

**TOWNSHIP OF MACHAR  
MINUTES – REGULAR MEETING  
Monday, April 22, 2024**

**Call to Order, Disclosures of Pecuniary Interest and the General Nature Thereof; Nil**

Council present: Mayor Lynda Carleton, Deputy Mayor Ron McLaren, Councillors Neil Scarlett, Pearl Ivens and Blair Flowers. Staff present: Treasurer Deputy Clerk Angela Loney and Finance Intern Jadah McLaren.

Guests Observing: Lindsey Love, Darren Whynot, Simon Hoogenboom, Elmer and Jane Bauman, Tim and Lorie Green, Brian and Jessica Wright, Michael Di Iorio (applicant), Mark Smuck, Lauren Meunier, H. W. Brown, Greg Fillmore, Stephanie Green, and Jordan Coombs.

**PUBLIC MEETING**

**6:30 pm Zoning By-Law Amendment 11118 Highway 124 (1-016)**

Mayor Carleton advised this is a Public Meeting held under Section 34 of the Planning Act to consider a rezoning. Treasurer Deputy Clerk advised Notice provided by 1<sup>st</sup> class mail on Apr 2, 2024. Planner summarized the application.

**DETAILS OF THE ZONING BY-LAW APPLICATION**

The subject property is designated Employment Commercial in the Township of Machar Official Plan and is located within the Commercial Employment (CE) Zone in the Zoning By-law. A motel and a hotel is a permitted use within the CE Zone. Kitchen facilities are not currently permitted within a hotel and motel unit in the Zoning By-law. The proposed application is to include a kitchen within a hotel or motel unit on the subject property and to establish a site specific zoning for the proposed use.

The existing building is proposed to have 10 motel/hotel units plus 1 accessory dwelling unit and administrative office. The overall conceptual development plan includes additions to the existing building and three new buildings on the subject property, for a total of four buildings on the subject property. The owner is proposing approximately 56 motel/hotel units in the future.

Additional review of the proposed conceptual development plan will take place through the Building Permit review process and the Site Plan Control application process. Septic capacity and approvals are required from the North Bay – Mattawa Conservation Authority and there is currently capacity for 11 motel/hotel units on the subject property.

Planner advised 5 written comments received, noting the concerns centered around the future development of 57 units. Mayor Carleton invited those observing that would like to comment on the Zoning By-Law Amendment to do so; no oral comments were applicable to allowing kitchen facilities in motel units. Oral comments were: units are being rented long term and not short term, increased crime experienced since property was converted from a retirement residence, and will Council be allowed to pass future development on this property without a public meeting? Future development will be subject to a Zoning Compliance Form, septic review, and possibly traffic and drainage review through Ministry of Transportation. It is recommended that Council pass the Zoning By-Law Amendment to permit kitchen facilities within the motel units on the subject property. It is appropriate in this instance to include kitchen facilities. A motel or hotel are permitted uses on the subject property. Additional development in the future on the subject property will be reviewed through the Site Plan Control application process, and must be reviewed by the North Bay Mattawa Conservation Authority in order to ensure required approvals are obtained for the septic systems. Based on a review of the PPS (Provincial Policy Statement), the Official Plan and the Zoning By-Law, the proposed Zoning By-Law Amendment is consistent with the PPS and conforms to the Official Plan.

**75-24 Scarlett, McLaren**

THAT we Council receive the Planning Report dated Apr 22, 2024 regarding the proposed Zoning By-Law Amendment application for the subject property located at 11118 Highway 124 (1-016); and THAT we give 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and final reading to the By-Laws No. 6-24; being a by-law to amended By-Law No. 45-12, as amended. CARRIED

TAKE NOTICE that the Township of Machar passed By-law 6-24 under Section 34 of the *Planning Act, R.S.O. 1990*, on April 22, 2024. The application affects lands located at 11118 Highway 124, Concession 1, Part of Lot 5 in the Township of Machar. The purpose of the application is to rezone the subject property from Commercial Employment (CE) to the Commercial Employment Exception Six (CE-6) Zone to permit motel/hotel units with a kitchen.

AND TAKE NOTICE THAT any applicable person or public body may appeal to the Ontario Land Tribunal in respect to By-law 6-24 by filing with the Clerk/Administrator of the Township of Machar no later than May 13, 2024. A notice of appeal must set out the reasons for the appeal and must be accompanied by the required fee by the Tribunal. Certified cheques and money orders should be made payable to the "Minister of Finance".

#### **6:45 pm Budget Adoption, By-Law to Set Tax Rates, Resolution**

Final draft provided per discussions at last meeting; 2024 levy = \$2,509,174, an increase 4.36%. 2024 Budget Information to be posted on the Township website.

#### **76-24 Scarlett, Ivens**

THAT we accept 2024 Budget Information for release. CARRIED

#### **77-24 McLaren, Flowers**

THAT we give 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and final reading to By-Law No. 5-24; to adopt the estimates of all sums required during the year and to strike the rates of taxation for the year 2024. CARRIED

### **REGULAR MEETING**

#### **1. Adoption of Apr 8, 2024 minutes, Resolution**

##### **78-24 Ivens, Scarlett**

THAT we adopt minutes of Apr 8, 2024. CARRIED

#### **2. Don Ivens Memorial Community Volunteer Award requesting participation in cash award**

Approved \$167.

#### **3. Almaguin Highlands Secondary School request for contribution to Graduation Awards**

Approved \$200.

#### **4. Near North Crimestoppers 26<sup>th</sup> Annual Golf Tournament fundraiser**

Acknowledged.

#### **5. Assistant Deputy Minister, Ministry of Municipal Affairs and Housing regarding the government's recent introduction of the Spring 2024 Red Tape Reduction Package as part of its ongoing commitment to build at least 1.5 m homes by 2031, undertaking a consultation for at least 30 days**

Acknowledged. You can learn more at [ontario.ca/page/spring-2024-red-tape-reduction-package](https://ontario.ca/page/spring-2024-red-tape-reduction-package). Spring 2024 Red Tape Reduction Package; Introduction, Guiding principles, Saving you time (Service standards for business, Automated vehicle permit validation, Supporting municipal incentives for economic growth, Streamlining registration for internationally Educated Health Professionals), Keeping costs down (Modernizing Leave-to-Construct approvals for projects, Modernizing the Line Fences Act), Other amendments and proposed burden reduction actions (Waiving fees for access to

services for Indigenous people, Increasing Ontario's Collision Reporting Threshold, Waiving fee to improve access for artists and creators, Authority to Delegate for Skilled Trades Ontario's Registrar, Email Service for Notices and Documents), Streamlining educational institution governance (Amending the composition of the Board in the University of Huron Act, Amendments to the Redeemer Reformed Christian College Act, Amending An Act to Incorporate the Trinity College School), Simplified services for Ontarians (Making payments easier and more modern, Modernizing Ontario's transfer payment system, Enabling faster and better communication with prospective jurors, Making business easier for animal protectors, Better brand awareness and easier administration for arts and tourism organizations), Streamlining Board Governance for the Niagara Parks Commission.

#### **6. MFOA (Municipal Finance Officers Assoc of ON) Summary of the 2024 Federal Budget**

Reviewed; Federal Budget 2024 Priorities, Municipal Highlights, Homelessness, Infrastructure, Building Housing, Unlocking Public Land for Housing, Healthcare, Energy, Environment and Climate Change, Other, Other Initiatives, Employment, Homeownership and Rentals, National Defence, EV and Green Technology, Federal Taxation, Education, Social Initiatives, Indigenous Programs, Social Benefits, Crime, Other, State of the Economy, Overview, Global Outlook, State of Federal Finances... Council felt much of the information held greater relevance for larger municipalities. Various points were highlighted, including housing construction incentives, the Volunteer Firefighters Tax Credit, amendments to the Canadian Mortgage Charter, and increases to the tobacco excise duty.

### **COMMITTEES**

#### **7. Shared Services Monthly Reports for Mar, Arena and Fire**

Items provided: Fire Chief's monthly report for Apr 2024, Income Statement for Mar (Revenue 33.94%, Expenses 8.83%), AP Ledger for Mar \$16,220.77 Total Expenditures. Arena Chief Operator report for Mar 2024, Income Statement for Mar 2024 (Revenue 16.28% and Expenses 10.75%), AP Ledger for Mar \$19,064.36 Total Expenditures.

#### **8. Shared Services Agenda for Apr 24, 2024 Ad Hoc Committee Fire and Arena Contract Renewal**

Councillors Scarlett and Ivens are still available to attend, packages provided.

#### **9. Machar Public Works minutes of Apr 11, 2024, Resolution**

Mayor Carleton checked in on action items: forwarding funding opportunity to S.R, reply sent re: private road, response from Engineer re: retaining wall. All complete.

##### **79-24 Scarlett, Ivens**

THAT we accept Public Works minutes of Apr 11, 2024. CARRIED

##### **a. Apr 15, 2024 Road Tour – Areas of Concern**

Very disheartening that property standards issues have increased around the Township. Council is considering an informational letter to be mailed out by BLEO.

#### **10. Central Almaguin Planning minutes of Feb 7, 2024, Resolution**

##### **80-24 Ivens, Flowers**

THAT we acknowledge Planning minutes of Feb 7, 2024. CARRIED

Mayor Carleton stated no date has been set yet for the Municipality of Magnetawan's exit from the Central Almaguin Planning Board.

#### **11. Almaguin Highlands OPP Detachment Board update; community member ad, Council member**

8 applications were received for the Community member, interview process to start end of Apr start of May. No citizen applications received by our office.

**12. DPSSAB (Distr of Social Serv Admin Bd) letter of support for the Children's Aid Society of the District of Nipissing and Parry Sound for a Youth Wellness Hub in N Bay update**

Support letter sent on Council's behalf, thank you card response circulated.

**13. DPSSAB area rep, CAO Report Apr 2024 AVAILABLE**

**14. NBPSDHU (N Bay Parry Sound District Health Unit) meeting on Mar 11, posted on their website**

[www.myhealthunit.ca/en/about-us/boh-meetings.aspx](http://www.myhealthunit.ca/en/about-us/boh-meetings.aspx)

**15. DPSMA (Distr of Parry Sound Munic Assoc) Spring Meeting May 17 in Emsdale**

Mayor Carleton expressed excitement for the many good speakers scheduled and suggested we invite department heads from Public Works and Admin to attend. Admin to register Mayor Carleton, Deputy Mayor McLaren and Councillor Flowers, Councillor Scarlett must check his schedule.

Topics to include occupational health and safety, responsibilities for waterways, staff retention and succession planning, grant opportunities, community paramedicine program, and more.

**16. FONOM (Fed of N ON Munic) 2024 Conference Unlocking the North's Potential Draft Agenda, Future of Public Health final stage talking with elected officials from municipalities in the NE, Hope Air Request for Proclamation Jun 7 to shine the spotlight on the unique medical travel needs of thousands of residents in N ON, Sustainable N ON Economic Dev Course**

Hope Air information to be posted on the website.

**17. Joint Building minutes of Apr 4, 2024, Resolution, Vehicle Tender Ad**

**81-24 Scarlett, McLaren**

THAT we accept Building minutes of Apr 4, 2024. CARRIED

**18. Almaguin Highlands Health Council minutes of Apr 4, 2024, Political Leaders Forum Apr 5, 2024**

Acknowledged.

**19. Emergency Management; ON 1<sup>st</sup> Annual Report for the Provincial Emergency Management Strategy and Action Plan**

Correspondence forwarded to CEMC.

**INFORMATION**

**20. MSO N (MMAH) Ministry of Municipal Affairs and Housing** inviting you to join a municipal exchange titled: Short Term Rental By-Laws: From Creation to Enforcement ATTACHED

**21. Town of Lincoln Resolution**, Regarding the Extension of Bill 23 Timelines regarding Heritage Registry Lists

**22. Township of Terrance Bay Resolution**, Support Township of Amaranth calling for fair equivalent representative operational budget funding

**23. Town of Cobourg Resolution**, Regarding correspondence from the Township of Perry regarding a Request to the Province to Amend the Blue Box Regulation

**24. Town of Plympton-Wyoming Resolution**, Supports a measured approach to Ontario's energy transition

**25. Town of Goderich Resolution**, Requesting that the province not proceed with the recommended phase-out of free private well testing in Ontario

26. **Town of Goderich Resolution**, Request the Provincial Government to urgently at least double Ontario Works and ODSP rates and index rates to inflation, answering calls already made by “Raise the Rates” campaign and the “Income Security Advocacy Centre and commit to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen
27. **Town of Goderich Resolution**, Supports the call of action the AMO has submitted to the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them, in consultation with municipal governments
28. **City of Sault Ste. Marie Resolution**, Express its support for Bill C-332 as well as call on the Government of Canada to support Bill C-332 and enact the necessary amendments to the Criminal Code of Canada to include coercive control of an intimate partner
29. **Town of Plympton-Wyoming Resolution**, Support the resolution from the Municipality of St. Charles regarding municipalities retaining surplus from tax sales
30. **Loyalist Township Resolution**, Support the resolution from the County of Renfrew regarding Rural and Small Urban Municipalities – Affordability of Water and Wastewater Systems
31. **Town of Plympton-Wyoming Resolution**, Support the resolution from Terrance Bay regarding Energy Transition
32. **Municipality of St. Charles Resolution**, Supports the resolution passed by Public Health Sudbury & Districts on Jan 8, 2024, regarding household food insecurity
33. **Municipality of St. Charles Resolution**, Requests that the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario
34. **Town of Grimsby Resolution**, Support the Township of Clearview’s resolution regarding the endorsement of Bill C-63 in the House of Commons
35. **City of Peterborough Resolution**, Request that the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, be requested to introduce a Bill to amend the Ombudsman Act to require the Ontario Ombudsman to provide to each municipality, if requested by the municipality, sufficient particulars of each investigation, matter or case respecting the municipality that is referred to in each of the Ombudsman’s Annual Reports to permit the municipality to fully understand and address the subject matter of each such investigation, matter or case
36. **Municipality of Huron Shores Resolution**, Calls upon the Premier to promptly resume the assessment cycle to ensure the stability and predictability of property taxes while the Government conducts its review of the property assessment and taxation system, or respond with an alternative method for every municipality in Ontario to achieve fair taxation
37. **Municipality of St. Charles Resolution**, Supports the resolution passed by the City of Sarnia and the Town of Plympton-Wyoming on Feb 14, 2024, regarding cancelling the Carbon Tax which is financially hurting our citizens at a time when affordability concerns are at an all-time high to ease the financial and inflationary pressure on our Citizens
38. **Municipality of St. Charles Resolution**, Supports the resolution passed by the Township of Coleman and Township of Lanark Highlands regarding Conservation Officer reclassification
39. **Municipality of St. Charles Resolution**, Supports the resolution passed by City of Cambridge regarding catch and release justice
40. **Municipality of St. Charles Resolution**, Supports the resolution passed by Municipality of Calvin regarding provincial and national fire fighting strategy
41. **Hastings County Resolution**, Calls on the Ontario and Federal Government to implement sustainable infrastructure funding for small rural municipalities
42. **Township of Lanark Highlands Resolution**, Supports the resolution from the Town of Goderich regarding the return to combined ROMA and OGRA conferences
43. **Municipality of West Perth Resolution**, Regarding Ministry of Natural Resources and Forestry’s proposal Regulation detailing new Minister’s Permit and Review powers under the Conservation Authorities Act
44. **N Bay Parry Sound District Health Unit, News Release**, Celebrating Canadian Public Health Week, Apr 8-12
45. **Planet Youth Nipissing, News Release**, Planet Youth Nipissing has officially launched in West Nipissing and North bay, with the release of voluntary anonymous surveys to grade 10 students, Planet Youth Nipissing is a five-year pilot project targeted to reduce teen substance use in our communities, the project is based on the Icelandic Prevention Model, an evidence-based, community-led approach that successfully reduced teen substance use in Iceland over a 20-year period

Requested by Deputy Mayor McLaren and rest of Council to have the email forwarded.

- 46. Ministry of Natural Resources and Forestry (MNFR),** Proposed regulation regarding Minister's Permit and Review powers under the Conservation Act
- 47. Emergency Management Ontario,** Ontario's Provincial Emergency Management Strategy and Action Plan: 2023 Annual Report
- 48. Minister of Seniors and Accessibility,** Reminder: Nominations for the 2024 Ontario Senior of the Year, the deadline for nominations is Apr 30, 2024
- 49. AMO Watchfile Apr 4, In This Issue**

2024 is an AMO Board election year! Information to assist Municipalities in flood preparedness. Consultation on *Ontario Energy Board Act* changes. Consultation on Rural Economic Development Strategy. Nominations open for Lieutenant Governor's Award. Housing-Enabling Water Systems Fund. Survey: Asset Management Quality Assurance Review. Consultation: 2025 National Construction Codes. Strategies for Navigating Conflict Relationships for Strong Council Outcomes. Land Use Planning - Foundations and Deeper Dive workshops. Anti-Semitism and Anti-Islamophobia: Spring workshops. Councillor Training - Refresh and refine your leadership, May workshop. Advanced Councillor Training Series to revitalize your leadership. Municipal Codes of Conduct Workshop: Essential to Good Governance. Understanding Competing Human Rights - Upcoming workshop. OSUM 2024 - Join the OSUM Executive and colleagues in beautiful Orillia. Canoe Spring Webinar Series is a week away. Upcoming webinar: Measurement and Verification for Energy. Blog: Now is the Perfect Time to Review Your Employee Group Benefits Plan. Service and Water Line Warranty Overview Webinar. Why the future of natural gas matters for Ontarians. Leading local change through Canada's net-zero building codes. Call for delegates to SIESLR Conference. Invasive Species Action Fund. Join thought leaders and changemakers at the Future of Aging Summit next May.
- 50. AMO Watchfile Apr 11, In This Issue**

2024 is an AMO Board election year! Application for the PJ Marshall Awards is open. Consultation on Rural Economic Development Strategy. Nominations open for Lieutenant Governor's Award. Housing-Enabling Water Systems Fund. Survey: Asset Management Quality Assurance Review. Consultation: 2025 National Construction Codes. Disability Inclusion Virtual Workshop. Land Use Planning - Foundations and Deeper Dive workshops. Anti-Semitism and Anti-Islamophobia: Spring workshops. Councillor Training - Refresh and refine your leadership, May workshop. Advanced Councillor Training Series to revitalize your leadership. Municipal Codes of Conduct Workshop: Essential to Good Governance. Understanding Competing Human Rights - Upcoming workshop. OSUM 2024: Join provincial leaders at OSUM. Demystifying Digital Access: Small Changes that Make a Big Impact. Canoe Spring webinar series on now. Upcoming webinar: Measurement and Verification for Energy. Municipal Energy Reporting Consulting Service: Limited time only. Elliot Lake awarded Kraft Hockeyville 2024! Survey: National Climate Project. Registration open for Basic Income Forum. Call for delegates to SIESLR Conference. Invasive Species Action Fund. Future of Aging Summit - May 15-17. Matrix Cares Affordable Housing Summit. Careers: Brampton, Peterborough and Simcoe County.
- 51. AMO Communications,** AMO President's Board Update – Apr 2024
- 52. AMO Communications,** AMO Policy Update – New Federal Infrastructure & Housing Items in Upcoming 2024 Budget
- 53. AMO Communications,** AMO Policy Update – Bill 185, Cutting Red Tape to Build More Homes Act, 2024
- 54. AMO Education,** AMO's Advanced Councillor Training Series
- 55. AMO Education,** Municipal Codes of Conduct: Essential to Good Governance
- 56. AMO Education,** Anti-Semitism and Anti-Islamophobia Workshop
- 57. AMO Education,** Competing Rights: What You Need to Know!
- 58. AMO Education,** AMO Land Use Planning Training for Elected Officials
- 59. AMCTO,** Advocacy Update: Modernizing the Municipal Elections Act for the 21<sup>st</sup> Century
- 60. AMCTO,** Advocacy Update: Province Introduces Bill 185 Cutting Red Tape to Build More Homes Act, 2024, Development Charges, Public Notice Requirements, Line Fences Act, Producer Pays, Other Administrative and Reporting Burden, Next Steps
- 61. AMCTO The Municipal Minute, Apr 10,** Modernizing the Municipal Elections Act for the 21<sup>st</sup> Century, Federal Housing and Infrastructure Investments Ahead of Budget 2024, Ford government promises to close fee-for-service health-care loophole, A proposed plan to broaden alcohol sales will harm people, say public health officials, Work on bill to address municipal politician harassment 'complex', minister says, Ontario WSIB's 'deeming' policy is 'dehumanizing,' says case worker of season worker, Ontario Human Rights commissioner has concerns with Cobourg's new emergency shelter bylaw, Ontario looking to add student accommodation to its definition of new housing
- 62. AMCTO The Municipal Minute, Apr 17,** Regulatory Registry Postings: Bill 185 Cutting Red Tape to Build More Homes Act, 2024, Local MPP advocates for guidelines on AI usage in government operations, GO Transit expansion will boost weekly trains by over 300, Highway 413 project advances with government accord, Surge in gold prices boosts northeastern Ontario's mining towns, Liberal MPP's bill aims to 'depoliticize' and clear backlog from Ontario's tribunal system, Ontario Human Rights Commission 'concerned' with Cobourg emergency shelter bylaw

- 63. **Bereavement of Ontario (BAO)**, Notice to the Profession: BAO’s new information system for licensees and the public launches on Apr 30
- 64. **Ius Laboris Canada Global HR Lawyers, Mathews Dinsdale**, Ontario OHSA Fine Signals Future Significant Director & Officer Prosecution Risk
- 65. **Labour Market Group**, 2024 Local Labour Market Plan
- 66. **Municipal Finance Officers Association of Ontario (MFOA)**, MFOA Messenger
- 67. **Ontario Small Urban Municipalities (OSUM)**, The City of Orillia Welcomes OSUM Members for the 2024 Conference
- 68. **OSUM**, 2024 OSUM Conference
- 69. **MPP Graydon Smith**, Ontario Government Brining Back Passenger Rail! What is the Northlander/Northeastern Passenger Rail?

**ADDITIONAL/ROUND TABLE/NOTICE OF MOTION**

Councillor Scarlett updated Council that the Maple Syrup event at the South River Machar Union Public Library has been scheduled for May 23<sup>rd</sup>. The Librarian would like anyone with an expertise in a topic and willing to guest speak/demonstrate to reach out to herself or a Councillor.

Councillor Ivens relayed an email received by Patrick O’Neil re: free fire inspections by the Fire Chief. If Short Term Rentals are involved, there will be a minimum requirement to the checklist.

**CLOSED SESSION**

**82-24 Scarlett, McLaren**

THAT we proceed into Closed Session in order to address a matter pertaining to; personal matters about an identifiable individual, including municipal or local board employees, A meeting of a council or local board or of a committee of either of them 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, local board or committee. 2006, c. 32, Sched. A, s. 103 (1).  
Time: 7:45 pm. CARRIED

**83-24 Scarlett, Ivens**

THAT we come out of Closed Session with agreement as follows; exercise items #4 in the Contract for By-Law Enforcement dated Jun 21, 2023. Time: 8:55 pm. CARRIED

**ADJOURN**

**84-24 Ivens, Flowers**

THAT we give 1st, 2nd, 3rd and final reading to Confirming By-Law and that we adjourn until our Regular meeting scheduled for Mon, May 13, 2024. CARRIED

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Mayor Lynda Carleton

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Treasurer Deputy Clerk Angela Loney

**AL/BP/tb/jm**