

**TOWNSHIP OF MACHAR  
MINUTES – REGULAR MEETING  
Monday, April 24, 2023**

**Call to Order, Disclosures of Pecuniary Interest and the General Nature Thereof; Councillor Ivens in item 9. due to an immediate family member(s).**

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

Guest observing: Mark Savill.

**BUSINESS**

**1. Adoption of Apr 11, 2023 minutes, Resolution**

**80-23 Ivens, Scarlett**

THAT we adopt Apr 11, 2023 minutes. CARRIED

**2. 2023 Budget Information, By-Law, Resolution**

Reviewed, reflects Fire Budget Draft 3 and Arena Budget Draft 4 representing increases of \$24,808 and \$76,328 respectively over our 2022 Budgeted amounts = \$101,136. Further to our Feb 28, 2023 Communication on Shared Services; Arena and Fire 2023 Budgets, the increase for these 2 services from the 6.8% tax rate increase is 3.9% meaning the remainder for all other increases is 2.9%.

**81-23 Flowers, Ivens**

THAT we accept 2023 Budget Information for release. CARRIED

**82-23 Scarlett, McLaren**

WHEREAS we instructed Administration to proceed with a levy of \$2,357,314 for 2023, NOW THEREFORE THAT we read a 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> time and finally pass By-Law No. 7-23 to adopt the estimates of all sums required and strike the rates of taxation for 2023. CARRIED

**3. By-Law for Outdated Records, Resolution**

Annual by-law per retention process.

**83-23 Flowers, Iven**

THAT we read a 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> time and finally pass By-Law No. 8-23 to authorize the destruction of certain outdated records. CARRIED

**4. South River Lions Club – Canada Day Event – Sat, Jul 1, 2023 at Tom Thomson Park**

Letter received, Lions would love if the Township would be a part of the planning process.

**84-23 Ivens, McLaren**

THAT we appoint Councillor Neil Scarlett to attend the South River Lions Club Canada Day meetings. CARRIED

**5. Closure of ATM at Freshmart 4-083**

Email received, Mayor Carleton spoke to Graydon Smith, MPP on Apr 21. Follow up to be sent.

**6. STR (Short term Rentals) Licensing questions 4-083**

Lengthy email received, which puts forward several opinions, questions, and not factual comments. Communications from this citizen to us and other citizens has become problematic, time consuming and is causing delays to the items the municipality is trying to accomplish, including the STR By-Law. Specific statements and posts that Council are doing nothing to protect Eagle Lake quality are discouraging and incorrect. The municipality's Councils have been proactive in protecting the lake quality for at least 40 years with By-Law 13-86 passed in 1986 and protections incorporated into all of our following planning documents, as well as the Eagle Lake Capacity Study completed in 2013, and educational materials: Guide to Treating your Lake and Neighbours Right, Reference Guide for Property Owners and Renters, New Fireworks Regulation 18-21, North Bay Mattawa Caring for your Septic System, and Homeowner's Guide to a Healthy Septic System. Council instructed reply to citizen as follows: Email received, please check minutes on our website for updates.

**a. ATVs, STRs and Fireworks 5-258**

Email received, request to prevent atv damage to the beach and picnic areas at Bray Lake Park, inquiry; when will regulations be in place for short term rentals, realtors should be made aware, negative impact on the quality of life for some of the neighbouring properties as well as the health of our lake via overloaded and/or outdated septic systems, Canada Day fireworks. ATV portion referred to Parks/Public Works, remainder is very similar to email 4-083 received. STR By-Law regulation won't be ready for this summer. Fireworks which were previously not regulated are now regulated as per By-Law 18-21 and as included in our Spring Newsletter.

**7. STR Insurance regulating response from carrier**

Insurance carrier has advised *though they do recognize that it is good practice to compel homeowners who rent out their premise to carry a liability policy, they question whether it should be the responsibility of the municipality to enforce it. After a brief review of both Toronto's and Vaughan's policies, they weren't able to find an insurance requirement in either. Theoretically, this would be preferable because if we compel applicants to carry that coverage, there would be a positive onus to monitor these policies. If we fail and a claim occurs, the municipality could be in some way found responsible. Consequently, it may be better within the by-law to recommend the applicant carry appropriate first-party as well as third-party coverage.* By-law language to be provided to Insurance carrier for review when available from By-Law Enforcement.

**8. Women's Own Resource Centre Donation Request**

Approved \$100.

**9. Don Ivens Memorial Community Volunteer Award participation in cash award**

Form to be sent to citizen as directed. Mayor Carleton has also been approached on a nominee.

**COMMITTEES**

**10. Shared Services Monthly Reports for Mar; Arena and Fire**

Items provided: Arena Chief Operator Report for Mar (able to do extra tournaments as Spartans moving to Sundridge, looking to rehire part time prior to the summer season, painting repairs during slow time of March Break, Olympia freezing up; diagnosed as an overfilled propane bottle, Brine Pump Soft Start Controller had to be replaced, Floor Scrubber may have to change the batteries and on-board charger, Condenser; confident will have it installed prior to summer ice, booked 3 groups for the 8 week summer ice period in addition to HOC, inquiries weekly), Arena AP Ledger \$12,488.37 Total Expenditures, Arena Income Statement to Mar 31 Revenue = 36.26% and 15.02% Expense, Fire Chief's Monthly Report, Fire AP Ledger \$31,617.04 Total Expenditures but includes erroneous accounts, Fire Income Statement to Mar 31 Revenue = 55.62% and 14.62% Expenses.

**11. Shared Services Arena 2023 Budget Ad Hoc Committee meeting**

Councillor Scarlett and Ivens provided a report; agreed to delay filling part time until Jul, more

events needed, Arena needs promotion, decisions made without us, now dealing with affects.

**85-23 Scarlett, Ivens**

THAT we acknowledge Joint Ad Hoc Committee minutes of Apr 19, 2023,  
THAT we accept amendment recommended by Ad Hoc Committee that the wages forecast for 2023 be reduced by up to \$10,000 (Arena Salaries expense line),  
THAT the proposed 2023 Budget for Arena Draft 4 be amended. CARRIED

Savings to us will be minimal if approved by South River; -\$10,000 = -\$3,333 to Machar share.

The Committee also recommended that both Councils consider a Joint Recreation Committee.

**86-23 Scarlett, Flowers**

THAT we agree to a Joint Recreation Committee for the Arena for programming of all ages, such as soccer, volleyball, swimming, t-ball, trivia nights, special events, and in particular look at ways to increase Arena usage,  
FURTHER THAT our appointments to this Ad Hoc Committee are: Councillor Neil Scarlett and Mayor Lynda Carleton. CARRIED

**12. Machar Public Works minutes of Apr 13, 2023, Resolution**

**87-23 Ivens, Flowers**

THAT we accept Public Works minutes of Apr 13, 2023. CARRIED

**13. Central Almaguin Planning minutes of Mar 1, 2023, Resolution**

**88-23 McLaren, Scarlett**

THAT we acknowledge Planning minutes of Mar 1, 2023. CARRIED

**14. Building Permit Summaries for Mar 2023, Resolution**

**89-23 Flowers, Scarlett**

THAT we accept Permit Summaries for Mar 2023. CARRIED

- CBO Wage Increase update; passed by majority

**15. District of Parry Sound Municipal Assoc Spring Meeting Draft Agenda for May 5**

**a. DPSMA seeking a representative appointment to FONOM Executive**

Lynda Carleton (rep for the 2018-2022 term) is seeking re-election to be the DPSMA representative to FONOM for the 2022-2026 term. Deadline for interest is Apr 28, 2023.

**16. FONOM Conference Draft 2023 Agenda and 3 Resolutions will be voted on during the meeting**

**17. FONOM Media Release and Bail Reform Resolution, municipal support requested**

**90-23 Flowers, McLaren**

THAT we support FONOM (Federation of Northern Ontario Municipalities) Resolution on Bail Reform requesting the Federal Government make these Legislative changes

1. Create a Designation of a chronic persistent offender.
2. Allow community impact statements at bail and at bail hearings.
3. Creating reverse onus in bail for all firearms offences.
4. All bail-related gun charges go to the superior court for bail release. CARRIED

**18. District of Parry Sound Social Services Admin Bd, area rep CAO Report Apr 2023 AVAILABLE**

**INFORMATION**

- 19. Township of South Glengarry Resolution**, Requests the Province of Ontario, through the Minister of Education, provide an update on the status of any review of rural education funding, including the Rural and Northern Education Fund (RNEF) and the 2018 Pupil Accommodation Review guidelines
- 20. Municipality of Trent Lakes Resolution**, Requests to the Minister of Municipal Affairs and Housing that the following changes be made to the municipal oath: I will be faithful and bear true allegiance to His Majesty King Charles III and that I will faithfully observe the laws of Canada including the Constitution, which recognizes and affirms the Aboriginal and treaty rights of First Nations, Inuit and Metis peoples
- 21. Town of Grimsby Resolution**, Addresses this resolution to the government of the Province of Ontario, affirming the importance of the Municipal Heritage Register and its role in preserving the cultural heritage of municipalities throughout the province and encourages the government of the Province of Ontario to change the Ontario Heritage Act to protect the 60-day demolition provision indefinitely, rather than for a maximum of 2 years in order to provide adequate time for the municipality to consider the heritage value of properties before they may be demolished
- 22. City of Stratford Resolution**, To support community driven home care services through the redirect of ministry beds in abeyance funding
- 23. Tribunals Ontario**, New Refund Requirement, prior to issuing the refund, the Assessment Review Board (ARB) will reach out to you to collect your Canada Revenue Agency Business Number
- 24. Ministry of Municipal Affairs and Housing**, Government announced further action to tackle the housing supply crisis and reach our goal of 1.5 million homes by 2031. The Helping Homebuyers, Protecting Tenants Act is the latest in a series of steps our government is taking to increase housing supply and help more Ontarians find a home they can actually afford, Ontario is undertaking a 60 day consultation on the proposed new Provincial Planning Statement until Jun 6, 2023
- 25. AMO Watchfile, Apr 6, In This Issue**
- Next steps for Conservation Authorities and municipalities.
  - Register for Regional Energy Planning webinar - April 17
  - Call for nominations for 2023 OSUM Executive Committee
  - Submit your entry for the 2023 PJ Marshal Awards
  - Amendments proposed for floating accommodations regulations
  - Applications open for 2023-24 Inclusive Community Grants
  - NG9-1-1 Transfer Payment Program
  - Summer employment opportunities with Ontario Parks for students
  - Housing Accelerator Fund announced
  - Drainage advocacy to Minister of Transport and CN
  - OSUM Conference: Registration and program
  - Register for AMO's Ending Homelessness Symposium May 2-3
  - Register for the AMO 2023 Annual General Meeting and Conference
  - AMO Conference 2023: Exhibitor and sponsorship information
  - AMO's Land Use Planning training: fall dates
  - Navigating Conflict for Elected Officials and Human Rights & Equity - new dates
  - LAS announces a new cyber incident management program
  - Public procurement and ESGs - Do they matter?
  - Las Blog: Carbon tax - Reducing emissions and driving innovation
  - Improving roads in the Town of Essex
  - Belleville Seniors Apartment gets LED upgrade
  - Whitby discovers energy treasures in recent workshop
  - Registration now open: Road & Sidewalk Assessment webinar
  - Canoe vendor spotlight: Spatial Technologies
  - ORFA's Spring 2023 Professional Development Program, Mississauga
  - Ontario Bike Summit returns April 30
  - Careers: Township of Tiny and City of London
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- Next steps for Conservation Authorities and municipalities
  - Register for Regional Energy Planning webinar - April 17
  - Call for nominations for 2023 OSUM Executive Committee
  - Submit your entry for the 2023 PJ Marshal Awards
  - Justice of the Peace vacancies
  - NG9-1-1 Transfer Payment Program
  - Summer employment opportunities with Ontario Parks for students
  - Applications now open for 2023-24 Inclusive Community Grants

- Drainage advocacy to Minister of Transport and CN
  - OSUM Conference: Registration and program
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  - ORFA's Spring 2023 Professional Development Program, Mississauga
  - Ontario Bike Summit returns April 30
  - Careers: Wilmot, Durham, Brampton, and Windsor
27. **AMCTO The Municipal Minute, Apr 5**, How will Canada meet housing targets when there's a construction slow down? Cobourg picked to pilot new provincial online marriage licence program, New tech allows Windsor crews to scout for potholes by driving over them, Municipal affairs minister launches first municipal audit in Toronto, Jubenville: No special-interest flags at municipal sites, Ontario to meet 1.5 million homes target despite trailing behind: Parry Sound-Muskoka MPP, Ontario uses new tool to create long-term care beds and affordable housing in Blue Mountains, Impasse continues between CN, Lambton municipalities over drainage fee non-payment, Changes coming to Chatham-Kent's budget process, Former mayor to bridge cyber experts with municipalities, Tax rules changing for transfers of family businesses, farms, Seven Habits Of Leaders With Strong Boundaries
  28. **AMCTO The Municipal Minute, Apr 12**, Invasive species costs shouldered by municipal taxpayers: Ontario report, 'Intense' competition pushes eastern Ontario communities to lure family doctors with cash, Canadian cities cracking down on illegal truck parking, Mississauga launches programme to develop Lakeview Innovation District, The eternal land shortage municipal planning departments can fix, Sudbury benefits from filmmaking surge in Ontario, Transit reserves likely won't cover OC Transpo shortfall for 2023, Stratford to receive \$3 million in provincial infrastructure funding for Erie and Ontario Street resurfacing, Farm tax ratios could rise in C-K, City of Windsor announces new Chief Administrative Officer, Council to fight against tree harvesting in Hudson
  29. **ROMA Communications Update**, Free webinars: Regional Energy Planning Webinar Apr 17, Next Steps for Conservation Authorities and Municipalities Webinar Apr 19, Federal Housing Accelerator Fund Webinars Apr 6, 13
  30. **ROMA Insider**, Focus on rural access to services, following a successful election and ROMA Conference in Jan, the newly elected ROMA Board of Directors met for the first time in Feb
  31. **N Bay Parry Sound District Health Unit, News Release, Health Unit and AIDS Committee Remind You to "Stay Sharp" as Snow Melts**, As temperatures get milder across the district, the melting snow can reveal improperly discarded sharps from over the winter months, The N Bay Parry Sound District Health Unit and the AIDS Committee of North Bay & Area are asking residents to stay sharp and help keep the community clear of discarded sharps
  32. **The Friends**, Friendly Focus Spring 2023
  33. **Ius Laboris Canada, Global HR Lawyers Mathews Dinsdale**, Canada Announces New Extension of Post-Graduation Work Permits (PGWP) for up to 18 Months, The PGWP allows international graduates to obtain an open work permit upon graduation from certain Canadian post-secondary institutions, because the PGWP is open by nature, it allows Employers in Canada the flexibility to easily hire these foreign nationals without any required Employer support
  34. **Municipal Property Assessment Corporation (MPAC)**, New Online School Support Portal, the portal is accessible on the updated Changing Your School Support webpage on mpac.ca
  35. **Muskoka Algonquin Health Care (MAHC) News Release, MAHC Recruiting at In-Person Job Fair on Apr 22**, Job seekers are invited to meet with MAHC team members at both Huntsville District Memorial Hospital and South Muskoka Memorial Hospital on Apr 22 to give tours, hold interviews, and make job offers, New recruits could leave with a job in hand
  36. **Crime Stoppers**, 25<sup>th</sup> Annual Near North Crime Stoppers Golf Tournament Jun 23 at Highview Golf Course
  37. **Immigration, Refugees and Citizenship Canada (IRCC)**, Invitation to complete this survey about the future of Canada's immigration, the survey runs from Mar 27-Apr 27
  38. **Bereavement Authority of Ontario (BAO)**, BAO welcomes applications in its Call for Nominations for the BAO Board and committees

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

**Road Tour**

Clerk Administrator referred request from Superintendent of Public Works IT for Road Tour. Scheduled for May 1 and to include Bray Lake Park, Narrows Retaining Wall Project, and Eagle Lake Estates Park.

**39. Almaguin Highlands Chamber of Commerce Horse Sense North Open House May 13, 2023 from 11 am to 3 pm located between Burks Falls and Magnetawan**

A peaceful time on a scenic farm with delicious food; free open house day to enjoy wellness stations, food prepared by Chef Aquila, a raffle, meet horses... Please register in advance.

**40. Council Chambers Addition concept, floor plans, elevations**

Fees reviewed and approval given to proceed to next step.

**41. Almaguin Highlands Secondary School Prom 2023 request for donation**

Reviewed and not approved. We've donated to the Graduation Awards.

**CLOSED SESSION**

**91-23 McLaren, Scarlett**

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; labour relations or employee negotiations; litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board. Time 8:05 pm. CARRIED

**92-23 McLaren, Ivens**

THAT we come out of Closed Session. Time 8:50 pm. CARRIED

**ADJOURN**

**93-23 Flowers, Scarlett**

THA we give 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and final reading to Confirming By-Law and that we adjourn until our Regular meeting scheduled for Tue, May 23, 2023. CARRIED

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Mayor Lynda Carleton

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Clerk Administrator Brenda Paul, AMCT

**BP/tb**