

TOWNSHIP OF MACHAR
MINUTES – REGULAR MEETING
Monday, September 8, 2025

Council present: Mayor Lynda Carleton, Deputy Mayor Ron McLaren, Councillors Blair Flowers, Neil Scarlett and Pearl Ivens. Staff present: Clerk Administrator Angela Loney and Deputy Clerk Teresa Coombs and MHBC Planner Jamie Robinson.

Guests Observing: Ron Ivory, Kalpana & Jagadish Mandi, Mark Smuck, Mark Savill, Pauline Wilson, Marshall McCarroll, Sylvia Eisses, Wendy Main, Stephen Armstrong, Rich & Brenda Rantz, Karen & Eric Johnston.

6:30 pm Call to Order and Land Acknowledgement

The Township of Machar acknowledges the Robinson-Huron and Williams Treaties on the land of the Anishinabek that we meet today. We seek to work respectfully with Indigenous people, and are thankful for their teachings and stewardship of the land.

Disclosures of Pecuniary Interest and the General Nature Thereof; Nil.

PUBLIC MEETING

6:30-6:45 pm Zoning By-Law Amendment 1-192-12, Staff Report, Resolution

Mayor Carleton welcomed everyone in attendance to this Public Meeting, held under Sections 17, 22 and 34 of the Planning Act, Notice was provided in accordance with the requirements of the Planning Act. Mayor Carleton explained the process of how the Public Meeting was going to go and how comments were going to proceed after. Mayor Carleton gave Jamie Robinson from MHBC Planning, the Township's Planning Consultant, the floor to provide an overview of the application process then the Applicant to provide an overview of the application. Mayor then took comments from the Public. The subject lands is located within the area that is designated as Rural in the Official Plan. As indicated in the application submission, the proposed development includes the following: The application seeks to facilitate the development of a Tourist Commercial use, consisting of six geodesic dome structures to be used for overnight accommodations, an accessory dwelling unit, and a hobby farm. The proposed use on the subject property generally meets the definition of a tourist establishment in the Zoning By-Law, and this use is not permitted within the RU Zone and therefore an amendment to the Zoning By-Law is required. Mayor Carleton opened the floor to the Public for comment. Several in attendance expressed their opposition. Risks of forest fire, renter oversight, traffic, and noise were some concerns. Mayor then provided Council with the opportunity to ask questions for clarification. Decision deferred, comments will be forwarded to our planner for review and report back. Parties attending tonight will be apprised when Council will consider the further report and decision.

121-25 Scarlett, McLaren

THAT we receive the Planning Report dated Sep 8, 2025 regarding the proposed Zoning By-law Amendment application for the subject property legally known as Part Lot 16, Con 5, Machar, Part 2, Plan 42R5097, located on Riding Ranch Road; and

THAT Council directs staff to prepare a Recommendation Planning Report to review and respond to the comments that are received on the application at the Statutory Public Meeting, to be presented at a Subsequent Council Meeting. CARRIED

BUSINESS

1. Consent Application 4-231, Resolution

Mayor Carleton gave Jamie Robinson from MHBC Planning, the Township's Planning Consultant, the floor to provided an overview of the application. It is recommended the proposed Severed Lot is rezoned to the Rural (RU) Zone to reflect the residential use of the property. The minimum lot area for the RU Zone is 1 hectare and the minimum lot frontage is 90 metres, for single detached dwellings. The proposed lot area is .05 hectares and the proposed lot frontage is 60 metres. A Zoning By-law

Amendment is recommended as a condition of provisional Consent to ensure that the proposed Severed Lot complies with the Zoning By-law.

122-25 Ivens, Scarlett

THAT we receive Planning Report dated Sep 8, 2025 regarding the proposed Consent Application pertaining to 2035 Eagle Lake Road, Part Lots 22, 23, 24, Con 4 (File 4-231) and that Council recommend the following to the Central Almaguin Planning Board:

- 1) That the Applicant for Consent (to sever 1 new lot) on the subject lands located as described above be provisionally approved, subject to conditions listed in the report, including but not limited to:
 - a) That the applicant meet all financial requirements of the Municipality.
 - b) That a registrable description of the Severed Lot be submitted to the Municipality.
 - c) Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Severed Lot can be adequately serviced by individual on-site septic system.
 - d) Confirmation from a licensed Sewage Disposal Business that they have the ability to accommodate hauled Sewage from the one additional lot.
 - e) That a draft survey of the Severed Lot be provided to the Township for review and approval.
 - f) That the applicant obtain approval for a Zoning By-law Amendment to rezone the proposed Severed Lot to the Rural (RU) Zone and to permit the reduced lot area and lot frontage.
 - g) That the applicant obtain an entrance permit from the Township for the proposed Severed Lot.
 - h) The standard conditions of provisional Consent be included in the decision as follows: the Township requires a copy of the decision, 2 copies of the registered survey, and a Cash-in-Lieu of Parkland payment in the amount of \$2,500 + HST per lot created = \$2,825. CARRIED

2. Lakeshore Road Closing 4-048-01, Resolution

Submitted with payment of fee and deposit towards costs but without required neighbour consents due to Estate/Trustee oversight and out of country owners. Applicant has demonstrated communication attempt and proposed a two-metre setback from both the abutting property owner's boundary lines. Mayor suggested Admin contact the out of country abutting property owner with the Notice once it's prepared. To further advocate for the property with limited lakeshore allowance, Council would appreciate a measurement of 10 metres instead of 2 metres from the southern neighbour's boundary line, in consideration of their future shoreline usage.

123-25 Scarlett, McLaren

THAT we authorize Application to Purchase Lakeshore Road Allowance 4-048-01 for processing, provided the Applicant further increase the alignment of the future boundary line from the southern neighbour's property line. CARRIED

3. Adoption of Aug 11, 2025 minutes, Resolution

124-25 Flowers, McLaren

THAT we adopt Aug 11, 2025 minutes. CARRIED

4. By-Law for Outdated Records, Resolution

125-25 Ivens, Scarlett

THAT we give 1st, 2nd, 3rd and final reading to By-Law No. 13-25 to authorize the destruction of certain outdated Township records. CARRIED

5. Near North Snow Drifters Snowmobile Club annual golf tournament request for prize donation

Admin to prepare a gift bag prize of Township of Machar swag to donate.

6. South River Good Happenings Food Bank invitation; Open House & BBQ, Sep 22 4-7 pm

7. Pay List by Fund for Aug, Resolution

Eastholme and school boards 3rd quarter payments listed.

126-25 McLaren, Scarlett

THAT we approve List of Proposed Payments for Aug, 2025: \$254,190.23 Grand Total. CARRIED

COMMITTEES

8. Shared Services Monthly Reports for Jul, Arena and Fire

Items provided: Fire Chief's monthly report for Aug 2025 (established a Mutual Aid protocol for the Laurier Fire Dept following the loss of their primary pumper and the failed pump test of their secondary apparatus, completed update on CAD system to include "What 3 Words" location tool), Income Statement for Jul 2025 (Revenue 63.37%, Expenses 47.76%), AP Ledger for Jul \$19,512.49 Total Expenditures. Arena Chief Operator report for Jul 2025, Income Statement for Jul 2025 (Revenue 22.37% and Expenses 70.74%), AP Ledger for Jul \$837,287.49 Total Expenditures.

9. Machar Recreation; Candlelight Vigil, Sep 11 6-8 pm, Haunted Halloween Walk Oct 25 6-9 pm

10. Joint Building Committee permit summaries for Jul & Aug 2025, Resolution

Reviewed permit fees and project values, permit totals 92 at the end of Aug 2025 (82 in 2024) as follows: Machar 30, Strong 17, Ryerson 16, Burk's Falls 13, Sundridge 11, South River 3, and Joly 2.

127-25 Flowers, Scarlett

THAT we accept Building Permit Summaries for Jul & Aug 2025. CARRIED

11. Almaguin Highlands OPP Detachment Board [agenda](#) Sep 10, 2025

12. District of Parry Sound Municipal Assoc Fall Meeting Sep 26, 2025 in Orrville

Admin to register 4/5 Council members and invite a senior staff.

13. DSSAB (Distr of Parry Sound Social Services Admin Bd) KPMG 2024 Financial Statement Presentation, CAO Report May 2025 AVAILABLE

INFORMATION

- 14. Almaguin Adult Learning, Sep 2025 calendar**
- 15. Muskoka Algonquin Healthcare, Minutes July 3, 2025**
- 16. City of Brantford Aug 29, Resolution support of Advocacy for Provincial Scrap Metal Legislation and Bail System Reform**
- 17. West Lincoln City or Orangeville, re: Support O H.E.R. ELECT Respect Campaign**
- 18. St. Catharines re: Elect Respect Pledge**
- 19. Town of Grimsby, re: Endorsement of Motion – Oppositions to Bill 5, Protect Ontario by Unleashing our Economy Act, 2025**
- 20. Municipality of West Nipissing 2025, -263 Moratorium on Aerial Spraying**
- 21. The Township of Larder Lake, re: Resolution – Support Making the NORDS Pilot Program Permanent and Expanding Program Eligibility**
- 22. City of North Bay, re: Resolution 2025-279 (NORDS) PILOT PROGRAM**
- 23. North Glengarry, re: request to amend Ontario regulation 391/21: blue box – inclusion of currently ineligible sources**
- 24. Township of Terrace Bay re: resolution of support was passed exemption to O. Reg. 343/22 – Firefighter Certification Requirements**
- 25. West Lincoln re: endorse the development of a Code of conduct for Human Trafficking Prevention in Niagara Region**
- 26. The Town of Goderich, re: standing Senate Committee on Agriculture and forestry**
- 27. City of North Bay, re: Support for Making NORDS Pilot Program Permanent and Expanding Program Eligibility**
- 28. Township of Brudenell, Lyndoch and Raglan, re: Request for Exemption to Proposed Mandatory Firefighters Certification Requirements**
- 29. Town of Cobalt Sep 3, re: the Ontario Government has enacted O. Reg. 343/22, establishing mandatory certification requirements for fire fighters under the Fire Protection and Prevention Act, 1997**
- 30. AMONTario Aug 7, Shape the Future of Asset Management -August News & Opportunities From**
- 31. AMCTO Aug 11, Registration Now Open: Fall Workshops & Webinars**
- 32. AMCTO Municipal Minute Sep 3,**

33. **Blue Sky Net Sep 12, Tech Talk Newsletter**
34. **BAO Aug 12**, Notice to the Profession: BAO Licensee Surveys on Assisted Burial
35. **BAO Aug 14**, BAO provides guidance to cemeteries on the Care and Maintenance Fund
36. **BAO Aug 26, Notice**: Thefts of bronze metals, and damage to columbariums several Norfolk County cemeteries
37. **BAO Aug 28, LifeLine** BAO Update- Cemetery thefts: Cease Order; Hours at Mount Sinai HRS; Surveys
38. **Edgeworx Aug 26**, Ransomware
39. **Federation of Ontario Cottagers Associations Aug 28**, Last call for FOCA Fall Seminar registration
40. **Global PR Summit Canada 10**, Don't miss your \$400 savings!
41. **Invasive Species Centre Aug 13**, Save The Date/ 2026 Invasive Species Forum
42. **Invasive Species Centre Aug 28**, Media, Research and Events Scan: August 15-28
43. **LMG July Labour Focus June 2025** Jobs Report B
44. **LMG Aug Labour Focus 2025 B**; July 2025 Jobs Report A
45. **Immigration Refugees and Citizenship Canada Aug 14**, Celebrate welcoming with our new toolkit
46. **MPAC Webinar Alice Newton Sep 2**, MPAC's Vision for Data – Driven Municipal Success
47. **Ministry of Municipal Affairs Aug 12**, Proposed update projection, Methodology, Guideline 2025 66 pgs.
48. **NAMSCanada Aug 25**, federally subsidized training: Can your community answer these 5 infrastructure questions?
49. **Ombudsman Ontario Aug 13**, Let's meet at the AMO conference!
50. **Ombudsman Ontario Annual Report 2024-2025**
51. **Ottawa Crisis Comms Boot Camp, \$ 300 off ends Friday** – Canada's top crisis training
52. **ROMA Communications Sep 3**, update board attends AMO Conference
53. **AMO Events Aug 27**, Explore the Municipal Role in Economic Resilience- AMO's Trade Tariff Forum, Oct. 24
54. **AMO Events Aug 28**, Join Us for AMO's 2nd Annual Healthy Democracy Forum – October 18-19 in Toronto
55. **AMO Policy Update** – 2025 Conference Highlights and Highway Advocacy
56. **AMO Policy Update** – Build Canada Homes Market Sounding Submission, New Process for inter – Provincial Labour Mobility
57. **AMO Communications Watchfile Aug 7**,
In This Issue: Get access to MIDAS!
 - Provincial consultations on electricity transmission planning.
 - Rural Ontario Development Program opens for applications.
 - Nominations for 2025 Excellence in Agriculture award.
 - Applications now open for EASE Grant - apply by August 14th.
 - Homelessness Reduction Innovation Fund: Apply by August 15.
 - Don't miss this year's pre-conference workshops at AMO 2025.
 - AMO Guide to Delegation Meetings 2025: Be prepared for your ministerial delegations.
 - Registration for AMO's Second Annual Healthy Democracy Forum is open.
 - AMO fall education workshops.
 - Municipal website usability checklist.
 - Ontario Professional Planners Institute Launches Free Workshop Series.
 - Limited time Offer: Free RETScreen® Expert Trial and Support.
 - New guidance for Battery Energy Storage System (BESS) safety.
 - Careers.
58. **AMO Communications Watchfile Aug 14**,
In This Issue: Get access to MIDAS!
 - Elect Respect Initiative Focuses on Core Democratic Values.
 - Supply Ontario's updated Vendor of Record (VOR) program.
 - Ontario Community Environment Fund: Apply by Sept 24.
 - Trade-Impacted Communities Program.
 - Provincial consultations on electricity transmission planning.
 - Rural Ontario Development Program opens for applications.
 - Nominations for 2025 Excellence in Agriculture award.
 - Applications closing for EASE Grant - apply by 5pm today.
 - AMO Guide to Delegation Meetings 2025: Be prepared for your ministerial delegations.
 - Registration for AMO's Second Annual Healthy Democracy Forum is open.
 - AMO fall education workshops.
 - LAS Program Partners Exhibiting at the AMO Conference.
 - Announcement of All Risk Municipal Grant winners.
 - Blog: From Trouble Tickets to Town Halls.
 - Report on Food Insecurity & Food Affordability in Ontario.
 - Ontario Professional Planners Institute launches free workshop series.
 - Limited time Offer: Free RETScreen® Expert Trial and Support.
 - New guidance for Battery Energy Storage System (BESS) safety.
 - Careers.

- 59. AMO Communications Watch File Aug 21, 2025** was a resounding success!
- AMO's first-ever Indigenous Reconciliation Action Plan.
 - New investments in the Municipal Housing Infrastructure Program.
 - 2025 PJ Marshall Municipal Innovation Award winners.
 - Supply Ontario’s updated Vendor of Record (VOR) program.
 - Ontario Community Environment Fund: Apply by Sept 24.
 - Trade-Impacted Communities Program.
 - Provincial consultations on electricity transmission planning.
 - Rural Ontario Development Program opens for applications.
 - Nominations for 2025 Excellence in Agriculture award.
 - AMO Trade and Tariff Forum – October 24: Building Ontario’s Economic Resilience.
 - Registration for AMO’s Second Annual Healthy Democracy Forum is open.
 - AMO fall education workshops.
 - 2025 All Risk Municipal Grant winners.
 - Report on Food Insecurity & Food Affordability in Ontario.
 - Ontario Professional Planners Institute launches free workshop series.
 - New guidance for Battery Energy Storage System (BESS) safety.
 - Careers.
- 60. AMO Watch File Aug 28, 2025** is accepting applications for Director of Policy and Government Relations.
- Supply Ontario’s updated Vendor of Record (VOR) program.
 - Ontario Community Environment Fund: Apply by Sept 24.
 - Trade-Impacted Communities Program.
 - Rural Ontario Development Program opens for applications.
 - Nominations for 2025 Excellence in Agriculture award.
 - Applications open for 2025 Cyber Security Cooperation program.
 - AMO Trade and Tariff Forum – October 24: Building Ontario’s Economic Resilience.
 - Registration for AMO’s Second Annual Healthy Democracy Forum is open.
 - Minimum Maintenance Standards Update Webinar.
 - ClearRisk - Streamlining your Risk Reports Webinar.
 - AdvantAge Municipal Councillors webinar: The Current LTC Environment.
 - Careers
- 61. AMO Watch File Sep 4, In This Issue:**
- AMO is accepting applications for Director of Policy and Government Relations.
 - Ontario Community Environment Fund: Apply by September 24.
 - Trade-Impacted Communities Program.
 - Rural Ontario Development Program opens for applications.
 - Applications open for 2025 Cyber Security Cooperation program.
 - AMO Trade and Tariff Forum – October 24: Building Ontario’s Economic Resilience.
 - Registration for AMO’s Second Annual Healthy Democracy Forum is open.
 - Upgrade your lights before they become obsolete.
 - Blog: Reflecting on my Time at AMO/LAS.
 - Ontario Professional Planners Institute launches Employer Readiness Course.
 - Limited time Offer: Free RETScreen® Expert Trial and Support.
 - AdvantAge Municipal Councillors webinar: The Current LTC Environment.

ADJOURN

128-25 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, Sep 22, 2025. CARRIED

Mayor Lynda Carleton

Clerk Administrator Angela Loney

AL/kk