet size limit and cleaning deposit. The Pines will continue with 1 per tenant.

D) Almaguin Municipal Spring Meeting

Bernadette attended the Almaguin Municipal Spring Meeting, Municipality of Chisolm would not cover the cost for the meeting. Amber will submit payment to Bernadette and the 2024 budget will include a line for education going forward for board members and staff.

Resolution No. 2023-39- Moved by Tom seconded by Leo that the GSMNP will pay admission in the amount of \$30 to Bernadette Kerr for the Almaguin Municipal 2023 Spring Meeting with the District of Parry Sound Social Services Administration Board.

7. Correspondences

A) Managers Report

Amber reported invoice received from Purdon's for the repair to the water main. Waiting on invoice from the town and TransCanada Safety before final cost will be reported.

b) Financial Report

Resolution No. 2023-40 Moved by Tom, seconded by Doug that the board approves the May 2023 financials that were presented. Carried

8. Next Board Meeting – August 15, 2023 @ 9:30am.

9. Adjournment - Resolution No. 2023-41– Moved by Dave, seconded by Tom that the board meeting be adjourned at 10:12 am. Carried


President, Bernadette Kerr


Property Manager, Amber McIsaac



Administration Office
Mailing address
Email
Phone

1024 Hurlwood Lane, Severn
PO Box 159, Orillia, Ontario L3V 6J3
info@severn.ca
705-325-2315

August 11, 2023

Climate Emergency Unit
c/o The David Suzuki Institute
201 Pringle Farm Rd
Saltspring Island, BC
V8K 2Y2

Dear Erin Blondeau, Director of Communications

Re: Climate Emergency Just Transition Transfer (JTT)

Please be advised that the Council for the Township of Severn received correspondence respecting the Just Transition Transfer (JTT) at their recent August 9th, 2023 Council meeting.

Following discussion Motion C2023-042 was passed:

Moved by Councillor - Ward 3 Phil Brennan
Seconded by Deputy Mayor Judith Cox

WHEREAS Canada's greenhouse gas (GHG) emissions are slowly starting to trend downward, but the reduction trajectory remains incongruent with what science and justice demands;

WHEREAS Canada must spend what it takes to confront the climate emergency, and there is an urgent need for Canada to spend more on climate infrastructure that would drive down GHGs and hasten the transition off fossil fuels;

WHEREAS Canada needs to make an audacious and hopeful offer to those workers and communities whose employment and economic security is currently tied to the fossil fuel industry (and to a lesser extent the auto, steel, concrete, and agriculture industries, etc., all of which face substantial transition challenges), and to Indigenous communities on the frontlines of fossil fuel extraction;

WHEREAS the federal government has introduced a *Sustainable Jobs Act*, but this Act needs to be paired with and backed-up by a substantial investment in the jobs of the future;

WHEREAS much of the climate infrastructure needed will come under provincial, municipal and Indigenous jurisdiction (renewable energy, grid upgrades, public transit, zero-emission housing, etc.), and training comes under provincial jurisdiction, but it is the federal government that has the greatest capacity to pay;

WHEREAS a new federal Climate Emergency Just Transition Transfer (JTT) specifically linked to funding climate infrastructure projects that would create hundreds of thousands of jobs, along with training and apprenticeships programs for workers and those leaving the oil and gas industry -- would be a transformative program that signals that Canada is indeed entering emergency mode;

WHEREAS the JTT would be an annual transfer of approximately \$25 billion from the federal government to provincial/territorial, municipal and Indigenous governments, purpose-built to meet the climate emergency imperative to decarbonize our society, ensuring communities can fund the infrastructure and training needed to transition off fossil fuels, while creating thousands of sustainable jobs in a way that is specific to their needs and locale;

WHEREAS the JTT's distribution would be based on a formula linked to recent GHG emissions in each province (but fixed from that point onward, so as not to perversely incentivize continued high GHGs), recognizing that some jurisdictions face a more challenging task to transition their local economies;

WHEREAS the JTT would transfer federal funds to newly established just transition agencies in each province and territory -- jointly governed by the federal government, provincial/territorial governments, municipal governments, and local Indigenous nations -- and in some case directly to Indigenous nations, ensuring the transfer money is not simply absorbed into provincial or municipal budgets or used to displace other infrastructure or

training funds, but rather, ensuring the money is used for its intended purpose, and that funds are allocated in a manner sensitive to local climate action plans, the unique GHG profiles of each region, and to local labour market/training needs;

WHEREAS a JTT could provide significant, stable, multi-year funding for the climate infrastructure and training/employment needs of municipalities, Indigenous communities, energy utilities, public transit authorities and public housing authorities;

WHEREAS the federal government is welcome to title such a new transfer as they see fit (e.g. a Sustainable Jobs Transfer or a Climate Infrastructure Transfer);

NOW THEREFORE BE IT RESOLVED, that the Township of Severn formally endorses the call for a new Just Transition Transfer; and

THAT the Township of Severn urges the federal government to establish a new Just Transition Transfer, starting with a major financial commitment in the next federal budget; and will write to the federal ministers concerned expressing this support;

AND THAT this resolution be circulated to all municipalities.

Carried

Should you have any questions or concerns, please feel free to contact me at (705) 325-2315 x 232 or by email at agray@severn.ca

Regards,

Alison Gray

Alison Gray, BAH, CMO, AOMC
Clerk

Cc Ontario Municipalities

Kris Croskery - Hodgins

From: AMO Communications <Communicate@amo.on.ca>
Sent: Friday, August 18, 2023 10:32 AM
To: admin@nipissingtownship.com
Subject: Policy Update - Property Tax Assessment

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POLICY UPDATE

August 18, 2023

Policy Update - Property Tax Assessment

AMO Pre-Budget Submission to Standing Committee

Over the past year, AMO has publicly expressed very strong support for a timely return to the assessment cycle.

Yesterday, the government announced that it will defer tax assessment again in 2024. As a result, Ontario's municipalities will continue to calculate property taxes using 2016 property values.

AMO is concerned that further delays will compound uncertainty for residents and businesses. Outdated assessments are inaccurate, increase volatility, and are not transparent.

The government also [announced](#) its intention to conduct a review of the property taxation and assessment system focusing on fairness, equity and economic competitiveness. Further deferring property reassessment during the review means municipalities could be waiting a while before a reassessment is conducted.

AMO will continue its call for a return to the regular assessment cycle and expect to be an engaged partner in as details regarding the review continue to unfold.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Kris Croskery - Hodgins

From: Carmelo Lipsi <carmelo.lipsi@mpac.ca>
Sent: Thursday, August 17, 2023 4:09 PM
To: admin@nipissingtownship.com
Subject: MPAC: Property Assessment Update



**MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION**

Good afternoon Kris,

On August 16, the Ontario government filed Regulation 261/23 under the *Assessment Act* to extend the current assessment cycle, and the valuation date of January 1, 2016, through to the end of the 2024 taxation year.

This means that property taxes for the 2024 taxation year will continue to be based on the January 1, 2016 valuation date. Property assessments will remain the same as they were for the 2023 tax year, unless there have been changes to the property.

In addition to the recent Regulation, the government will conduct a review of Ontario's property assessment and taxation system.

MPAC shares the government's interest in ensuring the accuracy, transparency, and fairness of property assessments and we are committed to the continuous improvement of the property assessment and taxation system for the benefit of all Ontarians. While MPAC is not responsible for setting tax rates or collecting property taxes, we welcome the opportunity to work with the Province to ensure the property assessment process is optimal for both property owners and municipalities.

If you have any questions, please reach out to your [local MPAC Account Manager](#).

Sincerely,

Carmelo Lipsi
Vice President, Valuation & Customer Relations
Chief Operating Officer

[mpac.ca](https://www.mpac.ca)
Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101 L1V 0C4

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, June 28, 2023, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit's website.

PRESENT:

Nipissing District:

Central Appointee

Karen Cook

Central Appointee

Sara Inch

Central Appointee

Jamie Lowery

Central Appointee

Dave Wolfe

Eastern Appointee

Rick Champagne (*Chairperson*)

Parry Sound District:

Northeastern Appointee

Blair Flowers

Southeastern Appointee

Marianne Stickland

Western Appointee

Jamie McGarvey (*Vice-Chairperson*)

Public Appointees:

Tim Sheppard

ALSO IN ATTENDANCE:

Acting Medical Officer of Health/Executive Officer

Dr. Carol Zimbalatti

Executive Director, Clinical Services

Shannon Mantha

Executive Director, Community Services

Louise Gagné

Management Administrative Assistant, Facilities Operations and Information Technology

Amanda Horn

Executive Assistant, Office of the Medical Officer of Health/Executive Officer

Nelly Bothelo

REGRETS:

Central Appointee

Maurice Switzer

Western Appointee

Jamie Restoule

Public Appointee

Gary Guenther

RECORDER:

Management Administrative Assistant

Shelly Maki

1.0 CALL TO ORDER

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Rick Champagne, Board of Health Chairperson, called the meeting to order at 6:18 p.m.

2.0 APROVAL OF THE AGENDA

The agenda for the June 28, 2023, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2023/06/01 *Cook/Flowers

Be It Resolved, that the Board of Health Agenda, dated June 28, 2023, be approved.

The recorded vote was as follows:

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

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

"Carried"

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Board of Health Minutes – April 26, 2023

The minutes from the Board of Health meeting held on April 26, 2023, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2023/06/02 *Wolfe/McGarvey

Be It Resolved, that the minutes from the Board of Health meeting held on April 26, 2023, be approved as presented.

The recorded vote was as follows:

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

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

*"Carried"***5.0 DATE OF NEXT MEETING**

Date: September 27, 2023

Time: To be determined

Location: To be determined

6.0 BUSINESS ARISING

Dr. Zimbalatti, Acting Medical Officer of Health/Executive Officer, and Rick Champagne, Board of Health Chairperson, reported on their recent attendance at the Association of Local Public Health Agencies (aLPHa) Annual General Meeting and Conference 2023.

Points of note included:

- Keynote speaker, Dr. Eileen De Villa, Medical Officer of Health for Toronto Public Health, highlighted current and future challenges related to the pandemic, and expressed confidence in public health's ability to address these challenges.
- Dr. Jim Chirico was awarded Emeritus membership by the Council of Medical Officers of Health (COMOH) for his contributions to public health.
- Resolutions on the following topics were passed at the combined business meeting and resolutions session:
 - An amendment to the constitution to increase the number of votes that public health units with populations over 1,000,000 (currently three health units) are allocated.
 - Recommending a renewed smoking and nicotine strategy in Ontario.
 - Advocating for strengthened building codes to prevent respiratory infections.
 - Supporting the Association of Municipalities of Ontario (AMO)'s call to action on housing and homelessness and call upon the Province of Ontario to work with aLPHa, AMO, and other partners to develop an action plan to end homelessness.
 - Monitoring food affordability and inadequacy of social assistance rates.
- Dr. Kieran Moore, Chief Medical Officer of Health, and Dr. Christopher Simpson, Executive Vice President, and Chief Medical Officer of Health at Ontario Health, took

part in a panel discussion on “What’s Next” following the pandemic. Some emerging themes included:

- Recognition that Public Health and acute care scaled up quickly to respond to the pandemic,
 - The goal to use sharper instruments in future emergencies (as opposed to blunt instruments like lockdowns and school closures),
 - The need to keep the government accountable for funding gaps and gaps in emergency planning,
 - The need to move away from disease/sick care to health promotion and illness prevention,
 - Being able to collect and use quality and timely data, and moving away from indicators of volume and focusing instead on quality and effectiveness of interventions, and
 - The need to turn the tide on mis/disinformation as a key challenge affecting the health of populations.
- Board of health leaders continue to advocate for increased public health funding at the provincial level; and
 - Several medical officers of health continue to advocate for a hybrid Association of Local Public Health Agencies Annual General Meeting and Conference delivery model that allows virtual attendance to reduce costs for northern health units while maintaining the networking value of in-person meetings.

7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health for the June 28, 2023, meeting was presented to the Board of Health for information purposes.

Comments and questions were taken and answered.

Dr. Zimbalatti and Louise Gagné provided additional information about the Icelandic Model noted on page 4 of the report:

- The model was developed in Iceland in 2005 in response to negative youth trends related to substance/alcohol/cigarette use and lack of connection to home by sponsoring youth to participate in after school activities supervised by adult role models and providing parents with opportunities to collaborate on ways to enhance a sense of community for youth. The model is based on collecting and using robust evidence to develop interventions at a community level.

- Planet Youth has exported this model globally whereby they facilitate data collection, data analysis, and community-lead interventions; and it has been adopted through an agreement with them by many locations including several in Canada.
- The Public Health Agency of Canada is very interested in the model, and Dr. Theresa Tam, Chief Public Health Officer, recently moderated a conference in Ottawa supporting it.
- Public health units do not need to lead the project as demonstrated in Lanark County where the program was spearheaded by the Rotary Club.
- Porcupine Health Unit has signed on with Planet Youth, and Timiskaming Health Unit is very interested, which may offer collaborative opportunities with shared school boards.
- Following some preliminary meetings in our districts, this health unit is close to obtaining buy in from all district school boards, and many community partners and organizations have expressed interest in participating or providing monetary support.
- Signing on with Planet Youth involves a five-year commitment at an approximate cost of \$40,000 plus additional costs for interventions, and funding ideally for a coordinator as well. Funding for interventions and coordinator role does not necessarily default to the project lead organization, and all costs are not the sole responsibility of the lead.
- This is not a provincially funded project, however there may be some provincial dollars available. Additionally, there are federal dollars available, as well as cost-sharing opportunities with community partners and municipalities, and in-kind financial support from interested organizations.

The Board of Health requested more information at the next regular meeting in the form of a presentation and/or briefing note describing the business case, how this model could look locally, and recommended actions.

8.0 BOARD COMMITTEE REPORTS

8.1 Personnel Policy, Labour/Employee Relations Committee

A Personnel Policy, Labour/Employee Relations Committee meeting was held prior to the Board of Health meeting.

The following motion was read:

Board of Health Resolution #BOH/2023/06/03 *Lowery/Wolfe

Whereas, Dr. Carol Zimbalatti was appointed as full-time Medical Officer of Health/Executive Officer for the North Bay Parry Sound District Health Unit by the Board of Health at the Board of Health meeting held on April 26, 2023; and

Whereas, An Employment Contract needs to be negotiated between the Health Unit and Dr. Carol Zimbalatti.

Therefore Be it Resolved, That the Personnel Policy, Labour/Employee Relations Committee recommends that the Board of Health approves the creation of an ad hoc committee of the Board of Health called "Employment Contract Negotiations - Medical Officer of Health/Executive Officer Ad Hoc Committee", and the Chair of the Personnel Policy, Labour/Employee Relations Committee will call a meeting in August to review the draft contract with the Personnel Policy, Labour/Employee Relations Committee and get approval by the Board of Health; and

Furthermore Be It Resolved, That the Personnel Policy, Labour/Employee Relations Committee recommends the Board of Health approves the following members of the Employment Contract Negotiations - Medical Officer of Health/Executive Officer Ad Hoc Committee: Josée Goulet, Rick Champagne, and Jamie Lowery; and

Furthermore Be It Resolved, That the Personnel Policy, Labour/Employee Relations Committee recommends the Board of Health approves remuneration for activities related to this ad hoc committee in accordance with Board of Health policy #B-F-004 – Remuneration, Board of Health Members.

The recorded vote was as follows:

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

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

"Carried"

9.0 CORRESPONDENCE

Board of Health correspondence listed for the June 28, 2023, meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

11.0 IN CAMERA

There was no in camera session.

12.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 6:55 p.m.

Original signed by Rick Champagne

2023-08-16

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original signed by Shelly Maki

2023-08-16

Shelly Maki, Recorder

Date (yyyy/mm/dd)

September 5, 2023 Accounts Payable Report

Total Payable
\$ 432,876.51

Date	Account	Chq Total	Explanation
19-Aug	Payroll Accounts	\$ 38,030.49	bi-weekly payroll
2-Sep	Payroll Accounts	\$ 25,072.25	Bi-weekly payroll
28-Jul	Accounts Receivable	\$ 585.52	Amounts paid to the Township to be paid out
	Developer Deposits	\$ 869.72	Community Centre Key return deposit
	Fitness Center Fob Deposits	\$ 10.00	Deposit received, to be returned
	Clearing Accounts/Benefits Payroll	\$ 47,072.61	
	Council expenses/meeting expenses	\$ 981.76	Council cell phones x 2 months
	Web page maintenance	\$ 66.80	
	Office Cleaning/Maintenance	\$ 744.87	Annual fire extinguisher service/maintenance
	Office Phone and Fax	\$ 874.09	Office phone, staff cell phones x 2 months
	Municipal Insurance	\$ 14,835.12	2023-2024 Municipal Insurance
	Office Supplies	\$ 1,203.46	Copier lease 3rd quarter/copies charge
	Vehicle Maintenance	\$ 66.11	1/2 undercoating office vehicle
	Health & Safety	\$ 57.70	quarterly licence status check report
	FD Telephone Station 2	\$ 69.02	
	Building/Ground Maintenance Stn 2	\$ 320.81	FD supplies/fire extinguisher annual service
	FD Telephone Station 1	\$ 294.98	cell phone x 2 months/regular phone
	Fire Department Insurance	\$ 26,186.62	FD Insurance Renewal 2023-2024
	Building/Ground Maintenance Stn 1	\$ 448.95	FD supplies/fire extinguisher annual service
	Fire Prevention/Public Education	\$ 193.26	
	FD Health & Safety Supplies	\$ 61.09	
	FD Fleet Maintenance	\$ 91.57	Pump #1 supplies
		\$ 91.56	Unit #2 supplies
		\$ 1,048.17	Unit #1 supplies/brake maintenance
		\$ 87.18	Tanker supplies
	Commanda Comm Tower Maintenace	\$ 132.29	Internet/Data
	CEMC Services/Supplies	\$ 183.12	Cell phone x 2 months
	911 Expenses	\$ 101.76	5 sign blades
	CBO Services	\$ 3,986.42	
	CBO Other Expenses	\$ 14,044.09	Building Dept Insurance renewal/vehcile maint
	Health Unit Levy	\$ 4,601.29	
	Cemetery Expenses	\$ 44.94	Mower maintenance supplies
	Landfill Hydro	\$ 93.10	
	Landfill Cell Phones	\$ 392.71	x 2 months
	Landfill Materials and Supplies	\$ 296.64	cleaning maintenance/annual fire extinguisher
	Fuel Purchases	\$ 1,081.25	Clear Diesel
		\$ 1,071.53	Coloured Diesel
		\$ 688.40	Ethanol Fuel
	PW Telephone	\$ 1,355.95	cell phones x 2 months/regular phone
	Public Works Insurance	\$ 55,635.04	Insurance renewal 2023-2024
	Garage Mataerials	\$ 708.28	
	HTM Supplies	\$ 4,020.86	Cold mix
	Ditching Materials	\$ 395.15	packer rental for road repairs
	Gas Tax/OCIF Project	\$ 130,479.34	Surface treatment Birchgrove
	PW Fleet Repairs	\$ 290.02	2023 Western Star undercoating/supplies
		\$ 195.39	Excavator - float undercoating
		\$ 422.52	Backhoe repairs
		\$ 1,549.51	2019 truck - tires/install, undercoating
		\$ 152.59	Undercoating 2015 truck
		\$ 290.02	2021 Western Star undercoating/supplies
		\$ 12,337.34	Grader #4 hydraulics repair
		\$ 290.02	2023 Freightliner undercoating/supplies
	Community Centre Maintenance	\$ 1,541.01	Maintenance/annual fire extinguisher service
	Community Centre Phone	\$ 60.53	
	Cleaning supplies	\$ 95.41	

	Recreation Insurance	\$ 9,091.98	Insurance renewal 2023-2024
	Fitness Centre Maintenance	\$ 1,456.51	
	Recreation Programming	\$ 659.99	Teen Dance/Year End Soccer/Bottle Drive supplies
	Rink Maintenance/supplies	\$ 56.48	Annual fire extinguisher service/maintenance
	Beach/Park Maintenance	\$ 67.94	Mower maintenance supplies
	Museum Structural/Other	\$ 99.09	Annual fire extinguisher service/maintenance
	Museum Janitorial	\$ 46.00	
	Museum Insurance	\$ 1,882.44	Insurance renewal 2023-2024
	Museum Telephone	\$ 61.54	
	Museum Yard Maintenance	\$ 22.47	Mower maintenance supplies
	HST and GST REBATE	\$ 18,965.22	This amount will be refunded in December
visas August	Council expenses/meeting expenses	\$ 259.84	Water
	Postage	\$ 98.71	
	Office Supplies/Maintenance	\$ 55.84	
	FD Building Grounds Maintenance Stn 2	\$ 428.49	
	FD Office Supplies	\$ 504.58	
	FD New Equipment	\$ 199.00	
	FD Building Grounds Maintenance Stn 1	\$ 487.46	
	FD Mileage/Expenses	\$ 132.95	
	FD Health & Safety Supplies	\$ 105.80	
	FD Professional Development	\$ 346.64	Lodging for training in SSMarie
	Equipment Certification and Maintenance	\$ 277.74	
	FD Fleet Maintenance	\$ 61.84	Fuel/Oil Unit 2
		\$ 97.97	Fuel/Oil Unit 1
	By-Law Expenses	\$ 355.14	Annual Municipal Law Enforcement Training
	Cemetery Expenses	\$ 110.11	Annual OACFP Membership - cemeteries
	Garage Mataerials	\$ 43.65	
	Recreation Programming	\$ 288.57	Teen Dance/Year End Soccer/Bottle Drive supplies
	Rink Maintenance/supplies	\$ 98.91	Emergency lighting supplies
	Museum Special Events	\$ 225.10	Supplies for Heritage Day
	HST and GST REBATE	\$ 388.28	This amount will be refunded in December



TOWNSHIP OF NIPISSING

RESOLUTION

DATE : September 5, 2023

NUMBER: R2023-

Moved by

Seconded by

That this part of our meeting will be closed to the public as authorized by Section 239(3.1) of the Municipal Act, 2001, c. 25, for consideration of the following subject matter:

Educational or training sessions

Purpose of this Closed Session:

Council Training provided by Integrity Commissioner Harold Elston regarding Code of Conduct and Council Procedures.

Time: p.m.

For Against

**PIPER
BUTLER
FOOTE
KIRKEY
YEMM**

CARRIED

Mayor: TOM PIPER