

Agenda

Regular Meeting of Council
Corporation of the Township of The North Shore
Wednesday, November 19, 2025
6:00 PM

Township of the North Shore is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/86004389590?pwd=w5QbFT6RyaQWCQ0qneFrh7tbBHjeEx.1>

Meeting ID: 860 0438 9590
Passcode: 295494

This meeting is being held in a Hybrid setting. Attendees may choose to attend via ZOOM or in person in the Municipal Office Council Chambers located at 1385 Highway 17, Algoma Mills.

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. DISCLOSURES OF PECUNIARY INTEREST
4. PRESENTATIONS/DELEGATION
5. ADOPTION OF MINUTES
 - a) Minutes of the Regular meeting of October 22nd, 2025
 - b) Minutes of the Regular meeting of November 5th, 2025
 - c) Minutes of the Special meeting of November 7th, 2025
6. COUNCIL MEMBERS REPORT
 - a) Councillor T. Simon - Five Fires OPP Board Meeting Updates
7. REPORTS AND MOTIONS OF MUNICIPAL STAFF, COMMITTEES, AND COMMUNICATIONS
 - a) December Holiday Office Closure 2025
 - b) Sparkle Festival 2025
 - c) 2026 Proposed User Fees
 - d) Future NORDS Projects
 - e) Budget Variance Report - to end of October 2025
 - f) Council Training Seminar Opportunity - "Essentials of Municipal Fire Protection - A Decision Maker's Guide"

- g) Employee Policy
- h) Use of Township Vehicles Policy
- i) Criminal Record Check Policy
- j) Environmental Committee - Council Representative Appointment
- k) Canada Day report and Recommendation from the Recreation Committee

Consent Agenda

- a) Letter to Mayor from the Minister of Transport and Leader of the Government in the House of Commons regarding confirmation of receiving the Northern Ontario 1+2 Highway Model letter (approved by Council to be sent at the October 1, 2025, Regular Council meeting)
- b) Email from the Ministry of the Environment, Conservation and Parks regarding consultation on the proposed boundaries for the regional consolidation of Ontario's Conservation Authorities
- c) Letter from the Ministry of Municipal Affairs and Housing regarding Bill 60 - the Fighting Delays, Building Faster Act 2025

8. OLD BUSINESS (INCLUDES THE FOLLOWING WRITTEN LETTERS/REPORTS)

- a) Riverview Road Culverts
- b) Wagoosh Lake Road Culverts

9. INTRODUCTION, READING AND CONSIDERATION OF BY-LAWS

- a) By-Law 25-37 being a by-law to amend By-Law 21-56, to prescribe a tariff of fees for the services offered by the Corporation of the Township of The North Shore.
- b) By-Law 25-38 being a By-Law to manage and regulate Election signs and Election campaign advertisements, including Third-Party advertising, in the Township of The North Shore

10. NOTICES OF MOTION

11. QUESTION PERIOD

12. CLOSED SESSION

To move to Closed Session pursuant to Section 239 (2) of the Municipal Act, to consider:

- (b) personal matters about an identifiable individual, including municipal or local board employees
- (d) labour relations or employee negotiations
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them
- (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

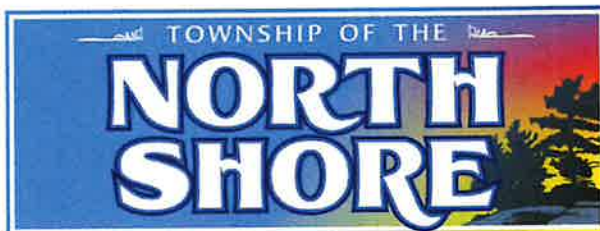
For the purpose of legal and human resource matters

13. REPORT FROM CLOSED SESSION

14. CONFIRMATORY BY-LAW

By-law 25-39 being a by-law to confirm the proceedings of Council at its meeting held November 19, 2025, be read a first, second and third time enacted and passed.

15. ADJOURNMENT



Minutes

Regular Council Meeting
Township of the North Shore
Wednesday, October 22nd, 2025
6:00 p.m.
Hybrid Meeting

ATTENDANCE

Council: Tony Moor - Mayor
Richard Welburn - Ward 1 - electronic
Len Menard - Ward 2
Tracey Simon - Ward 3
Robin Green - Councillor at Large

Staff: Matt Simon, Public Works Manager/Fire Chief
Rachel Schneider, Municipal Clerk/Deputy Treasurer
Craig Davidson - Interim Treasurer - electronic

CALL TO ORDER

The Mayor called the meeting to order at 6:00 p.m.

APPROVAL OF AGENDA

RESOLUTION #25-229

Moved by: L. Menard

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore approves the agenda as circulated

CARRIED

DISCLOSURES OF PECUNIARY INTEREST

PRESENTATIONS/DELEGATION

a) Cunningham Swan - Integrity Commissioner Reports dated June 20, 2025, and August 7, 2025

RESOLUTION #25-230

Moved by: L. Menard

Seconded by: T. Simon

BE IT RESOLVED: That Council of the Corporation of the Township of the North Shore approves to make the Integrity Commissioner reports, as presented to Council by Cunningham Swan at the October 15th, 2025, Regular Council meeting, available to the public by adding the reports to the Township's website, and by providing a copy of the report to the public upon written request.

CARRIED

RESOLUTION #25-231

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore approves the recommendations for penalty sanctions outlined in the Integrity Commissioner report dated June 20, 2025, for File number 36669-25 involving the Councillor of Ward 1 Richard Welburn

Councillor Simon requested a recorded vote.

Results:

Councillor R. Green - Nay

Councillor L. Menard - Yea

Councillor T. Simon - Nay

Councillor R. Welburn - Nay

Mayor T. Moor - Yea

DEFEATED

RESOLUTION #25-232

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED: That Council seek advice from the Integrity Commissioner regarding the penalty for Councillor Welburn to attend meetings via ZOOM only for the remainder of this term.

CARRIED

ADOPTION OF MINUTES

- a) Minutes for the Special meeting of September 30th, 2025

RESOLUTION #25-233

Moved by: R. Green

Seconded by: T. Simon

BE IT RESOLVED: That Council of the Corporation of the Township of the North Shore approve the minutes of the September 30th, 2025, Special Council meeting

CARRIED

- b) Minutes for the Regular meeting October 1st, 2025

RESOLUTION #25-234

Moved by: R. Green

Seconded by: L. Menard

BE IT RESOLVED: That Council of the Corporation of the Township of the North Shore approve the minutes of the October 1st, 2025, Regular Council meeting

CARRIED

COUNCIL MEMBERS REPORT

REPORTS AND MOTIONS OF MUNICIPAL STAFF, COMMITTEES AND COMMUNICATION

- a) Algoma Mills Speed Reduction (verbal update)

RESOLUTION #25-235

Moved by: L. Menard

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the verbal update from Mayor Moor about the Algoma Mills Speed Reduction for information purposes

CARRIED

b) Grant Updates report

RESOLUTION #25-236

Moved by: L. Menard

Seconded by: R. Green

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the staff report providing updates for the various ongoing grants for information purposes.

CARRIED

c) Quarterly Reports - Third Quarter 2025 - Administration, Fire Department and Public Works

RESOLUTION #25-237

Moved by: L. Menard

Seconded by: T. Simon

BE IT RESOLVED That Council for the Corporation of the Township of The North Shore receive the 3rd Quarter reports for 2025 for Administration, Public Works and the Fire Department for information purposes

CARRIED

d) Treasury Department Activities - Third Quarter

RESOLUTION #25-238

Moved by: L. Menard

Seconded by: R. Green

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the report regarding the activities of the Treasury Department for the 3rd Quarter of 2025 for information purposes.

CARRIED

e) Budget Variance Report - Third Quarter 2025

RESOLUTION #25-239

Moved by: R. Green

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the staff report regarding the Budget Variance for the third quarter of 2025, for information purposes

CARRIED

f) Integrity Commissioner Complaint Statistics - January 1, 2024 - October 1, 2025

RESOLUTION #25-240

Moved by: T. Simon

Seconded by: R. Green

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the staff report and accompanied chart regarding the Integrity Commissioner Complaint statistics from January 1, 2024, to October 1, 2025, for information purposes.

CARRIED

g) Proposed Letter of Support from Mayor - FONOM proposal to expand Highway 11 and Highway 17 in Northern Ontario

RESOLUTION #25-241

Moved by: N/A

Seconded by: N/A

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the staff report and letter from FONOM regarding the proposal to expand Highway 11 and Highway 17 in Northern Ontario using the 2+1 model for consideration, and that Council review and approve that the attached support letter to be signed by the Mayor and sent to the listed recipients.

CARRIED

h) Resolution of Support - Opposition of Strong Mayor Powers and Request for Removal
RESOLUTION #25-242

Moved by: T. Simon

Seconded by: R. Green

WHEREAS the Government of Ontario has imposed "Strong Mayor Powers" on municipalities without broad consultation or consent; and

AND WHEREAS over 120 municipalities have passed resolutions opposing these powers and requested their removal, some as early as 2023; and

AND WHEREAS strong mayor powers concentrate authority in one office, undermining democratic governance, council collaboration, and transparency; and

AND WHEREAS municipalities are most effective through shared leadership and local decision-making;
AND THEREFORE, BE IT RESOLVED that the Township of The North Shore opposes the imposition of strong mayor powers and requests immediate removal from the list of designated municipalities;

AND FURTHER THAT this resolution be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Rob Flack, Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), and the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)

CARRIED

i) Resolution of Support - Exemption to Ontario regulation 343/22 - Firefighter Certification Requirements
RESOLUTION #25-243

Moved by: L. Menard

Seconded by: R. Green

WHEREAS the Ontario government has enacted O. Reg. 343/22, establishing mandatory certification requirements for firefighters under the Fire Protection and Prevention Act, 1997

AND WHEREAS Council for the Township of The North Shore acknowledges the importance of standardized firefighter training and safety

AND WHEREAS these mandatory certification requirements pose significant challenges for small, rural, and northern municipalities due to limited financial and training resources, geographic barriers, and reliance on volunteer fire departments

AND WHEREAS the implementation of these requirements without additional flexibility or support may negatively impact the Township of The North Shore's ability to recruit and retain volunteer firefighters and provide adequate fire protection to its residents

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Township of The North Shore formally opposes the mandatory firefighter certification requirements as currently outlined in O. Reg. 343/22

AND FURTHER THAT this resolution be forwarded to the Solicitor General, Premier of Ontario, MPP for Algoma-Manitoulin Bill Rosenberg, the Fire Marshal, AMO, FONOM, NOMA and all Ontario municipalities.

T. Simon exited Council Chambers at 7:06 PM

T. Simon returned to Council Chambers at 7:08 PM

CARRIED

j) Resolution of Support - Support of Elect Respect Campaign

RESOLUTION #25-244

Moved by: L. Menard

Seconded by: R. Green

WHEREAS democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community;

AND WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions;

AND WHEREAS Ontario's municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment;

AND WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office;

AND WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables;

AND WHEREAS the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office;

AND WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct;

AND WHEREAS H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process;

AND WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan "Parliamentary Civility Pledge" to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.

NOW THEREFORE BE IT RESOLVED THAT the Township of The North Shore Council supports the Elect Respect pledge and commits to:

- Treat others with respect in all spaces—public, private, and online,
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct.

AND THAT the Township of The North Shore Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at

www.electrespect.ca

AND THAT a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario's Big City Mayors, the Federation of Canadian Municipalities, Mayors and Regional Chairs of Ontario, relevant MPs and MPPs, Regional Police, the Ontario Provincial Police and the Royal Canadian Mounted Police.

CARRIED

k) Resolution of Support - End aerial spraying of Glyphosate

RESOLUTION #25-245

Moved by: T. Simon

Seconded by: R. Green

WHEREAS the use of aerial spraying of glyphosate for forestry poses significant biodiversity loss, harmful health effects on wildlife, loss of use of land for recreational, tourism, and hunting/ gathering purposes, water contamination, and concerns about the affects on human health.

AND WHEREAS new scientific evidence published since Health Canada's last assessment of glyphosate in 2017 has linked glyphosate-based end-use products to cancer, metabolic and neurological diseases, reproductive toxicity, and ecosystem harm

AND WHEREAS the Province of Quebec banned the use of glyphosate for forestry purposes in 2001 and replaced aerial herbicide spraying with manual forest thinning as a safer alternative forest management method

AND WHEREAS municipalities have a limited ability to address the issue of the aerial spraying of glyphosate, particularly on crown land, and require provincial leadership and regulation;

AND WHEREAS many residents in the Township of The North Shore and surrounding communities have expressed concern regarding the potential environmental and public health risks associated with aerial spraying of glyphosate-based herbicides;

AND WHEREAS the Province of Ontario has a responsibility to protect the environment and public health, and must take action to reduce the harm caused by aerial spraying of glyphosate;

NOW THEREFORE BE IT RESOLVED THAT

1. The Council of the Township of The North Shore formally requests that Mike Harris Jr., Minister of Natural Resources and Forestry, reconsider the planned use of glyphosate-based herbicides in the Province of Ontario and suspend the aerial spraying initiative until further independent research and updated risk assessments are completed and reviewed;
2. The Council of the Township of The North Shore calls for the Province of Ontario to form and fund an expert stakeholder advisory committee to advise on the best courses of action to protect the land, vegetation, wildlife, waterways, air and humans from the harmful effects of aerial spraying of glyphosate.
3. The Township of The North Shore commits to working with the Province of Ontario and other municipalities to advocate for stronger Provincial leadership on aerial spraying of glyphosate

BE IT FURTHER RESOLVED THAT A copy of this resolution be forwarded to the following: the Minister of Environment, Conservation and Parks, the Minister of Natural Resources and Forestry, the Minister of Health, MPP Bill Rosenberg, the Association of Municipalities of Ontario, the Federation of Northern Ontario Municipalities, and other relevant provincial and regional agencies.

CARRIED

l) Resolution of Support - Northern Ontario Resource Development Support (NORDS)

RESOLUTION #25-246

Moved by: L. Menard

Seconded by: T. Simon

WHEREAS the Northern Ontario Resource Development Support (NORDS) pilot program was introduced to help Northern Ontario municipalities address infrastructure pressures resulting from natural resource sector activities

AND WHEREAS the program has been well received and has allowed municipalities, such as the Township of The North Shore, to strategically accumulate multi-year allocations in order to support larger-scale infrastructure initiatives critical to community development and economic growth

AND WHEREAS the Township of The North Shore recognizes the importance of modern, safe, and efficient infrastructure to support economic growth and industrial competitiveness

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Township of The North Shore strongly urges the Government of Ontario to make the Northern Ontario Resource Development Support (NORDS) program a permanent fixture of its support to Northern municipalities

AND FURTHER THAT the Province consider expanding the program eligibility to recognize the significant impact that agricultural equipment and operations have on municipal infrastructure, particularly in rural communities

AND FURTHER THAT the Township of The North Shore formally supports the principle of stacking (accumulating) funding from multiple grant and infrastructure programs to advance strategic capital works, and requests continued flexibility from higher levels of government to enable effective financial planning and timely delivery of large-scale municipal infrastructure initiatives

AND FURTHER THAT a copy of this resolution be forwarded to the Minister of Northern Development, the Minister of Agriculture, Food and Agribusiness, the Minister of Infrastructure, the Minister of Natural Resources, Algoma Manitoulin MPP Bill Rosenberg, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario (FONOM), Rural Ontario Municipal Association (ROMA) and all Northern Ontario municipalities for their awareness and support.

CARRIED

Consent Agenda

- a) Letter from OPP regarding the review of the OPP cost recovery model

RESOLUTION #25-247

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED That Council receive item a of the October 22nd, 2025, Consent Agenda for information purposes.

CARRIED

OLD BUSINESS

- a) Lauzon Village Road Culvert Replacement

RESOLUTION #25-248

Moved by: L. Menard

Seconded by: R. Green

BE IT RESOLVED that Council for the Corporation of the Township of The North Shore receive the staff report as presented regarding the Lauzon Village Road Culvert replacement for information purposes.

CARRIED

INTRODUCTION, READING, AND CONSIDERATION OF BY-LAWS

- a) By-Law 25-31 being a by-law to approve an Accessibility Policy for the Corporation of the Township of The North Shore.

RESOLUTION #25-249

Moved by: T. Simon

Seconded by: R. Green

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore approve By-Law 25-31 being a by-law to approve an Accessibility Policy for the Corporation of the Township of The North Shore be read a first, second and third time enacted and passed.

CARRIED

NOTICES OF MOTION

Nil

QUESTION PERIOD

Per the Township of The North Shore Procedure By-Law, (Section 6.5.2.17) *"Questions and answers will be noted in the meeting's minutes in general terms"*

There were 9 questions asked during the Question Period of the October 22nd, 2025, meeting:

Question 1:

Name of Resident/Member of the Public - Lisa Bell Murray
Ward of property/residence - Ward 1

Question asked (in general terms) - Concern expressed about impact of constituents of Ward 1 if the Ward 1 Councillor was required to ZOOM in to meetings only, stating in person meetings are better to collaborate and for teamwork, and that interactions with Councillors in person is better. The Question was if Council would consider this when deliberating their decision.

Answer given by Council (in general terms) - The Mayor provided thanks.

Question - No question asked:

Name of Resident/Member of the Public - Alice Fahey
Ward of property/residence - Ward 1

Question asked (in general terms) - Comments on pecuniary interest and conflict of interest. No question asked

Answer given by Council (in general terms) - The Mayor provides thanks

Questions 2,3:

Name of Resident/Member of the Public - JoAnne McLellan
Ward of property/residence - Ward 1

Question asked (in general terms) - Comments of differences between October 1st and October 22nd reports to Council regarding the Lauzon Village Road culvert, comments on competitive quotes and plastic culverts. Questions - were same companies approached in 2025 as 2024? Why did Council accept first report?

Answer given by Council (in general terms) - The Mayor asks the Interim Treasurer to speak on item. The Interim Treasurer explains that Council gave direction to provide latest report and more information was provided.

Question 4:

Name of Resident/Member of the Public - Rudy Wosing
Ward of property/residence - Ward 1

Question asked (in general terms) - Comments on suggestion regarding Ward 1 ZOOMing into meetings, resolving issues, and moving on with business. Question - Why are we considering to remove him?

Answer given by Council (in general terms) - The Mayor provides thanks

Question 5,6,7,8:

Name of Resident/Member of the Public - Alice Fahey
Ward of property/residence - Ward 1

Question asked (in general terms) - What other work is needed to be done throughout the Township? Do we have a tender? Is a tender out? Are we working on these projects? Suggests developing a Committee to help staff get work done if there is no time to do it, and a process being followed so the Community can justify how money is being spent.

Answer given by Council (in general terms) - The Public Works Manager explains work completed and in process for other roads in the Township, speaks of funding and money allocated. Councillor Welburn questions the PWM on Riverview Road being completed, saying project will not be completed.

Councillor Simon called a Point of Procedure stating going off topic. The Mayor clarified conversation about culvert.

Question 9:

Name of Resident/Member of the Public - Joanne McLellan
Ward of property/residence - Ward 1

Question asked (in general terms) - When will the road surface over the culvert that was replaced on Lauzon Village Road be returned to a driveable state?

Answer given by Council (in general terms) - The Public Works Manager explained that the area was back bladed last week and the upcoming work to the area next week, which is being completed according to the availability of the suppliers.

CONFIRMATORY BY-LAW

RESOLUTION # 25-250

Moved By: T. Simon

Seconded By: L. Menard

BE IT RESOLVED: That the Council of the Corporation of the Township of The North Shore hereby approve By-Law No. 25-32, Being a By-Law to Confirm the Proceedings of Council at its Regular meeting held October 22nd, 2025, be read a first, second and third time, enacted and passed.

CARRIED

ADJOURNMENT

RESOLUTION # 25-251

Moved By: L. Menard

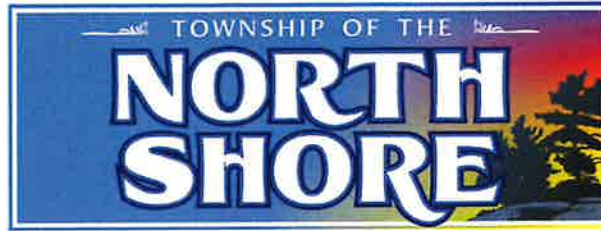
Seconded By: T. Simon

BE IT RESOLVED: That the Corporation of the Township of The North Shore Regular Council meeting of October 22nd, 2025, do now adjourn at 7:47 PM to meet again on the 5th day of November 2025 at 6:00 p.m., or at the call of the Chair.

CARRIED

Tony Moor, Mayor

Rachel Schneider, Clerk/Deputy Treasurer



Minutes

Regular Council Meeting
Township of the North Shore
Wednesday, November 5th, 2025
6:00 p.m.
Hybrid Meeting

ATTENDANCE

Council: Tony Moor - Mayor
Richard Welburn - Ward 1 - electronic
Len Menard - Ward 2
Tracey Simon - Ward 3
Robin Green - Councillor at Large

Staff: Craig Davidson - Interim Treasurer (delegated Clerk)

CALL TO ORDER

The Mayor called the meeting to order at 6:00 p.m.

APPROVAL OF AGENDA

RESOLUTION #25-252

Moved by: L. Menard

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore approves the agenda as circulated

CARRIED

DISCLOSURES OF PECUNIARY INTEREST

PRESENTATIONS/DELEGATION

a) HNCEA - Community Economic Development (CED)

RESOLUTION #25-253

Moved by: R. Green

Seconded by: L. Menard

WHEREAS community economic development is a key priority for the Municipality; and

WHEREAS participation provides professional development opportunities and regional events enhances Council's ability to support local businesses, foster partnerships, and pursue funding opportunities; and

WHEREAS the upcoming Community Economic Development Workshops presented by HNCEA in partnership with the Ministry of Northern Economic Development & Growth, Ministry of Agriculture, Food and Agribusiness and Ministry of Rural Affairs to be held on November 13th 2025 at the Sowerby Hall from 10:00 a.m. to 2:00 p.m. (includes lunch) or 6:00 to 8:00 p.m., will provide valuable insights, networking opportunities, and resources relevant to the Municipality's economic development goals.

NOW THEREFOR BE IT RESOLVED THAT Council authorize the attendance of one Council member attending the Community Economic Development Workshop and that the Clerk will notify H.N.C.E.A. of the number of attendees as well as any dietary needs on or before November 10th, 2025.

FURTHER THAT all related registration, travel, and accommodation expenses be approved in accordance with the Municipalities' policies.

CARRIED

ADOPTION OF MINUTES

- a) Minutes for the Regular meeting October 22nd, 2025

RESOLUTION #25-254

Moved by: R. Green

Seconded by: T. Simon

BE IT RESOLVED: That Council of the Corporation of the Township of the North Shore approve the minutes of the October 22nd, 2025, Regular Council meeting

Vote not held by Council

COUNCIL MEMBERS REPORT

- a) Mayor Tony Moor - Report regarding meeting with MTO on October 30, 2025

RESOLUTION #25-255

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the report from Mayor Tony Moor regarding his meeting with MTO on October 30, 2025, for information purposes.

Vote not held by Council

REPORTS AND MOTIONS OF MUNICIPAL STAFF, COMMITTEES AND COMMUNICATION

- a) Celebrate Canada 2026 Grant Application

RESOLUTION #25-256

Moved by: R. Green

Seconded by: T. Simon

BE IT RESOLVED That Council for the Corporation of the Township of The North Shore authorize staff to submit an application under the Celebrate Canada 2026 program for Canada Day 2026 celebrations by November 21st, 2025, at 4:00PM

CARRIED

- b) Proposed 2026 Meeting Calendar

RESOLUTION #25-257

Moved by: L. Menard

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the report regarding the proposed 2026 Township of The North Shore Meeting Calendar for consideration, and that Council approve the proposed calendar as presented.

CARRIED

- c) Canada Summer Jobs 2026 Grant Application

RESOLUTION #25-258

Moved by: L. Menard

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the report as presented, and that Council authorize staff to submit an application under the 2026 Canada Summer Jobs (CSJ) program.

CARRIED

d) Environmental Committee establishment and Terms of Reference

RESOLUTION #25-259

Moved by: R. Green

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the report and attachments as presented for consideration, that Council approve to establish an Environmental Committee for the Township of The North Shore, that Council approve the proposed Terms of Reference for the Environmental Committee, and that Council direct staff to advertise and accept applications for the Environmental Committee.

CARRIED

e) 2026 Municipal Election - Alternative Voting

RESOLUTION #25-260

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the staff report as presented regarding the use of alternative voting in the 2026 Election, and that Council adopt a By-Law to approve the use of telephone and internet voting and a By-law for the Clerk to sign an agreement with both SimplyVoting and DataFix VoterView for the 2026 Election.

CARRIED

f) Procurement Policy

RESOLUTION #25-261

Moved by: L. Menard

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the staff report for consideration and direct Staff to prepare a Report outlining possible updates to the Procurement Policy (Policy P4).

CARRIED

g) ELNOS Director Candidate Nomination 2025-2026

RESOLUTION #25-262

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED that the Township of The North Shore receive the report as presented and make a decision on who the next candidate will be to serve as an ELNOS Director for 2025-2026 year with the decision being that Tony Moor remain as the Council Representative.

CARRIED

Consent Agenda

- a) Letter and email from Hydro One regarding Insulator Replacements
- b) AMO's Healthy Democracy Leaders Series: Stronger Leaders, Stronger Communities - Free workshop opportunities for leaders seeking re-election or first-time aspiring candidates
- c) 2024 Annual Report - Elliot Lake and Blind River Court Service Area
- d) Letter from MMAH regarding Bill 17 changes

RESOLUTION #25-263

Moved by: T. Simon

Seconded by: R. Green

BE IT RESOLVED That Council receive items a to d of the November 5th, 2025, Consent Agenda for information purposes.

CARRIED

OLD BUSINESS

INTRODUCTION, READING, AND CONSIDERATION OF BY-LAWS

a) By-Law 25-33 being a By-law Relating to the 2026 Municipal Election matters (language(s) used for election forms/notices/information; use of alternative Voting method and use of vote counting equipment) for the Corporation of the Township of The North Shore.

RESOLUTION #25-264

Moved by: L. Menard

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore approve By-Law 25-33 being a By-law Relating to the 2026 Municipal Election matters (language(s) used for election forms/notices/information; use of alternative Voting method and use of vote counting equipment) for the Corporation of the Township of The North Shore.

CARRIED

b) By-Law 25-34 being a By-Law for the Corporation of the Township of The North Shore to enter into an Agreement with Simply Voting and DataFix VoterView for voting by telephone/internet for the year 2026 Municipal Elections.

RESOLUTION #25-265

Moved by: L. Menard

Seconded by: R. Green

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore approve By-Law 25-34 being a By-Law for the Corporation of the Township of The North Shore to enter into an Agreement with Simply Voting and DataFix VoterView for voting by telephone/internet for the year 2026 Municipal Elections.

CARRIED

NOTICES OF MOTION

Nil

QUESTION PERIOD

Per the Township of The North Shore Procedure By-Law, (Section 6.5.2.17) "Questions and answers will be noted in the meeting's minutes in general terms"

There were 6 questions asked during the Question Period of the November 5th, 2025, meeting:

Question 1:

Name of Resident/Member of the Public - Alice Fahey

Ward of property/residence - Ward 1

Question asked (in general terms) - Where are we with the Procurement Policy in regard to using it on the business at hand?

Answer given by Council (in general terms) - The Mayor explains use of Procurement Policy for current projects and that Council will be taking a look at the Procurement Policy to ensure its followed and interpreted the same by all. Councillor Simon explained time period between meetings. Councillor Green spoke about asking the Treasurer for an update. Councillor Welburn speaks of wording used in previous meeting by the Public Works Manager and a report for an update.

Question 2:

Name of Resident/Member of the Public - Janice Gamble
Ward of property/residence - Ward 1

Question asked (in general terms) - When Council discusses the Procurement Policy would Council consider changes made to it in 2023 to lower the limits back to original policy previous to 2008?

Answer given by Council (in general terms) - The Mayor confirms request. Councillor Simon confirms date of original policy.

Question 3,4,5:

Name of Resident/Member of the Public - JoAnne McLellan
Ward of property/residence - Ward 1

Question asked (in general terms) - Who decides where Celebrate Canada grant money is spent? Is that a decision of the Recreation Committee or of Council? Is there plans to have a Recreation Committee meeting?

Answer given by Council (in general terms) - Councillor Simon explains guidelines are in place of what grant money can be used towards, and that the Recreation Committee is looking at having a meeting Tuesday.

Question 6:

Name of Resident/Member of the Public - Janice Gamble
Ward of property/residence - Ward 1

Question asked (in general terms) - Can the Environmental Committee be considered informal based on shared interest?

Answer given by Council (in general terms) - Councillor Simon clarifies that no one on the Recreation Committee gets paid. The Mayor explains the process of a Committee and making recommendations to Council. Councillor Green also speaks to the Committee making recommendations to Council regarding the environment. The Mayor confirms that the Committee can take a look at the Terms of Reference. Councillor Welburn asks the Treasurer if the Committee can ask Council to change the Terms of Reference. The Treasurer confirms this but explains legislated requirements to have a meeting as a Committee of Council including notice, agenda, etc.

CONFIRMATORY BY-LAW

RESOLUTION # 25-266

Moved By: T. Simon

Seconded By: L. Menard

BE IT RESOLVED: That the Council of the Corporation of the Township of The North Shore hereby approve By-Law No. 25-35, Being a By-Law to Confirm the Proceedings of Council at its Regular meeting held November 5th, 2025, be read a first, second and third time, enacted and passed.

CARRIED

ADJOURNMENT

RESOLUTION # 25-267

Moved By: L. Menard

Seconded By: R. Green

BE IT RESOLVED: That the Corporation of the Township of The North Shore Regular Council meeting of November 5th, 2025, do now adjourn at 7:02 PM to meet again on the 7th day of November 2025 at 6:00 p.m., or at the call of the Chair.

CARRIED

Tony Moor, Mayor

Craig Davidson, Interim Treasurer/Designated Clerk
for the November 5th, 2025 meeting



Minutes

Special Council Meeting
Township of the North Shore
Friday, November 7th, 2025
4:00 p.m.
Hybrid Meeting

ATTENDANCE

Council: Tony Moor - Mayor
Robin Green - Councillor at Large
Richard Welburn - Ward 1 - electronic
Len Menard - Ward 2 - electronic
Tracey Simon - Ward 3

Staff: Craig Davidson - Interim Treasurer (Designated Clerk) - electronic

CALL TO ORDER

The Mayor called the meeting to order at 4:00 p.m.

APPROVAL OF AGENDA

RESOLUTION #25-268

Moved by: T. Simon

Seconded by: R. Green

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore approves the agenda as circulated

CARRIED

DISCLOSURES OF PECUNIARY INTEREST

PRESENTATIONS/DELEGATION

ADOPTION OF MINUTES

COUNCIL MEMBERS REPORT

REPORTS AND MOTIONS OF MUNICIPAL STAFF, COMMITTEES AND COMMUNICATION

OLD BUSINESS

INTRODUCTION, READING, AND CONSIDERATION OF BY-LAWS

NOTICES OF MOTION

CLOSED SESSION

RESOLUTION #25-269

Moved by: R. Green

Seconded by: L. Menard

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore move to Closed Session pursuant to Section 239 (3.1) of the Municipal Act, to consider:

- (b) personal matters about an identifiable individual, including municipal or local board employees
- (d) labour relations or employee negotiations
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them
- (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

For the purpose of legal and human resource matters

CARRIED

REPORT FROM CLOSED SESSION

RESOLUTION #25-270

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore arise from Closed Session at 4:49 p.m. and report as follows: Council gave direction to the Mayor and the Designated Clerk regarding the human resource matters

CARRIED

CONFIRMATORY BY-LAW

RESOLUTION # 25-271

Moved By: T. Simon

Seconded By: R. Green

BE IT RESOLVED: That the Council of the Corporation of the Township of The North Shore hereby approve By-Law No. 25-35, Being a By-Law to Confirm the Proceedings of Council at its Special meeting held November 7th, 2025, be read a first, second and third time, enacted and passed.

CARRIED

ADJOURNMENT

RESOLUTION # 25-272

Moved By: T. Simon

Seconded By: L. Menard

BE IT RESOLVED: That the Corporation of the Township of The North Shore Special Council meeting of November 7th, 2025, do now adjourn at 4:5 PM to meet again on the 19th day of November 2025 at 6:00 p.m., or at the call of the Chair.

CARRIED

Tony Moor, Mayor

Craig Davidson, Designated Clerk for the November 7th,
2025 Special meeting

Council Report – Tracey Simon, Councillor Ward 3/Deputy Mayor

Five Fires OPP Board Meeting Updates:

The Inspector/Detachment Commander Report was given to the Board for June to August 2025. A copy of the report will be printed and left at the Municipal Office for review.

The Inspectorate of Policing Annual Report for 2024 was also given to the Board for review. A copy of the report will be printed and left at the Municipal Office for anyone who would like to review it as well.

Staffing vacancies are being filled.

Noted that Sexual Assaults have increased over the years.

Four new recruits with another four that were added in August 2025.

There is effort being put forward into promoting within the teams in the North.

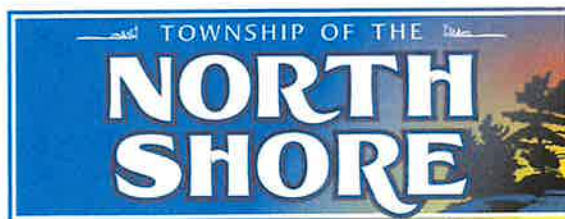
Billing summaries will be sent out to Municipalities.

First Nations Indigenous Law is in court now (Mississauga First Nations) first in Ontario.

Respectfully Submitted,

Councillor Simon

7a



August 14, 2025

Meeting of November 19, 2025

Council Report

SUBJECT: December Holiday Office Closure 2025

RECOMMENDATION: That Council receives the staff report regarding the Municipal Office being Closed between Christmas and New Years of 2025 for information purposes

Per the Township's Christmas Closure of Municipal Office Policy, the Municipal Office will be closed between Christmas and New Years. Staff, with the exception of the Landfill Attendant, are not required to work during these dates.

As well, New Years Day (Thursday, January 1st, 2026), per the Employment Standards Act, is a Statutory Holiday.

For the December Holiday Season of 2025, the Municipal Office will be closed:

- Thursday, December 25th, 2025
- Friday, December 26th, 2025
- Monday, December 29th, 2025
- Tuesday, December 30th, 2025
- Wednesday, December 31st, 2025

The Municipal Office will re-open to the public on Friday, January 2nd, 2026.

A notice to the public of the Municipal Office closure for the 2025 holiday season will be advertised in December.

Prepared and Submitted by: Rachel Jean Schneider, Municipal Clerk/Deputy Treasurer

7b



October 16, 2025

Meeting of November 19th, 2025

Council Report

SUBJECT: Sparkle Festival 2025

RECOMMENDATION: That Council receive the staff report as presented regarding the 2025 Sparkle Festival and direct staff to proceed with the advertising of the annual event.

Every year, Councillors of Ward 1, Ward 2, and Ward 3, tour their Ward at the beginning of December to pick their 3 favourite displays of holiday lights and decorations.

The 2025 dates for each Ward to compile a list of winners will be:

Sunday, December 7th, 2025, to Saturday, December 13th, 2025.

Council is being asked to choose three (3) winners from each Ward (must include address) and forward your list to admin@townshipofthenorthshore.ca or drop your list into the front drop box **no later than 12PM on Monday, December 15th, 2025**. Once all lists are received, cheques will be issued to the winning addresses.

The winners of the 2025 Sparkle Festival will be announced on the Township's website, Facebook page, and on the Bulletin boards in each Ward.

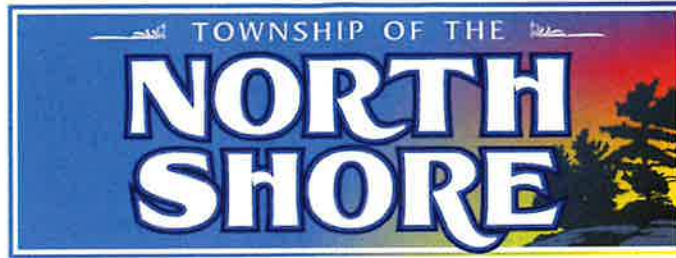
Cheques for each winner will be sent out via Canada Post when all lists are received, preferably as soon as possible after December 15th, so winners can receive their cheques before the Holidays.

Financial Implication: \$405.00 (9 winners x \$45) already in budget

Advertising for the Sparkle Festival will begin ASAP after Council's direction to start the advertising process.

The winners of the 2024 Sparkle Festival, as well as the proposed poster for 2025 are attached to this report.

Prepared and Submitted by: Rachel Jean Schneider, Municipal Clerk/Deputy Treasurer



2024 COMMUNITY SPARKLE FESTIVAL WINNERS

Members of the Township of The North Shore Council toured the Community for the 2024 Sparkle Festival. Please see the WINNERS below!

Ward 1 – Algoma Mills

- 1051 Long Street
- 1029 Vivian Blvd.
- 1189 Highway 538

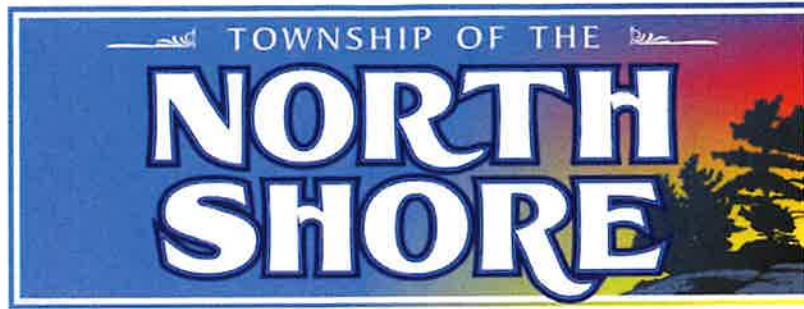
Ward 2 – Spragge

- 1079 Old Hydro Road
- 1111 Martin Road
- 4422 Highway 17

Ward 3 – Serpent River

- 5713 Highway 17
- 1040 Handi Spot Road
- 1441 Riverview Road





2025 COMMUNITY SPARKLE FESTIVAL

Council supports this annual activity by encouraging residents to decorate the outside of their homes for the festive season.

Councillors for Ward 1, Ward 2, and Ward 3 will tour the community the week of:

Sunday December 7th – Saturday December 13th, 2024.

Three participants in each community of Algoma Mills, Spragge and Serpent River will receive monetary recognition. The winning addresses will be posted on the Township website, Facebook page, and on the Bulletin Boards in each Ward.

Happy Holidays!





November 3rd, 2025

Meeting of November 19th, 2025

Council Report

SUBJECT: 2026 PROPOSED USER FEES

RECOMMENDATION: That Council receive the staff report as presented for consideration, and that Council approve the proposed 2026 user fee schedule (to take effect on January 1, 2026).

The proposed 2026 Township user fee schedule includes required additions and includes fees that are more comparable to neighboring municipalities.

Please find attached the 2026 Fee Schedule proposal for Council's consideration with the following changes/additions highlighted:

- Under General:
 - o Removal of "*Freedom of Information requests*" and "\$5.00"
 - o Addition of wording "*per page stamped*" under Commissioner's stamp
 - o Addition of wording "*/print outs of personal documents – single sided*" and "*/pg*" x2 under Photocopies
 - o Addition of line to add "*Photocopies/print outs of Municipal documents – Eg. Policies, By-Laws, etc. – single sided*" and "*Black & White: \$0.50/pg Colour: \$1.00/pg*"
- Addition of Section with title, and addition of other fees for Municipal Freedom of Information and Protection of Privacy Act (MFIPPA related expenses):
 - "*Under Section 45 of MFIPPA and its Regulation 823, fees for processing are fixed*"
 - "*MFIPPA requests submission fee*" and "*\$5.00 per Request*"
 - "*Print out or photocopy of records - single sided*" and "*\$0.20 per each page*"
 - "*Search time (for general information requests)*" and "*\$7.50 per 15 minutes of search time*"
 - "*Record preparation*" and "*\$7.50 per 15 minutes for record preparation*"
 - "*Computer programming*" and "*\$15.00 per 15 minutes to retrieve information*"
 - "*Disk for storage media (USD etc.)*" and "*\$10.00 per device*"
 - "*Shipping costs*" and "*At actual cost*"

- Under Fire Department:
 - o Addition of wording *“/Brush Burning Permits (from 7:00pm to 7:00am)”*
- Under Planning Application:
 - o Made *“ALL FEES TO BE PAID BY APPLICANT”* Capitalized.
- Under Cemetery
 - o Removal of *“c) Columbarium niche (16 niche columbarium) – per niche”* and *“\$600.00 + HST (includes \$165 C&M)”* under the “Resident Fee” Section as all niches in columbarium have been sold.
 - o Removal of *“c) Columbarium niche (16 niche columbarium) – per niche”* and *“\$1200.00 + HST (includes \$180 C&M)”* under the “Resident Fee” Section as all niches in columbarium have been sold.

2026 FEE SCHEDULE (effective January 1st, 2026)

	Current Fee
GENERAL	
Administrative Fee - Research	\$40.00/hr
Commissioner's Stamp	\$5.00 per page stamped
Photocopies/print outs of personal documents - single sided	Black & White: \$0.50/pg Colour: \$1.00/pg
Photocopies/print outs of Municipal documents - Eg: Policies, By-Laws, etc. - single sided	Black & White: \$0.50 Colour: \$1.00/pg
Fax: Public	\$2.00/1st page each additional \$1.00
Laminating	\$2.00/page
Scanning and emailing	\$1.00/page
Reprint of Tax or Water bill	\$5.00
Letter of Compliance (Building/Zoning/Property)	\$60.00
Tax Certificate	\$60.00
Zoning By-law (copy)	\$40.00
Official Plan (copy)	\$40.00
Water Turn Off/On - Scheduled during business hours	\$60.00
Water Turn Off/On - Emergency	\$120.00
Trailer Licensing	\$750.00/year
Noise By-Law Exemption	\$100.00
Non-Sufficient Funds (NSF) Cheque Fee	\$45.00

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (MFIPPA)

<i>Under Section 45 of MFIPPA and its Regulation 823, fees for processing are fixed</i>	
MFIPPA requests submission fee	\$5.00 per Request
Print out or photocopy of records - single sided	\$0.20 per each page
Search time (for general information requests)	\$7.50 per 15 minutes of search time
Record preparation	\$7.50 per 15 minutes for record preparation
Computer programming	\$15.00 per 15 minutes to retrieve information
Disk for storage media (USDetc.)	\$10.00 per device
Shipping costs	At actual cost

ANIMAL CONTROL

Dog Tag BEFORE February 15th	\$20.00
Dog Tag AFTER February 15th	\$30.00
Dog Tag BEFORE February 15th (Senior Fee - Over 65 years of age)	\$10.00
Dog Tag AFTER February 15th (Senior Fee - Over 65 years of age)	\$20.00
Cat Tag BEFORE February 15th	\$20.00
Cat Tag AFTER February 15th	\$30.00
Cat Tag BEFORE February 15th (Senior Fee - Over 65 years of age)	\$10.00
Cat Tag AFTER February 15th (Senior Fee - Over 65 years of age)	\$20.00
Transfer of License	\$5.00

FIRE DEPARTMENT

Night-Time Burning Permits/Brush Burning Permits (from 7:00pm to 7:00am)	\$0.00
Day-Time Burning Permits (from 7:00am to 7:00pm)	\$20 per month
W.E.T.T. Inspection	\$200.00
<u>Calls for Service</u>	
First false alarm call	\$0.00
Second false alarm call	\$50.00
Third false alarm call	\$100.00
Fourth false alarm call	\$200.00
<u>Situations that in the opinion of the Senior Officer are as the result of gross negligence or as the result of an illegal act</u>	
<i>Example - having a fire during a fire ban, not being present while having a permitted or unpermitted fire</i>	
Per vehicle for first hour	\$543.03
Per vehicle per 1/2 hour after first hour	\$271.52

MUNICIPAL HALL RENTALS	
Council Chambers - 80 people (chairs only) or 50 people (Tables and Chairs) - 867 sq. ft.	
a) Non-profit	\$25/day + HST
b) Private	\$55/day + HST
c) Hall and Kitchen (non-profit)	\$55/day + HST
d) Hall and Kitchen (private)	\$105/day + HST
e) Chairs (Security Deposit \$100)	\$2.50 ea/day + HST
j) Folding Tables (Security Deposit \$100)	\$5.00 ea/day + HST

PLANNING APPLICATIONS	
a) Application for Amendment to the Official Plan	\$1,020.00
b) Application for Amendment to the Zoning By-Law	\$1,020.00
c) Application for Consent (Severance)	\$510.00
d) Application for Minor Variance	\$510.00
All planning fees above are "in addition to" all other planning fees associated to the application process, including professional third party planning fees. ALL FEES TO BE PAID BY APPLICANT	

CEMETERY	
Transfer and/or re-issuing a Certificate of Interment Rights	\$40.00 + HST
Resident Fee:	
a) Burial Plot	\$500.00 + HST (includes \$290 C&M)
b) Cremation Plot	\$250.00 + HST (includes \$175 C&M)
d) Columbarium niche (20 niche columbarium) - per niche	\$800.00 + HST (includes \$165 C&M)
e) Burial opening and closing - regular plot (Other Than A, B, C Locations)	\$335.00 + HST
f) Burial opening and closing - regular plot (A, B, C Locations)	\$435.00 + HST
g) Burial opening and closing - cremation plot	\$155.00 + HST
Marker Installation Fees	
g) Flat marker 173 sq. inches or more	\$100.00 + HST (includes \$100 C&M)
h) Upright Marker up to 4'x4'	\$200.00 + HST (includes \$200 C&M)
i) Upright Marker greater than 4'x4'	\$400.00 + HST (includes \$400 C&M)
Non-Resident Fee:	
a) Burial Plot	\$1,000.00 + HST (includes \$400 C&M)
b) Cremation Plot	\$500.00 + HST (includes \$200 C&M)
d) Columbarium niche (20 niche columbarium) - per niche	\$1,600.00 + HST (includes \$240 C&M)
e) Burial opening and closing - regular plot (Other Than A, B, C Locations)	\$580.00 + HST
f) Burial opening and closing - regular plot (A, B, C Locations)	\$680.00 + HST
g) Burial opening and closing - cremation plot	\$310.00 + HST
Marker Installation Fees	
g) Flat marker 173 sq. inches or more	\$100.00 + HST (includes \$100 C&M)
h) Upright Marker up to 4'x4'	\$200.00 + HST (includes \$200 C&M)
i) Upright Marker greater than 4'x4'	\$400.00 + HST (includes \$400 C&M)

LANDFILL	
Boats	\$20.00/feet (in length)
Mattress	\$100.00 each
Couch	\$50.00 each
Chair	\$35.00 each
Freon Removal	\$25.00
TIPPING FEES DURING NORMAL OPERATING HOURS	
a) Half ton truck/vehicle with trailer (with regular household garbage only)	\$0.00
b) Half ton truck with roofing shingles and/or construction and/or demolition waste	\$35.00
c) Car with small to medium trailer with roofing shingles and/or construction and demolition waste	\$35.00
d) Half ton truck with small to medium trailer with roofing shingles and/or construction and demolition waste	\$70.00
e) Heavy Duty Truck/ Heavy Capacity single axle trailer	\$120.00
f) Tri Axle/ 20 yard bin/Tandem Truck (\$8.95 per yard)	\$205.00

LANDFILL CONTINUED...	
TIPPING FEES BEFORE/AFTER NORMAL OPERATING HOURS	
a) Half Ton truck with roofing shingles and/or construction and demolition waste*	\$35.00
b) Car with small to medium trailer with roofing shingles and/or construction and/or demolition waste*	\$35.00
c) Half ton truck and small to medium trailer with roofing shingles and/or construction and/or demolition waste*	\$70.00
d) Heavy Duty Truck/Heavy Capacity Single axle trailer*	\$120.00
e) Tri Axle/ 20 yard bin/Tandem Truck (\$8.95 per yard)*	\$205.00
*ADD TO ABOVE TIPPING FEES (after normal operating hours):	
Attendant's hourly wage plus administration fee of \$50.00	

RECREATION	
*Payable at the time of booking	
MUNICIPAL TENT RENTAL - LAUZON BEACH LOCATION (Electricity Hookups Included)	
<u>Non-profit Organization</u>	
40'x100'	
Daily	\$450.00 + HST
Weekend (Friday, Saturday, Sunday)	\$1,100.00 + HST
Weekly (7 Days)	\$1,750.00 + HST
40'x50' or less	
Daily	\$200.00 + HST
Weekend (Friday, Saturday, Sunday)	\$450.00 + HST
Weekly (7 Days)	\$750.00 + HST
** Plus a refundable \$500 cleaning/damage deposit	
<u>Private/Resident/Commercial Groups of the North Shore</u>	
40'x100'	
Daily	\$500.00 + HST
Weekend (Friday, Saturday, Sunday)	\$1,200.00 + HST
Weekly (7 Days)	\$2,000.00 + HST
40'x50' or less	
Daily	\$250.00 + HST
Weekend (Friday, Saturday, Sunday)	\$550.00 + HST
Weekly (7 Days)	\$1,000.00 + HST
** Plus a refundable \$500 cleaning/damage deposit	
<u>Non Residents Surcharge</u>	
Daily	\$51.00 + HST
Weekend (Friday, Saturday, Sunday)	\$102.00 + HST
Weekly (7 Days)	\$204.00 + HST
MUNICIPAL SPRAGGE RINK RENTAL - HYDRO ROAD IN SPRAGGE (Electricity Hookeups Included)	
<u>Spragge Rink ICE (Winter Season)</u>	
Public Skaters/All skaters	\$0.00
Hockey Team Ice Rental - Anytime between 12:00am - 9:00am	\$25.00/per hour + HST
Hockey Team Ice Rental - Anytime between 9:00am - 11:59pm	\$50.00/per hour + HST
<u>Spragge Rink FLOOR (when there is No ice)</u>	
Rental of Spragge Rink (NO ICE) for Non-Profit Organizations	\$55.00/day + HST
Rental of Spragge Rink (NO ICE) for Private/Residential/Commercial Groups	\$55.00/day + HST
Non Residents Surcharge	\$51.00/day + HST

BUILDING	
New Constructions, including additions & renovations	\$10.00 for each \$1,000.00 in value Plus \$50.00 Administration Fee
Pool (above-ground / in-ground)	\$100.00
Demolitions	\$50.00
Moving Permits	\$100.00
Renewal Permits	25% of original building permit amount

7d



November 7, 2025

Meeting of November 19, 2025

Council Report

SUBJECT: Future NORDS project

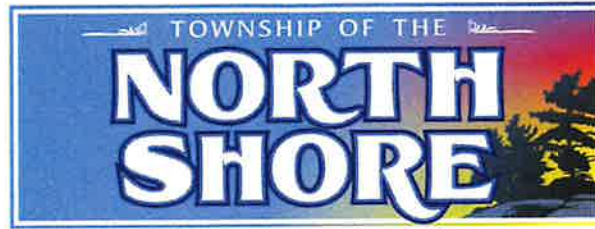
RECOMMENDATION: That Council direct Staff obtain prices for comfort stations that can be used with the cement tanks already at recreational areas.

On November 5, 2025, a meeting was held to review the status of the Township's NORDS funding. The status of the Lauzon Village Road Culvert Replacement and the Riverview Road Engineering and Culvert Replacement was reviewed. As well, previously, the past five years' capital expenditures were examined for possible inclusion in the NORDS funding program.

Initially, the review of previous programs was done with the notion that roads, bridges and water projects qualify under the program. During the meeting information was received that projects that support the comfort/recreational pursuits of those working in the supported industries could also qualify. This opened up a portion of the funding for the previously NOHFC funded program for improvements at the Pater and Causeway Boat Launch. With these projects accounted for, there appears to be \$27,745.52 remaining in the NORDS program.

Another revelation from this meeting was that while the funds need to be spent by the end of March, the projects themselves could be finished as late as September 30, 2026. From this, an idea is to use the cement tanks that are present in three of our recreational areas and install more permanent washrooms. The remaining funding should cover most of the cost of the shelters which could be installed after March 31st.

Prepared and Submitted by: Craig Davidson, Interim Treasurer



November 9

Meeting of November 19, 2025

Council Report

SUBJECT: Variance Report – to end of October

RECOMMENDATION: That Council receive the Variance report to the end of October report for Information.

A budgetary control and a year-end projection are attached to and form part of this report. For Council's information, as of this report, the year is 83% completed.

While policy requires a quarterly variance report, the requirement is for quarterly variance reports, monthly reports for the last few months allows Council to see how the year is being rounded out.

The majority of operating grants expected for 2025 have been received.

The projection for the year end continues to show a small operating surplus which would be transferred to Capital Reserves as per Municipal Policy.

Township of the North Shore
Year End Projection
Based on Variance Report for October 2025

Surplus on Variance Report \$ 463,862

Operating Revenue

Penalties and Interest	\$	5,000	
Leases	\$	1,300	
Municipal Fees	\$	3,000	
Landfill and Commercial Bins	\$	3,000	
Recreation Grants	\$	<u>2,000</u>	\$ 14,300

Operating Expenses

Payroll	\$	58,000	
Professional Services	\$	25,000	
PUC Services	\$	24,188	
Collection Fees	\$	16,800	
Policing	\$	29,790	
DSSAB	\$	85,704	
MPAC	\$	4,628	
Landfill Monitoring	\$	72,000	
Audit	\$	50,000	
Emergency Management	\$	3,500	
Phone, Heat and Utilities	\$	15,700	
Legal Costs	\$	19,700	
Equipment	\$	12,000	
Materials and Supplies	\$	<u>35,800</u>	\$ 452,810

Estimated Year End Balance \$ 25,352

Date Printed
11/09/2025 1:16 PM

Budgetary Control
For the Period 01/01/2025 - 10/31/2025
Cash Budget

Page 1

Account #/Description	Current	Year to Date	Budget	Variance	%
Taxation					
1-4-1000-2000 - Taxation Revenue - RT	0.00	1,056,356.96	1,044,295.00	12,061.96	1.16
1-4-1000-2020 - Taxation Revenue - TT	0.00	1,620.17	1,618.00	2.17	0.13
1-4-1000-2030 - Taxation Revenue - MT	0.00	4,577.39	4,577.00	0.39	0.01
1-4-1000-2100 - Taxation Revenue - CT	0.00	48,478.75	48,479.00	-0.25	0.00
1-4-1000-2110 - Taxation Revenue - CU	0.00	230.40	230.00	0.40	0.17
1-4-1000-2120 - Taxation Revenue - CX	0.00	12,827.25	13,217.00	-389.75	-2.95
1-4-1000-2300 - Taxation Revenue - IT	0.00	27,609.32	27,610.00	-0.68	0.00
1-4-1000-2310 - Taxation Revenue - IH	0.00	5,283.44	5,283.00	0.44	0.01
1-4-1000-2320 - Taxation Revenue - IU	0.00	1,265.94	1,266.00	-0.06	0.00
1-4-1000-2330 - Taxation Revenue - IX	0.00	1,352.41	1,352.00	0.41	0.03
1-4-1000-2400 - Taxation Revenue - VT	0.00	3,047.62	3,048.00	-0.38	-0.01
1-4-1000-3000 - Taxation Revenue - RG	0.00	11,703.95	11,704.00	-0.05	0.00
1-4-1000-3010 - Taxation Revenue - RP	0.00	812.41	812.00	0.41	0.05
1-4-1000-3100 - Taxation Revenue - CF	0.00	1,916.91	1,917.00	-0.09	0.00
1-4-1000-3110 - Taxation Revenue - CP	0.00	2,402.96	2,403.00	-0.04	0.00
1-4-1000-3120 - Taxation Revenue - CG	0.00	11,989.22	11,989.00	0.22	0.00
1-4-1000-3200 - Taxation Revenue - HF	0.00	242.17	242.00	0.17	0.07
1-4-1000-3310 - Taxation Revenue - IP	0.00	23,042.16	23,042.00	0.16	0.00
1-4-1000-3320 - Taxation Revenue - IK	0.00	147.44	147.00	0.44	0.30
1-4-1000-3330 - Taxation Revenue - IQ	0.00	298.20	298.00	0.20	0.07
1-4-1000-4000 - PIL - Railway	0.00	18,096.10	18,000.00	96.10	0.53
1-4-1000-4100 - PIL - Power Plant	0.00	121,047.01	121,047.00	0.01	0.00
Total Taxation:	0.00	1,354,348.18	1,342,576.00	11,772.18	0.88
Grants					
1-4-1200-2500 - OMPF Funding	188,200.00	376,400.00	376,400.00	0.00	0.00
Total Grants:	188,200.00	376,400.00	376,400.00	0.00	0.00
Admin					
1-4-1200-4100 - Admin - Trailer Licence Fees	0.00	6,750.00	3,000.00	3,750.00	125.00
1-4-1200-4200 - Admin - Tax Certificates	60.00	720.00	1,000.00	-280.00	-28.00
1-4-1200-4300 - Admin - Misc Sales	0.00	0.00	50.00	-50.00	-100.00
1-4-1200-4400 - Admin - Leases	647.64	7,572.62	7,474.00	98.62	1.32
1-4-1200-5000 - Penalties and Interest on Taxation	3,795.26	30,057.52	15,000.00	15,057.52	100.38
1-4-1200-6000 - Admin - Misc Revenue	144.50	6,476.90	3,500.00	2,976.90	85.05
1-4-1200-7000 - Sale of Capital Assets	1,800.00	4,400.00	0.00	4,400.00	0.00

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Total Admin:	6,447.40	55,977.04	30,024.00	25,953.04	86.44
Fire					
1-4-2000-4000 - Fire - User Fees - Dispatch	0.00	0.00	2,400.00	-2,400.00	-100.00
1-4-2000-6000 - Fire - Misc Revenue	20.00	460.00	200.00	260.00	130.00
Total Fire:	20.00	460.00	2,600.00	-2,140.00	-82.31
CBO					
1-4-2100-4000 - CBO - Building Permits	430.00	10,880.00	16,000.00	-5,120.00	-32.00
1-4-2100-4100 - CBO - Compliance Certificates	0.00	60.00	100.00	-40.00	-40.00
Total CBO:	430.00	10,940.00	16,100.00	-5,160.00	-32.05
BLEO					
1-4-2200-6000 - BLEO - Misc Revenue	0.00	970.00	900.00	70.00	7.78
Total BLEO:	0.00	970.00	900.00	70.00	7.78
Policing					
1-4-2500-6000 - POL - share of POA	577.55	577.55	1,023.00	-445.45	-43.54
1-4-2500-6100 - POL - Share of Det Revenues	0.00	378.77	0.00	378.77	0.00
Total Policing:	577.55	956.32	1,023.00	-66.68	-6.52
Public Works					
1-4-3000-6000 - PW - Misc Revenue	0.00	0.00	200.00	-200.00	-100.00
Total Public Works:	0.00	0.00	200.00	-200.00	-100.00
Landfill					
1-4-4000-4000 - LF - Tipping Fees	0.00	2,070.00	8,800.00	-6,730.00	-76.48
1-4-4000-4100 - LF - Commercial Bins	0.00	8,196.84	8,200.00	-3.16	-0.04
Total Landfill:	0.00	10,266.84	17,000.00	-6,733.16	-39.61
Cemetery					
1-4-5000-4000 - CEM - Plot Sales	0.00	1,200.00	1,000.00	200.00	20.00
1-4-5000-6000 - CEM - Misc Revenue	335.00	835.00	500.00	335.00	67.00
Total Cemetery:	335.00	2,035.00	1,500.00	535.00	35.67
Recreation					
1-4-7000-1000 - REC - Federal Grants	2,403.00	2,408.00	6,300.00	-3,892.00	-61.78
1-4-7000-2000 - REC - Provincial Grants	0.00	0.00	2,007.00	-2,007.00	-100.00

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1-4-7000-6000 - REC - Misc Revenue	0.00	1,800.00	0.00	1,800.00	0.00
1-4-7000-6100 - REC - Committee Revenue	0.00	0.00	3,000.00	-3,000.00	-100.00
Total Recreation:	2,403.00	4,208.00	11,307.00	-7,099.00	-62.78
Planning and Development					
1-4-8000-6000 - INFO - Rental	0.00	0.00	6,000.00	-6,000.00	-100.00
1-4-8000-6100 - INFO - Recoveries	1,300.00	1,300.00	2,500.00	-1,200.00	-48.00
Total Planning and Development:	1,300.00	1,300.00	8,500.00	-7,200.00	-84.71
Serpent River Water					
1-4-9000-4000 - SRW - Water Fees	0.00	47,293.81	50,069.00	-2,775.19	-5.54
1-4-9000-4100 - SRW - Connection Fees	60.00	240.00	60.00	180.00	300.00
Total Serpent River Water:	60.00	47,533.81	50,129.00	-2,595.19	-5.18
Pronto East Waterworks					
1-4-9500-4000 - PEW - Water Fees	0.00	28,247.87	28,251.00	-3.13	-0.01
1-4-9750-4000 - PEW - Sewer Fees	0.00	7,561.81	7,563.00	-1.19	-0.02
Total Pronto East Waterworks:	0.00	35,809.68	35,814.00	-4.32	-0.01
Revenue					
2-4-1000-1000 - Capital Federal Funding	0.00	22,994.37	111,495.00	-88,500.63	-79.38
2-4-1000-2000 - Capital Provincial Funding	0.00	81,165.67	345,505.00	-264,339.33	-76.51
Total Revenue:	0.00	104,160.04	457,000.00	-352,839.96	-77.21
Revenue Totals:	199,772.95	2,005,364.91	2,351,073.00	-345,708.09	-14.70
Council					
1-5-1100-1010 - Council - Honourariums	7,301.74	50,495.59	64,000.00	13,504.41	21.10
1-5-1100-1110 - Council - Benefits	685.92	4,661.69	7,500.00	2,838.31	37.84
1-5-1100-1200 - Council - Travel	0.00	0.00	1,000.00	1,000.00	100.00
1-5-1100-1300 - Council - Seminars and Workshops	0.00	0.00	1,500.00	1,500.00	100.00
1-5-1100-1320 - Council - Memberships	0.00	1,316.12	1,800.00	483.88	26.88
1-5-1100-2050 - Council - Communications	108.94	1,331.42	2,000.00	668.58	33.43
1-5-1100-2130 - Council - Computer Expenses	0.00	559.87	200.00	-359.87	-179.94
1-5-1100-2210 - Council - Legal Expenses	12,505.00	28,059.83	10,000.00	-18,059.83	-180.60
1-5-1100-2215 - Council - Integrity Commissioner	788.64	18,507.04	15,000.00	-3,507.04	-23.38
1-5-1100-5050 - Council - Election Costs	0.00	1,019.34	0.00	-1,019.34	0.00
1-5-1100-6000 - Council - Donations	0.00	1,000.00	1,000.00	0.00	0.00

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1-5-1100-6100 - Council - Misc Expenses	0.00	0.00	400.00	400.00	100.00
1-5-1100-7000 - Council - To/From Reserves	0.00	4,000.00	4,000.00	0.00	0.00
Total Council:	21,390.24	110,950.90	108,400.00	-2,550.90	-2.35

Administration

1-5-1200-1010 - ADMIN - Wages	19,149.64	114,402.90	176,000.00	61,597.10	35.00
1-5-1200-1110 - ADMIN - Benefits	4,515.59	25,103.33	49,400.00	24,296.67	49.18
1-5-1200-1115 - ADMIN - Consultants	7,352.16	67,059.84	42,000.00	-25,059.84	-59.67
1-5-1200-1150 - ADMIN - Professional Services	0.00	0.00	4,000.00	4,000.00	100.00
1-5-1200-1200 - ADMIN - Travel	0.00	291.48	2,000.00	1,708.52	85.43
1-5-1200-1205 - ADMIN - Janitorial Services	0.00	0.00	100.00	100.00	100.00
1-5-1200-1300 - ADMIN - Seminars and Workshops	375.49	1,226.48	5,000.00	3,773.52	75.47
1-5-1200-1320 - ADMIN - Memberships	0.00	801.87	1,800.00	998.13	55.45
1-5-1200-2010 - ADMIN - Material and Supplies	-647.64	-566.09	2,000.00	2,566.09	128.30
1-5-1200-2024 - ADMIN - Heat	0.00	2,475.11	3,000.00	524.89	17.50
1-5-1200-2030 - ADMIN - Hydro	0.00	5,408.06	7,500.00	2,091.94	27.89
1-5-1200-2045 - ADMIN - Janitorial Supplies	0.00	364.07	600.00	235.93	39.32
1-5-1200-2050 - ADMIN - Communications	878.34	8,298.30	10,000.00	1,701.70	17.02
1-5-1200-2100 - ADMIN - Postage	66.28	1,865.17	3,000.00	1,134.83	37.83
1-5-1200-2110 - ADMIN - Subscriptions	0.00	0.00	250.00	250.00	100.00
1-5-1200-2120 - ADMIN - Office Supplies	0.00	1,079.23	2,000.00	920.77	46.04
1-5-1200-2130 - ADMIN - Computer Expenses	754.45	6,488.86	12,000.00	5,511.14	45.93
1-5-1200-2140 - ADMIN - Copier Costs	726.59	3,413.28	4,500.00	1,086.72	24.15
1-5-1200-2210 - ADMIN - Legal Fees	0.00	0.00	7,500.00	7,500.00	100.00
1-5-1200-2300 - ADMIN - Advertising	0.00	711.30	1,500.00	788.70	52.58
1-5-1200-2400 - ADMIN - Repairs and Maintenance	2,020.26	4,749.95	3,000.00	-1,749.95	-58.33
1-5-1200-4020 - ADMIN - Insurance	12,117.91	46,514.35	44,207.00	-2,307.35	-5.22
1-5-1200-4025 - ADMIN - Audit	1,068.48	1,068.48	23,000.00	21,931.52	95.35
1-5-1200-4030 - ADMIN - Licenses and Permits	0.00	0.00	1,000.00	1,000.00	100.00
1-5-1200-5000 - ADMIN - ST Interest Costs	0.00	185.02	0.00	-185.02	0.00
1-5-1200-5100 - ADMIN - Bank Charges	-230.72	2,433.41	2,000.00	-433.41	-21.67
1-5-1200-5200 - ADMIN - Cash Rounding	-0.04	-0.04	0.00	0.04	0.00
1-5-1200-5300 - ADMIN - Taxes Written Off	0.00	601.67	3,000.00	2,398.33	79.94
1-5-1200-5500 - ADMIN - Payments in Lieu	0.00	0.00	2,500.00	2,500.00	100.00
1-5-1200-5600 - ADMIN - Mining Land Taxes	0.00	917.70	1,000.00	82.30	8.23
1-5-1200-6000 - ADMIN - Misc Expenses	-1,762.73	-967.13	1,000.00	1,967.13	196.71
1-5-1200-6100 - ADMIN - Assessment Services	4,628.00	13,884.00	18,512.00	4,628.00	25.00
1-5-1200-7000 - ADMIN - To/From Reserves	0.00	30,147.00	30,147.00	0.00	0.00

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Total Administration:	51,012.06	337,957.60	463,516.00	125,558.40	27.09
Fire Services					
1-5-2000-1010 - FD - Wages/Honourariums	0.00	8,242.39	34,500.00	26,257.61	76.11
1-5-2000-1110 - FD - Benefits	708.64	708.64	7,000.00	6,291.36	89.88
1-5-2000-1300 - FD - Seminars and Workshops	0.00	137.61	5,500.00	5,362.39	97.50
1-5-2000-1320 - FD - Memberships	0.00	429.84	500.00	70.16	14.03
1-5-2000-1325 - FD - Dispatch	31.88	4,306.24	3,600.00	-706.24	-19.62
1-5-2000-2000 - FD - Travel	0.00	0.00	500.00	500.00	100.00
1-5-2000-2010 - FD - Materials and Supplies	694.93	2,460.66	2,500.00	39.34	1.57
1-5-2000-2120 - FD - Office Supplies	0.00	0.00	100.00	100.00	100.00
1-5-2000-2130 - FD - Computer Expenses	0.00	0.00	1,500.00	1,500.00	100.00
1-5-2000-2400 - FD - Repairs and Maintenance	0.00	0.00	1,500.00	1,500.00	100.00
1-5-2000-2450 - FD - Protective Equipment	0.00	2,570.29	3,000.00	429.71	14.32
1-5-2000-4020 - FD - Insurance	6,828.85	24,468.21	24,912.00	443.79	1.78
1-5-2000-6000 - FD - Misc Expenses	0.00	352.45	1,500.00	1,147.55	76.50
1-5-2000-6100 - FD - Forest Fire Management	0.00	1,755.53	1,800.00	44.47	2.47
1-5-2000-6200 - FD - Fire Prevention	0.00	0.00	500.00	500.00	100.00
1-5-2000-7000 - FD - To/From Reserves	0.00	5,000.00	5,000.00	0.00	0.00
1-5-2010-2024 - FD - AM Hall Heat	76.32	611.29	3,000.00	2,388.71	79.62
1-5-2010-2030 - FD - AM Hall Hydro	0.00	3,022.56	2,000.00	-1,022.56	-51.13
1-5-2010-2050 - FD - AM Hall Communications	94.17	762.02	1,400.00	637.98	45.57
1-5-2010-2400 - FD AM Hall Maintenance	0.00	0.00	250.00	250.00	100.00
1-5-2020-2024 - FD - SR Hall Heat	0.00	1,685.53	3,000.00	1,314.47	43.82
1-5-2020-2030 - FD - SR Hall Hydro	0.00	2,559.24	2,000.00	-559.24	-27.96
1-5-2020-2040 - FD - SR Hall Water and Sewer	0.00	1,248.85	1,500.00	251.15	16.74
1-5-2020-2050 - FD - SR Hall Communications	118.00	1,974.24	1,400.00	-574.24	-41.02
1-5-2030-2400 - FD - 92 International Supplies	0.00	1,527.61	2,500.00	972.39	38.90
1-5-2040-2400 - FD - 2005 Pumper Supplies	728.09	1,238.06	2,400.00	1,161.94	48.41
1-5-2060-2400 - FD - F700 Rapid Attack	1,806.17	1,806.17	2,400.00	593.83	24.74
Total Fire Services:	11,087.05	66,867.43	115,762.00	48,894.57	42.24
Building Inspection Services					
1-5-2100-1150 - CBO - Contract Professional	0.00	9,693.16	16,000.00	6,306.84	39.42
Total Building Inspection Services:	0.00	9,693.16	16,000.00	6,306.84	39.42
By-Law Enforcement Services					
1-5-2200-1010 - BLEO - Wages	0.00	3,850.00	8,000.00	4,150.00	51.88

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1-5-2200-1110 - BLEO - Benefits	45.26	328.28	1,000.00	671.72	67.17
1-5-2200-1200 - BLEO - Travel	0.00	0.00	500.00	500.00	100.00
1-5-2200-1300 - BLEO - Seminars and Workshops	0.00	0.00	500.00	500.00	100.00
1-5-2200-2010 - BLEO - Materials and Supplies	0.00	0.00	500.00	500.00	100.00
Total By-Law Enforcement Services:	<u>45.26</u>	<u>4,178.28</u>	<u>10,500.00</u>	<u>6,321.72</u>	<u>60.21</u>
Emergency Management					
1-5-2400-1150 - CEMC - Professional Services	3,180.00	9,540.00	13,000.00	3,460.00	26.62
1-5-2400-2050 - CEMC - Communications	0.00	453.34	500.00	46.66	9.33
Total Emergency Management:	<u>3,180.00</u>	<u>9,993.34</u>	<u>13,500.00</u>	<u>3,506.66</u>	<u>25.98</u>
Policing					
1-5-2500-6100 - Policing Contract	9,930.00	89,758.10	119,165.00	29,406.90	24.68
1-5-2500-6200 - POL - Police Services Board Transfer	0.00	2,948.00	2,948.00	0.00	0.00
Total Policing:	<u>9,930.00</u>	<u>92,706.10</u>	<u>122,113.00</u>	<u>29,406.90</u>	<u>24.08</u>
Public Works - Roads					
1-5-3000-1010 - PW - Wages	2,629.94	38,939.47	55,000.00	16,060.53	29.20
1-5-3000-1110 - PW - Benefits	1,288.02	11,210.88	14,500.00	3,289.12	22.68
1-5-3000-1300 - PW - Seminars/Workshops	0.00	167.90	1,000.00	832.10	83.21
1-5-3000-1320 - PW - Memberships	0.00	651.28	1,000.00	348.72	34.87
1-5-3000-2010 - PW - Materials and Supplies	348.94	1,490.49	4,500.00	3,009.51	66.88
1-5-3000-2024 - PW - Propane	0.00	2,028.52	2,500.00	471.48	18.86
1-5-3000-2030 - PW - Hydro	73.09	1,325.76	1,500.00	174.24	11.62
1-5-3000-2120 - PW - Office Supplies	0.00	94.08	0.00	-94.08	0.00
1-5-3000-2300 - PW - Advertising	0.00	55.49	0.00	-55.49	0.00
1-5-3000-2400 - PW - Repairs and Maintenance	0.00	393.86	3,500.00	3,106.14	88.75
1-5-3000-4020 - PW - Insurance	2,584.39	8,958.95	9,428.00	469.05	4.98
1-5-3000-4030 - PW - Licenses and Permits	0.00	4,154.50	1,800.00	-2,354.50	-130.81
1-5-3000-6000 - PW - Misc Expenses	0.00	484.12	1,000.00	515.88	51.59
1-5-3000-7000 - PW - To/from Reserves	0.00	0.00	-18,397.00	-18,397.00	-100.00
1-5-3000-8000 - PW - LTD Principal	1,483.23	14,522.94	0.00	-14,522.94	0.00
1-5-3000-8100 - PW - LTD Interest	190.95	2,218.86	18,397.00	16,178.14	87.94
1-5-3100-2010 - PW - Bridges and Culverts	100.00	3,764.93	2,500.00	-1,264.93	-50.60
1-5-3200-2010 - PW - Ditching	0.00	0.00	3,000.00	3,000.00	100.00
1-5-3210-2010 - PW - Grass and Weeds	0.00	1,623.51	0.00	-1,623.51	0.00
1-5-3220-2010 - PW - Shoulder Maintenance	0.00	186.68	1,000.00	813.32	81.33
1-5-3300-2010 - PW - Hardtop Patching	0.00	734.30	4,000.00	3,265.70	81.64

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1-5-3310-2010 - PW - Sweeping	0.00	0.00	1,500.00	1,500.00	100.00
1-5-3410-2010 - PW - Grading	0.00	0.00	1,000.00	1,000.00	100.00
1-5-3500-2010 - PW - Snowplowing	0.00	3,154.56	0.00	-3,154.56	0.00
1-5-3510-2010 - PW - Sanding/Salting	0.00	3,918.58	12,000.00	8,081.42	67.35
1-5-3520-2010 - PW - Culvert Thawing	0.00	0.00	1,000.00	1,000.00	100.00
1-5-3600-2010 - PW - Signals and Safety Devices	0.00	927.04	500.00	-427.04	-85.41
1-5-3700-2010 - PW - Plow Truck	0.00	14,252.98	10,000.00	-4,252.98	-42.53
1-5-3710-2010 - PW - GMC 3500	385.86	10,414.32	10,000.00	-414.32	-4.14
1-5-3720-2010 - PW - Dodge Ram	295.21	3,489.15	1,000.00	-2,489.15	-248.92
1-5-3730-2010 - PW - John Deere Backhoe	0.00	4,088.76	3,500.00	-588.76	-16.82
Total Public Works - Roads:	<u>9,379.63</u>	<u>133,251.91</u>	<u>146,728.00</u>	<u>13,476.09</u>	<u>9.18</u>
Streetlights					
1-5-3800-2030 - Streetlight - Hydro	324.41	2,959.76	4,000.00	1,040.24	26.01
1-5-3800-2400 - Streetlight - Maintenance	0.00	0.00	3,000.00	3,000.00	100.00
Total Streetlights:	<u>324.41</u>	<u>2,959.76</u>	<u>7,000.00</u>	<u>4,040.24</u>	<u>57.72</u>
Landfill					
1-5-4000-1010 - LF - Wages	2,121.96	17,615.18	13,000.00	-4,615.18	-35.50
1-5-4000-1110 - LF - Benefits	296.45	1,978.73	2,600.00	621.27	23.90
1-5-4000-1240 - LF - Garbage Collection	3,217.55	29,376.23	42,775.00	13,398.77	31.32
1-5-4000-1245 - LF - Commercial Bins	1,018.71	8,816.42	12,225.00	3,408.58	27.88
1-5-4000-1250 - LF - Cover and Compaction	0.00	5,757.58	5,000.00	-757.58	-15.15
1-5-4000-1300 - LF - Seminars and Workshops	0.00	61.06	500.00	438.94	87.79
1-5-4000-2010 - LF - Materials and Supplies	30.55	468.87	1,000.00	531.13	53.11
1-5-4000-2030 - LF - Hydro	0.00	364.03	800.00	435.97	54.50
1-5-4000-2310 - LF - Recycling	0.00	0.00	1,000.00	1,000.00	100.00
1-5-4000-2320 - LF - Monitoring	0.00	0.00	71,528.00	71,528.00	100.00
1-5-4000-2400 - LF - Repairs and Maintenance	0.00	0.00	1,000.00	1,000.00	100.00
1-5-4000-4020 - LF - Insurance	1,838.79	6,827.71	6,708.00	-119.71	-1.78
1-5-4000-4500 - LF - Building and Lot Maintenance	0.00	769.56	2,000.00	1,230.44	61.52
1-5-4000-6000 - LF - Misc Expense	0.00	669.55	100.00	-569.55	-569.55
1-5-4000-7000 - LF - To/From Reserves	0.00	20,000.00	-19,991.00	-39,991.00	-200.05
1-5-4000-8000 - LF - LTD Principal	3,628.73	35,958.28	0.00	-35,958.28	0.00
1-5-4000-8100 - LF - LTD Interest	72.00	1,049.00	39,991.00	38,942.00	97.38
1-5-4100-2400 - LF - Dozer Maitnenace	143.45	1,233.97	3,500.00	2,266.03	64.74
Total Landfill:	<u>12,368.19</u>	<u>130,946.17</u>	<u>183,736.00</u>	<u>52,789.83</u>	<u>28.73</u>

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Account #/Description	Current	Year to Date	Budget	Variance	%
Cemetery					
1-5-5000-2010 - CEM - Materials and Supplies	0.00	122.11	500.00	377.89	75.58
1-5-5000-2400 - CEM - Repairs and Maintenance	0.00	1,390.34	2,000.00	609.66	30.48
1-5-5000-4020 - CEM - Insurance	286.45	992.77	1,045.00	52.23	5.00
1-5-5000-6000 - CEM - Misc Expense	787.40	787.40	300.00	-487.40	-162.47
Total Cemetery:	<u>1,073.85</u>	<u>3,292.62</u>	<u>3,845.00</u>	<u>552.38</u>	<u>14.37</u>
Social and Health					
1-5-5100-6100 - DSSAB Levy	28,873.92	260,782.78	346,487.00	85,704.22	24.74
1-5-5200-6100 - Public Health Levy	6,202.50	24,810.00	24,810.00	0.00	0.00
1-5-5200-6200 - Doctor Recruitment Levy	0.00	6,005.00	6,005.00	0.00	0.00
Total Social and Health:	<u>35,076.42</u>	<u>291,597.78</u>	<u>377,302.00</u>	<u>85,704.22</u>	<u>22.72</u>
Recreation					
1-5-7000-1010 - REC - Wages	3,287.43	32,610.29	55,000.00	22,389.71	40.71
1-5-7000-1110 - REC - Benefits	649.63	6,506.86	14,500.00	7,993.14	55.13
1-5-7000-1300 - REC - Seminars and Workshops	0.00	0.00	500.00	500.00	100.00
1-5-7000-1320 - REC - Memberships	0.00	500.00	0.00	-500.00	0.00
1-5-7000-2010 - REC - Materials and Supplies	0.00	326.78	2,000.00	1,673.22	83.66
1-5-7000-2030 - REC - Hydro	87.27	2,002.41	3,000.00	997.59	33.25
1-5-7000-2050 - REC - Communications	0.00	453.84	700.00	246.16	35.17
1-5-7000-2080 - REC - Vehicles	0.00	0.00	3,500.00	3,500.00	100.00
1-5-7000-2120 - REC - Office Supplies	0.00	0.00	50.00	50.00	100.00
1-5-7000-2300 - REC - Advertising	0.00	151.32	350.00	198.68	56.77
1-5-7000-2400 - REC - Repairs and Maintenance	1,524.46	1,524.46	2,000.00	475.54	23.78
1-5-7000-4020 - REC - Insurance	4,299.38	14,903.56	15,684.00	780.44	4.98
1-5-7000-6000 - REC - Misc Expense	0.00	83.44	1,200.00	1,116.56	93.05
1-5-7000-6100 - REC - Committee Expenses	0.00	4,571.55	4,000.00	-571.55	-14.29
1-5-7000-6500 - Library Contribution	0.00	0.00	2,007.00	2,007.00	100.00
1-5-7200-2400 - Parks Maintenance	631.09	7,048.16	5,000.00	-2,048.16	-40.96
1-5-7300-2400 - Trails Maintenance	814.08	814.08	0.00	-814.08	0.00
1-5-7400-2400 - Docks Maintenance	0.00	412.42	1,000.00	587.58	58.76
Total Recreation:	<u>11,293.34</u>	<u>71,909.17</u>	<u>110,491.00</u>	<u>38,581.83</u>	<u>34.92</u>
Planning and Development					
1-5-8000-1150 - PLN - Professional Fees	0.00	3,267.93	14,000.00	10,732.07	76.66
1-5-8000-1320 - PLN - Memberships	0.00	506.16	0.00	-506.16	0.00

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Account #/Description	Current	Year to Date	Budget	Variance	%
1-5-8000-7000 - PLN - To/From Reserves	0.00	0.00	-10,000.00	-10,000.00	-100.00
1-5-8100-2300 - INFO- Hydro	26.78	1,560.71	2,500.00	939.29	37.57
1-5-8100-2400 - INFO - Repairs and Maintenance	0.00	0.00	760.00	760.00	100.00
1-5-8100-4020 - INFO - Insurance	1,436.38	4,979.42	5,240.00	260.58	4.97
Total Planning and Development:	1,463.16	10,314.22	12,500.00	2,185.78	17.49
Serpent River Water					
1-5-9000-1260 - SRW - Plant Operations	4,837.34	48,088.84	57,764.00	9,675.16	16.75
1-5-9000-1300 - SRW - Seminars and Workshops	0.00	0.00	500.00	500.00	100.00
1-5-9000-2010 - SRW - Materials and Supplies	0.00	20.78	100.00	79.22	79.22
1-5-9000-2024 - SRW - Propane	0.00	291.41	250.00	-41.41	-16.56
1-5-9000-2050 - SRW - Communications	0.00	912.98	1,500.00	587.02	39.13
1-5-9000-2165 - SRW - Pipes and Connections	0.00	5,334.29	5,000.00	-334.29	-6.69
1-5-9000-2300 - SRW - Hydro	0.00	10,585.18	17,500.00	6,914.82	39.51
1-5-9000-2400 - SRW - Repairs and Maintenance	0.00	75.96	800.00	724.04	90.50
1-5-9000-4020 - SRW - Insurance	1,136.77	3,939.21	4,147.00	207.79	5.01
1-5-9000-5100 - SRW - Bank Charges	0.00	0.00	1,200.00	1,200.00	100.00
1-5-9000-6000 - SRW - Misc Expenses	0.00	2,766.42	600.00	-2,166.42	-361.07
Total Serpent River Water:	5,974.11	72,015.07	89,361.00	17,345.93	19.41
Pronto East Waterworks					
1-5-9500-1010 - PEW - Wages	657.48	657.48	0.00	-657.48	0.00
1-5-9500-1110 - PEW - Benefits	129.92	129.92	0.00	-129.92	0.00
1-5-9500-1260 - PEW - Plant Operations	5,514.58	54,821.41	65,851.00	11,029.59	16.75
1-5-9500-1300 - PEW - Seminars and Workshops	0.00	0.00	500.00	500.00	100.00
1-5-9500-2024 - PEW - Propane	0.00	218.13	380.00	161.87	42.60
1-5-9500-2050 - PEW - Communications	181.35	1,542.40	2,800.00	1,257.60	44.91
1-5-9500-2165 - PEW - Pipes and Connections	0.00	0.00	2,000.00	2,000.00	100.00
1-5-9500-2300 - PEW - Hydro	635.18	6,870.36	12,000.00	5,129.64	42.75
1-5-9500-2400 - PEW - Repairs and Maintenance	0.00	0.00	500.00	500.00	100.00
1-5-9500-4020 - PEW - Insurance	1,396.09	4,839.41	5,093.00	253.59	4.98
1-5-9500-5100 - PEW - Bank Charges	0.00	0.00	1,200.00	1,200.00	100.00
1-5-9500-6000 - PEW - Misc Expenses	0.00	407.04	2,200.00	1,792.96	81.50
1-5-9750-1260 - PEW - Sewer Operations	1,741.44	17,312.00	20,795.00	3,483.00	16.75
Total Pronto East Waterworks:	10,256.04	86,798.15	113,319.00	26,520.85	23.40
Expense and Transfers					
2-5-1200-7000 - ADMIN - To/From Reserves	0.00	-38,768.05	-53,000.00	-14,231.95	-26.85

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Account #/Description	Current	Year to Date	Budget	Variance	%
2-5-1200-8000 - ADMIN - Capital Expenses	1,842.61	40,610.66	68,000.00	27,389.34	40.28
2-5-2000-7000 - FD - To/From Reserves	0.00	-10,998.22	-12,000.00	-1,001.78	-8.35
2-5-2000-8000 - FD - Capital Expenses	0.00	10,998.22	12,000.00	1,001.78	8.35
2-5-3000-7000 - PW - To/from Reserves	0.00	-2,087.68	-18,000.00	-15,912.32	-88.40
2-5-3000-8000 - PW - Capital Expenses	0.00	62,887.68	245,500.00	182,612.32	74.38
2-5-4000-7000 - LF - To/From Reserves	0.00	-20,674.88	-20,000.00	674.88	3.37
2-5-4000-8000 - LF - Capital Expense	0.00	59,950.80	60,000.00	49.20	0.08
2-5-5000-7000 - CEM - Trans To/From Reserves	0.00	-3,001.92	-13,000.00	-9,998.08	-76.91
2-5-5000-8000 - CEM - Capital Expense	0.00	6,003.84	20,500.00	14,496.16	70.71
2-5-7000-7000 - REC - To/From Reserves	0.00	-157.52	-4,000.00	-3,842.48	-96.06
2-5-7000-8000 - REC - Capital Expense	0.00	157.52	24,000.00	23,842.48	99.34
2-5-9000-8000 - SRW - Capital Expenses	0.00	1,082.20	84,000.00	82,917.80	98.71
2-5-9500-8000 - PEW - Capital Expenses	0.00	68.69	63,000.00	62,931.31	99.89
Total Expense and Transfers:	<u>1,842.61</u>	<u>106,071.34</u>	<u>457,000.00</u>	<u>350,928.66</u>	<u>76.79</u>
Expenditure Totals:	<u>185,696.37</u>	<u>1,541,503.00</u>	<u>2,351,073.00</u>	<u>809,570.00</u>	<u>34.43</u>
 Total Net Surplus/Deficit:	 <u>14,076.58</u>	 <u>463,861.91</u>	 <u>0.00</u>	 <u>463,861.91</u>	 <u>0.00</u>

Accounts Printed: 257



November 7, 2025

Meeting of November 19, 2025

Council Report

**SUBJECT: COUNCIL TRAINING SEMINAR OPPORTUNITY –
“Essentials of Municipal Fire Protection – A Decision Maker’s
Guide”**

RECOMMENDATION: That Council receive the staff report as presented for consideration, and that Council direct staff to confirm with the Office of the Ontario Fire Marshal a chosen date and time that will work for all five members of Council of the Township of The North Shore to participate in the “Essentials of Municipal Fire Protection – A Decision Maker’s Guide” seminar.

On November 6th, 2025, the Township of The North Shore’s Fire Protection Advisor of the Office of the Fire Marshall (OFM) and Emergency Management attended Fire Station #2 in Serpent River to meet with members of the Fire Department.

During this visit, it was explained that the OFM is again providing dates for Municipal Councils and staff to attend their “Essentials of Municipal Fire Protection – A Decision Maker’s guide” seminar. The OFM is willing to travel to and hold this seminar in the Township of The North Shore Council Chambers, and will accommodate those who are unable to make it in person by holding the meeting in a hybrid setting, allowing participation and communication virtually.

The 3-hour seminar will highlight the fundamentals of fire protection services related to:

- Roles and responsibilities
- Fire protection service delivery options
- Risk management
- Core services
- OFM services and tools to support fire protection services.

The seminar addresses the following questions with respect to Fire Service and Municipal Leaders:

- What are they responsible and accountable for?
- To whom are they responsible and accountable?
- What do they need to know?
- How do they demonstrate due diligence?
- Where can they find additional information and resources?

The following dates and times (10 Options) are being proposed for this seminar. Please review and select the Option that works best for everyone – please note that an extra hour has been added to the time slots to allow for questions:

- Option 1: January 7, 2026 – 9:00AM to 1:00PM
- Option 2: January 7, 2026 – 1:00PM – 5:00PM
- Option 3: January 14, 2026 – 9:00AM to 1:00PM
- Option 4: January 14, 2026 – 1:00PM – 5:00PM
- Option 5: January 21, 2026 – 9:00AM to 1:00PM
- Option 6: January 21, 2026 – 1:00PM – 5:00PM
- Option 7: February 4, 2026 – 9:00AM to 1:00PM
- Option 8: February 4, 2026 – 1:00PM – 5:00PM
- Option 9: February 11, 2026 – 9:00AM to 1:00PM
- Option 10: February 11, 2026 – 1:00PM – 5:00PM

Full participation is important to ensure all members of Council receive the same information and opportunity.

Prepared/Submitted by: Rachel Jean Schneider, Municipal Cler/Deputy Treasurer
Matt Simon, Public Works Manager/Fire Chief



November 11, 2025

Meeting of November 19, 2025

Council Report

SUBJECT: Employee Policy

RECOMMENDATION: That Council receive the staff report as presented for consideration, and that Council review and approve the proposed amendments to the Employee Policy

The Township of The North Shore Employee Policy was last reviewed and approved by Council in October 2024 via Resolution and By-Law 24-58. Since the Policy was last reviewed, several comments have been forwarded or made regarding amendments Council members would like to see for this policy.

Prior to this policy being reviewed at the meeting of November 19, 2025, Council was sent several emails to ask and/or remind Council to forward any further comments or proposed amendments for the Employee Policy.

The following amendments are proposed (as highlighted in yellow on the attached draft policy):

- SECTION 6 – REGULAR PAY
 - REMOVAL of the following wording under b) – *“Employees that do not have an annual pay scale as part of their Employment Agreement/letter of offer shall be paid in accordance with the municipal pay grid attached to this policy as “Schedule B”, as amended from time-to-time.”*
 - REPLACE above wording with *“Employees that do not have an annual pay scale as part of their Employment Agreement/letter of offer shall have pay adjusted annually in accordance with the Consumer Price Index.”*
- SECTION 7 – HOURS OF WORK
 - REMOVAL of the following wording under a) - *“unpaid”*
 - REPLACE above wording with *“paid”*
- SECTION 12 – HOLIDAYS
 - ADDITION of the following Holidays *“Remembrance Day”. And “Nation Day for Truth and Reconciliation.”*

- SECTION 20 – DRESS CODE

○ ADDITION OF the following wording as bullets under a):

- *“Office attire is defined as the clothing, footwear, and accessories that employees are expected to wear while at work, designed to maintain a professional, safe, and culturally appropriate appearance in alignment with the Township of The North Shore’s standards and image.”*
- *“Public Works and Landfill staff should wear clothing and personal protective equipment (PPE) that ensures safety, visibility, mobility, and professionalism, tailored to the operational risks of their duties.”*

○ REMOVAL of the following wording under b) – *“All employees will be expected to be properly groomed, with a neat and clean appearance.”*

○ REPLACE the wording above with *“All employees are expected to maintain a professional and well-groomed appearance that reflects the standards of the Township of The North Shore. This includes wearing clean, neat, and appropriate clothing, practicing personal grooming habits that support workplace professionalism, and ensuring readiness for interactions with colleagues, Council, or the public. Reasonable accommodations will be provided to respect cultural, religious, or accessibility needs.”*

- SCHEDULE B

○ REMOVAL of *“Township of The North Shore Municipal Pay Grid (Annual Increase)”* Chart

THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE

POLICY MANUAL

POLICY TITLE:

SUBJECT:

Employee Policy

POLICY SECTION:

POLICY NO:

E

1

EFFECTIVE DATE: January 12, 2022

ENACTED BY: By-Law 22-02

AMENDED: October 15, 2024

ENACTED BY: Resolution, By-Law 24-58

AMENDED: November 19, 2025

ENACTED BY: Resolution

The Council of the Township of The North Shore shall hereinafter be referred to as the “Employer”.

SECTION 1 – CONDITIONS OF EMPLOYMENT

- a) Upon the acceptance by the employer of the application of a prospective employee, the employee shall produce, at their expense, a certificate signed by a medical doctor stating whether or not they are medically fit to perform their job duties. The employer will state the specific job duties and requirements on the posted job listings, including the requirement to get a doctor’s note upon hire – AS PER THE ONTARIO HUMAN RIGHTS COMMISSION.
- b) All new full-time employees shall participate in the OMERS Plan and any active mandatory Group Insurance Programs, after serving the probationary period.
- c) Criminal Record Checks and Driver’s Abstracts to be obtained for employment per the Township of The North Shore Criminal Record Check Policy, as amended.

SECTION 2 – PROBATION

- a) All employees shall serve a three-month probationary period commencing on the date of the hiring or as stated in the employee’s Employment Agreement.
- b) At the end of the probationary period, the supervising official shall present the employer with a recommendation regarding permanent employment, including the employee’s strengths and weaknesses, extra duties to be added/removed from the current job description, and whether further training is required.
- c) A yearly performance review of employment will be completed in December for each year. Reviews for employees will be conducted by the Clerk or as stated in the Employment Agreement and kept in their respective personnel file. The reviews for the Clerk will be conducted by the Mayor and kept in the Mayor’s office and the Clerk’s personnel file.

SECTION 3 – ATTENDANCE/PUNCTUALITY

Regular attendance and punctuality will be expected of all employees. If an employee will be absent or late, they are expected to notify the Clerk in a timely manner.

SECTION 4 – SEVERANCE PAY

Severance Pay shall be paid as outlined in the Ontario Employment Standards Act.

SECTION 5 – REGULAR PAY

Regular pay rate will be outlined on each individual employee's Letter of Offer/Employment Agreement.

SECTION 6 – PAY SCALE

- a) Annual pay scales will comply with the Employment Agreement/letter of offer.
- b) Employees that do not have an annual pay scale as part of their Employment Agreement/letter of offer shall have pay adjusted annually in accordance with the Consumer Price Index.

SECTION 7 – HOURS OF WORK

- a) Full time employees – Five-day work week as agreed upon to provide coverage from 9am-4:30pm Monday to Friday with a ½ hour paid lunch period.
- b) Part-time, casual, and seasonal employees – Hours and terms of employment shall be set per the Township of The North Shore Hiring Policy, as amended, and/or any other applicable Township of The North Shore Policy, as amended, that directly relates to the hiring of employees.
- c) Banked Hours – A maximum of 18 hours at regular pay level. Paid out at year end. Banked hours are only applicable for employees that are paid on an hourly basis.
- d) Employees will not work on Holidays (as defined in Section 12 of this policy).
- e) Employees may be expected or required to attend Council meetings or Committee meetings, per the Township of The North Shore Procedure By-Law, as amended.
- f) Employee's may be required to attend the Municipal Office or other voting locations on Election days, upon the request of the Clerk or an appointed Deputy Returning Officer (DRO).

SECTION 8 – OVERTIME

Overtime shall be paid in accordance with regulations outlined in the Employment Standards Act and in accordance with all Employment Agreements.

SECTION 9 – HEALTH AND SAFETY FOR EMPLOYEES/ACCOMMODATION

Please review the Health and Safety Policy and/or Occupational Health and Safety Act (Green Book), as amended.

SECTION 10 – VACATION WITH PAY

- a) All full-time employees who have completed one year of continuous employment shall be eligible for two (2) weeks of vacation with pay based on the employee's regular rate of earnings.
- b) All full-time employees who have completed four (4) years of continuous service shall be eligible for three (3) weeks of vacation with pay based on the regular rate of earnings.
- c) All full-time employees are entitled to four (4) weeks of vacation at regular rate of pay after eight (8) years of continuous service.
- d) All full-time employees who have completed 15 years of continuous service shall be eligible for five (5) weeks of vacation with pay based on the regular rate of earnings.
- e) All full-time employees who have completed 20 years of continuous service shall be eligible for six (6) weeks of vacation with pay based on the regular rate of earnings.
- f) Part-time employees are entitled to vacation pay at the rate of 4% of gross earnings.
- g) Vacations shall start on the first day of the week, except if mutually agreed otherwise.
- h) Vacation time must be approved by the Clerk. They shall be calendarized. Changes can only be made if proper notice is given – i.e., previous scheduled vacation.

- i) If a statutory holiday falls within a vacation period of an employee, he or she shall receive an additional day of vacation.
- j) A terminated employee shall be paid his/her/their full vacation entitlement remaining from the previous year plus his/her/their prorated vacation entitlement for the current calendar year.
- k) Each employee with less than one (1) year of continuous employment with the Township on July 1st shall receive one (1) day of vacation at his regular pro-rata daily rate for each completed month of service since the date of last starting work with the Township, notwithstanding that such employee shall not receive a vacation of longer duration than the ten (10) days he would have been scheduled to work had he not been on vacation.
- l) All holidays shall be taken within the calendar year starting at the employment anniversary date and cannot be carried forward without the express written consent of the employer or as stated in the Employment Agreement.

SECTION 11 – COMPLAINTS/CONFLICT OF INTEREST/CONFIDENTIALITY/ALCOHOL AND DRUGS/DISCIPLINARY ACTION/HARASSMENT AND BULLYING/ SEXUAL HARASSMENT

Please review the Employee Code of Conduct Policy and any other relevant policy, as amended.

SECTION 12 – HOLIDAYS

- a) All full-time employees are entitled to 12 paid holidays as follows:

- | | |
|-------------------|--|
| 1. New Year's Day | 8. Labour Day |
| 2. Family Day | 9. National Day for Truth and Reconciliation |
| 3. Good Friday | 10. Thanksgiving Day |
| 4. Easter Monday | 11. Remembrance Day |
| 5. Victoria Day | 12. Christmas Day |
| 6. Canada Day | 13. Boxing Day |
| 7. Civic Holiday | 14. Floating Holiday |

- b) Part-time employees will receive regular rate of pay, provided they have been employed by the municipality for thirty (30) days immediately prior to the holiday and will continue to be employed after the holiday.
- c) If a statutory holiday falls on a Saturday, the preceding Friday will be observed as the holiday. If the statutory holiday falls on a Sunday, the following Monday will be observed as a holiday. If Christmas Day falls on a Sunday, then the following Tuesday shall be observed as a holiday. If a statutory holiday falls on a Tuesday, the preceding Monday shall be observed and if a statutory holiday falls on a Thursday, the following Friday shall be observed and shall be advertised in advance.
Special arrangements may be made at the discretion of Council.

SECTION 13 – MEALS

Staff engaged solely for election purposes shall receive a lunch and dinner allowance for the days the polls are open.

SECTION 14 – SMOKING

Persons are to refer to the Township of The North Shore Smoking By-Law #04-06.

SECTION 15 – ABSENCE

Absence without loss of salary, or hourly pay rate, of full-time employees will be permitted as follows:

- a) Personal illness – as outlined in By-law 99-23
- b) Bereavement
 - I. An employee shall be granted time off in the event of the death of a member of his/her/their immediate family. Bereavement leave can be taken at the time of the family member's death, or sometime later to attend a funeral, memorial service, or to attend to estate matters.
 - II. Where such days fall on a scheduled working day for the employee, he/she/they shall be paid for each day a bereavement allowance up to a maximum of three (3) days.
 - III. Per the Ontario Employment Standards Act, bereavement leave can be taken because of the death of the following family members:
 - a. A spouse (includes both married and unmarried couples, of the same or opposite genders)
 - b. A parent, step-parent, foster parent, child, step-child, foster child, grandparent, step-grandparent, grandchild or step-grandchild of the employee or the employee's spouse
 - c. A spouse of the employee's child
 - d. A brother or sister of the employee
 - e. A relative of the employee who is dependent on the employee for care or assistance
 - IV. An employee eligible for a bereavement leave which occurs during his or her vacation shall be entitled to have that portion of his or her vacation rescheduled.
- c) Authorized Absence
 - I. An employee may be absent from his or her duty without pay when approved by the Clerk.
 - II. An employee may be absent when called for Jury Duty or when subpoenaed as a witness. Authorized absence for Jury Duty is at regular rate of pay less remuneration pay received in course of Jury Duty and no loss of sick leave credits.
- d) Maternity Leave/Paternity Leave/Parental Leave
Maternity/Paternity/Parental Leave shall be paid in accordance with regulations outlined in the Employment Standards Act.
- e) For all other Leaves of Absence that are not stated in this Policy, please see the Employment Standards Act.

SECTION 16 – EMPLOYEE BENEFITS

- a) OMERS – 50% contribution by the employer, with amendments to correspond with any new regulations passed by the OMERS Plan.
- b) GROUP INSURANCE – Where applicable.
- c) EAP – Where applicable

SECTION 17 – TIME SHEETS

- a) All hourly staff shall record their arrival and departure times to a bi-weekly time sheet retained on file in the office.
- b) Payment dates are every second Friday (the Friday following the end of each pay period), unless otherwise scheduled (due to office closure or Holidays). All employees will be provided with a payment date schedule.

- c) Employees will be expected to provide a Void Cheque/Direct Deposit Form to set up Direct Deposit with their bank of choice.

SECTION 18 – MUNICIPAL VEHICLES

- a) Municipal vehicles are to be used per the Use of Township Vehicles Policy, as amended

SECTION 19 – MISCELLANEOUS

An employee discharged by the employer for cause shall lose or forfeit all benefits stated herein, except for the employee share of OMERS deductions.

SECTION 20 – DRESS CODE

- a) Employees are expected to dress for their outlined job duties (Public Works employees must wear proper safety equipment, office staff must wear office attire)
- Office attire is defined as the clothing, footwear, and accessories that employees are expected to wear while at work, designed to maintain a professional, safe, and culturally appropriate appearance in alignment with the Township of The North Shore's standards and image.
 - Public Works and Landfill staff should wear clothing and personal protective equipment (PPE) that ensures safety, visibility, mobility, and professionalism, tailored to the operational risks of their duties.
- b) All employees are expected to maintain a professional and well-groomed appearance that reflects the standards of the Township of The North Shore. This includes wearing clean, neat, and appropriate clothing, practicing personal grooming habits that support workplace professionalism, and ensuring readiness for interactions with colleagues, Council, or the public. Reasonable accommodations will be provided to respect cultural, religious, or accessibility needs.

SECTION 21 – MILEAGE ALLOWANCE

- a) Employees will be reimbursed \$0.68cents per Kilometre for approved trips, as amended.
- b) Employees will be expected to fill out a monthly mileage form to submit for reimbursement. Please see the Expense Policy

SECTION 22 – PERSONNEL FILES

- a) All employees have the right to review his/her personnel files. The employee has the right to request a copy of their personnel file.
- b) The employee shall arrange for this request with respect to the Clerk's schedule.

7h



November 6, 2025

Meeting of November 19, 2025

Council Report

SUBJECT: Use of Township Vehicles Policy

RECOMMENDATION: That Council receive the staff report as presented for consideration, and that Council review and approve the proposed amendments to the Use of Township Vehicles Policy.

The Township of The North Shore Employee Policy was adopted by Council in June of 2023 via Resolution and By-Law 23-46. Since the Policy was last reviewed, several comments have been forwarded or made regarding amendments Council members would like to see for this policy.

Prior to this policy being reviewed at the meeting of November 19, 2025, Council was sent several emails to ask and/or remind Council to forward any further comments or proposed amendments for the Use of Township Vehicles Policy.

The following amendments are proposed (as highlighted in yellow on the attached draft policy):

- 4. Definitions – ADDITION OF THE FOLLOWING WORDING: *“Driver’s Abstract” means an official document that is used to assess the driving behaviour and history of individuals for purposes such as employment, insurance, and compliance with Municipal regulations that summarizes a driver’s personal information, license details including any medical due dates, traffic violations including convictions and demerit points, any license suspensions or restrictions.”*
- 4. Definitions – ADDITION OF THE FOLLOWING WORDING: *“Commercial Vehicle Operator’s Registration (CVOR) Driver’s Abstract” means an official document that is used to assess the safety and compliance of commercial drivers for regulatory, employment and insurance purposes that provides a five-year record of a commercial driver’s safety performance details regarding collisions, convictions for safety related and traffic offences, inspection results, and license status and medical due dates”*

- 4. Definitions – ADDITION OF THE FOLLOWING WORDING: *““Satisfactory Driver’s Abstract” means that the driver’s abstract has:*
 - o *No major traffic violations*
 - o *Few or no minor infractions*
 - o *No license suspensions or revocations*
 - o *Compliance with traffic laws”*
- 4. Definitions – ADDITION OF THE FOLLOWING WORDING: *““Unsatisfactory Driver’s Abstract” means that the driver’s abstract has:*
 - o *One or more major traffic violations*
 - o *Multiple minor infractions*
 - o *Any license suspensions or revocations*
 - o *Non-compliance with traffic laws”*
- 4. Definitions – ADDITION OF THE FOLLOWING WORDING: *““The Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)” - is an Ontario law that ensures public access to municipal records while protecting personal privacy by regulating the collection, use, and disclosure of personal information.”*
- 5. Procedure and Regulations, Vehicle Restrictions, 2ND bullet point – ADDITION OF THE FOLLOWING WORDING: *“and/or Satisfactory Commercial Vehicle Operator’s Registration (CVOR) Driver’s Abstract, if applicable,”*
- 6. Expectations, f) – ADDITION OF THE FOLLOWING WORDING: *“and the Clerk”*
- 7. Responsibilities, opening sentence – ADDITION OF THE FOLLOWING WORDING: *“and the Clerk”*
- 8. Consequences of Non-Compliance, 3rd bullet – ADDITION OF THE FOLLOWING WORDING: *“a satisfactory Driver’s Abstract, and satisfactory Commercial Vehicle Operator’s Registration (CVOR) Driver’s Abstract, if applicable.”*
- 8. Consequences of Non-Compliance, 4th bullet – ADDITION OF NEW BULLET POINT TO BREAK UP PARAGRAPH
- ADDITION OF SECTION 9 – RECORDKEEPING AND CONFIDENTIALITY WITH THE FOLLOWING WORDING: *“9. Recordkeeping and Confidentiality
All records, information, or details obtained or provided that relate to the use of Township vehicles, including past, current. or future driver's abstracts, fines, tickets, infraction documents, etc., shall be used to its intended purpose, will be kept strictly confidential, and are accessible only to authorized personnel in compliance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).” and “Any and all records, information, or details obtained or provided will be securely stored and maintained and will remain in the employee's confidential personnel file in the Clerk's office.”*

THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE

POLICY MANUAL

POLICY TITLE: Use of Township Vehicles SUBJECT: Township owned Commercial Vehicle Use

POLICY SECTION: V POLICY NO: 3

EFFECTIVE DATE: June 7, 2023 ENACTED BY: Resolution, By-law 23-46
AMENDED: November 19, 2025 ENACTED BY: Resolution

1. Policy Statement

The Township of The North Shore requires that only Authorized Personnel utilize company vehicles in a manner consistent with our organizational requirements and mission, vision and values.

2. Purpose

To establish guidelines and clearly communicate to all staff what is considered to be appropriate use of Township of The North Shore vehicles.

3. Application

This policy applies to all Township of The North Shore employees (full-time, part-time, volunteer fire fighters, seasonal, students & contractors) who use or have access to Township of The North Shore vehicles for the purposes of carrying out their duties.

4. Definitions

For the purpose of this policy:

- "Vehicle" means car, pickup truck, fire truck/vehicle, plow truck, tractor, bulldozer, lawnmowers, or any other apparatus owned by the Township of The North Shore for the purposes of transporting employees who are required to travel in order to fulfill the requirements of their position.
- "Driver's Abstract" means an official document that is used to assess the driving behaviour and history of individuals for purposes such as employment, insurance, and compliance with Municipal regulations that summarizes a driver's personal information, license details including any medical due dates, traffic violations including convictions and demerit points, any license suspensions or restrictions
- "Commercial Vehicle Operator's Registration (CVOR) Driver's Abstract" means an official document that is used to assess the safety and compliance of commercial drivers for regulatory, employment and insurance purposes that provides a five-year record of a commercial driver's safety performance details regarding collisions, convictions for safety related and traffic offences, inspection results, and license status and medical due dates.
- "On Call" means any arrangement where staff are on schedule to respond to workplace demands at any time during a set period but may be at home or somewhere nearby unless called to work. This type of work involves handling issues that can arise unexpectedly, including emergency situations, maintenance malfunctions, or inclement weather.
- "Personal Use" means any driving by an employee for purposes not related to their employment. Example - vacation trips or driving to conduct personal activities.

- "Satisfactory Driver's Abstract" means that the driver's abstract has:
 - o No major traffic violations
 - o Few or no minor infractions
 - o No license suspensions or revocations
 - o Compliance with traffic laws
- "Unsatisfactory Driver's Abstract" means that the driver's abstract has:
 - o One or more major traffic violations
 - o Multiple minor infractions
 - o Any license suspensions or revocations
 - o Non-compliance with traffic laws
- "The Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)" - is an Ontario law that ensures public access to municipal records while protecting personal privacy by regulating the collection, use, and disclosure of personal information

5. Procedures and Regulations

Employees use Township of The North Shore vehicles for various purposes allowing them flexibility in the performance of work to provide services throughout the Township of The North Shore geographical boundaries.

Vehicle Provision for Staff during Regular Working Hours: The Public Works Manager or Fire Chief shall determine which, if any, employee(s) shall have access to and use of Township of The North Shore vehicles within their departments. No Township of The North Shore vehicle shall be used for personal purposes.

Vehicle Provision for Staff Outside of Regular Working Hours: Where use of a Township of The North Shore vehicle is made available after normal working hours, the vehicle is provided exclusively for Township of The North Shore business and not for personal use. (See 'personal use' under definitions)

Vehicles at Place of Residence: Employees are not permitted to take municipally owned vehicles home, except in the case that:

- The employee is the Fire Chief or Public Works Manager or approval has been given by the Public Works Manager or Fire Chief to staff who are on call after normal business hours.
- When on route to/from home to buy equipment, attending conferences or similar circumstances.
- When the employee is on call and the vehicle is equipped with special tools, equipment, materials, etc., provided that the home location permits the employee to respond within an appropriately prompt timeframe.

Such determination to take a vehicle home shall be based on the on-call status of an employee who are on call after normal business hours for emergencies, and for the need for vehicle use for special events.

Vehicles outside of Township of The North Shore boundaries: Employees are permitted to take Township of The North Shore owned vehicles outside of the Township of The North Shore boundaries with permission from the Public Works Manager or Fire Chief, in cases where the employee is on route to/from buying equipment, attending conferences or similar circumstances in relation to Township of The North Shore related business.

Vehicle Restriction: In all cases:

- Township of The North Shore vehicles will not be driven by non-employees, or current or future employees that do not possess a valid driver's license appropriate for the class of vehicle they are operating (with the exception of driving a fire truck to the scene of a call, per the Fire Protection and Prevention Act, and the Ontario Highway Traffic Act – however the driver will still need to possess a valid G2 or G license)
- Any person authorized to operate a municipally owned vehicle will be required to submit a satisfactory Drivers Abstract report, and/or Satisfactory Commercial Vehicle Operator's Registration (CVOR) Driver's Abstract, if applicable, per the Township of The North Shore's "Criminal Record Check Policy", and at or before the time of hire or date of authorization.

Sole Right of Use: any person authorized to use a Township of The North Shore vehicle will have the sole right to operate the vehicle and shall not allow unauthorized individuals to operate or access the vehicle or equipment. No personal passengers shall be allowed at any time. The only exception to this rule will be for Township of The North Shore events.

6. Expectations

- a) The Township of The North Shore will conduct driver abstracts per the Township's "Criminal Record Check" Policy.
- b) Any employee operating a Township of The North Shore vehicle shall be mindful of the Township's public image and always maintain courteous behaviour and customer service practices.
- c) Any employee operating a Township of The North Shore vehicle shall possess a valid provincial driver's license appropriate for the class of vehicle they are operating (with the exception of driving a fire truck to the scene of a call, per the Fire Protection and Prevention Act, and the Highway Traffic Act – however the driver will still need to possess a valid G2 or G license)
- d) Any employee operating a Township of The North Shore vehicle shall be responsible for the safety, security and care of the vehicle.
- e) Any employee operating a Township of The North Shore vehicle shall ensure all occupants, including operator, wear a seat belt when the vehicle is in operation.
- f) Any employee operating a Township of The North Shore vehicle has a duty to report immediately to their supervisor and the Clerk all damages, accidents, incidents, malfunctions and any required maintenance.
- g) Any parking ticket, speeding ticket, seatbelt fine, distraction fine, criminal matter, or other such charge issued to employees during the course of their employment while driving a Township of The North Shore vehicle, and while driving their own personal vehicle, shall be the responsibility of the employee operating the vehicle, and not that of the Township of The North Shore. The occurrence shall be reported to the appropriate Department Head and the Clerk as soon as possible.
- h) Any employee or passenger of a Township of The North Shore vehicle will refrain from smoking in the vehicle.
- i) All staff operating a Township of The North Shore vehicle shall adhere to the Ontario Highway Traffic Act.
- j) Any employee authorized by the Township of The North Shore to use a Township vehicle shall be the sole person authorized to use that vehicle and such persons shall not allow unauthorized individuals to operate or access the vehicle at any time.

7. Responsibilities

It is the responsibility of the operator to promptly report to their immediate manager and the Clerk when any of the following occur:

- Their driver's license is expired, suspended or revoked for any reason within 24 hours of such occurrence.
- Their class of driver's license changes (upgraded or downgraded).
- A medical condition develops which may affect the ability to drive or operate a vehicle.
- A medical practitioner advises that the employee may not operate a vehicle, either permanently or temporary.

8. Consequences of Non-Compliance

- Any parking ticket or speeding infraction or other such charge incurred in a Township of The North Shore vehicle shall be the responsibility of the driver of the vehicle and not the Township of The North Shore.
- Any offence may result in disciplinary action up to and including termination of employment, or other such remedies as may be deemed appropriate by the Township of The North Shore and relevant authorities.
- All employees who are required to operate Township of The North Shore owned vehicles as part of their job have a responsibility to have a valid and current driver's license, a satisfactory Driver's Abstract, and satisfactory Commercial Vehicle Operator's Registration (CVOR) Driver's Abstract, if applicable. It is the responsibility of the employee to report any suspension of their driver's license to their immediate supervisor. The Clerk and Department Head shall be advised immediately of the suspension of an employee's license. If an employee who has had their license suspended for any reason other than a medical reason, and is required to operate Township of The North Shore vehicles as part of their job, the Township of The North Shore will take the following steps:
 - i) For the first license suspension and up to a period of one year, the employee may be offered a position, subject to availability, where they will not be required to operate or drive a piece of equipment. The employee shall be paid the job rate, designated for the position. If a position is not available, the employee will be suspended from work without pay for the remainder of the license suspension, after which the employee will be entitled to return to their original position.
 - ii) If a second suspension occurs within three years of the reinstatement of the employee's first suspension, the employee may be dismissed or suspended without pay.
 - iii) If the employee receives a third suspension within five years of the date of the reinstatement of the first suspension, that individual will be terminated from his or her position with the Township of The North Shore.

9. Recordkeeping and Confidentiality

All records, information, or details obtained or provided that relate to the use of Township vehicles, including past, current, or future driver's abstracts, fines, tickets, infraction documents, etc., shall be used to its intended purpose, will be kept strictly confidential, and are accessible only to authorized personnel in compliance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

Any and all records, information, or details obtained or provided will be securely stored and maintained and will remain in the employee's confidential personnel file in the Clerk's office.



November 6, 2025

Meeting of November 19, 2025

Council Report

SUBJECT: Criminal Record Check Policy

RECOMMENDATION: That Council receive the staff report as presented for consideration, and that Council approve the proposed amendments to the Criminal Record Check Policy.

The Township of The North Shore Criminal Record Check Policy was last reviewed and approved by Council in February of 2023 via Resolution and By-Law 23-19. Since the Policy was last reviewed, several comments have been forwarded or made regarding amendments Council members would like to see for this policy. Council was asked to forward any further comments or proposed amendments prior to the November 19, 2025, Council meeting.

As the Use of Township Vehicle Policy has proposed amendments that would affect the wording in the Criminal Record Check Policy, the following amendments are proposed to ensure that the two policies are aligned (as highlighted in yellow on the attached draft policy):

- Policy, 2nd paragraph – ADDITION OF THE FOLLOWING WORDING: “, and Commercial Vehicle Operator’s Registry (CVOR) Driver’s Abstract, if applicable,”
- Policy, 4th paragraph – ADDITION OF THE FOLLOWING WORD: “all”
- Policy, 6th paragraph – ADDITION OF THE FOLLOWING WORDING: “Employees and Volunteers who drive Township-owned vehicles must follow the Township of The North Shore Use of Township Vehicle Policy. Employees and Volunteers will be required to participate in an annual driver’s licence status check performed by the Ontario Provincial Police including a driver’s abstract and Commercial Vehicle Operator’s Registry (CVOR) Driver’s Abstract, if applicable, per the Township of The North Shore Use of Township Vehicles Policy”
- Policy, paragraph 6 – ADDITION OF THE FOLLOWING WORDING: “, per the Use of Township Vehicle Policy”

- Terminology – ADDITION OF THE FOLLOWING WORDING: “*Commercial Vehicle Operator’s Registration (CVOR) Driver’s Abstract - an official document that is used to assess the safety and compliance of commercial drivers for regulatory, employment and insurance purposes that provides a five-year record of a commercial driver’s safety performance details regarding collisions, convictions for safety related and traffic offences, inspection results, and license status and medical due dates*”
- Terminology – ADDITION OF THE FOLLOWING WORDING: “*Driver’s Abstract - an official document that is used to assess the driving behaviour and history of individuals for purposes such as employment, insurance, and compliance with Municipal regulations that summarizes a driver’s personal information, license details including any medical due dates, traffic violations including convictions and demerit points, any license suspensions or restrictions.,*”
- Terminology – ADDITION OF THE FOLLOWING WORDING: “*Satisfactory Driver’s Abstract - a driver’s abstract that has no major traffic violations, few or no minor infractions, no license suspensions or revocations, and shows compliance with traffic laws.*”
- Terminology – ADDITION OF THE FOLLOWING WORDING: “*Unsatisfactory Driver’s Abstract - a driver’s abstract that has one or more major traffic violations, multiple minor infractions, any license suspensions or revocations, and shows non-compliance with traffic laws.*”
- Recordkeeping – ADDITION OF THE FOLLOWING WORDING: “*and/or driver’s abstracts process*”
- Recordkeeping – ADDITION OF THE FOLLOWING WORDING: “*and/or any version of a driver’s abstract.*”

THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE

POLICY MANUAL

POLICY TITLE:

Criminal Record Check

SUBJECT:

Background check for criminal record including driving offences

POLICY SECTION:

C

POLICY NO:

7

EFFECTIVE DATE:

July 25, 2005

ENACTED BY:**AMENDED:**

February 15 2023

Resolution, By-Law 23-19

AMENDED:

November 19, 2025

Resolution

POLICY

In recognition of the trust inherent in serving children and vulnerable adults, final hiring of new employees or volunteers who will be providing direct service to vulnerable clients, work in roles where limited supervision exists (e.g. there is no other Township of The North Shore employee present), or who will be in positions of financial trust, is conditional upon providing the employer with a completed criminal record check.

New Employees and Volunteers – New employees and volunteers are expected to, at their cost, provide a Criminal Record Check and a Driver's Abstract, and Commercial Vehicle Operator's Registry (CVOR) Driver's Abstract, if applicable, (if the Employee or Volunteer will actively be using Township vehicles) on or before their first scheduled date of their new employment/volunteer opportunity.

Existing Employees and Volunteers - Where job demands change or a new program is introduced for a vulnerable client not previously serviced, it will be necessary for existing employees to go through a criminal record check.

The Township of The North Shore will cover the fee for acquiring a criminal record check and all driver abstracts for volunteers and those employed by the Township of The North Shore prior to the adoption of this policy.

If a Township of The North Shore employee is applying for another position in the township that requires a criminal record check and has previously provided the township with a criminal record check, a new check is not required.

Employees and Volunteers who drive Township-owned vehicles must follow the Township of The North Shore Use of Township Vehicle Policy. Employees and Volunteers will be required to participate in an annual driver's licence status check performed by the Ontario Provincial Police including a driver's abstract and Commercial Vehicle Operator's Registry (CVOR) Driver's Abstract, if applicable, per the Township of The North Shore Use of Township Vehicles Policy. These checks will be done in the first month of each year and may be done from time to time throughout the year at which time the employee(s) will be notified. Should an employee or volunteer be charged with a criminal offence while employed by the Township of The North Shore, he or she is obliged to inform the township, per the Use of Township Vehicle Policy. Failure to do so will result in disciplinary action.

All those hired/recruited after the effective date of this policy must comply.

Criminal Record Checks must be provided to the Township of The North Shore every 2 years from date of hire.

TERMINOLOGY

Commercial Vehicle Operator's Registration (CVOR) Driver's Abstract - an official document that is used to assess the safety and compliance of commercial drivers for regulatory, employment and insurance purposes that provides a five-year record of a commercial driver's safety performance details regarding collisions, convictions for safety related and traffic offences, inspection results, and license status and medical due dates

Criminal Record Check - A check done through the Ontario Provincial Police on individuals to determine whether they have any police involvement that could exist in criminal records. It can involve both a national, provincial and local record check.

Driver's Abstract - an official document that is used to assess the driving behaviour and history of individuals for purposes such as employment, insurance, and compliance with Municipal regulations that summarizes a driver's personal information, license details including any medical due dates, traffic violations including convictions and demerit points, any license suspensions or restrictions.

Financial Trust - Dealing regularly with financial transactions involving Township of The North Shore and/or client funds.

Interview Committee - Shall be comprised of the Clerk and two council members.

Satisfactory Driver's Abstract - a driver's abstract that has no major traffic violations, few or no minor infractions, no license suspensions or revocations, and shows compliance with traffic laws.

Unsatisfactory Driver's Abstract - a driver's abstract that has one or more major traffic violations, multiple minor infractions, any license suspensions or revocations, and shows non-compliance with traffic laws.

Volunteer - Those individuals employed by the Township of The North Shore as a volunteer fire fighter.

Vulnerable Clients - Children (under the age of 16), seniors and the physically or emotionally disabled individuals. Programs and services provided by the various Township departments with particular note of those departments involved with home visits.

CRIMINAL RECORD CHECK PROCESS

Criminal record checks will be processed through the Blind River OPP detachment for all affected employees and volunteers.

As part of the interview process, all candidates will be informed that a current criminal record check is mandatory and must be completed as a condition of hire and at his or her own expense.

In determining whether a record is satisfactory or not, consideration must be given to the risk and relevance of a particular criminal offence to performance of position responsibilities and to the safety and security of clients.

- a) If there is no record of criminal convictions, the offer of employment or acceptance as a volunteer can commence.
- b) The presence of a criminal record does not allow for an automatic withdrawal of a verbal offer of employment or volunteer work. After discussing the findings with the candidate to ensure no mistake has been made, the interviewing team shall be reconvened or Council shall be convened to review the results according to the following factors:
 - I. nature and number of conviction(s);
 - II. length of time since the conviction(s);
 - III. duties and responsibilities associated with the position and the relevance of the criminal conviction;
 - IV. potential risk to the Township of The North Shore if the candidate is employed/accepted.

If, after the review, the criminal convictions violate genuine job requirements of the position, the offer of employment must be withdrawn and the candidate advised verbally and in writing.

RECORDKEEPING

All information obtained through the criminal record check and/or driver's abstracts process shall be used to its intended purpose and will be kept strictly confidential. All documentation related to a criminal record check and/or any version of a driver's abstract will remain in the employee's confidential personnel file in the Clerk's office.



November 12, 2025

Meeting of November 19, 2025

Council Report

SUBJECT: ENVIRONMENTAL COMMITTEE – COUNCIL REPRESENTATIVE APPOINTMENT

RECOMMENDATION: That Council receive the staff report for consideration, and that Council appoint a Council member as the Council Representative for the Environmental Committee, for the remainder of the 2022-2026 Council term

At the November 5th, 2025, Regular Council meeting, Council passed the following Resolution to establish an Environmental Committee and approve the Terms of Reference:

"d) Environmental Committee establishment and Terms of Reference

RESOLUTION #25-259

Moved by: R. Green

Seconded by: T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the report and attachments as presented for consideration, that Council approve to establish an Environmental Committee for the Township of The North Shore, that Council approve the proposed Terms of Reference for the Environmental Committee, and that Council direct staff to advertise and accept applications for the Environmental Committee.

CARRIED"

The approved Environmental Committee Terms of Reference state the following regarding appointing a Council Representative:

"5. MEMBERSHIP, APPOINTMENT AND TERM

5.1 - The Environmental Committee may consist of up to six (6) members, including:

a) One (1) representative from Council.

b) Up to five (5) representatives as community members of the Township of the North Shore."

Council is being asked to appoint a Council member as the Council Representative for the remainder of the 2022-2026 Council term. Once applications to join the Environmental Committee are received from community members, Council will be asked to appoint the community members to the Committee at future meetings.

Prepared/Submitted by: Rachel Schneider, Municipal Clerk/Deputy Treasurer



COPY

Resolution # 259

PO Box 108, Algoma Mills, ON P0R 1A0
(705) 849-2213 (705) 461-1821

REGULAR COUNCIL MEETING

MEETING DATE: November 5, 2025

AGENDA ITEM(S):

2d

MOVED BY:

R. Green

SECONDED BY:

T. Simon

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the report and attachments as presented for consideration, that Council approve to establish an Environmental Committee for the Township of The North Shore, that Council approve the proposed Terms of Reference for the Environmental Committee, and that Council direct staff to advertise and accept applications for the Environmental Committee.

Conflict of Interest disclosed by :		Ward 1	Ward 2	Ward 3	At Large	Mayor
Seat Vacated : Y N		Recorded Vote Requested by :				
Recorded Vote : (Y) ea, (N) ay,		Ward 1	Ward 2	Ward 3	At Large	Mayor
DEFEATED	DEFERRED	CARRIED	✓	<u>OTM</u>		

MAYOR or CHAIR or (Acting)

7/1K)



November 12, 2025

Meeting of November 19, 2025

Council Report

SUBJECT: Canada Day report and Recommendation from Recreation Committee

RECOMMENDATION: That Council receive the report regarding Canada Day from the Recreation Committee and that Council approve the use of Christmas laser lights and the addition of a tree outside of the Municipal Office for the holiday season

Recreation Committee

Canada Day July 1st:

-Counted approximately 700 people that came through. They came from near and far. This year we limited two hot dogs per person so we didn't run out. A big thank you to Mrs. Tremelling for making the cupcakes again this year!

-JR's Pizza owner and staff came and volunteered to support our event. They helped serve food and with the Face Painting. They would like to come next year and offered to reach out in their community to see about a possible bus next year to support the event.

-The Fire Department set up and did the fireworks show. It was amazing and the Recreation Committee would like to give a big thank you to them again. The Committee is going to explore purchasing a control box to make it easier for the FD to set up and time the fireworks displays moving forward. Next year, the FD would like to look into water traffic and make sure that everyone remains a safe distance away from where the fireworks display is going to happen.

-Generous donations were received towards the Canada Day July 1st events. Everything was free to the people who came and a good time was had by all. A grant of \$2270.00, \$1730.00 in donations with approximately \$4000.00 was put towards the event with the majority going towards the fireworks.

A big thank you to council for supporting this yearly event and to all of those who came out to volunteer.

****The Recreation Committee would like to ask Council to be able to use Christmas laser lights and shine them on the Municipal Building as well as a tree on the property for the holiday season****

Prepared and Submitted by: Tracey Simon, Ward 3 Councillor/Recreation Committee Chair

CA

Minister of Transport
and Leader of the Government
in the House of Commons



Ministre des Transports
et leader du gouvernement
à la Chambre des communes

Ottawa, Canada K1A 0N5

November 7, 2025

Your Worship Tony Moor
Mayor
Township of the North Shore
mayor@townshipofthenorthshore.ca

Dear Mayor Moor:

The Prime Minister's Office provided me with a copy of your correspondence of October 22, 2025, regarding the proposed expansion of highways 11 and 17 in Northern Ontario using the 2+1 highway model.

Thank you for highlighting the importance of a safe and efficient highway corridor through Northern Ontario and its role in regional development, internal trade, supply chain continuity, and national cohesion.

Across the country, there is a consensus regarding the urgent need to strengthen the Canadian economy and make it easier for business and Canadians to trade goods and services by removing barriers.

One Canadian Economy: An Act to enact the *Free Trade and Labour Mobility in Canada Act* and the *Building Canada Act*, will remove federal barriers to internal trade and labour mobility and advance nation-building projects crucial for driving Canadian productivity growth, energy security, and economic competitiveness.

Several criteria, as outlined in the *Building Canada Act*, will be considered, including:

- whether a project will strengthen Canada's autonomy, resilience, and security;
- whether a project will provide economic or other benefits to Canada;
- the likelihood of successful project execution;
- whether a project will advance the interests of Indigenous peoples; and
- whether a project will contribute to clean growth and address climate change.

Canada

Please be assured that I have taken note of your views. I have also shared our exchange of correspondence with the Major Projects Office, for their awareness.

Thank you for your interest and your input.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "Steve MacKinnon". The signature is fluid and cursive, with the first name "Steve" written in a larger, more prominent script than the last name "MacKinnon".

The Honourable Steven MacKinnon, P.C., M.P.
Minister of Transport and Leader of the Government in the House of Commons

c.c. The Honourable Doug Ford, M.P.P.
Premier, Government of Ontario

Dawn L. Farrell
Chief Executive Officer, Major Projects Office



Consultation on the proposed boundaries for the regional consolidation of Ontario's conservation authorities

From ca.office (MECP) <ca.office@ontario.ca>

Date Fri 11/7/2025 4:24 PM

To ca.office (MECP) <ca.office@ontario.ca>

** This message is being sent on behalf of Chloe Stuart, Assistant Deputy Minister, Land and Water Division, MECP and Hassaan Basit, Chief Conservation Executive, MECP **

Greetings,

We are writing to notify you of a policy proposal available for comment on the [Environmental Registry of Ontario](#) at posting #025-1257 which is part of the government's actions to improve conservation authorities.

We are seeking feedback on proposed boundaries for the consolidation Ontario's 36 conservation authorities into regional conservation authorities, and the criteria applied to inform the proposed boundaries. The policy proposal notice includes maps depicting the proposed boundaries for the regional conservation authorities and discussion questions relevant to the planning for the future state.

The province's decision on the number and configuration of regional conservation authorities will be finalized following further technical analysis and consideration of the feedback received during this consultation phase. The province is also planning to consult further, at a future date, on potential amendments to the *Conservation Authorities Act* and regulations under the Act, to enable the consolidation of conservation authorities.

No changes are proposed to the overall extent of conservation authority jurisdiction within the province, and under consolidation, the new regional conservation authorities would remain independent organizations operating with municipal governance and oversight, in accordance with requirements under the *Conservation Authorities Act*, as administered by the Ministry of the Environment, Conservation and Parks.

In addition, the important work that conservation authorities do to protect people and property from the risks of flooding and other natural hazards will not change. Regional conservation authorities would continue to deliver provincially mandated programs. These include drinking water source protection under the *Clean Water Act*, managing development and other activities in areas at risk of natural hazards—such as floodplains, shorelines, watercourses, and wetlands—and providing flood forecasting and warning services. Conservation authorities would continue to manage their lands and recreational trails, providing Ontarians access to local natural areas and outdoor activities. Regional conservation authorities would also continue to be able to provide additional municipal and other watershed programs and services set out under the *Conservation Authorities Act*. Existing conservation authority board members would continue to serve until the expiration of their terms next year, with changes to governance and structure to be initiated following municipal elections in October 2026.

This proposal is part of broader action that Ontario is proposing to take to improve the conservation authority system to reduce duplicative costs, free-up resources, and better align the work of conservation authorities with provincial priorities on housing, infrastructure, the economy and climate resilience. These actions include the creation of the Ontario Provincial Conservation Agency to provide centralized leadership and oversight of conservation authorities, proposed by the Government on November 6, 2025, in [Bill 68, *Plan to Protect Ontario Act \(Budget Measures\)*, 2025](#).

To learn more about this proposal, a virtual information session for municipalities will be held on **Tuesday, November 18, 2025, at 2pm**. To register for this session, please email ca.office@ontario.ca.

The Environmental Registry comment period for posting #025-1257 will close at 11:59pm on December 22, 2025. Comments may be submitted through the Registry or by email to the conservation authorities section team at the Ministry of the Environment, Conservation and Parks, via ca.office@ontario.ca.

Thank you,

Chloe Stuart
ADM, Land and Water Division
Ministry of the Environment, Conservation and Parks

Hassaan Basit
Chief Conservation Executive
Office of the Chief Conservation Executive



Taking pride in strengthening Ontario, its places and its people

Please Note: As part of providing [accessible customer service](#), please let me know if you have any accommodation needs or require communication supports or alternate formats.

**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, 17^e étage
Toronto (Ontario) M7A 2J3
Tél.: 416 585-7000



CA

234-2025-4857

November 12, 2025

Dear Head of Council,

On October 23, 2025, our government introduced the *Fighting Delays, Building Faster Act, 2025* ([Bill 60](#)). Through this legislation and other changes, we are protecting Ontario's economy and keeping workers on the job by cutting red tape, getting shovels in the ground faster and supporting the construction of homes, roads and infrastructure.

The bill contains bold actions, creating the conditions for building housing and transportation infrastructure faster to support families, attract investments, create good jobs and keep Ontario competitive.

You are invited to review the [Environmental Registry of Ontario](#) and [Regulatory Registry of Ontario](#) posting links provided with this letter and share any feedback you may have.

If you have any questions, please reach out to my Director of Stakeholder and Caucus Relations, Tanner Zelenko, at Tanner.Zelenko@ontario.ca.

In the face of economic uncertainty, we must protect Ontario. I look forward to continued collaboration with you, our municipal partners, to build the more prosperous, resilient and competitive economy that Ontario needs today, tomorrow, and in the decades to come.

Sincerely,

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

- c. Prabmeet Sarkaria, Minister of Transportation
Doug Downey, Attorney General of Ontario
Todd McCarthy, Minister of the Environment, Conservation and Parks & Acting Minister of Infrastructure
Graydon Smith, Associate Minister of Municipal Affairs and Housing
Robert Dodd, Chief of Staff, Minister's Office
Matthew Rae, Parliamentary Assistant, Municipal Affairs and Housing
Laura Smith, Parliamentary Assistant, Municipal Affairs and Housing
Brian Saunderson, Parliamentary Assistant, Municipal Affairs and Housing
Martha Greenberg, Deputy Minister, Municipal Affairs and Housing
David McLean, Assistant Deputy Minister, Municipal Affairs and Housing
Caspar Hall, Assistant Deputy Minister, Municipal Affairs and Housing
Sean Fraser, Assistant Deputy Minister, Municipal Affairs and Housing
Municipal Chief Administrative Officers

Development Charges Act – Ministry of Municipal Affairs and Housing

Schedule 3 of the Bill would make amendments to the *Development Charges Act, 1997*.

Land Acquisition Costs

A new subsection 7 (3.1) of the *Development Charges Act, 1997* would require development charge-eligible land acquisition costs to be part of a class in a development charge by-law consisting only of those costs. Land acquisition costs would, pursuant to a new section 5.3, be exempted from the historic service level cap, and these costs, for certain services, would be limited to those that relate to the ten-year period after the background study.

A new subsection 35 (1.1) of the Act would provide that money in an existing reserve fund established to pay for growth-related capital costs of eligible services can continue to be used for growth-related land acquisition costs of the applicable service, so long as those costs are not being paid from the reserve fund for the land acquisition class.

Requiring Local Service Policies

A new subsection 59 (2.2) of the Act would require municipalities that levy development charges to establish local service policies for each service to which the by-law relates and for which a part of the service would be provided as a local service.

The local service policy must identify the works or classes of works that are intended to be for the provision of local services. It could also identify works or classes of works that are not intended to be for the provision of local services (e.g. works that would be funded through development charges) or works or classes of works that would only partially be intended to be for the provision of local services.

A municipality could not require a work for the provision of local service to be paid for or constructed as a condition of land division if it is not identified as being intended to be so provided in the local service policy. This rule applies on the earlier of 18 months after Royal Assent or the day on which the local service policy is established.

The municipality would need to send a copy of the local service policy to the Minister of Municipal Affairs and Housing on request, by the date specified in the request.

If a local service policy has been established, it must be reviewed and a resolution passed by council at the same time as a development charge by-law is passed, indicating whether revisions would be needed.

Requiring Treasurer's Statements to be Submitted by a Specific Date

Subsection 43 (1) of the Act is amended to require the municipal treasurer to give council a development charges financial statement (commonly referred to as the treasurer's statement) on or before June 30 annually. Subsection 43 (3) of the Act is amended to require the treasurer to give a copy of the financial statement to the Minister of Municipal Affairs and Housing no later than July 15 of the year in which the statement is provided to council.

Requiring Municipal Documents to be Submitted to the Ministry on Request

A new subsection 10 (5) of the Act would require municipal councils to give a copy of the development charge background study to the Minister of Municipal Affairs and Housing on request, by the deadline specified in the request

A new subsection 13 (5) of the Act, requires municipal councils to give a copy of the development charge by-law passed by the municipality to the Minister on request, by the deadline specified in the request.

You may provide your comments on the proposed changes to the *Development Charges Act, 1997* through the Ontario Regulatory Registry ([25-MMAH018](#)) from October 23, 2025 to November 22, 2025.

Municipal Act – Ministry of Municipal Affairs and Housing

Schedule 7 of the Bill propose changes to the *Municipal Act, 2001*, to transfer jurisdiction over water and wastewater (sewage) services from Peel Region to the lower-tier municipalities of Mississauga and Brampton, and Caledon, effective January 1, 2029, or a different date as prescribed by the Minister. The proposed amendments prevent the transfer of jurisdiction over water and wastewater back from the lower-tier municipalities to Peel Region using existing authority to transfer services in the *Municipal Act, 2001*.

You may provide your comments on the proposed changes to the *Municipal Act, 2001*. through the Environmental Registry of Ontario (ERO) notice and the Ontario Regulatory Registry ([025-1098](#)) from October 23, 2025 to November 22, 2025.

Planning Act – Ministry of Municipal Affairs and Housing

Schedule 10 of the Bill proposes the following amendments to the *Planning Act* that would help create the conditions necessary to support housing and community development. If passed, the proposed changes would:

- Provide authority for the Minister to make regulations that would remove the need for certain minor variances,
- Allow certain official plan amendments modifying the authorized uses of land within a Protected Major Transit Station Areas (PMTSA) to be exempt from Minister's approval,
- Make provincial policy statements inapplicable with respect to all Minister's decisions under the *Planning Act* outside the Greenbelt Area. A transparent and accountable oversight framework would be developed to support implementation,
- Enable all upper-tier municipalities to establish regional Community Improvement Plans (CIPs) without being prescribed, allow municipalities to fund the CIPs of their respective upper- or lower-tier municipalities, and, for upper-tier municipalities without planning responsibilities, to revive CIPs that were in effect on the day before the municipality lost its planning responsibilities, and
- Enable Minister's zoning orders (MZO) to be made by non-regulatory orders and require them to be published on a Government of Ontario website.

We are interested in receiving your comments on these proposed measures. Comments can be made through the Environmental Registry of Ontario and the Ontario Regulatory Registry from October 23, 2025, to November 22, 2025:

- [ERO 025-1097](#) Proposed Planning Act Changes (Schedule 10 of Bill 60 - *Fighting Delays, Building Faster Act, 2025*).

We are also interested in receiving any comments you may have on associated consultation postings:

- [ERO 025-1099](#): Consultation on simplifying and standardizing official plans.
- [ERO 025-1100](#): Consultation to better understand the linkage between minimum lot sizes on urban residential lands and increased housing options and affordability.
- [ERO 025-1101](#): Consultation to understand current municipal practices with respect to green development standards at the lot level (outside of building) in order to assess whether future changes are needed to prohibit mandatory green development standards in order to improve consistency and clarity across Ontario.

The Environmental Registry postings provide additional details regarding the proposed changes.

City of Toronto Act, 2006 – Ministry of Municipal Affairs and Housing

The proposed change would, through a proclamation order, remove the City of Toronto's authority, under the *City of Toronto Act, 2006*, to require green roofs or other alternative roof surfaces on buildings, effective November 3, 2025.

Residential Tenancies Act – Ministry of Municipal Affairs and Housing / Ministry of the Attorney General

Schedule 12 of the Bill amends the *Residential Tenancies Act, 2006* (RTA) to help address delays and support backlog reduction efforts at the Landlord and Tenant Board (LTB) and adjust the balance of landlord and tenant rights and responsibilities. If passed, the proposed changes would:

- Remove the requirement for a landlord to provide compensation to a tenant when evicting for personal use of the rental unit, if the landlord gives at least 120 days' notice of termination, instead of the required 60 days' notice;
- Shorten the notice period a landlord must provide to a fixed-term or month-to-month tenant to evict them for rent arrears from 14 days to 7 days;
- Remove a tenant's ability to raise issues that could otherwise be the subject of a tenant application to the LTB as part of a rent arrears hearing, if the tenant has not paid at least half of the rent arrears claimed in the application filed by the landlord;
- Remove a tenant's ability to raise issues that could otherwise be the subject of a tenant application to the LTB on the day of a rent arrears hearing, if the tenant has not given prior notice in accordance with LTB timelines;
- Specify a 15-day period for a landlord or tenant to request internal review of a final order or decision of the LTB; and

- Create new regulation-making authorities for the government to prescribe:
 - The form of a notice given by a landlord or tenant to terminate a tenancy.
 - Rules and guidelines for determining what qualifies as a “persistent” failure to pay rent / monthly housing charges, when they are due, by a tenant / member of non-profit housing co-operative.
 - Limitations on the LTB’s ability to postpone the enforcement of an eviction order and/or factors the LTB must consider before postponing enforcement.
 - Limitations, conditions, or tests related to a tenant / member of non-profit housing co-operative making a motion to set aside an eviction order that has been issued, without a hearing, when the tenant/member has given notice of termination to a landlord/co-op, or the parties have entered into an agreement to end a tenancy.
 - Limits or conditions on the power of the LTB to review its final decisions and orders.

The proposed amendments would come into force on a day to be named by order of the Lieutenant Governor in Council.

You may provide your comments on the proposed change through the Ontario Regulatory Registry from October 23, 2025, to November 22, 2025 at the links below:

- [RR 25-MMAH019](#): Seeking Feedback on Proposed Amendments to the Rules Related to Tenants Raising New Issues at a Landlord and Tenant Board (LTB) Rent Arrears Hearing
- [RR 25-MMAH024](#): Seeking Feedback on Proposed Amendments to Shorten the Rent Arrears Eviction Notice Period
- [RR 25-MMAH025](#): Seeking Feedback on Proposed Amendments to the Compensation Requirements for Landlord's Own Use Evictions
- [RR 25-MAG017](#): Seeking Feedback on Proposed Amendment to the Residential Tenancies Act, 2006 (RTA) to Shorten the Period of Time Available to Request a Review of an LTB order

Water and Wastewater Public Corporations Act – Ministry of Municipal Affairs and Housing

Schedule 16 of the Bill proposes a new Act which sets out a framework for a new delivery model for water and wastewater services. The new framework will include legislative authority for the Minister to:

- Designate corporations as water and wastewater public corporations by regulation.
- Require prescribed municipalities to deliver water and wastewater exclusively through a water and wastewater public corporation beginning on a date as prescribed.

Under the new framework, the Minister will have regulation-making authority, including the ability to:

- Prescribe duties and responsibilities for the water and wastewater public corporation.
- Govern the transfer, issuance, redemption and purchase of shares and dividends of a water and wastewater public corporation.
- Govern requirements related to the nomination, appointment, election, resignation or removal of members of the board of directors of the corporation.
- Govern powers for the water and wastewater public corporation to impose and collect fees and charges. If required by LGIC regulation, the Minister of Municipal Affairs and Housing would have oversight powers over rate plans (and additional plans that may be prescribed in regulations).
- Provide for additional transitional matters.

Subject to future regulations setting out the share allocation, the first corporation would provide water and wastewater services in Peel Region and would be jointly owned by Mississauga, Brampton and Caledon. A corporation would be incorporated under the *Ontario Business Corporations Act* at the direction of the Minister that the Minister would designate as a water and wastewater public corporation.

The council of a municipality prescribed by the regulations shall, by the date specified in the regulations, make by-laws transferring employees, assets, liabilities, rights and obligations of the municipality to a water and wastewater public corporation for the purpose of providing water and wastewater services.

You may provide your comments on the proposed changes to the *Municipal Act, 2001*, through the Environmental Registry of Ontario (ERO) notice and the Ontario Regulatory Registry ([025-1098](#)) from October 23, 2025 to November 22, 2025.

GO Transit Station Funding Act – Ministry of Infrastructure

Schedule 4 of the Bill proposes changes the *GO Transit Station Funding Act, 2023*, to enable Municipalities the flexibility to specify payment of a transit station charge, in respect of any part of a development that consists of residential development, upon occupancy and require financial security to secure the payment of any transit station charge that is required to be paid upon occupancy of residential development.

Additional amendments will provide for the determination of a transit station charge that is payable upon occupancy of residential development.

You may provide your comments on the proposed change to the *GO Transit Station Funding Act, 2023* through the Environmental Registry of Ontario (ERO) notice [025-1182](#) from October 23, 2025 to November 22, 2025.

Toronto Waterfront Revitalization Corporation Act – Ministry of Infrastructure

The proposed amendments to the *Toronto Waterfront Revitalization Corporation Act, 2002* would extend the mandate of Waterfront Toronto from 2028 to 2035, and allow for a further extension up to 2040.

The amendments also include provisions relating to a strategic review of Waterfront Toronto in 2031-32 that may inform the extension, a provision requiring the provincial government to consult with the federal government and City of Toronto prior to winding-up the corporation, and the repeal of provisions in the Act that are no longer applicable.

You may provide your comments on the proposed change to the *Toronto Waterfront Revitalization Corporation Act, 2002* through the Environmental Registry of Ontario (ERO) notice [025-1182](#) from October 23, 2025 to November 22, 2025.

Transit-Oriented Communities Act – Ministry of Infrastructure

Schedule 15 of the Bill proposes to amend the *Transit-Oriented Communities Act, 2020*, which may allow the Minister to establish a Transit-Oriented Communities Advisory Panel. The Minister may appoint up to four individuals to this Advisory Panel and appoint a Chair from among them.

The Transit-Oriented Communities Advisory Panel would advise and make recommendations to the Minister, in respect of such matters as the Minister directs, related to infrastructure, transit-oriented community projects, land designated as transit-oriented community land under the Act, and other related matters.

The amendments will also enable the Minister to make an order requiring an owner of land designated as transit-oriented community land to enter into an agreement with a municipality addressing any matters that the Minister considers necessary for the appropriate development of the transit-oriented community land.

Municipalities will also be required to designate a municipal officer or employee to give to the Minister such information as the Minister requests with respect to the implementation of transit-oriented community projects that are located within that municipality.

You may provide your comments on the proposed change to the *Transit-Oriented Communities Act, 2020* through the Environmental Registry of Ontario (ERO) notice [025-1182](#) from October 23, 2025 to November 22, 2025.

Construction Act - Ministry of the Attorney General

Schedule 2 of the bill proposes the following amendments to the *Construction Act* that would, if passed, refine the new annual release of holdback system that was enacted in 2024 but that is not yet in force:

Section 30 is re-enacted in order to apply with respect to the abandonment or termination of a contract or subcontract, rather than to a circumstance in which a contractor or subcontractor defaults in the performance of a contract or subcontract.

Not-yet-in-force amendments to section 31 that would have been made by section 27 of Schedule 4 to the *Building Ontario For You Act (Budget Measures), 2024* – providing for annual lien expiry – are repealed. Section 31 is amended to retain the provisions of those amendments dealing with notice of termination and its effects. The not-yet-in-force re-enacted version of section 26 (payment of basic holdback) is consequently amended to require the annual release of holdback without the expiry of liens.

Section 87.4 is amended by adding a separate transition rule for alternative financing and procurement arrangements (otherwise known as “public-private partnerships”) and to adjust the transition rules respecting amendments made to section 31.

Transitional regulation-making authority in section 88 is made more generally applicable and is transferred from the Lieutenant Governor in Council to the Minister.

The amendments are to come into force at the same time as related amendments to the Act made by the *Building Ontario For You Act (Budget Measures), 2024*, except for the transitional regulation-making authority which comes into force on Royal Assent.

Ontario Water Resources Act - Ministry of the Environment, Conservation and Parks

Schedule 8 of the bill proposes amendments to the *Ontario Water Resources Act (OWRA)* that would, if enacted, would reduce the time and costs with providing on-site sewage treatment to on-farm worker housing by allowing larger systems (comprised of multiple systems with design capacities no greater than 10,000 L/d each and up to 50,000 L/d total per lot or parcel of land) to be regulated under the Ontario’s Building Code and exempting these systems from existing *Ontario Water Resources Act* requirements for environmental compliance approvals.

You may provide your comments on the proposed change to the *Ontario Water Resources Act* through the Environmental Registry of Ontario (ERO) notice [ERO 025-0900](#) from October 23, 2025 to November 22, 2025. In parallel, the government is also consulting on a policy proposal on how the Ontario Building Code will continue to provide protection to human health, the environment, and neighbouring properties in relation to these on-farm systems. You may provide comments on this supporting policy proposal to the Ontario Building Code through Environmental Registry of Ontario notice [ERO 025-0899](#) from October 24, 2025 to December 7, 2025.

Building Transit Faster Act, 2020 – Ministry of Transportation

Schedule 1 of the bill proposes amendments to the *Building Transit Faster Act, 2020* (BTFA) that, if passed, would remove barriers and streamline processes that may otherwise result in delays to the timely completion of provincial transit projects by:

- Reducing the notice period to property owners from 30 to 15 days for Metrolinx to conduct due diligence work (e.g., carrying out inspections, removing obstructions), extending access to municipal right-of-way and third-party lands to the operation and maintenance of projects, and expanding the application of Minister's access orders to additional infrastructure (e.g., tunnels, life safety systems, buildings, bridges). Amendments will also create Minister's regulation-making authorities to name additional infrastructure and to delegate powers for access orders to Metrolinx or to an MTO official.

You may provide your comments on the proposed change to the BTFA through the Environmental Registry of Ontario notice [ERO 025-1035](#).

Highway Traffic Act – Ministry of Transportation

Schedule 5 of the bill amends the *Highway Traffic Act* (HTA) to require applicants for a Driver's Licence, Photo Card and Registrant Identification Number demonstrate that the person is a resident of Ontario, that the person has legal status in Canada and, with respect to an application for a commercial class driver's licence, that the person is lawfully able to work in Canada.

The Schedule also makes amendments to Part II.1 of the HTA to address concerns about the impact of vehicle lane reductions on traffic flow, congestion, and transportation efficiency. Amendments to s.195.3 would prohibit all municipalities from reducing the number of motor vehicle lanes when installing new bicycle lanes. Regulation-making authority is also proposed that would allow the Minister to expand the prohibition to include other municipal activities or provide exemptions to the prohibition altogether.

Finally, amendments to s. 195.9 would streamline the process for reimbursement regarding the existing bicycle lane provisions.

You may provide your comments on the proposed changes through Environmental Registry of Ontario notice [ERO 025-1071](#) and Regulatory Registry notice [RR 25-MTO019](#).

Local Roads Boards Act – Ministry of Transportation

Schedule 6 of the bill amends the *Local Roads Boards Act* to allow owners of certain tax-exempt lands to make voluntary payments to their local roads boards. If approved by the Minister, the voluntary payments would be eligible for matching provincial government funding. The Minister is provided regulation-making authority to prescribe lands for this purpose, as well as to establish an approvals process for such payments. Other related amendments are made regarding record-keeping.

Photo Card Act, 2008 – Ministry of Transportation

Schedule 9 of the bill amends the *Photo Card Act, 2008*, to require that an applicant for a photo card establish that they are a resident of Ontario, and that they are in Canada lawfully.

Public Transportation and Highway Improvement Act – Ministry of Transportation

Schedule 11 of the bill adds a new section to the *Public Transportation and Highway Improvement Act* (PTHIA), stating that various things under the Act do not constitute an expropriation or injurious affection.

This Schedule also repeals and replaces s. 117 of the Act. The Minister of Transportation has existing authority under this section to set mandatory standards for highways, including for municipal roads; however, there is no such regulation currently in place. Proposed amendments would support implementation of common road construction standards across the province by creating new regulation-making authorities to allow the province to prescribe requirements for road construction contracts, establish an exemption process, and set reporting requirements pertaining to road standards. Amendments also allow the Minister to require input from stakeholders regarding standards upon request.

You may provide your comments on the proposed change to the PTHIA related to road construction standards through the Environmental Registry of Ontario notice [ERO 025-1140](#).

Towing and Storage Safety and Enforcement Act, 2021 – Ministry of Transportation

Schedule 14 of the bill amends the *Towing and Storage Safety and Enforcement Act, 2021*, such that tow operators and vehicle storage operators are not required to submit their rates to the ministry for a service where a maximum amount for that service has been set by regulation.

You may provide your comments on the proposed changes through Regulatory Registry notice [RR 25-MTO017](#).

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November 7, 2025

Meeting of November 19, 2025

Council Report

SUBJECT: Riverview Road Culvert

RECOMMENDATION: That Council receive the report on Riverview Road Culverts for information.

Estimates were received from Leroy Construction for the replacement of seven (7) culverts on Riverview Road. These estimates are:

Culvert Number	Location	Size	Price
1	West of Bridge	12 m x 500 mm	\$5,600.00
2	At 1323	12 m x 600 mm	\$7,400.00
3	East of 1275	12 m x 900 mm	\$10,000.00
4	At 1275	12 m x 900 mm	\$10,000.00
5	West of 1275	12 m x 600 mm	\$7,400.00
6	West of 1231	12 m x 600 mm	\$7,400.00
7	At 1116	12 m x 500 mm	\$7,200.00

In order to have these installed this fall thus ensuring they can be funded through the NORDS allocation, each culvert has been treated as a project.

While three competitive bids were sought, only one other area contractor replied to the request for estimates. They, however, provided only one estimate for all culverts totaling \$68,500. If the total of the individual estimates of \$55,000 is compared to this quote, the lower price has been received from Leroy Construction. Further, these estimates appear to be lower than those received as part of the tender that was not accepted by Council in June of 2024.

Prices do not include HST nor materials to patch any surface cuts made.

Prepared and Submitted by: Craig Davidson, Interim Treasurer

Matt Simon

From: bruce@leroyconstruction.ca
Sent: Wednesday, October 29, 2025 12:59 PM
To: Matt Simon
Cc: mandy@leroyconstruction.ca
Subject: Riverview CSP's

Good afternoon Matt.

As per your request we offer the following price for culvert replacements at various locations and priced individually so you can decide based on budget:

- supply all required equipment and manpower
- traffic control as required
- hard surface by others
- supply CSP's as required per location
- supply all required granulars
- locates included
- all pricing is +(HST)

#	LOCATION	SIZE	PRICE
1	W of Bridge	12m x 500mm	\$5600.00
2	@ # 1323	12m x 600mm	\$7400.00
3	East of 1275	12m x 900mm	\$10000.00
4	@ 1257	12m x 900mm	\$10000.00
5	W of 1257	12m x 600mm	\$7400.00
6	W of 1231	12m x 600mm	\$7400.00
7	1116	12m x 500mm	\$7200.00

Thank you.

Bruce Brisbois
General Manager
office 705-356-1015
cell 705-849-7648
bruce@leroyconstruction.ca

Matt Simon

From: Lindsay Tallon <ltallon@beamishconstruction.com>
Sent: Wednesday, October 29, 2025 1:19 PM
To: Matt Simon
Cc: Dennis Lawrence
Subject: Riverview CSP's

Good afternoon Matt.

As per your request we offer the following price for culvert replacements of 7 culverts at various locations on Riverview Road

- manpower and equipment included
- traffic control included
- supply CSP's
- supply granular material
- locates included
- HST is not included

\$68,500.00

Thanks ,

Lindsay

Lindsay Tallon
General Manager – Beamish Construction INC
2075 Great Northern Road
Sault Ste Marie, ON. P6A 5K7
P - 705-759-1759
F - 705-945-8237
C - 705-987-5293



November 7, 2025

Meeting of November 19, 2025

Council Report

SUBJECT: Wagoosh Road Culvert

RECOMMENDATION: That Council direct Staff to engage Tulloch Engineering to prepare specifics and tender packages for the replacement of the Wagoosh Road Culvert.

A rough estimate was received for the replacement of the culvert on Wagoosh Road. This estimate was a little more than \$33k. While this culvert is not large enough to be considered a structure, it is more robust than the average cross-culvert in the Township.

Engaging a professional engineer for this Project will ensure any concerns regard road stability with such a large culvert being replaced are addressed as well as providing the quantities of various materials required for this project. It should be remembered that with Tenders, the practice is to provide the various quantities required to complete the project. Staff are not in a position to have the required expertise to identify quantities.

Previously, Council did have a Request for Proposal process which resulted in Tulloch Engineering being selected as the Engineer of choice.

While the expected timing of this project may not be in-line with the requirements of the NORDS funding program, this project could be funded through the unspent OCIF allocations.

9a

BY-LAW 25-37

THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE

**Being a Bylaw to amend Bylaw No. 21-56, to prescribe a
tariff of fees for the services offered by the
Corporation of the Township of The North Shore**

WHEREAS the Council of the Corporation of the Township of The North Shore is authorized under Section 391(1) of *the Municipal Act*, S.O. 2001, c.25, as amended, to impose fees or charges for services or activities provided or done by or on behalf of the Municipality, for costs payable by it for services or activities and for the use of its property including property under its control;

AND WHEREAS the Corporation of the Township of The North Shore passed By-Law No. 21-56 to establish user fees and tariffs;

AND WHEREAS The Corporation of the Township of The North Shore deems is necessary to update the tariff of fees the municipality charges.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE HEREBY ENACTS AS FOLLOWS:

1. That the tariff of fees for the processing of services be amended as per Schedule 'A' attached to this by-law;
2. That the tariff of fees established under Schedule "A" of this By-Law may be altered or new fees added by resolution or amendment to this By-Law as from time to time is deemed appropriate by the Council of the Corporation of the Township of the North Shore; and

That this By-Law shall come into force and take effect on January 1, 2026.

**READ A FIRST, SECOND AND THIRD TIME ENACTED AND
FINALLY PASSED THIS 19th DAY OF NOVEMBER 2025.**

Tony Moor, Mayor

Rachel Schneider, Clerk/Deputy Treasurer

2026 FEE SCHEDULE (effective January 1st, 2026)

	Current Fee
GENERAL	
Administrative Fee - Research	\$40.00/hr
Commissioner's Stamp	\$5.00 per page stamped
Photocopies/print outs of personal documents - single sided	Black & White: \$0.50/pg Colour: \$1.00/pg
Photocopies/print outs of Municipal documents - Eg. Policies, By-Laws, etc. - single sided	Black & White: \$0.50 Colour: \$1.00/pg
Fax: Public	\$2.00/1st page each additional \$1.00
Laminating	\$2.00/page
Scanning and emailing	\$1.00/page
Reprint of Tax or Water bill	\$5.00
Letter of Compliance (Building/Zoning/Property)	\$60.00
Tax Certificate	\$60.00
Zoning By-law (copy)	\$40.00
Official Plan (copy)	\$60.00
Water Turn Off/On - Scheduled during business hours	\$120.00
Water Turn Off/On - Emergency	\$750.00/year
Trailer Licensing	\$100.00
Noise By-Law Exemption	\$45.00
Non-Sufficient Funds (NSF) Cheque Fee	

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (MFIPPA)

<i>Under Section 45 of MFIPPA and its Regulation 823, fees for processing are fixed</i>	
MFIPPA requests submission fee	\$5.00 per Request
Print out or photocopy of records - single sided	\$0.20 per each page
Search time (for general information requests)	\$7.50 per 15 minutes of search time
Record preparation	\$7.50 per 15 minutes for record preparation
Computer programming	\$15.00 per 15 minutes to retrieve information
Disk for storage media (USDetc.)	\$10.00 per device
Shipping costs	At actual cost

ANIMAL CONTROL

Dog Tag BEFORE February 15th	\$20.00
Dog Tag AFTER February 15th	\$30.00
Dog Tag BEFORE February 15th (Senior Fee - Over 65 years of age)	\$10.00
Dog Tag AFTER February 15th (Senior Fee - Over 65 years of age)	\$20.00
Cat Tag BEFORE February 15th	\$20.00
Cat Tag AFTER February 15th	\$30.00
Cat Tag BEFORE February 15th (Senior Fee - Over 65 years of age)	\$10.00
Cat Tag AFTER February 15th (Senior Fee - Over 65 years of age)	\$20.00
Transfer of License	\$5.00

FIRE DEPARTMENT

Night-Time Burning Permits/Brush Burning Permits (from 7:00pm to 7:00am)	\$0.00
Day-Time Burning Permits (from 7:00am to 7:00pm)	\$20 per month
W.E.T.T. Inspection	\$200.00
<u>Calls for Service</u>	
First false alarm call	\$0.00
Second false alarm call	\$50.00
Third false alarm call	\$100.00
Fourth false alarm call	\$200.00
<u>Situations that in the opinion of the Senior Officer are as the result of gross negligence or as the result of an illegal act</u>	
<i>Example - having a fire during a fire ban, not being present while having a permitted or unpermitted fire</i>	
Per vehicle for first hour	\$543.03
Per vehicle per 1/2 hour after first hour	\$271.52

MUNICIPAL HALL RENTALS	
Council Chambers - 80 people (chairs only) or 50 people (Tables and Chairs) - 867 sq. ft.	
a) Non-profit	\$25/day + HST
b) Private	\$55/day + HST
c) Hall and Kitchen (non-profit)	\$55/day + HST
d) Hall and Kitchen (private)	\$105/day + HST
e) Chairs (Security Deposit \$100)	\$2.50 ea/day + HST
j) Folding Tables (Security Deposit \$100)	\$5.00 ea/day + HST

PLANNING APPLICATIONS	
a) Application for Amendment to the Official Plan	\$1,020.00
b) Application for Amendment to the Zoning By-Law	\$1,020.00
c) Application for Consent (Severance)	\$510.00
d) Application for Minor Variance	\$510.00
<i>All planning fees above are "in addition to" all other planning fees associated to the application process, including professional third party planning fees. ALL FEES TO BE PAID BY APPLICANT</i>	

CEMETERY	
Transfer and/or re-issuing a Certificate of Interment Rights	\$40.00 + HST
<u>Resident Fee:</u>	
a) Burial Plot	\$500.00 + HST (includes \$290 C&M)
b) Cremation Plot	\$250.00 + HST (includes \$175 C&M)
d) Columbarium niche (20 niche columbarium) - per niche	\$800.00 + HST (includes \$165 C&M)
e) Burial opening and closing - regular plot (Other Than A, B, C Locations)	\$335.00 + HST
f) Burial opening and closing - regular plot (A, B, C Locations)	\$435.00 + HST
g) Burial opening and closing - cremation plot	\$155.00 + HST
<u>Marker Installation Fees</u>	
g) Flat marker 173 sq. inches or more	\$100.00 + HST (includes \$100 C&M)
h) Upright Marker up to 4'x4'	\$200.00 + HST (includes \$200 C&M)
i) Upright Marker greater than 4'x4'	\$400.00 + HST (includes \$400 C&M)
<u>Non-Resident Fee:</u>	
a) Burial Plot	\$1,000.00 + HST (includes \$400 C&M)
b) Cremation Plot	\$500.00 + HST (includes \$200 C&M)
d) Columbarium niche (20 niche columbarium) - per niche	\$1,600.00 + HST (includes \$240 C&M)
e) Burial opening and closing - regular plot (Other Than A, B, C Locations)	\$580.00 + HST
f) Burial opening and closing - regular plot (A, B, C Locations)	\$680.00 + HST
g) Burial opening and closing - cremation plot	\$310.00 + HST
<u>Marker Installation Fees</u>	
g) Flat marker 173 sq. inches or more	\$100.00 + HST (includes \$100 C&M)
h) Upright Marker up to 4'x4'	\$200.00 + HST (includes \$200 C&M)
i) Upright Marker greater than 4'x4'	\$400.00 + HST (includes \$400 C&M)

LANDFILL	
Boats	\$20.00/feet (in length)
Mattress	\$100.00 each
Couch	\$50.00 each
Chair	\$35.00 each
Freon Removal	\$25.00
TIPPING FEES DURING NORMAL OPERATING HOURS	
a) Half ton truck/vehicle with trailer (with regular household garbage only)	\$0.00
b) Half ton truck with roofing shingles and/or construction and/or demolition waste	\$35.00
c) Car with small to medium trailer with roofing shingles and/or construction and demolition waste	\$35.00
d) Half ton truck with small to medium trailer with roofing shingles and/or construction and demolition waste	\$70.00
e) Heavy Duty Truck/ Heavy Capacity single axle trailer	\$120.00
f) Tri Axle/ 20 yard bin/Tandem Truck (\$8.95 per yard)	\$205.00

LANDFILL CONTINUED...	
TIPPING FEES BEFORE/AFTER NORMAL OPERATING HOURS	
a) Half Ton truck with roofing shingles and/or construction and demolition waste*	\$35.00
b) Car with small to medium trailer with roofing shingles and/or construction and/or demolition waste*	\$35.00
c) Half ton truck and small to medium trailer with roofing shingles and/or construction and/or demolition waste*	\$70.00
d) Heavy Duty Truck/Heavy Capacity Single axle trailer*	\$120.00
e) Tri Axle/ 20 yard bin/Tandem Truck (\$8.95 per yard)*	\$205.00
*ADD TO ABOVE TIPPING FEES (after normal operating hours):	
Attendant's hourly wage plus administration fee of \$50.00	

RECREATION	
<i>*Payable at the time of booking</i>	
MUNICIPAL TENT RENTAL - LAUZON BEACH LOCATION (Electricity Hookups Included)	
<i>Non-profit Organization</i>	
40'x100'	
Daily	\$450.00 + HST
Weekend (Friday, Saturday, Sunday)	\$1,100.00 + HST
Weekly (7 Days)	\$1,750.00 + HST
40'x50' or less	
Daily	\$200.00 + HST
Weekend (Friday, Saturday, Sunday)	\$450.00 + HST
Weekly (7 Days)	\$750.00 + HST
** Plus a refundable \$500 cleaning/damage deposit	
<i>Private/Resident/Commercial Groups of the North Shore</i>	
40'x100'	
Daily	\$500.00 + HST
Weekend (Friday, Saturday, Sunday)	\$1,200.00 + HST
Weekly (7 Days)	\$2,000.00 + HST
40'x50' or less	
Daily	\$250.00 + HST
Weekend (Friday, Saturday, Sunday)	\$550.00 + HST
Weekly (7 Days)	\$1,000.00 + HST
** Plus a refundable \$500 cleaning/damage deposit	
Non Residents Surcharge	
Daily	\$51.00 + HST
Weekend (Friday, Saturday, Sunday)	\$102.00 + HST
Weekly (7 Days)	\$204.00 + HST
MUNICIPAL SPRAGGE RINK RENTAL - HYDRO ROAD IN SPRAGGE (Electricity Hookeups Included)	
<i>Spragge Rink ICE (Winter Season)</i>	
Public Skaters/All skaters	\$0.00
Hockey Team Ice Rental - Anytime between 12:00am - 9:00am	\$25.00/per hour + HST
Hockey Team Ice Rental - Anytime between 9:00am - 11:59pm	\$50.00/per hour + HST
<i>Spragge Rink FLOOR (when there is No ice)</i>	
Rental of Spragge Rink (NO ICE) for Non-Profit Organizations	\$55.00/day + HST
Rental of Spragge Rink (NO ICE) for Private/Residential/Commercial Groups	\$55.00/day + HST
Non Residents Surcharge	\$51.00/day + HST

BUILDING	\$10.00 for each \$1,000.00 in value Plus
New Constructions, including additions & renovations	\$50.00 Administration Fee
Pool (above-ground / in-ground)	\$100.00
Demolitions	\$50.00
Moving Permits	\$100.00
Renewal Permits	25% of original building permit amount

By-Law 25-38

Being a By-Law to manage and regulate Election signs and Election campaign advertisements, including Third-Party advertising, in the Township of The North Shore

WHEREAS subsection 11(3), paragraph 1 of the Municipal Act, 2001, S.O.2001. c. 25, as amended authorizes The Township of The North Shore to pass By-Laws respecting to highways over which it has jurisdiction

AND WHEREAS subsection 11(3), paragraph 7 of the Municipal Act, 2001, S.O.2001. c. 25, as amended authorizes The Township of The North Shore to pass By-Laws respecting signs

AND WHEREAS subsection 63(1) of the Municipal Act, 2001, S.O.2001. c. 25, as amended authorizes The Township of The North Shore, if it passes a By-Law for prohibiting or regulating the placing of an object on a highway, to provide for the removal of any object placed on a highway in contravention of that By-Law

AND WHEREAS section 425 of the Municipal Act, 2001, S.O.2001. c. 25, as amended establishes that any person who contravenes any By-Law of The Township of The North Shore is guilty of an offence

AND WHEREAS section 88.3 of the Municipal Elections Act, 1996, as amended sets out requirements for Candidates' Election campaign advertisements

AND WHEREAS the Township of The North Shore recognizes the importance of free speech and political campaigning as supported by the Municipal Elections Act, 1996, as amended

AND WHEREAS it is necessary to have an Election Sign By-Law for the Township of the North Shore to ensure public safety on our roads and highways during an Election period.

AND FURTHER WHEREAS the Township of The North Shore deems it necessary to enact regulations to:

- i. Achieve clarity of the position and consistency of approach for displace of Election signs and Election campaign advertisements within the jurisdiction of the Township of The North Shore

- ii. Enable the issue to be applied consistently and equitably to all candidates and Third-Party advertisers
- iii. Minimize any threat to public safety from the placement of Election signs

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE ENACTS AS FOLLOWS:

1. RESPONSIBILITY

1.1. Candidates, Council Members (including an acclaimed member or a member not seeking re-Election), and Third-Party Advertisers are responsible to comply with this By-Law.

2. DEFINITIONS

- 2.1 **“Banner Flag Sign”** shall mean a sign made from non-rigid, lightweight material, which is attached to and projects out horizontally in a predominantly perpendicular manner and used primarily for attracting attention.
- 2.2 **“Banner Sign”** means a sign made from non-rigid, lightweight material, which is secured or mounted to a building or other structure or airplane by its ends or corners.
- 2.3 **“Candidate”** shall have the same meaning as in the Canada Elections Act, the Election Act (Ontario) or the Municipal Elections Act, 1996, S.O. 1996, c.32, as applicable, and shall be deemed to include a person seeking to influence other persons to vote for or against any question or By-Law submitted to the electors under section 8 of the Municipal Elections Act, 1996 S.O. 1996, c.32, as amended.
- 2.4 **“Clerk”** means the Municipal Clerk of the Municipality.
- 2.5 **“Election Campaign Advertisement”** means an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting or supporting the Election of a candidate.
- 2.6 **“Election sign”** means any sign as defined in this By-Law that:
- 2.6.1 Advertises or promotes a candidate in a federal, provincial or Municipal Election or By-Election and shall include school board trustees; or
 - 2.6.2 That uses words, pictures or graphics or any combination thereof intended to influence persons to vote for or against any questions or By-Law submitted to the electors under section 8 of the Municipal Elections Act, 1996, S.O. 1996, c.32.

- 2.7 **“Election Sign Owner”** shall be the Candidate or Third-Party Advertiser who has approved or created the Election Sign.
- 2.8 **“Electronic Sign”** means an electronically and/or computer-controlled sign, or that part thereof, which displays illuminated copy and graphic information in a pre-arranged sequence for continuous scrolling or flashing display or other form of animation.
- 2.9 **“Highway”** shall have the same meaning as the Highway Traffic Act, RSO 1990 c.H.8, and includes a common and public highway, street, roadway, avenue, gate, alley, court, crescent, boulevard, lane, trail, way, chase, road, drive, circle, mews, line, side road, parkway, driveway, square, place, bridge, viaduct, or trestle, any part or which is intended for, or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof
- 2.10 **“Inflatable Sign”** shall mean a sign or advertising device designed to be inflated with air or gas and may designed to be airborne and tethered to ground, water, a building, or other structure.
- 2.11 **“Local Roads and Streets”** provide public access to properties.
- 2.12 **“Motorized Sign”** shall mean a sign designed with motorized movement.
- 2.13 **“Municipal By Law Enforcement Officer”** shall mean a person appointed by the Council of The Corporation of the Township of the North Shore for the purposes of enforcing Township By-Laws.
- 2.14 **“Public Property”** means property owned by or under the control of the Township of the North Shore or any of its agencies, boards or commissions, including public highways, and shall be deemed to include Public Utility Poles, regardless of whether the poles are owned by or under the control of the Township
- 2.15 **“Public Utility Pole”** means a pole owned or controlled by an entity which provides a Municipal, regional or public utility service, including streetlights, stop signs, Bell Canada, hydro and any subsidiaries thereof.
- 2.16 **“Sight Triangle”** means the triangular shape of a lot formed by two intersecting lot lines and a line drawn from a point in one lot line across such lot to a point in the other lot line, each such point being 9 metres (32 feet) from the point of intersection of the lot lines, measured along the lot lines. Where the two lot lines do not intersect at a point, the point of intersection of the lot lines shall be deemed to be the intersection of the projection of the lot lines or the intersection of the tangent to the lot lines.
- 2.17 **“Third Party Advertiser”** An individual, corporation or trade union who has filed with the clerk of the local Municipality responsible for conducting an Election a

notice of registration to be a registered third party for the Election as in Section 8.6 (1) of the Municipal Elections Act, 1996, as amended.

2.18 **“Third Party Advertisement”** means an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting, supporting, or opposing:

2.18.1 A candidate, or

2.18.2 A “yes” or “no” answer to a question referred to in subsection 8(1), (2) or (3) of the Municipal Elections Act but does not include an advertisement by or under the direction of a candidate or an advertisement described in Section 1, subsection (2) or (2.1) of the Municipal Elections Act, 1996, S.O. 1996, c.32.

2.19 **“Township”** means The Township of The North Shore.

2.20 **“Township Logo or Wordmark”** means the current logo, wordmark, symbol or insignia adopted by or created by the Township of The North Shore which is displayed on the Township website, social media platforms, letterhead, signage or equipment and vehicles owned by the Township of The North Shore.

2.21 **“Water Billboard”** shall include inflatable and amphibious floating signs on water and signs mounted to motorized and non-motorized boats.

2.22 **“Mobile Sign”** means any sign mounted on a trailer or other freestanding structure, which is designed in such a matter so as to facilitate its movement from place to place, but does not include a sign attached to a motorized vehicle where the principle use of the vehicle is transportation of people, goods or other materials

3. IMPLEMENTATION

3.1 No permit is required for the erection of Elections Signs under this By-Law.

3.2 Election signs shall not:

3.2.1 Be illuminated or have flashing lights

3.2.2 Have rotating parts

3.2.3 Be inflatable

3.2.4 Be motorized

3.2.5 Simulate any traffic control device

3.2.6 Have a sign area greater than 3 sq. m (32 sq. ft)

3.2.7 Have a sign height greater than 2m (6.6 ft).

3.3 No person shall at any time display on any sign or on any Election campaign advertisement:

3.3.1 The Township of The North Shore logo or watermark, in whole or in part

3.3.2 An image of Township of The North Shore signage in whole or in part.

3.4 No person shall at any time place an Election sign, or cause an Election sign to be placed, that:

- 3.4.1 Obstructs the visibility of intersections, private entrances, pedestrians, vehicles or traffic control devices or regulatory signage, as determined by the Manager of Public Works or their designate
- 3.4.2 Impedes the necessary sightlines of motorists, Municipal snow plow operations, or access to a private drive
- 3.4.3 Is nailed or otherwise attached to or upon any utility pole, light pole, utility box, tree, planter, bench, waste receptacle, newspaper box or mailbox
- 3.4.4 Is affixed to an airplane, a boat, dock or buoyed in the water such as an amphibious water sign or inflatable sign
- 3.4.5 Is on any premises used as a Voting Place/Help Centre for Elections
- 3.4.6 Is in or on a vehicle that is parked or located on any Municipal property if it is visible from the outside of the vehicle
- 3.4.7 Is located on a sidewalk
- 3.4.8 Is affixed to a permanent or official highway sign, signal or support, guardrail or other roadway structure
- 3.4.9 Creates a safety hazard.

3.5 Election signs may be erected or displayed on private property with the consent of the owner or occupant of the property.

3.6 No person shall place an Election sign, or cause an Election sign to be placed on any property that is owned, leased or maintained by the Township of The North Shore, including, but not limited to:

- 3.6.1 The Municipal Office
- 3.6.2 Fire Halls
- 3.6.3 Municipal Boat Launches
- 3.6.4 The Spragge Recreation Area
- 3.6.5 Municipal Beaches
- 3.6.6 Municipal Parks
- 3.6.7 Transfer Stations or Landfill
- 3.6.8 Vacant parcel/lot of land owned by the Municipality.

3.7 Election signs shall not be placed/affixed to any building owned, leased or operated by the Township of The North Shore.

3.8 Election signs shall not be permitted on a Municipal road allowance immediately adjacent to the properties noted in subsection 3.6.

3.9 If a Candidate or Third-Party Advertiser has rented a space from the Township for a campaign event, they shall be allowed to place a sign at the entrance of the building provided it does not block access or create a hazard, a sign in the Municipal road

allowance immediately adjacent to the building. Signs may be placed one hour prior to the event and must be removed one hour after the event has completed.

- 3.10 Election signs may be placed on a Municipal road allowance provided that the regulations in subsections 3.2 and 3.3 of this By-Law are obeyed.
- 3.11 No person shall place or permit to be placed an Election Sign for a federal or provincial Election or by-Election earlier than the day the Writ of Election or by-Election is issued.
- 3.12 No person shall place or permit to be placed an Election Sign for a federal or provincial Election or by-Election earlier than the day following the candidate becoming approved.
- 3.13 Section 88.3(2) of the Municipal Elections Act, 1996, as amended sets out that an Election campaign advertisement purchased by or under the direction of a candidate shall identify the candidate. A candidate Election campaign sign that states: the name of the candidate or the name of the candidate in combination with the words "Elect (candidate name); Re-elect (candidate name), Vote (candidate name) or (candidate name) for the office of (ie. Mayor, Deputy Mayor, Councillor) will be deemed to meet the requirements of the Act.
- 3.14 Section 88.3(2) of the Municipal Elections Act, 1996, as amended sets out that a candidate shall not cause an Election campaign advertisement to appear unless he or she provides the following information to the broadcaster or publisher in writing:
- 3.14.1 The name of the candidate.
- 3.14.2 The name, business address and telephone number of the individual who deals with the broadcaster or publisher under the direction of the candidate.
- 4. TIMING**
- 4.1 Election Signs shall not be erected or displayed prior to forty-five days before a Municipal Election. In order to prepare for the placement of Election signs, the candidate, or his or her agent, has the right to make the required \$100 deposit with the Township at any time prior to Nomination Day.
- 4.2 Election Signs shall not be erected or displayed for a federal or provincial Election until the day that the writ of Election is issued. In order to prepare for the placement of Election signs, the candidate, or his or her agent, has the right to make the required \$100 deposit with the Township at any time prior to the issuance of the writ of Election.
- 4.3 Despite Sections 4.1 and 4.2, Election Signs may be erected on campaign offices once the candidate has filed his or her nomination papers and paid the required filing fee.

5. REMOVAL OF ELECTION SIGNS

- 5.1 No person shall deface, relocate, remove, willfully cause damage or permit damage to be caused to a lawfully erected Election Sign, except for the owner or their agent.
- 5.2 The Township of The North Shore shall not be liable for any damage or loss to an Election Sign that was displayed in accordance with this By-Law or that was removed by the Township pursuant to the provisions of this By-Law.
- 5.3 If the Manager of Public Works, or their designate, determines that the location of an Election Sign is in contravention of this By-Law, they may remove the sign.
- 5.4 Election Signs removed by the Township of The North Shore shall be stored by the Township for a period of not less than one (1) week and made available for return to the owner or their agent.
- 5.5 Election Signs, not reclaimed within 15 days, may be disposed of by the Township without compensation to the owner of the sign.
- 5.6 The Township reserves the right to remove any offending Election Sign, any Election Sign which is deemed to be a hazard or otherwise that is in non-compliance with this By-Law without notice to any person, including the owner or their agent and without compensation to the owner of the sign. A courtesy call may be given to the owner or their agent that the sign has been removed.
- 5.7 Where Election Signs placed on private property are causing a safety issue, the Manager of Public Works or their designate, shall remove the sign upon it being brought back to their attention and the cost of such removal may be charged back to the owner of the sign.
- 5.8 Election Signs shall be removed at the expense of the owner within one (1) week after the completion of voting on voting day.
- 5.9 Any sign that has not been reclaimed may be disposed of by the Township of The North Shore upon providing notice to the owner or their agent.

6. ENFORCEMENT

- 6.1 Manager of Public Works or their designate, Township By-Law Enforcement Officers, Police or the Clerk or their designate may enforce this By-Law.

7. OTHER APPROVAL AUTHORITIES

- 7.1 Election signs or similar campaign material that will be installed or affixed to Ministry of Transportation road system will require the permission of this respective approving authority.

7.2 Election Signs or similar campaign material that will be installed or affixed to Poles belonging to Hydro One Network, Bell Canada or other public utilities will require the permission of these respective approving authorities.

7.3 Notwithstanding the above, should any approval authority delegate its powers and duties to the Township of The North Shore for Election signage and campaign advertising, this By-Law will be applicable.

8. THIRD-PARTY ADVERTISERS

8.1 Section 88.4 of the Municipal Elections Act, 1996, as amended, sets out provisions for Third-Party advertising and introduces a framework to regulate Third-Party advertising, which include contribution and spending limits.

8.1.1 The Act defines a Third-Party advertisement as an advertisement in any broadcast, print, electronic or other medium that has the purpose of supporting or opposing a candidate, or a “yes” or “no” answer to a question under clause 8(1)(a)(b) or (c).

8.1.2 In addition to the above, Third-Party advertisers are required to provide on their signs the following information:

8.1.2.1 The name of the registered third party

8.1.2.2 The Municipality where the registered third party is registered.

8.1.2.3 A telephone number, mailing address or email address at which the registered Third-Party may be contracted regarding the advertisement.

9. VANDALISM

9.1 The investigation or prosecution for any acts of vandalism to Election signs or campaign material of the candidates should be referred to the Ontario Provincial Police by the complainant. The Municipality or any of its Municipal employees or agents will not be responsible.

10. LIABILITY FOR DAMAGES

10.1 The provisions of this By-Law shall not be construed as relieving or limiting the responsibility or liability of any person erecting or owning any sign for personal injury or property damage resulting from the placing of such signs or resulting from the negligence or willful acts of such person, or his or her agents or employees, in the construction, erection, maintenance, repair or removal of such signs.

11. PRECEDENCE OVER ELECTION SIGN PROVISIONS IN OTHER BY-LAWS

11.1 In the event of a conflict between this By-Law and the provisions of another Township By-Law regulating signs, including Election signs, the provisions of this By-Law prevail.

12 - EFFECTIVE DATE

12.1 This By-Law shall take effect on the date of passage by Council, and By-Law 18-25 is hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME ENACTED AND FINALLY
PASSED THIS 19th DAY OF NOVEMBER 2025.**

Tony Moor, Mayor

Rachel Schneider, Clerk/Deputy Treasurer

BY-LAW 25-39**THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE**

**Being a bylaw to confirm the proceedings of Council
at its Regular Council Meeting of November 19, 2025.**

The Council of the Corporation of the Township of The North Shore hereby enacts as follows:

WHEREAS Section 5(3) of the *Municipal Act, 2001, S. O. 2001, c.25*, as amended requires municipal Council to exercise a municipal power including a municipality's capacity, rights, powers and privileges under Section 9, by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the Corporation of the Township of the North Shore deems it desirable to confirm the proceedings of Council at its Regular Council Meeting of November 19, 2025.

NOW THEREFORE the Council of the Corporation of the Township of the North Shore hereby enacts as follows:

1. That each motion, resolution, and other action passed and taken by the Council at its Regular Council meeting of November 19, 2025, is hereby adopted, and ratified and confirmed.
2. The Head of Council and the proper officers of the Corporation of the Township of the North Shore are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approval where required and except where otherwise provided, the Mayor and the Clerk, or if absent, the designate, are hereby directed to affix the Corporate Seal of the Municipality to all such documents.

**READ A FIRST, SECOND AND THIRD TIME ENACTED AND FINALLY PASSED
THIS 19th DAY OF NOVEMBER 2025.**

Tony Moor, Mayor

Craig Davidson, Designated Clerk for the
November 19th, 2025 Regular Council meeting