



AGENDA

Regular Council Meeting

Tuesday, June 4, 2024

4:40 PM

Council Chambers/Zoom

Please visit the [TKL YouTube Channel](#) for the live-stream of the meeting.

We acknowledge that the Town of Kirkland Lake is located on the traditional territory of Algonquin peoples including the Beaverhouse First Nation, and unceded territory of other indigenous peoples. We recognize the presence of the Algonquin, Anishanabai, Ojibwe, Cree and Métis people in our community since time immemorial and honour their stewardship and care of these lands. We hereby affirm our continued commitment and responsibility to reconciliation.

1. CALL TO ORDER AND MOMENT OF SILENCE

2. APPROVAL OF THE AGENDA

RECOMMENDATION:

THAT the Agenda for the Regular Meeting of Council held on Tuesday, June 4, 2024 be approved as circulated.

3. DECLARATION OF PECUNIARY INTEREST

4. PETITIONS AND DELEGATIONS

5. ACCEPTANCE OF MINUTES AND RECOMMENDATIONS

5.1. Council Minutes

[Council Minutes - May 21, 2024](#)

RECOMMENDATION:

THAT Council approve the minutes of the following meeting:

- Minutes of the Regular Meeting of Council held May 21, 2024.

5.2. Committee of Council Minutes

[KLCOA - Minutes - February 27, 2024](#)

[KLPAC - Minutes - April 20, 2023](#)

RECOMMENDATION:

THAT Council adopt the minutes of the following meetings:

- Minutes of the Kirkland Lake Committee of Adjustment held February 27, 2024; and
- Minutes of the Kirkland Lake Planning Advisory Committee held April 20, 2023.

5.3. Local and Regional Board Minutes

[KLPLB - Minutes - April 18, 2024](#)

[DTSSAB - Minutes - April 24, 2024](#)

[THU - Minutes - April 3, 2024](#)

RECOMMENDATION:

THAT Council receive the minutes of the following meetings:

- Minutes of the Kirkland Lake Public Library Board held April 18, 2024;
- Minutes of the District of Timiskaming Social Services Administration Board of Directors held April 24, 2024; and
- Minutes of the Timiskaming Health Unit Board of Health held April 3, 2024.

6. REPORTS OF MUNICIPAL OFFICERS AND COMMUNICATIONS

6.1. Pedestrian Crosswalk – Connecting Links Project 2023-2024

Alan Smith, Chief Administrative Officer

[2024-PW-004](#)

RECOMMENDATION:

THAT Report Number 2024-PW-004 entitled “**Pedestrian Crosswalk – Connecting Links Project 2023-2024**” be received;

AND THAT “Table F (1)” and “Schedule F” of Town of Kirkland Lake’s Parking By-Law No. 21-033, as amended, be further amended to incorporate the Pedestrian Crosswalk on the West Side of the intersection Burnside Drive and Highway 66, as presented;

AND THAT Council approve the location of a new Pedestrian Crosswalk on the West Side of the intersection Burnside Drive and Highway 66;

AND THAT Council approve the installation of a new 85m long sidewalk to direct pedestrian traffic from the new proposed Pedestrian Crosswalk northerly to the Toburn intersection on Burnside Drive;

AND FINALLY THAT the amending by-law be brought forward for three readings on June 18, 2024.

6.2. Request to Purchase 185 Pollock Street

Brook-Lynn Rozon, Acting Planning Administrator

[2024-DEV-011](#)

RECOMMENDATION:

THAT Report Number 2024-DEV-011 entitled “**Request to Purchase 185 Pollock**

Street” be received for information.

- 6.3. Deeming By-Law Application for Lots 116 and 117 of Registered Plan M-140T
Brook-Lynn Rozon, Acting Planning Administrator
[2024-DEV-013](#)

RECOMMENDATION:

THAT Report Number 2024-DEV-013 entitled “**Deeming By-Law Application for Lots 116 and 117 of Registered Plan M-140T**” be received;

AND THAT Council enact a Deeming By-Law pursuant to Section 50(4) of the Planning Act, so as to deem Lots 116 and 117, Registered Plan M-140T, as not being registered lots within a Plan of Subdivision;

AND FINALLY THAT Council authorize that a deeming by-law be given three readings on June 18, 2024.

- 6.4. Operational Key Performance Indicators (O-KPIs) Update – 2024 Quarter One
Stephanie Dell, Strategic Initiatives & Workplace Performance Coordinator
[2024-ADM-012](#)

RECOMMENDATION:

THAT Report Number 2024-ADM-012 entitled “**Operational Key Performance Indicators (O-KPIs) Update – 2024 Quarter One**” be received.

- 6.5. Proposed Official Appointments Changes (General Housekeeping)
Jennifer Montreuil, Municipal Clerk
[2024-ADM-013](#)

RECOMMENDATION:

THAT Report Number 2024-ADM-013 entitled “**Proposed Official Appointments Changes (General Housekeeping)**” be received;

AND THAT Council hereby repeal By-Law 22-035, being a by-law to appoint a Deputy Clerk for the Town of Kirkland Lake;

AND FINALLY THAT the appropriate appointment by-laws be brought forward for three readings on June 18, 2024.

- 6.6. Proposed Charitable Sponsorship Policy
Lloyd Crocker, Treasurer
[2024-CORP-030](#)

RECOMMENDATION:

THAT Report Number 2024-CORP-030 entitled “**Proposed Charitable Sponsorship Policy**” be received;

AND THAT Council approve the Charitable Sponsorship Policy, as presented;

AND THAT Council direct that the Charitable Sponsorship Policy take effect immediately;

AND FINALLY THAT the Charitable Sponsorship Policy be numbered and inserted into the Corporate Policy Manual.

7. CONSIDERATIONS OF NOTICES OF MOTIONS

7.1. Mayor Stacy Wight - Community Beautification

RECOMMENDATION:

Moved by: Mayor Stacy Wight

Seconded by: Councillor Rick Owen

WHEREAS various groups and individual members of the community have approached Council and Administration regarding town beautification, including anti-littering campaigns, annual clean-up initiatives and placing items that improve the aesthetic of our community;

AND WHEREAS the Town of Kirkland Lake's Corporate Strategic Plan 2024-2026 and Beyond, identifies us as being "*a vibrant and prosperous community*" as one of its strategic priority areas;

AND WHEREAS one of the Plan's strategic actions under the corporate strategic priority Vibrant and Prosperous Community is to "*provide public spaces that enhance the appearance of the town and encourage social interaction and active lifestyles for all ages*";

AND WHEREAS the current Council's Operational Aims include Community wellbeing and "*Recognition programs, including Community Grants, for volunteers and community organizations*";

THEREFORE BE IT RESOLVED THAT Council direct Administration to create a public survey for residents to determine the key areas of Town they wish for inclusion in potential annual community beautification and anti-littering projects;

AND THAT Administration investigate incentives for adherence to the Town's Property Standards and Community Standards By-Laws;

AND THAT an annual schedule be created identifying the annual Town works conducted that adds to the beautification of the community, including but not limited to, items such as changing municipal banners, placing floral displays in the downtown core, culvert/catchment basin clearing, lawn mowing, and municipal participation in community-led clean-up initiatives, etc;

AND FINALLY THAT corporate branding and by-laws be presented to ensure that the community is welcoming, aesthetically pleasing, and is the "*Right Environment*" for all who live, work and play in Kirkland Lake.

7.2. Mayor Stacy Wight - Backyard Small Flock Hens in the Town of Kirkland Lake

RECOMMENDATION:

Moved by: Mayor Stacy Wight

Seconded by: Councillor Rick Owen

WHEREAS at its May 21, 2024 Regular Meeting, Council received a Delegation and Petition requesting the allocation of backyard small flock hens for egg production be permissible in the jurisdiction of the Town of Kirkland Lake;

THEREFORE BE IT RESOLVED THAT Administration conduct a public survey to obtain feedback and comments on permitting backyard chickens in urban residential

areas and rural residential areas within the jurisdiction of the Town of Kirkland Lake;
AND FINALLY THAT an information report be presented including legislative authority, zoning, enforcement, those survey results, and comments from consultation with local public health authorities and Ontario's Ministry of Agriculture, Food and Rural Affairs for additional feedback and recommendations.

7.3. Mayor Stacy Wight - Kirkland Lake Mining Heritage Historical & Cultural Revitalization

RECOMMENDATION:

Moved by: Mayor Stacy Wight

Seconded by: Councillor Rick Owen

WHEREAS on March 19, 2024, Council for The Corporation of the Town of Kirkland Lake unanimously passed the following Resolution:

“Moved by: Councillor Lad Shaba

Seconded by: Councillor Janice Ranger

BE IT RESOLVED THAT Report Number 2024-CS-002 entitled **“Review to a Non-Core Service #2”** be received;

AND THAT Council direct for the cancellation of the Lease Agreement between The Corporation of the Town of Kirkland Lake and Ontario Heritage Foundation, now Ontario Heritage Trust (OHT), for the property located at 2 Château Drive, Kirkland Lake;

AND THAT Administration formally notify the OHT that The Corporation of the Town of Kirkland Lake divests itself of possession of the whole, and its interest in the management and its operations of the property legally described as Mining Claim L-2242 and 16635, commonly known as the Sir Harry Oakes Château and operating as the Museum of Northern History effective December 31, 2024;

AND THAT Council approve the engagement of consultancy services from WSCS Consultants Inc. to provide options on the transformation of cultural services, the costs of which are born by the operational savings of the divestiture;

AND THAT the Chief Administrative Officer be authorized to execute the Services Agreement with WSCS Consultants Inc. in the form and content satisfactory to the Chief Administrative Officer and Director of Community Services;

AND THAT immediate formal notice be given to the impacted staff, the Museum Advisory Committee, and Museum Auxiliary;

AND FINALLY THAT Administration be directed to issue a Press Release on the divestiture for public knowledge. **CARRIED”**

AND WHEREAS at its May 21, 2024 Regular Meeting, Council received a Delegation requesting that Administration attend meetings that the group of concerned citizens continue to have with corporate entities who have expressed interest in ensuring that

the Museum continues to operate in the Harry Oakes Chateau;
AND WHEREAS Council of The Corporation of the Town of Kirkland Lake is desirous of supporting these local concerned individuals with their endeavor to utilize the above-mentioned building for activities and events, while at the same time ensuring Decisions of Council are upheld in the long-term financial interest of The Corporation of the Town of Kirkland Lake;

AND WHEREAS to date, there has been no authorized communication regarding this matter with outside entities;

THEREFORE BE IT RESOLVED THAT Council for The Corporation of the Town of Kirkland Lake directs Administration to facilitate a meeting with these concerned citizen members and the Ontario Heritage Trust;

AND FINALLY THAT Administration continue to participate in previously established meetings with outside entities on behalf of the Town.

- 7.4. DEFERRED - Councillor Dolly Dikens - Fire Organizational Review
- 7.5. DEFERRED - Councillor Lad Shaba - Alternate External Source of Museum Funding

8. INTRODUCTION, READING AND CONSIDERATION OF BY-LAWS

8.1. **By-Law # 24-042**

[24-042 Execution By-Law \(KLCC & TTF\)](#)

RECOMMENDATION:

THAT the following by-law be read, numbered, passed, signed by the Mayor and the Municipal Clerk, and the Seal of the Corporation be affixed thereto;

By-Law Number 24-042, being a by-law to authorize the execution of a sponsorship agreement with The Kirkland Lake Curling Club in order to accept grant funding from The Temiskaming Foundation.

8.2. **By-Law # 24-043**

[24-043 Execution By-Law \(MOA for TD CSWBP with THU\)](#)

RECOMMENDATION:

THAT the following by-law be read, numbered, passed, signed by the Mayor and the Municipal Clerk, and the Seal of the Corporation be affixed thereto;

By-Law Number 24-043, being a by-law to authorize the execution of a Memorandum of Agreement with the Timiskaming Health Unit for the performance of work described in Section 7.0 Statement of Work identified in the District-Wide Community Safety and Well Being Plan (CSWBP).

8.3. **By-Law # 24-044**

[24-044 Executing Land Sale - 185 Pollock St.](#)

RECOMMENDATION:

THAT the following by-law be read, numbered, passed, signed by the Mayor and the Municipal Clerk, and the Seal of the Corporation be affixed thereto;

By-Law Number 24-044, being a by-law to authorize the execution of documents

related to the sale of 185 Pollock Street.

9. QUESTIONS FROM COUNCIL TO STAFF

None.

10. NOTICE(S) OF MOTION

11. COUNCILLOR'S REPORTS

11.1. Updates from Members of Council

RECOMMENDATION:

THAT the verbal updates from members of Council be received.

12. ADDITIONAL INFORMATION

12.1. Proclamation - Canadian Multiculturalism Day (June 27, 2024)

[Proclamation - Canadian Multiculturalism Day](#)

RECOMMENDATION:

THAT Council sanction the Proclamation for "**Canadian Multiculturalism Day (June 27, 2024)**" in the Town of Kirkland Lake.

12.2. Proclamation - Elder Abuse Awareness Day (June 15, 2024)

[Proclamation - Elder Abuse Awareness Day](#)

RECOMMENDATION:

THAT Council sanction the Proclamation for "**Elder Abuse Awareness Day (June 15, 2024)**" in the Town of Kirkland Lake.

12.3. Proclamation - Indigenous Peoples Day (June 21, 2024)

[Proclamation - Indigenous Peoples Day](#)

RECOMMENDATION:

THAT Council sanction the Proclamation for "**Indigenous Peoples Day (June 21, 2024)**" in the Town of Kirkland Lake.

12.4. Proclamation - Hope Air Day (June 7, 2024)

[Proclamation - Hope Air Day](#)

RECOMMENDATION:

THAT Council sanction the Proclamation for "**Hope Air Day (June 7, 2024)**" in the Town of Kirkland Lake.

13. CLOSED SESSION

RECOMMENDATION:

THAT Council adjourn in-camera pursuant to Section 239 (2) of the *Municipal Act*, 2001, as amended, to discuss personal matters about an identifiable individual, including municipal or local board employees; a proposed or pending acquisition or disposition of land by the municipality or local board; labour relations or employee negotiations; litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local boards; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; 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.

at ____ PM for the following reason(s):

- Item 13.1 Direction: Unionized Employment Settlement
- Item 13.2 Direction: Transaction Closing Extension - 8 Lots (Property Rehab Inc.)

RECOMMENDATION:

THAT Council reconvene in open session at _____ PM.

14. MATTERS FROM CLOSED SESSION

15. CONFIRMATION BY-LAW

15.1. **By-Law # 24-045**
[24-045 Confirming Proceedings - June 4, 2024](#)

RECOMMENDATION:

THAT the following by-law be read, numbered, passed, signed by the Mayor and Municipal Clerk, and the Seal of the Corporation be affixed thereto;

By-Law Number 24-045, being a by-law to confirm the proceedings of Council at its meeting held Tuesday, June 4, 2024.

16. ADJOURNMENT

RECOMMENDATION:

THAT this Regular Meeting of Council do now adjourn at _____ PM.



MINUTES

Regular Council Meeting

Tuesday, May 21, 2024

4:40 PM

Council Chambers/Electronic Participation

The Regular Council Meeting of the Town of Kirkland Lake was called to order on Tuesday, May 21, 2024, at 4:40 PM, in the Council Chambers/via Zoom, with the following members present:

- Present: Mayor Stacy Wight, Councillor Janice Ranger, Councillor Lad Shaba, Councillor Casey Owens, and Councillor Rick Owen
- Regrets: Councillor Dolly Dikens and Councillor Patrick Kiely
- Staff: Chief Administrative Officer Alan Smith, Director of Community Services Kim Klockars (4:40- 6:14 PM), Director of Community Services (outgoing) Bonnie Sackrider (4:40-6:14 PM), Director of Emergency Services / Fire Chief Earl Grigg (4:40-6:14 PM), Director of Corporate Services Shawn LaCarte, Director of Long-Term Care and Senior Services Tanya Schumacher (4:40-6:14 PM), Municipal Clerk Jennifer Montreuil, Treasurer Lloyd Crocker (4:40-6:14 PM), Manager, Human Resources Services Cassandra Young, Deputy Clerk/Lottery Licencing Officer Amberly Spilman (4:40- 6:14 PM), and Deputy Treasurer Bart Seaton (4:40-6:14 PM)

1. CALL TO ORDER AND MOMENT OF SILENCE

Mayor Wight read the Land Acknowledgement Statement, called the meeting to order, and requested a moment of silence.

2. APPROVAL OF THE AGENDA

Moved by: Councillor Janice Ranger
Seconded by: Councillor Lad Shaba

BE IT RESOLVED THAT the Agenda for the Regular Meeting of Council held on Tuesday, May 21, 2024 be approved as circulated.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST

Mayor Wight requested those present to declare any pecuniary interests with matters appearing on the open session agenda. None noted.

4. PETITIONS AND DELEGATIONS

- 4.1. Petition for Allocation of Backyard Small Flock Hens in the Town of Kirkland Lake
Kassie Dusome and Anthony Boucher

Moved by: Councillor Casey Owens
Seconded by: Councillor Rick Owen

BE IT RESOLVED THAT the Delegation entitled "**Petition for Allocation of Backyard Small Flock Hens for Egg Production in the Town of Kirkland Lake**" be received for information.

CARRIED

- 4.2. Kirkland Lake Mining Heritage Historical & Cultural Revitalization Project
Beverley McChesney-Rumble, Martha McSherry, and Ann Black

Moved by: Councillor Janice Ranger
Seconded by: Councillor Lad Shaba

BE IT RESOLVED THAT the Delegation entitled "**Kirkland Lake Mining Heritage Historical & Cultural Revitalization Project**" be received for information.

CARRIED

5. ACCEPTANCE OF MINUTES AND RECOMMENDATIONS

- 5.1 Moved by: Councillor Casey Owens
Seconded by: Councillor Rick Owen

BE IT RESOLVED THAT Council approve the minutes of the following meeting:

- Minutes of the Regular Meeting of Council held Thursday, May 9, 2024.

CARRIED

- 5.2 Moved by: Councillor Janice Ranger
Seconded by: Councillor Lad Shaba

BE IT RESOLVED THAT Council receive the minutes of the following meetings:

- Minutes of the Kirkland Lake Public Library Board held February 15, 2024;
- Minutes of the Timiskaming Health Unit Board of Health held April 3, 2024; and
- Minutes of the Timiskaming Municipal Association held April 25, 2024.

CARRIED

6. REPORTS OF MUNICIPAL OFFICERS AND COMMUNICATIONS

- 6.1. 2022 Audit and Annual Financial Statements
Lloyd Crocker, Treasurer
Marc Belanger, Partner, Baker Tilly SNT LLP (Municipal Auditor)

Moved by: Councillor Casey Owens
Seconded by: Councillor Rick Owen

BE IT RESOLVED THAT Report Number 2024-CORP-028 entitled “**2022 Audited Financial Statements**” be received;
AND THAT Council hereby approves the Consolidated Financial Statements of the Municipal Corporation of the Town of Kirkland Lake for the year ended December 31, 2022;
AND THAT Council hereby approves the Trust Funds Balance Sheet and Statement of Continuity of the Municipal Corporation of the Town of Kirkland Lake and its affiliated Boards for the year ended December 31, 2022;
AND FINALLY THAT Council hereby authorizes the Treasurer to distribute the Audited Financial Statements as required by Section 295 (1) of the *Municipal Act*, 2001, as amended.

CARRIED

- 6.2. 2023 Public Sector Accounting Board (PSAB) Reconciliation
Lloyd Crocker, Treasurer

Moved by: Councillor Casey Owens
Seconded by: Councillor Rick Owen

BE IT RESOLVED THAT Report Number 2024-CORP-029 entitled “**2023 Public Sector Accounting Board (PSAB) Reconciliation**” be received.

CARRIED

- 6.3. Town Sponsorship Request – KLCC Grant Application to The Temiskaming Foundation
Shawn LaCarte, Director of Corporate Services

Moved by: Councillor Janice Ranger
Seconded by: Councillor Lad Shaba

BE IT RESOLVED THAT Report Number 2024-CORP-027 entitled “**Town Sponsorship Request – KLCC Grant Application to The Temiskaming Foundation**” be received;
AND THAT Council approve the request from the Kirkland Lake Curling Club (KLCC) for The Corporation of the Town of Kirkland Lake to sponsor an application to the Temiskaming Foundation (TTF) for a grant in the sum of \$3,000.00 to support their Condenser Replacement Project;
AND THAT Council authorizes the Mayor and Municipal Clerk to sign a Sponsorship Agreement with the KLCC, as presented;

AND THAT Council authorizes the Treasurer to receive any funds granted by The Temiskaming Foundation, and to forward a donation of the same value to the KLCC;

AND FINALLY THAT an execution by-law be brought forward for three readings on June 4, 2024.

CARRIED

- 6.4.** Timiskaming District Community Safety and Well Being Plan Agreement & Update
Bonnie Sackrider, Director of Community Services

Moved by: Councillor Casey Owens

Seconded by: Councillor Rick Owen

BE IT RESOLVED THAT Report Number 2024-CS-004 entitled “**Timiskaming District Community Safety and Well-Being Plan Update & Proposed 2024-2026 Memorandum of Agreement**” be received;

AND THAT Council authorize the Mayor and Municipal Clerk to execute a Memorandum of Agreement between The Corporation of the Town of Kirkland Lake and the Timiskaming Health Unit (THU) for the performance of work as described in Section 7.0 identified in the Timiskaming District Community Safety and Well-Being (CSWB) for the period of August 1, 2024 to August 31, 2026;

AND THAT Council approve the supplemental contribution in the sum of \$7,195.00 being drawn from the Working Capital Reserve for the 2024-2025 implementation of Timiskaming District CSWB Plan;

AND THAT Council approve the annual contribution in the sum of \$25,519.00 from the Community Services Department’s portion of the 2025 Town Budget for the 2025-2026 implementation of the Timiskaming District CSWB Plan;

AND FINALLY THAT an execution by-law be brought forward for three readings on June 4, 2024.

CARRIED

7. CONSIDERATIONS OF NOTICES OF MOTIONS

None.

8. INTRODUCTION, READING AND CONSIDERATION OF BY-LAWS

None.

9. QUESTIONS FROM COUNCIL TO STAFF

None.

10. NOTICE(S) OF MOTION

- 10.1. Mayor Wight - Community Beautification
- 10.2. Mayor Wight - Backyard Small Flock Hens in the Town of Kirkland Lake
- 10.3. Mayor Wight - Kirkland Lake Mining Heritage Historical & Cultural Revitalization Project
- 10.4. Councillor Shaba – Alternate External Source of Museum Funding

11. COUNCILLOR'S REPORTS

- 11.1. Updates from Members of Council

Moved by: Councillor Janice Ranger
Seconded by: Councillor Lad Shaba

BE IT RESOLVED THAT the verbal updates from members of Council be received.

CARRIED

12. ADDITIONAL INFORMATION

- 12.1. Proclamation - Pride Month (June)

Moved by: Councillor Rick Owen
Seconded by: Councillor Janice Ranger

BE IT RESOLVED THAT Council sanction the Proclamation for "**Pride Month (June)**" in the Town of Kirkland Lake.

CARRIED

Council took recess at 6:01 PM and resumed the meeting at 6:14 PM.

13. CLOSED SESSION

Moved by: Councillor Janice Ranger
Seconded by: Councillor Lad Shaba

BE IT RESOLVED THAT Council adjourn in-camera pursuant to Section 239 (2) of the *Municipal Act*, 2001, as amended, at 6:14 PM to discuss personal matters about an identifiable individual, including municipal or local board employees; labour relations or employee negotiations; litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local boards; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

for the following reason:

- Item 13.1 Verbal Update: Corporate Staffing (Quarterly)

CARRIED

Moved by: Councillor Casey Owens
Seconded by: Councillor Rick Owen

BE IT RESOLVED THAT Council reconvene in open session at 6:38 PM.

CARRIED

14. MATTERS FROM CLOSED SESSION

None.

15. CONFIRMATION BY-LAW

15.1. By-Law # 24-041

Moved by: Councillor Janice Ranger
Seconded by: Councillor Lad Shaba

BE IT RESOLVED THAT the following by-law be read, numbered, passed, signed by the Mayor and Municipal Clerk, and the Seal of the Corporation be affixed thereto;

By-Law Number 24-041, being a by-law to confirm the proceedings of Council at its Regular Meeting held Tuesday, May 21, 2024.

CARRIED

16. ADJOURNMENT

Moved by: Councillor Casey Owens
Seconded by: Councillor Rick Owen

BE IT RESOLVED THAT this Regular Meeting of Council do now adjourn at 6:39 PM.

CARRIED

Stacy Wight, Mayor

Jennifer Montreuil, Municipal Clerk

APPROVED BY COUNCIL ON JUNE 4, 2024

Attendance

Members: Ted Assad, Chair
Edmond Duchene, Vice Chair
Rick Owen, Councillor (attended electronically)
Casey Owens, Councillor
Raymond Mallette
Don Studholme

Staff: Brook-Lynn Rozon, Planning Administrator (Staff Liaison / Recording Secretary)

Regrets: Lorraine Irvine

1. Call to Order

The Chair called the meeting to order at 3:30 PM.

2. Approval of the Agenda

Moved by: Don Studholme

Seconded by: Edmond Duchene

BE IT RESOLVED THAT the Agenda for the Kirkland Lake Committee of Adjustment Meeting dated February 27, 2024, be approved as circulated.

CARRIED

3. Declaration of Pecuniary Interest

None noted.

4. **Acceptance of Minutes**

Moved by: Raymond Mallette

Seconded by: Don Studholme

BE IT RESOLVED THAT the minutes of the Kirkland Lake Committee of Adjustment Meeting held on December 12, 2023, be approved as circulated.

CARRIED

5. **Committee Business**

Moved by: Raymond Mallette

Seconded by: Don Studholme

BE IT RESOLVED THAT the Kirkland Lake Committee of Adjustment hereby appoint **Ted Assad** as Chair of the Kirkland Lake Committee of Adjustment for the year 2024.

AND FINALLY THAT the Kirkland Lake Committee of Adjustment hereby appoint **Edmond Duchene** as Vice Chair of the Kirkland Lake Committee of Adjustment for the year 2024.

CARRIED

6. **Applications for Consent to Sever**

B01-2024 – A. A. Breault Construction Limited

Moved by: Don Studholme

Seconded by: Casey Owens

BE IT RESOLVED THAT the Consent to Sever Application B01-2024 to sever lands from 50 Goodfish Road for the purpose of creating separately conveyable lots be **APPROVED**.

REASONS:

1. The general intent and purpose of Zoning By-Law and the Official Plan (By-Law No. 21-032) are maintained.

2. If written or oral public comment has been received, it has affected the Committee's Decision in the following manner: **NONE RECEIVED**

CONDITIONS:

1. That a copy of the registered survey be filed with the Municipality.
2. That all conditions must be met within one (1) year of the Notice of Decision.
3. That the Transfer of Land be completed within two (2) years of the issuing of the Certificate of Official, and that a copy of which be submitted to the Secretary-Treasurer.

CARRIED

7. Applications for Minor Variance

None noted.

8. Additional Information


9. Adjournment

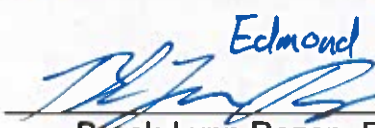

Moved by: Don Studholme

Seconded by: Raymond Mallette

BE IT RESOLVED THAT the Kirkland Lake Committee of Adjustment Meeting does hereby adjourn at 3:46 PM.

CARRIED



Ted Assad, Chair

Edmond Duchene, Vice Chair


Brook-Lynn Rozon, Recording Secretary

APPROVED BY COMMITTEE ON MAY 28, 2024

Attendance

Members: Glen French

Raymond Mallette

Terrence Wight

Janice Ranger, Councillor

Staff: Brook-Lynn Rozon, Planning Administrator (Staff Liaison / Recording Secretary)

Regrets: Edmond Duchene

Ken Dolmage

1. Call to Order

Acting Chair called the meeting to order at 3:45 PM.

2. Approval of the Agenda

Moved by: Raymond Mallette

Seconded by: Janice Ranger

BE IT RESOLVED THAT the agenda, as presented to the Planning Advisory Committee on April 20, 2023 be adopted.

CARRIED

3. Declaration of Pecuniary Interest

None noted.

4. Committee Business

4.1 Municipal Conflict of Interest Act – Training Video

The Committee completed Municipal Conflict of Interest training, from the recording dated November 23, 2022, led by Integrity Commissioner Kim Cholette.

4.2 Appointment of Committee Chair

Moved by: Janice Ranger
Seconded by: Glen French

BE IT RESOLVED THAT the Planning Advisory Committee hereby appoint Raymond Mallette as Committee Chair for the year 2023.

CARRIED

4.3 Appointment of Committee Secretary

Moved by: Janice Ranger
Seconded by: Raymond Mallette

BE IT RESOLVED THAT the Planning Advisory Committee hereby appoint Brook-Lynn Rozon as Secretary.

CARRIED

4.4 Establishment of Yearly Meeting Schedule

Moved by: Glen French
Seconded by: Raymond Mallette

BE IT RESOLVED THAT the Planning Advisory Committee hereby adopt the 2023 yearly meeting schedule.

CARRIED

4.5 Review of Terms of Reference and Update
The Committee reviewed the Terms of Reference. No updates were noted as being required.

5. **Acceptance of Minutes**

Moved by: Raymond Mallette
Seconded by: Terrence Wight

BE IT RESOLVED THAT the minutes for the Planning Advisory Committee meeting held on July 28, 2022 be adopted.

CARRIED

6. **Items for Discussion**

None

7. **Additional Information**

None noted.

8. **Adjournment**

Moved by: Glen French

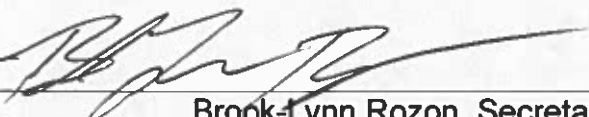
Seconded by: Raymond Mallette

BE IT RESOLVED THAT the meeting is now hereby adjourned.

The meeting adjourned at: 4:15pm



Raymond Mallette, Chair



Brook-Lynn Rozon, Secretary

APPROVED BY COMMITTEE ON MAY 30, 2024



MINUTES

Corporation of the Town of Kirkland Lake
Kirkland Lake Public Library Board
Teck Centennial Public Library Meeting Room
April 18, 2024
5:00 pm

Attendance

Acting Board Chair: Janine Johnson

Members: Stacy Wight, Melissa Orth, Helen Miller, and Chantal Perrier

Regrets: Shirley Scott and Sebastian Mastrilli

Secretary: Cheryl Lafreniere

1. Call to Order

Janine Johnson, Acting Board Chair, called the meeting to order at 5:03pm.

2. Land Acknowledgement

The Land Acknowledgement was read by Trustee, Stacy Wight.

3. Additions to the Agenda

11.2 New Business – Movie Lending Policy

4. Approval of Agenda

Moved by: Stacy Wight

Seconded by: Helen Miller

Motion #2024-12: BE IT RESOLVED THAT the Agenda for the Kirkland Lake Public Library Board meeting held on April 18, 2024 beginning at 5:03p.m. be approved as amended and circulated to all Board Members.

CARRIED

5. Declaration of Pecuniary Interest

None noted.

6. Presentations / Delegations

None noted.

7. **Acceptance of Minutes**

Moved by: Melissa Orth
Seconded by: Helen Miller

Motion #2024-13: BE IT RESOLVED THAT the Kirkland Lake Public Library Board accept the minutes of the regular meeting held on Thursday, February 15, 2024.

CARRIED

Acceptance of Special Meeting

Moved by: Melissa Orth
Seconded by: Chantal Perrier

Motion # 2024 -14 : BE IT RESOLVED THAT the Kirkland Lake Public Library Board accept the minutes of the special budget meeting held on Wednesday, March 8th, 2024.

CARRIED

8. **Business Arising from the Minutes**

No business to discuss at this time.

9. **Reports**

9.1 **Monthly Reports**

8.1.1 Librarian's Monthly Report

BE IT RESOLVED THAT the Librarian's Monthly Report for February and March, 2024 be received as presented and discussed.

8.1.2 Monthly Statistics

BE IT RESOLVED THAT the Library statistics for the month of February and March, 2024 be received as presented and discussed.

9.2 **Financial Reports**

9.2.1 Bills and Accounts

Moved by: Stacy Wight
Seconded by: Helen Miller

Motion # 2024 – 15: *BE IT RESOLVED THAT the Kirkland Lake Public Library Board approves the Bills and Accounts for the months of February and Marc, 2024, as presented and discussed.*

CARRIED

9.2.2 TCL and KLPLB Royal Bank Statements

BE IT RESOLVED THAT the Kirkland Lake Public Library Board reviewed the Royal Bank Statements from both accounts for the months of February and March 2024 as presented and discussed.

9.2.3 Manulife Statement

No statement to discuss this month.

10. Correspondence

9.1 **Letter from:** BDO regarding the liquidation of LSC

Received as information– no action required.

9.2 **Letter from:** Canadian Council of Archives regarding student funding from 2023.

Received as information – no action required.

11. Unfinished Business

There was no unfinished business to discuss.

12. New Business

12.1 **User Fees**

Moved by: Stacy Wight

Seconded by: Melissa Orth

Motion # 2024 – 16: BE IT RESOLVED THAT the Kirkland Lake Public Library Board approves the increase to the Library Out-of-Town Memberships from \$68.00 to \$70.00 per year and the increase to Processing Fees for damage or lost items from \$8.00 to \$10.00 per item.

CARRIED

12.2 Movie Lending Policy

Moved by: Chantal Perrier
Seconded by: Helen Miller

Motion #2021-17: BE IT RESOLVED THAT the Kirkland Lake Public Library Board approves of the recommendation made by the CEO to increase the limit of 3 movies per household to a limit of 10 per household.

CARRIED

13. Children's Refresh Project Update

- CEO informed the Library Board the project is a little behind due to the delay in materials.
- The flooring has been laid in the new All-Purpose room.
- The lighting is now being installed.

14. Closed Session

We did not have a close session.

15. Next Meeting

Date: Thursday, May 16, 2024
Time: 5:00p.m.
Location: Teck Centennial Public Library

16. Adjournment

Moved by: Helen Miller
Seconded by: Chantal Perrier

Motion #2021-18: BE IT RESOLVED THAT the Kirkland Lake Public Library Board adjourn the April 18, 2024 regular scheduled meeting.

The meeting adjourned at 6:25



Shirley Scott, Board Chair

Janine Johnson vice -
Chair



Cheryl Lafreniere, Secretary to the Board



MINUTES OF THE REGULAR MEETING OF THE BOARD

Held on Wednesday, April 24th, 2024, at 5:30 PM at South Office Boardroom

- Present: Derek Mundle, Pat Kiely, Rick Owen, Clifford Fielder, Mary-Jo Lentz, Jeff Laferriere, Jesse Foley, Mark Stewart (CAO)
- Staff: Steve Cox – Housing Services Manager, Corey Mackler – Information Technology Manager, Janice Loranger – Director of Finance, Norma Cale – Housing Services Maintenance Supervisor, Sarah Salvis – Chief of EMS, Michelle Sowinski - Recorder
- Absent: Lois Perry, Ian Macpherson
- Guests: Judy Kleinhuis and Andrea Doré from Grant Thornton
-

The Regular Meeting of the Board was called to order at 5:31 PM.

1.0 CALL TO ORDER AND LAND ACKNOWLEDGMENT

2.0 DISCLOSURE OF PECUNIARY INTEREST

Nil

3.0 PETITIONS AND DELEGATIONS

Nil

4.0 ACCEPTANCE/ADDITIONS TO AGENDA

Resolution 2024-27

Moved by Pat Kiely seconded by Rick Owen

THAT the agenda of the Regular Meeting of the Board held on April 24th, 2024.

Carried.

5.0 ADOPTION OF PREVIOUS MINUTES – March 20th, 2024, REGULAR MEETING OF THE DTSSAB BOARD

Resolution 2024-28

Moved by Clifford Fielder and seconded by Mary Jo Lentz

THAT the Minutes of the Regular Meeting of the DTSSAB Board held on March 20th, 2024, be accepted as presented.

Carried.

6.0 CORRESPONDENCE

Resolution 2024-29

Moved by Jesse Foley and seconded by Clifford Fielder

THAT the Board accept the Correspondence as presented, for information.

Carried.

7.0 NEW BUSINESS

7.1 2023 DTSSAB Consolidated Financial Statements

Resolution 2024-30

Moved by Mary Jo Lentz and seconded by Rick Owen

THAT the Board approve the DTSSAB 2023 Consolidated Financial Statements, as presented.

Carried.

7.3 2023 Grant Thornton Audit Report of DTSSAB

Judy Kleinhuis and Andrea Doré from Grant Thornton prepared and presented this report to the Board for their information.

7.3 CAO Update

This report was prepared and presented by Mark Stewart for the Board’s information.

7.4 Elevator Service Contract Renewal

Resolution 2024-31

Moved by Jesse Foley and seconded by Pat Kiely

THAT the Board accept the recommendation to extend the Elevator services Contract to TK Elevator for the year of 2024 under the same rates as the previous contract (set out in Table 1) and to extend the contract an additional two years, 2025-2026, under the rates outlined in table 2. With a total contract extension of 3 years.

TK Elevator Rates

Table 1

| Elevator Unit | 2024 Current Monthly Cost |
|---|---------------------------|
| 100 Market Street New Liskeard, ON | \$ 132.82 |
| 25 A Tweedsmuir Kirkland Lake, ON | \$ 195.84 |
| 25 Tweedsmuir Kirkland Lake, ON | \$ 195.84 |
| 25(Link)Tweedsmuir Kirkland Lake, ON | \$ 195.84 |
| 60 th Fifth Street Kirkland Lake, ON | \$ 339.30 |
| Monthly | \$ 1059.64 |

Table 2

| Elevator Unit | 2025 and 2026 Monthly Cost |
|---|----------------------------|
| 100 Market Street New Liskeard, ON | \$ 175.00 |
| 25 A Tweedsmuir Kirkland Lake, ON | \$ 250.00 |
| 25 Tweedsmuir Kirkland Lake, ON | \$ 250.00 |
| 25(Link)Tweedsmuir Kirkland Lake, ON | \$ 250.00 |
| 60 th Fifth Street Kirkland Lake, ON | \$ 340.00 |
| Monthly | \$ 1265.00 |

Carried.

7.5 2024 Ambulance Deposit

Resolution 2024-32

Moved by Jeff Laferriere and seconded by Clifford Fielder

THAT the Board approve a payment of \$135,040.80 to Crestline Coach for a deposit for two ambulances to be delivered in 2025.

Carried.

7.6 EMS Update

This report was prepared and presented by Sarah Salvis for the Board’s Information.

7.7 NOSDA AGM Attendance

Resolution 2024-33

Moved by Jesse Foley and seconded by Mary Jo Lentz

THAT the Board approve the attendance of Clifford Fielder, Ian MacPherson, and Derek Mundle, to attend the 2024 NOSDA AGM in Sudbury.

Carried.

8.0 ADJOURNMENT


Resolution 2024-34

Moved by Jeff Laferriere and seconded by Clifford Fielder

THAT the Board meeting be hereby adjourned at 6:40 PM AND THAT the next meeting be held on May 15th, 2024, or at the Call of the Chair.

Carried.

Minutes signed as approved by the Board:



Derek Mundle, Chair

___ May 15th, 2024

Date

Recorder: Michelle Sowinski

MINUTES

Timiskaming Health Unit Board of Health

Regular Meeting held on April 3, 2024 at 6:30 PM

THU NL Boardroom / Microsoft Teams

1. The meeting was called to order at 6:30 p.m.

2. **ROLL CALL**

Board of Health Members

| | |
|-----------------|---|
| Stacy Wight | Chair, Municipal Appointee of Kirkland Lake (<i>video</i>) |
| Jesse Foley | Vice-Chair, Municipal Appointee for Temiskaming Shore (<i>video</i>) |
| Mark Wilson | Municipal Appointee for Temiskaming Shores |
| Jeff Laferriere | Municipal Appointee for Temiskaming Shores |
| Curtis Arthur | Provincial Appointee (<i>video</i>) |
| Carol Lowery | Municipal Appointee for Town of Cobalt, Town of Latchford, Municipality of Temagami, and Township of Coleman (<i>video</i>) |
| Paul Kelly | Municipal Appointee for Township of Larder Lake, McGarry & Gauthier (<i>video</i>) |
| David Lowe | Provincial Appointee |
| Steve McIntyre | Municipal Appointee for Township of Armstrong, Hudson, James, Kerns & Matachewan (<i>video</i>) |
| Casey Owens | Municipal Appointee for Town of Kirkland Lake (<i>video</i>) |
| Todd Steis | Provincial Appointee |

Regrets

| | |
|---------------|--|
| Gord Saunders | Municipal Appointee for Township of Chamberlain, Charlton, Evanturel, Hilliard, Dack & Town of Englehart |
| Guy Godmaire | Municipal Representative for Township of Brethour, Harris, Harley & Casey, Village of Thornloe |
| Cathy Dwyer | Provincial Appointee |

Timiskaming Health Unit Staff Members

| | |
|-------------------|---|
| Dr. Glenn Corneil | Acting Medical Officer of Health/CEO |
| Randy Winters | Director of Corporate and Protection Services |
| Rachelle Cote | Executive Assistant |
| Erin Cowan | Director of Strategic Services and Health Promotion |

3. **APPROVAL OF AGENDA**

MOTION #26R-2024

Moved by: Jeff Laferriere

Seconded by: Jesse Foley

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on April 3, 2024, as amended with the following addition:

10c – Medical Care Transportation (Mr. Lowe)

CARRIED

4. **DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE**

None.

5. **PRESENTATION: SOCIODEMOGRAPHIC DATA FOR THU**

Presenters: Celine Butler, Epidemiologist

Angela Osei, Epidemiologist

Staff presented an overview of the sociodemographic data for the Timiskaming district. The presentation is available [here](#).

Celine and Cristina left the meeting room at 6:53 pm.

6. **APPROVAL OF MINUTES**

MOTION #27R-2024

Moved by: Mark Wilson

Seconded by: David Lowe

Be it resolved that the Board of Health approves the minutes of its regular meeting held on March 6 and March 25, 2024, as presented.

CARRIED

Mr. McIntyre stated that an option to obtain a recorded vote for certain discussions be available moving forward. The comment was noted by Chair Wight.

7. **BUSINESS ARISING**

None noted.

8. **REPORTS OF MOH/CEO**

Dr. Corneil provided a summary of the local situation and other related updates;

- The province recently confirmed a COVID-19 spring booster campaign for eligible persons of +65 yrs and those with an underlined medical condition. The vaccine will be available at THU and participating pharmacies. Messaging underway. The majority of the population will get to participate in the fall booster campaign.
- Measles: no increase post March break. The THU immunization team was successful in obtaining +80% in vaccination rates through the booster campaign.

- Solar eclipse: provincial messaging have been distributed to schools and have been attending standby emergency department meetings.
 - James Bay standard flood evacuation: discussed the Town of Kirkland Lake potentially receiving evacuees over the next week. THU taking part in meetings for role of food inspections and risk of infectious diseases.
9. **HUMAN RESOURCES & FINANCE UPDATE**
Randy Winters provided an update for information purposes.
10. **NEW BUSINESS**
- a. **PHU-THU Merger Update**
Dr. Corneil provided the following update:
- A BOH special meeting was held on March 25, 2024.
 - The merger application was submitted to the ministry on April 2, 2024, and including all the applicable motions.
 - The board composition motion was not carried at the Porcupine Health Unit, due to loss of quorum, therefore this part of the application was not complete. The motion is to be revisited at their next meeting, end of April.
 - Working to distribute a summarized copy of the merger application to all members.
 - Now awaiting the ministry formal decision. Hoping for a quick decision in order to move forward with the merger transition work.
- b. **Briefing Note: Gender-Based and Intimate Partner Violence**
MOTION #28R-2024
Moved by: Jeff Laferriere
Seconded by: Mark Wilson
Be it resolved that the Board of Health:
1. Endorse the Public Health Sudbury and Districts calls for the provincial government to declare gender-based violence and intimate partner violence an epidemic (Appendix A)
 2. Send a letter indicating this endorsement and urging the provincial government to declare gender-based violence and intimate partner violence an epidemic to Hon. Doug Ford, Premier of Ontario via email: doug.fordco@pc.ola.org
- cc:
- Hon. Sylvia Jones, Deputy Premier and Minister of Health
 - Hon. Michael Parsa, Minister of Children, Community and Social Services
 - Hon. Paul Calandra, Minister of Municipal Affairs and Housing
 - John Vanthof, MPP – Timiskaming-Cochrane
 - Anthony Rota, MP – Timiskaming-Nipissing

- Charlie Angus, MP – Timmins-James Bay
- Dr. Kieran Moore, Chief Medical Officer of Health
- Dr. Eileen DeVilla, Chair, Council of Medical Officers of Health (COMOH)
- All Ontario Boards of Health
- Association of Local Public Health Agencies (ALPHA)
- Health Unit Member Municipalities
- Melanie Ducharme, Chair of Temiskaming District Violence Against Women Coordinating Committee

c. **Medical Care Transportation**

After some consideration, Mr. Lowe informed to defer this discussion item to a later meeting of the Board of Health.

11. **CORRESPONDENCE**

MOTION #29R-2024

Moved by: David Lowe

Seconded by: Casey Owens

Be it resolved the Board of Health acknowledges receipt of the correspondence for information purposes.

CARRIED

12. **IN-CAMERA**

None noted.

13. **RISE AND REPORT**

N/A

14. **DATES OF NEXT MEETINGS**

The next regular meeting will be held on May 1, 2024 at 6:30 pm in Kirkland Lake.

15. **ADJOURNMENT**

MOTION #30R-2024

Moved by: Paul Kelly

Seconded by: Carol Lowery

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 7:27 pm.

CARRIED

Stacy Wight, Board Chair
Rachelle Cote, Recorder

REPORT TO COUNCIL

| | |
|--------------------------|----------------------------|
| Meeting Date: 04/06/2024 | Report Number: 2024-PW-004 |
| Presented by: Alan Smith | Department: CAO |

REPORT TITLE

Pedestrian Crosswalk – Connecting Links Project 2023-2024

RECOMMENDATION

BE IT RESOLVED THAT Report Number 2024-PW-004 entitled “**Pedestrian Crosswalk – Connecting Links Project 2023-2024**” be received;

AND THAT “Table F (1)” and “Schedule F” of Town of Kirkland Lake’s Parking By-Law No. 21-033, as amended, be amended to incorporate the Pedestrian Crosswalk on the West Side of the Intersection Burnside Drive and Highway 66, as presented;

AND THAT Council approve the location of a new Pedestrian Crosswalk on the West Side of the intersection Burnside Drive and Highway 66;

AND THAT Council approve the installation of a new 85m long sidewalk to direct pedestrian traffic from the new proposed Pedestrian Crosswalk northerly to the Toburn Intersection on Burnside Drive;

AND FINALLY THAT the amending by-law be brought forward for three readings on June 18, 2024.

INTRODUCTION

The Town of Kirkland Lake was selected for funding through the Ministry of Transportation’s 2023-24 Connecting Links Program on April 3, 2023.

The Ministry’s maximum provincial contribution for the project is \$934,880.00 towards the resurfacing of Government Road (Highway 66), East of Burnside Dr., and the installation of a pedestrian crosswalk (PXO) at the Intersection of Burnside Dr.

A pedestrian crossover on a Connecting Link requires that a municipality pass a by-law which must be approved by the Ministry (Attachment 1). Please note that in this report crossover refers to crosswalk.

DISCUSSION

The installation of a pedestrian crosswalk (PXO) was part of the initial application for funding and requires Ministry approval prior to tendering the project for construction.

The Public Works Department and the project designers, Concept Dash Inc, have been reviewing options to determine the most appropriate location to install the PXO.

The most suitable location for the PXO has been determined to be on the West side of the Burnside Dr. Intersection (Attachment 2). The PXO will be designed and installed in accordance with Ontario Regulation 402/15, being consistent with a Level 2, Type B crossover in accordance with Ontario Traffic Manual Book 15 and will follow the guidelines provided in the Ministry of Transportation's pedestrian crossover HSB Policy Memo for Pedestrian Crossovers (Attachment 3).

To meet the Ministry's requirements as illustrated in Attachment 1, "Table F (1)" and "Schedule F" of Town of Kirkland Lake Parking By-Law No. 21-033, has been updated (Attachments 4 and 5), with the proposed amending by-law which will be presented for 3 readings at the June 18, 2024, Council meeting.

Please note that there is no existing sidewalk on the Northwest corner of the Burnside Dr. intersection with Highway 66. The Public Works Department intends to install an 85m long sidewalk from the Northwest corner of Burnside Dr. and Highway 66 intersection northerly to the Toburn Road intersection (Attachment 6).

Between June 4 and June 18, 2024, residents will be invited to provide written comments and/or attend as a delegate at the June 18, 2024, Regular Council Meeting in relation to the PXO and sidewalk creation designs.

The installation of the PXO and sidewalk creation will be communicated through formal notice to residents via the Town's Website, and social media streams in accordance with the Town's Notice Policy. Residents directly affected by the installation of the PXO and/or creation of the sidewalk, will be notified through written formal notices upon approval by Council.

OTHER ALTERNATIVES CONSIDERED

The first alternate location considered for the PXO crosswalk was on the East side of Burnside Dr. intersection. Due to visual obstructions caused by the bend in the Highway, it was determined that this location was not suitable.

Another location considered, was further East at the College's entrance off Highway 66. This was deemed an appropriate location as there were no visual obstructions. However, it was determined that the location was not optimum to service the needs of pedestrians

in that neighbourhood. The volume of pedestrians is greater at the Burnside Dr. Intersection versus the College's entrance off Highway 66.

FINANCIAL CONSIDERATIONS

The location of the Pedestrian PXO Crosswalk will not have any major impact on the overall price of the project.

To install the proposed 85m long sidewalk along Burnside Drive, the Public Works Department's 2024 Operation's budget will cover the cost of concrete and materials, estimated to be \$5,000.00. This work will be done in-house using Town resources. The new sidewalk would be subject to snow clearing over winter months.

ALIGNMENT TO CORPORATE STRATEGIC PLAN

Priorities:

- Sustainable Core Services [Select Icon]
- Infrastructure
- Vibrant & Prosperous Community
- Current Council's Operational Aims



Actions:

Sustainable Core Services

- Provide clear, fair, and consistent regulations and policies governing municipal operations.

Infrastructure

- Prioritize infrastructure projects based on critical needs, aging systems, potential environmental risks, and community needs.

Vibrant & Prosperous Community

- Provide public spaces that enhance the appearance of the town and encourage social interaction and active lifestyles for all ages.

Council Operational Aims:

Sustainable Core Services

Core Services

- Prioritization of budget allocations and resource distribution to bolster core services that directly impact residents' well-being.

Environmental Sustainability

- Implementation of urban planning strategies that prioritize sustainability in construction and development.

Infrastructure

Roads and Sidewalks

- Prioritization of repairs and upgrades based on usage, safety concerns, and community needs.
- Upgraded sidewalks to comply with accessibility standards, including safety measures such as crosswalks, signage, and traffic calming measures.
- Strategies to secure additional funding to supplement municipal budgets for road and sidewalk projects.

ACCESSIBILITY CONSIDERATIONS

A PXO is specifically designed to increase Accessibility, in accordance with Ontario regulation 402/15. The proposed 85m sidewalk along Burnside Drive will also increase accessibility for all pedestrians heading north from the new proposed PXO at the Connecting Link.

CONCLUSION

To obtain approval from the Ministry of Transportation to install a PXO on Kirkland Lake's Connecting Link on Highway 66, part of the Connecting Link 2023-24 funding project, the recommendation is for Council to approve the location of the PXO on the West side of the Burnside Dr. and Highway 66 Intersection. This also entails Council approving the installation of a new 85m long sidewalk to accommodate pedestrians.

CONSULTATIONS

Town of Kirkland Lake Senior Management Team

Road Supervisors

Designers/Consultants/Engineers at Concept Dash Inc.

ATTACHMENTS

Attachment 1 - MTO PXO Requirements

Attachment 2 - Proposed PXO Location

Attachment 3 - Pedestrian Crosswalk Design

Attachment 4 - Proposed 'Schedule F' Designated Crosswalks

Attachment 5 - Proposed 'Table F' Designated Crosswalks

Attachment 6 - New Proposed Sidewalk Location

Ministry of Transportation
Traffic Engineering Northeast
Engineering Program Delivery Northeast

447 McKeown Avenue
North Bay, ON P1B 9S9
Tel: 705-497-5431

Ministère des Transports
Techniques de la circulation Nord-Est
Mise en œuvre du programme relatif à
l'ingénierie du Nord-Est
447 avenue McKeown
North Bay, ON P1B 9S9
Télé: 705-497-5431



May 4th, 2022

J.D.(Jim) Roman, P. Eng.
Director of Public Works
Corporation of the Town of Kirkland Lake
1 Dunfield Rd.,
Kirkland Lake, ON P2N 3P4

Dear Mr. Roman:

Re: Pedestrian Crossover Requirements on a Connecting Link

The Ministry has been advised that the Town of Kirkland Lake is interested in installing a Level 2 pedestrian crossover on a connecting link within its jurisdiction.

This letter and instructions are to assist you in the Ministry process and outline the legal requirements, Ministry policies, procedures and sign design standards surrounding the installation of a Level 2 pedestrian crossover in your community.

A pedestrian crossover on a connecting link requires that a municipality pass a by-law and that by-law **must be** approved by the Ministry. Therefore, it is very important that the information being provided to you with respect to the by-law is followed to attain Ministry approval. This will prevent any unnecessary delays or amendments being required to the by-law resulting in a faster more efficient Ministry approval process.

The following are the requirements to be followed with respect to a Level 2, Type B or C pedestrian crossover on a connecting link (Please note that only Level 2, Type B or C crossovers will be permitted on connecting links):

1. **Ontario Regulation 402/15 - Pedestrian Crossover Signs**, provides an interpretation of Level 1 and Level 2 pedestrian crossovers and establishes standards for signs and pavement marking associated with pedestrian crossovers. (<https://www.ontario.ca/laws/regulation/150402>)
2. **Ontario Traffic Manual (OTM) Book 15 - Pedestrian Crossing Treatments**, provides the criteria on when to use pedestrian crossovers. (<https://www.library.mto.gov.on.ca/SydneyPLUS/Sydney/Portal/default.aspx?component=AAAA/Y&record=fa5caef1-9963-4786-b3c9-4b5e50e70321>)

- 3. Highway Standards Branch (HSB) Policy Memo for Pedestrian Crossovers,** provides design guidelines for a Level 2 pedestrian crossover based on the requirements of O. Reg. 402/15 and OTM Book 15. Only Level 2, Type B or Type C, pedestrian crossovers, shall be installed on provincial facilities including connecting links. (HSB Memo attached).

Included in your municipal by-law should be the following Ministry approved statement:

The pedestrian crossover to be installed on Highway XXX or [Local Street Name] will be designed and installed in accordance with Ontario Regulation 402/15, be consistent with a Level 2, Type B or C (choose one) crossover in accordance with Ontario Traffic Manual Book 15 and follow the guidelines provided in the ministry's pedestrian crossover HSB Policy Memo for Pedestrian Crossovers.

If you have any further questions or concerns with respect to the by-law approval process and / or its requirements, please do not hesitate to contact us.

Sincerely,

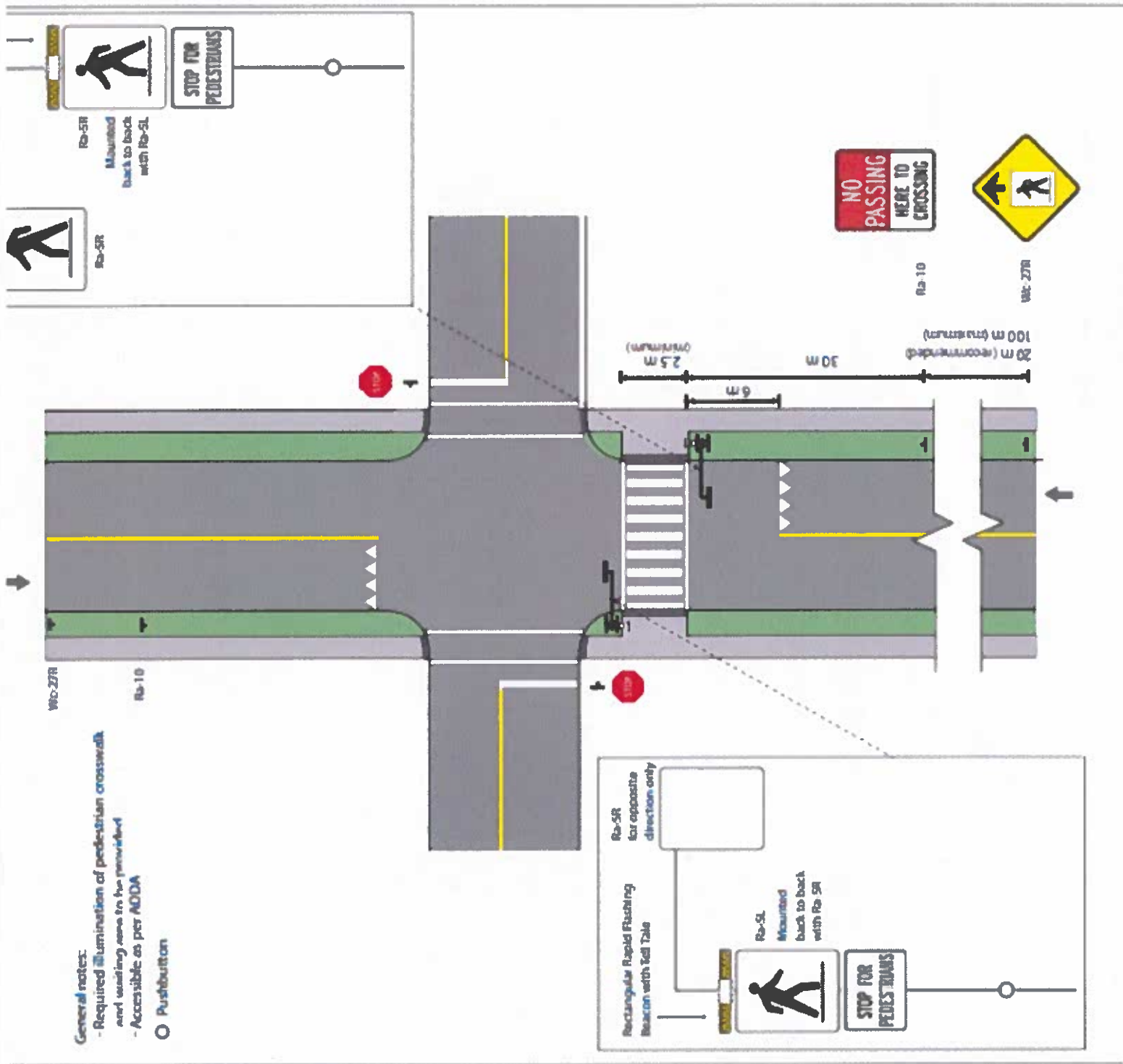


Michelle Proietti
Head, Traffic Engineering







Proposed PXO Location to the west of Burnside Drive

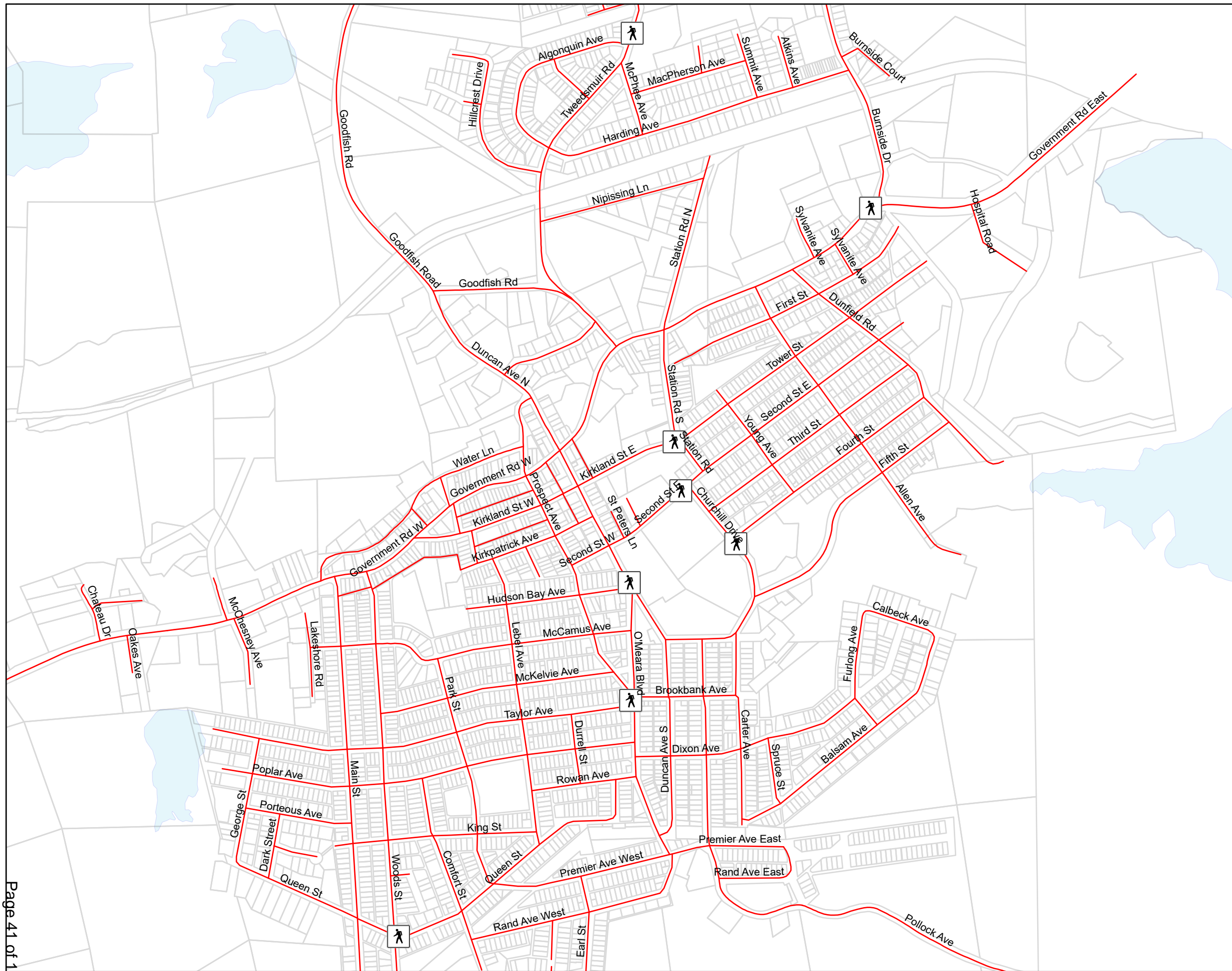
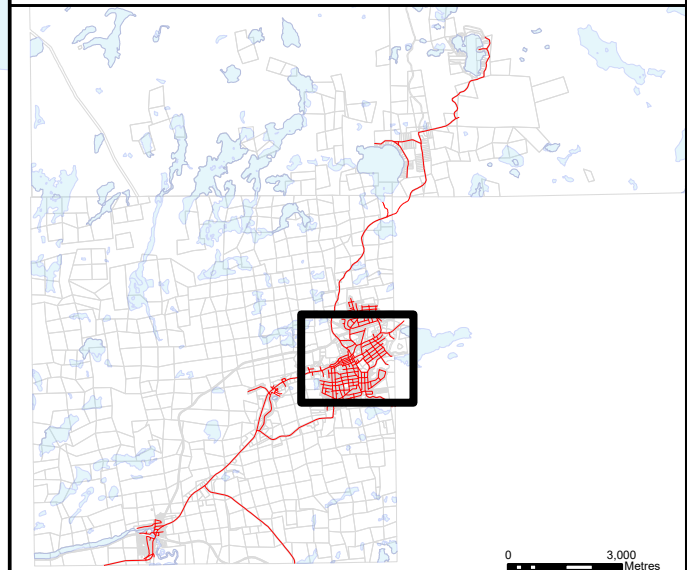
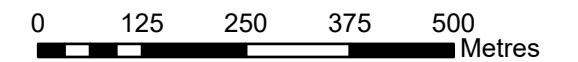
Project Area Limits along Highway 66



Schedule F Designated Crosswalks

Legend

-  Crosswalks
-  Roads
-  Parcels
-  Lakes





KIRKLAND LAKE
 THE RIGHT ENVIRONMENT
 By-Law 15-017
 Amended by By-law 21-033

Town of Kirkland Lake

Proposed Pedestrian PXO Crosswalk (Capital Project)
Proposed new sidewalk (Operations)

Legend

-  New Sidewalk Required
-  PXO Crossover

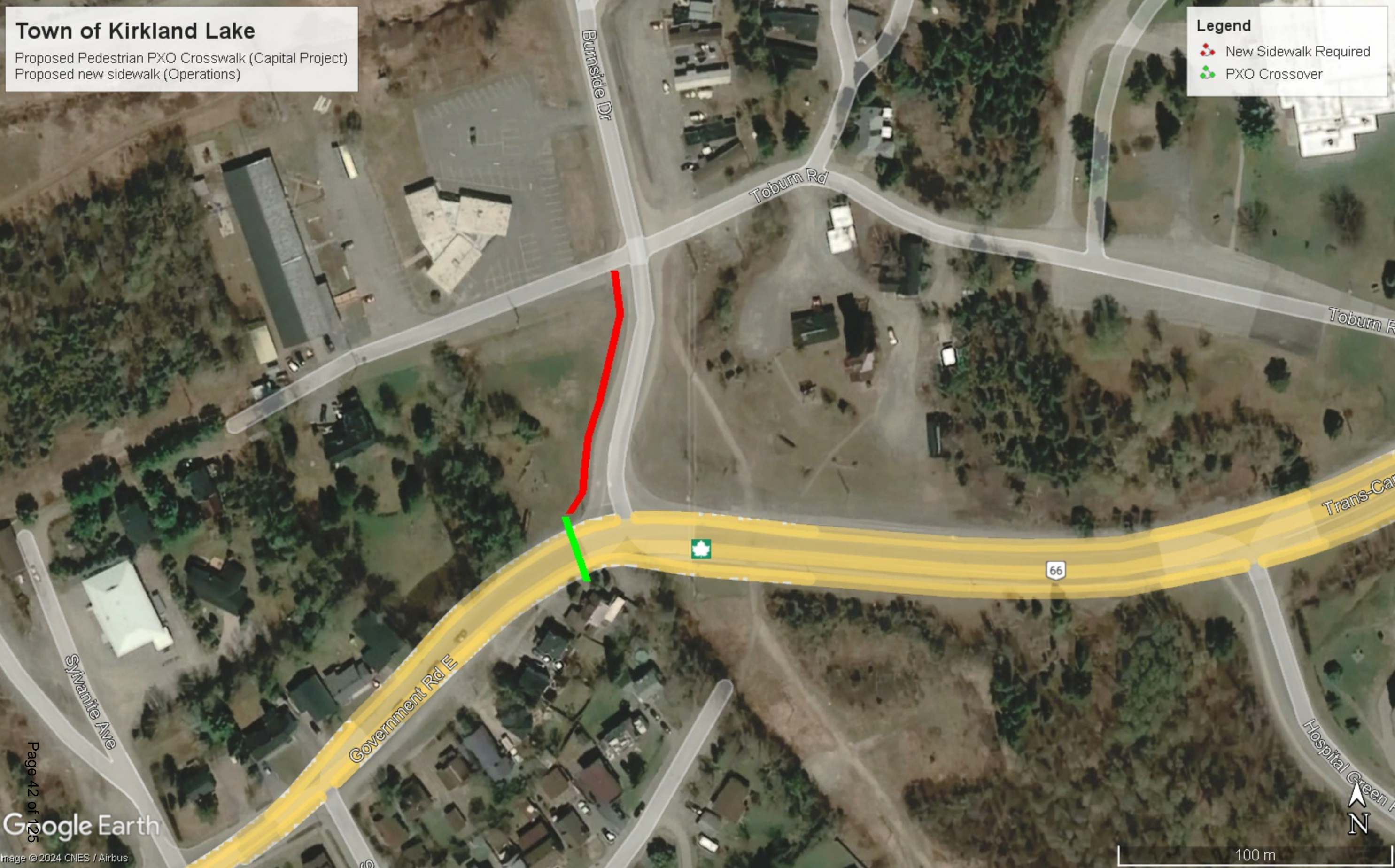


Table F – Designated Crosswalks

| Identification Number | Street | Location |
|------------------------------|---------------------------------|-------------------------|
| 1 | Tweedsmuir Road | Federal School |
| 2 | Kirkland Street | Central School |
| 3 | Duncan Avenue | ECJV / Weggies |
| 4 | Churchill Drive | Assomption School |
| 5 | Queen Street | St. Jerome School |
| 6 | Taylor Avenue / Prospect Avenue | Pronto Store / Bellevue |
| 7 | Second Street | Churchill Drive |
| 8 | Government Road East (Hwy 66) | West of Burnside Drive |

REPORT TO COUNCIL

| | |
|--------------------------------|---|
| Meeting Date: 04/06/2024 | Report Number: 2024-DEV-011 |
| Presented by: Brook-Lynn Rozon | Department: Development and Enterprise Services |

REPORT TITLE

Request to Purchase 185 Pollock Street

RECOMMENDATION

BE IT RESOLVED THAT Report Number 2024-DEV-011 entitled “**Request to Purchase 185 Pollock Street**” be received for information.

INTRODUCTION

J.Y. Moreau Électrique Inc. submitted a request to purchase 185 Pollock Street for the purpose of multi-residential development. An execution by-law is being presented to formalize the Offer to Purchase and all appropriate sale documents.

DISCUSSION

J.Y. Moreau Électrique Inc. submitted a request to purchase Part Mining Claim L2679, Part Parcel 11320 CST. The lot was surveyed and registered as Part 1 of Plan 54R-6422 and will be assigned the address of 185 Pollock Street (Attachment 1).

On February 20, 2024, Council resolved the following:

*"Moved by: Councillor Janice Ranger
Seconded by: Councillor Dolly Dickens*

BE IT RESOLVED THAT Report Number 2024-DEV-005 entitled “**Request to Purchase Part of Mining Claim L2679, Pollock St.**” be received;
AND THAT Council declare Part Mining Claim L2679, Part Parcel 11320 CST as surplus land;
AND THAT Council approve the sale of land for Part Mining Claim L2679, Part Parcel 11320 CST to J.Y Moreau Électrique for the sum of \$25,000.00;

AND THAT Council authorize the Mayor and Municipal Clerk to execute the Offer to Purchase and all appropriate sale documents as may be required;
AND FINALLY THAT Council authorize the by-law of the sale of property be given three readings at an upcoming meeting

CARRIED"

This Open Session Report is being provided for information purposes on the request to purchase stemming from the recommendation that was brought forward from the Closed-Session Meeting on February 20, 2024.

The Notice of Intent to Dispose of Surplus Land was initially slated to circulate in the local newspaper commencing on May 3, 2024, and posted on the Town's website to bring forth at the May 21, 2024, Regular Meeting of Council. However, the local newspaper failed to publish the Notice . Formal notice was re-circulated on May 9, 2024 (Attachment 2). As such, in accordance with the Town's Notice Policy, the by-law authorizing the sale of the said property is being presented and considered with the report, being June 4, 2024.

Supplemental notice is currently being circulated through daily radio broadcasts, and published in the [April and May Editions of the Municipal Update](#).

OTHER ALTERNATIVES CONSIDERED

Not Applicable.

FINANCIAL CONSIDERATIONS

The sale of land will materialize a revenue of \$25,000.00 for the Town.

Future annual tax revenue will be realized by the Town.

The Town is responsible for costs related to publicizing its intention to sell the land.

ALIGNMENT TO CORPORATE STRATEGIC PLAN

Priority:

- Vibrant & Prosperous Community
- Current Council's Operational Aims



Action(s):

Vibrant & Prosperous Community

- Invest in infrastructure projects that facilitate residential growth, business expansion and increased housing options.

Council Operational Aims:

Vibrant & Prosperous Community

Affordable Housing

- Encourage housing options that cater to diverse needs, including accessibility features for people with disabilities and seniors.
- Evaluation of conditions to accommodate alternative housing models such as tiny homes, co-housing, or accessory dwelling units to increase affordable options.
- Encouragement of mixed-use developments that incorporate various housing types (e.g., apartments, townhomes, single-family homes) within neighborhoods.

ACCESSIBILITY CONSIDERATIONS

Not Applicable.

CONCLUSION

Town-owned surplus land located at 185 Pollock Street was approved for sale to J.Y. Moreau Électrique Inc. for \$25,000.00 on February 20, 2024.

As the formal notice provisions have been met, an execution by-law is being presented to formalize the Offer to Purchase and all appropriate sale documents.

CONSULTATIONS

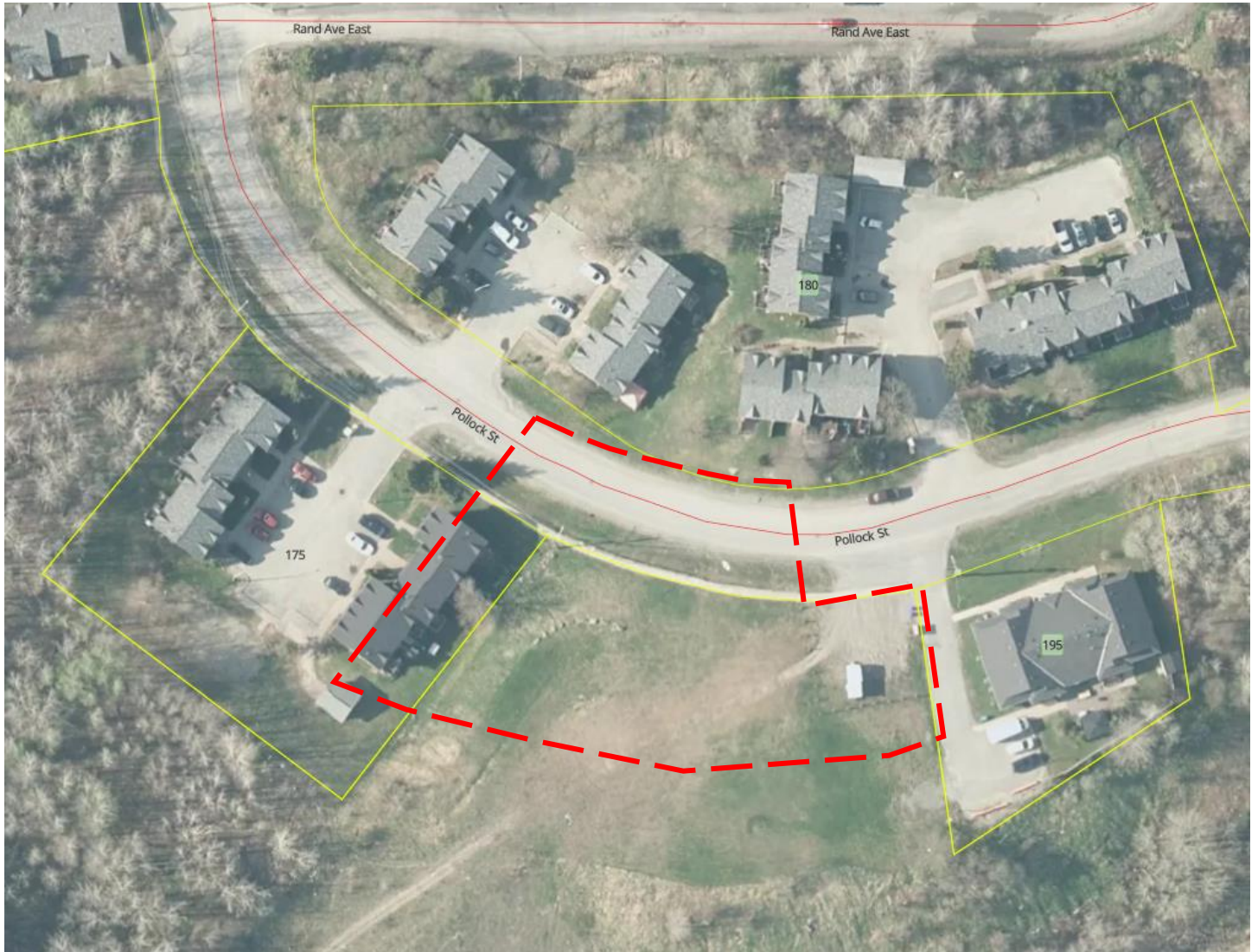
Town of Kirkland Lake Senior Management Team

ATTACHMENTS

Attachment 1 – Location Mapping of Requested Lands

Attachment 2 - Public Notice of Intent to Sell Surplus Land

Location of Part Mining Claim L2679





KIRKLAND LAKE
THE RIGHT ENVIRONMENT

**NOTICE OF INTENT TO DISPOSE OF SURPLUS LAND
(RESCHEDULED from May 21st)**

(185 Pollock Street)

Pursuant to the Town of Kirkland Lake's Notice Policy and Sale of Disposition of Land By-Law,

NOTICE is hereby given that at a regular meeting held on February 20, 2024, the Council of The Corporation of The Town of Kirkland Lake resolved and declared the following municipal lands to be surplus:

Part Mining Claim L2679, Parcel 11320 CST, former Township of Teck, now in the Town of Kirkland Lake, in the District of Timiskaming

**(J. Y. Moreau Électrique Inc. – 185 Pollock Street – Roll
Number: 54-68-000-015-205-00-000)**

AND FURTHER THAT Council intends to dispose of the above-noted surplus lands by way of negotiations/private sale in accordance with By-Law 09-064.

The proposed by-law will come before the said Council for consideration at its regular meeting to be held in the Council Chambers at 3 Kirkland Street West, Kirkland Lake, Ontario on Tuesday, June 4, 2024, at 4:40 PM.

An illustration depicting the affected property is available for viewing in the Clerk's Office at the Municipal Office during regular business hours.

DATED this 9th day of May 2024.

Jennifer Montreuil, Dipl. M.A.

Municipal Clerk
Town of Kirkland Lake
3 Kirkland St. W. ,
Kirkland Lake, ON P2N3P4
Tel: 705-567-9361

REPORT TO COUNCIL

| | |
|--------------------------------|---|
| Meeting Date: 04/06/2024 | Report Number: 2024-DEV-013 |
| Presented by: Brook-Lynn Rozon | Department: Development and Enterprise Services |

REPORT TITLE

Deeming By-Law Application for Lots 116 and 117 of Registered Plan M-140T

RECOMMENDATION

BE IT RESOLVED THAT Report Number 2024-DEV-013 entitled “**Deeming By-Law Application for Lots 116 and 117 of Registered Plan M-140T**” be received;

AND THAT Council enact a Deeming By-Law pursuant to Section 50(4) of the *Planning Act*, so as to deem Lots 116 and 117, Registered Plan M-140T, as not being registered lots within a Plan of Subdivision;

AND FINALLY THAT Council authorize that a deeming by-law be given three readings on June 18, 2024.

INTRODUCTION

The owner of lots 116 and 117 of Registered Plan M-140T (772 and 776 Government Road West) submitted an application for a Deeming By-Law to merge the lots into one conveyable parcel.

DISCUSSION

The owner of 772 and 776 Government Road West has requested a Deeming By-Law to merge their lots for the construction of a greenhouse, which is considered an accessory structure. Under Section 7.2 of [Zoning By-Law 21-032](#), accessory structures, not including detached private garages, are not permitted on lots separate from the main use.

Lot 116 is 4,900 square feet (455 m²) with a frontage of 38 feet (11.6 m) and a depth of 100 feet (30.5 m). Lot 117 is 4,000 square feet (371.6 m²) with a frontage of 40 feet (12 m) and a depth of 100 feet (30.5 m). They are located within the R1 – Residential Low Density Zone. There is a single detached dwelling at 772 Government Road West and 776

DISCUSSION (CONTINUED)

Government Road West is vacant land. Should the lots be deemed, the property will have a frontage of 78 feet (23.6 m) and a total area of 8,900 square feet (826.8 m²).

Section 50(4) of the [Planning Act](#), R.S.O 1990, Chapter P. 13, states that:

“The council of a local municipality may by by-law designate any plan of subdivision, or part thereof, that has been registered for eight years or more, which shall be deemed not to be a registered plan of subdivision for the purposes of subsection (3). R.S.O. 1990, c. P.13, s. 50 (4).”

Plan M-140T was registered on November 21, 1939. As such, it has been registered for more than 8 years.

OTHER ALTERNATIVES CONSIDERED

Council could consider not authorizing the by-law. This is not recommended as it would limit the use of the land by preventing the owners from building accessory structures.

FINANCIAL CONSIDERATIONS

In accordance with the Town’s User Fees and Charges By-Law, an application fee in the sum of \$835.00 is collected, for which a portion of same is to recover the legal costs of registering the Deeming By-Law on Title.

ALIGNMENT TO CORPORATE STRATEGIC PLAN

Priority:

Vibrant & Prosperous Community [Select Icon]



Action:

Vibrant & Prosperous Community

- Invest in infrastructure projects that facilitate residential growth, business expansion and increased housing options.

ACCESSIBILITY CONSIDERATIONS

Not Applicable.

CONCLUSION

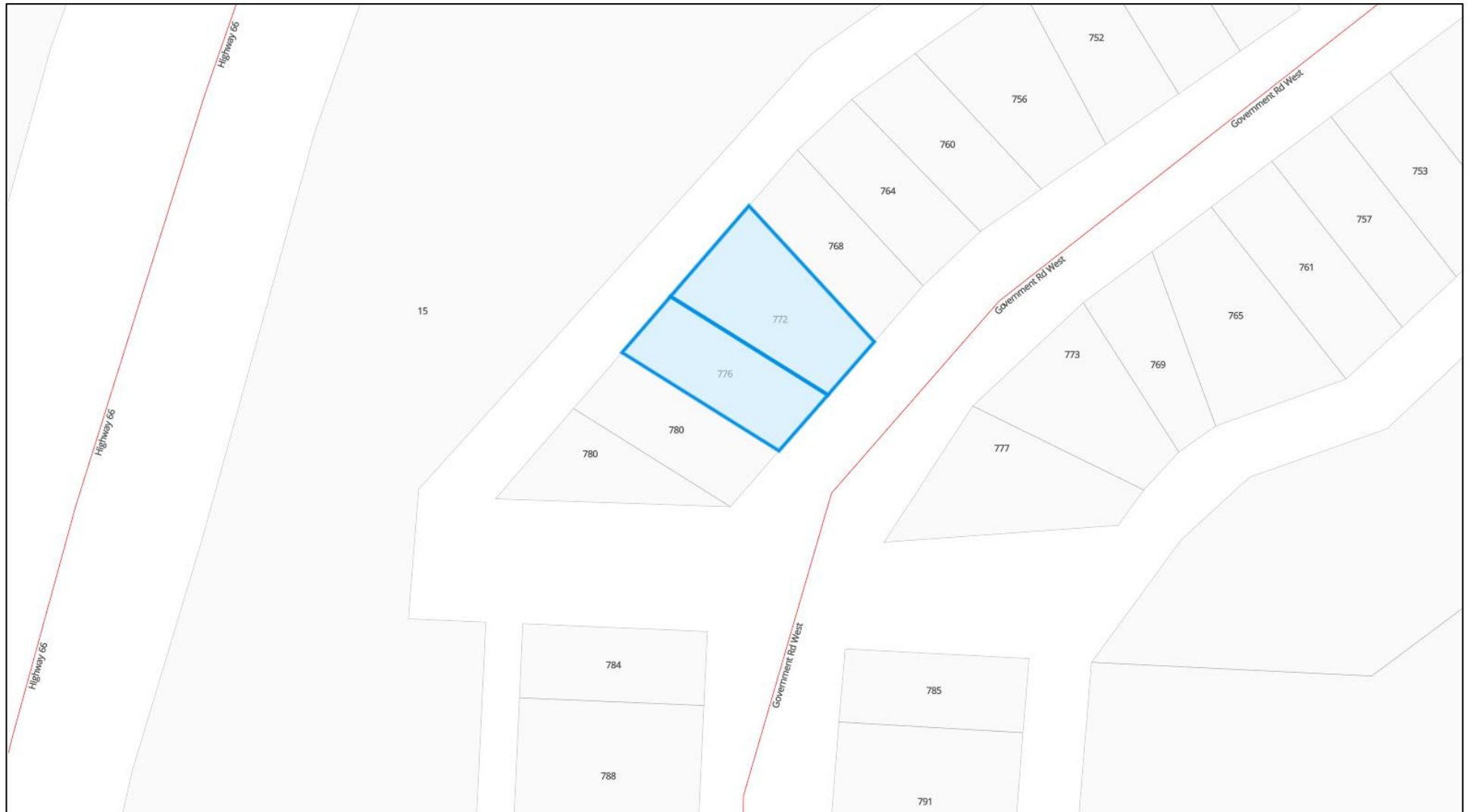
The request to deem Lots 116 and 117, Registered Plan M-140T, as not being registered lots within a Plan of Subdivision is permissible under Section 50(4) of the *Planning Act*, R.S.O 1990, Chapter P. 13, and allows the applicant to further develop their property within the limitations of the Town's Zoning By-Law (21-032), as amended.

CONSULTATIONS

Town of Kirkland Lake Senior Management Team

ATTACHMENTS

Attachment 1 – Location Mapping of Subject Lands



REPORT TO COUNCIL

| | |
|------------------------------|-----------------------------|
| Meeting Date: 04/06/2024 | Report Number: 2024-ADM-012 |
| Presented by: Stephanie Dell | Department: Administration |

REPORT TITLE

Operational Key Performance Indicators (O-KPIs) Update – 2024 Quarter One

RECOMMENDATION

BE IT RESOLVED THAT Report Number 2024-ADM-012 entitled “**Operational Key Performance Indicators (O-KPIs) Update – 2024 Quarter One**” be received.

INTRODUCTION

Operational Key Performance Indicators (O-KPIs) serve as essential metrics that gauge performance and status of specific areas within each department within the Corporation. Through the collection and analysis of these O-KPIs, Administration can provide valuable insights and transparency regarding the Corporation's operations, successes, and improvement areas to both Council and the community, demonstrating commitment to accountability, performance evaluation, and effective communication with stakeholders.

DISCUSSION

Administration conducts regular quarterly revisions to the Operational Key Performance Indicators (O-KPIs), ensuring that these metrics accurately reflect the organization's performance and progress. Once completed, a thorough report is presented to Council, providing valuable insights into these key metrics. Starting in 2024, Council will have the opportunity to review these metrics from the beginning of the year to the end, enabling a review of a full annual cycle.

As the Corporation evolves, driven by changes in the Corporate Strategic Plan, Corporate Business Plan, Departmental Business Plans, and various divisional priorities, the indicators that are being reported on will be adjusted accordingly. This dynamic approach allows departments to align metrics with the changing needs, focuses, and priorities of the Corporation.

DISCUSSION (CONTINUED)

Note: some divisional and departmental activity/project-based statistics are captured through the Departmental Business Plans rather than the O-KPI Quarterly reports.

Attachment 1 provides specific statistics and details on the reported indicators. These metrics play a crucial role in evaluating the performance of specific departments and operations.

Supplementary notes offering insights into particular statistics from Directors are provided below:

Community Services Department

Recreation Division

- During the first quarter of 2024, the Community Complex experienced notable revenue generation in various areas:
 - The pool area contributed approximately \$22,800.00 in revenue.
 - The fitness area generated \$59,800.00.
 - The arena generated \$65,200.00. 179 children were registered in swim lessons, and 353 participants registered for fitness classes.
- The Complex receives an estimated 10,000 visits per month during the winter season, with March Break being the busiest period, attracting over 4,000 visits.
- The Complex offered over 1,000 hours of programming for Quarter 1.
- Over 350 pairs of skis and snowshoes were borrowed in the quarter.

Museum Division

- In the first quarter, the Museum recorded a total of 560 visitors, resulting in \$473.90 in revenue from admissions and an additional \$200.00 from rentals.
- The month of March stood out as the busiest period, driven by student visits to the Central Public School Art Exhibit.
- The Museum's gift shop generated just under \$2,000.00 in sales.

DISCUSSION (CONTINUED)

Development & Enterprise Services Department

Economic Development & Tourism Division

- The Capital Improvement Program (CIP) has received one incomplete application, and efforts are underway to collaborate with the requesting organization to complete same.
- The Community Grants program received one application in February that is pending approval.

Building Division (including Property Standards)

- Permit applications are typically reduced over the winter months (non-construction season) which is reflected in this quarter's statistics. To note, from the onset of the second quarter, seasonal trends have materialized an increase in commercial permitting.
- Public communications have seen an upward trend as the spring thaw reveals winter damage and prompts residents to initiate necessary changes.
- The Building Division has been proactively addressing ongoing challenges related to property standards of buildings and residences within the Town; the feedback received to date has been positive.

Planning Division

- Applications for land sales typically increase in the second quarter. Inquiries from potential buyers interested in surplus properties has remained constant within seasons.

By-Law Enforcement Division

- Staff has been actively addressing ongoing community issues, including parking infractions and community standard non-compliance. There has been an increase in resident requests and complaints. The focus for the second quarter will be on public education and maintaining a visible enforcement presence.

Animal Control (Contracted Service)

- Effective management of the Dog & Cat Tag Program has been identified as a priority in 2024. The number of detained animals has increased, along with a significant number of warnings issued. The situation is being closely monitored.

DISCUSSION (CONTINUED)

Fire Services Department

Note: While other Departments provide divisional datasets with divisional O-KPIs, the Fire Services Department's statistics are displayed by Activity. O-KPIs are presented through the measurements of time or activity between full-time firefighters and volunteer firefighters.

Activity: Emergency Callout Activity:

- Newly incorporated data distinguishes between medical callouts and fire callouts.
- Volunteers are dispatched for Fire Alarm Calls, Motor Vehicle Collisions (MVC), bushfires and grassfires, and other incidents at the discretion of the Platoon/Fire Chief.

Activity: Training Hours

- The lack of dataset for full-time firefighters is due to their training being incorporated into their regular shifts, eliminating any missed hours.
- The minimum training requirement for volunteer firefighters is 3 hrs/week.

Activity: Public Engagement

- The Smoke Alarm Program is initiated based on requests for on-site visits from the Department in order to ensure compliance.
 - Smoke alarms are also tested when the Department responds to any service calls.
- Education Sessions involve fulfilling requests for Fire Hall tours and safety talks for various community groups, including school boards.

Corporate Services Department

Procurement Division

Note: The data in the Procurement Division is reported quarterly as completing each component requires significant time that may carry over into incoming months.

- Internal Procurement Activity emphasizes the internal utilization of the Staff Resource, which is not apparent through formal requests or tenders.
- Typical Formal Procurements follow the construction season, contributing to the low number of formal postings in Quarter 1.
 - Agreements for services rendered have specific deadlines and must undergo formal procurement as outlined by the Town's Procurement By-Law. This process remains adaptable to changing circumstances.

DISCUSSION (CONTINUED)

Corporate Services Department (continued)

Treasury Division

- The current tax receivables align with the balances observed in previous years at this stage.
- The outstanding balances include additional interest and charges associated with the tax sale properties.
- Ongoing efforts are being made to enhance collections, which includes the implementation of the tax sale process for 39 properties.

OTHER ALTERNATIVES CONSIDERED

Council may choose not to have O-KPIs reported on, however, this is not recommended. The regular reporting of these metrics plays a crucial role in providing Council with a transparent and accountable update of operations from all departments and divisions within the Corporation.

FINANCIAL CONSIDERATIONS

Not Applicable.

ALIGNMENT TO CORPORATE STRATEGIC PLAN

Priority:

- Sustainable Core Services
- Current Council's Operational Aims



Action:

Sustainable Core Services

- Develop and implement key performance indicators to evaluate the efficiency and effectiveness of service delivery.

ALIGNMENT TO CORPORATE STRATEGIC PLAN (CONTINUED)

Council Operational Aims:

Sustainable Core Services

Core Services

- Establishment of key performance indicators (KPIs) to track the efficiency and effectiveness of core service delivery.

Governance

- Timely reports from staff to Council on all significant projects and initiatives.

ACCESSIBILITY CONSIDERATIONS

Not Applicable.

CONCLUSION

Administration's dedication to developing Operational Key Performance Indicators (O-KPIs) demonstrates a commitment to observing and adapting reporting metrics as departmental needs and priorities change.

The ongoing exploration of reporting processes aligned with the Corporate Business Plan, Departmental Business Plans, and Corporate Strategic Plan further emphasizes commitment to strategic alignment. It is important to acknowledge that the future metrics reporting may change as these processes are determined.

This proactive approach ensures that Administration stays responsive and adaptable to the evolving landscape of the organization's priorities.

CONSULTATIONS

Town of Kirkland Lake Senior Management Team

ATTACHMENTS

Attachment 1 – 2024 Quarter One O-KPI Report

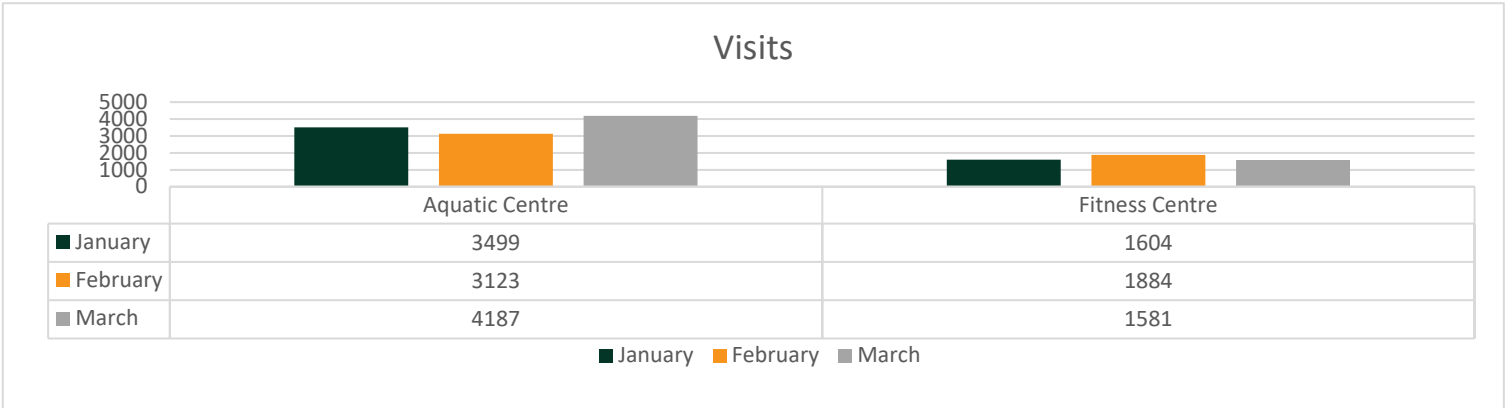
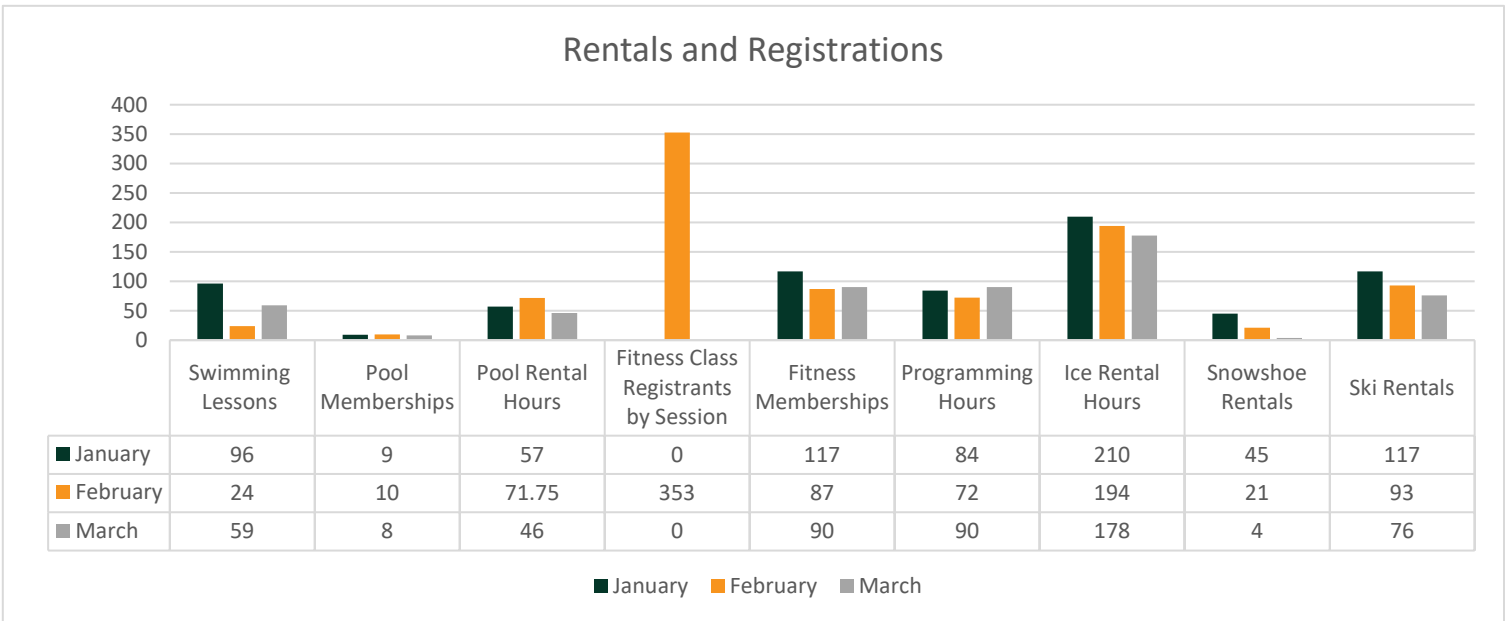
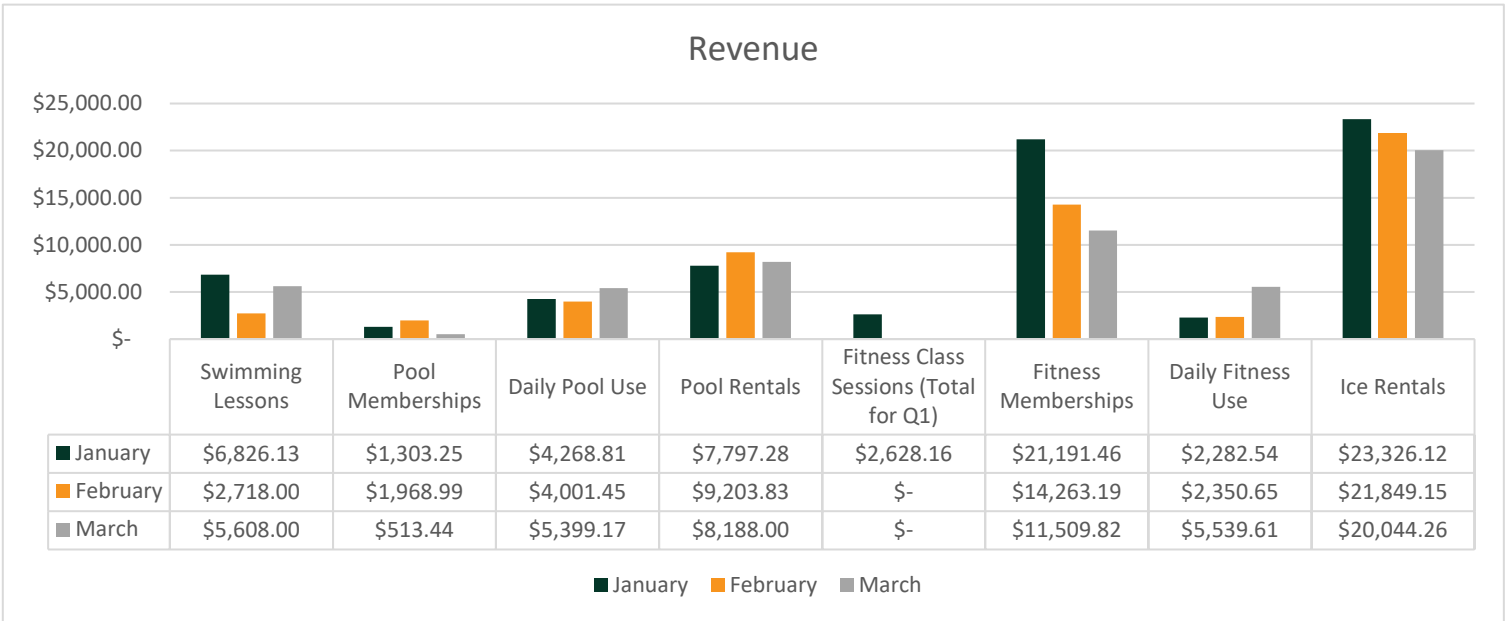


Operational Key Performance Indicators Update

May 30, 2024

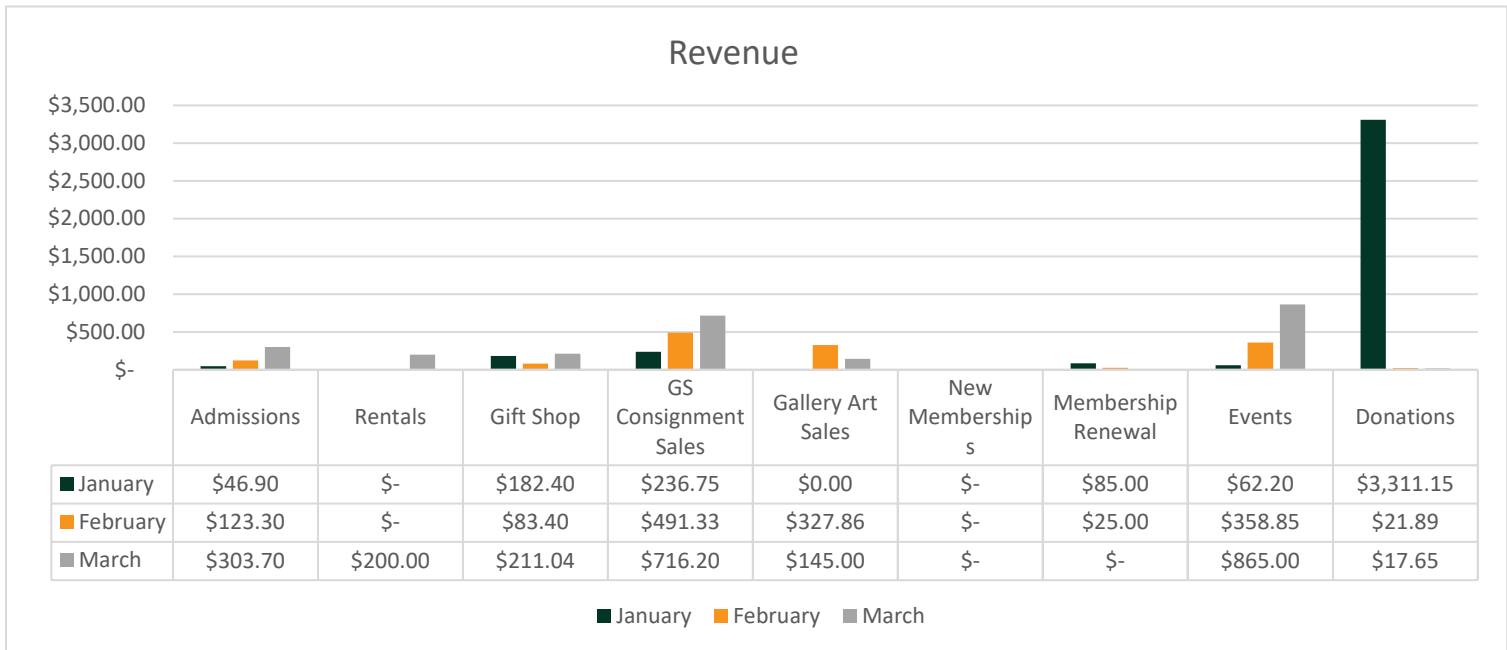
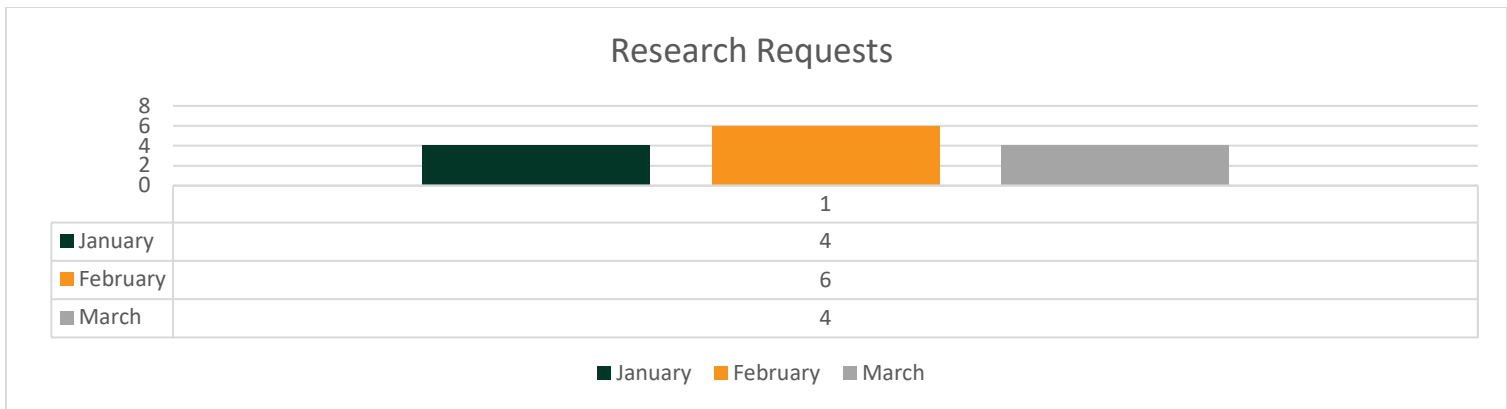
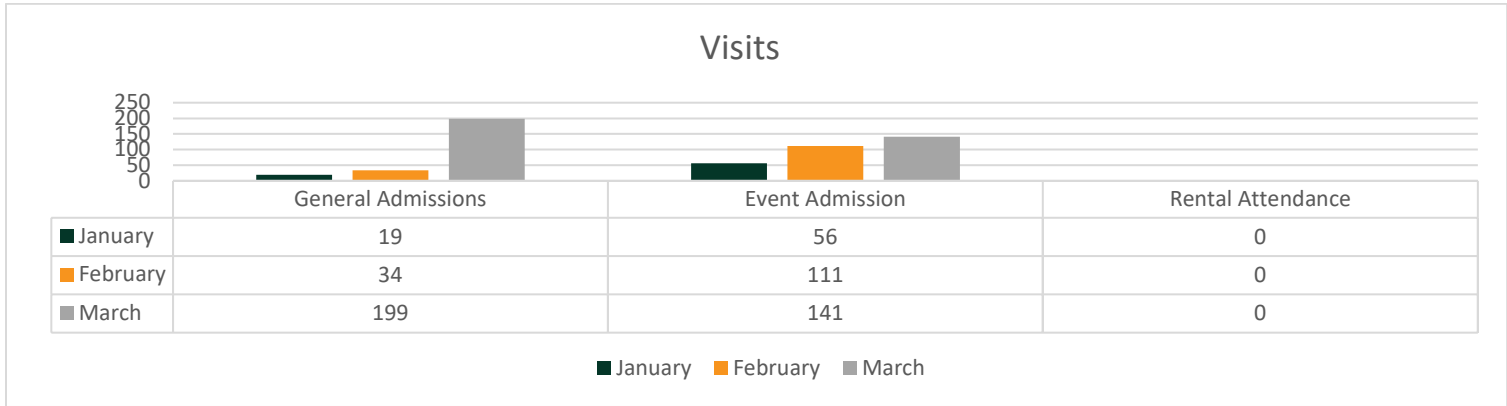
COMMUNITY SERVICES

Recreation



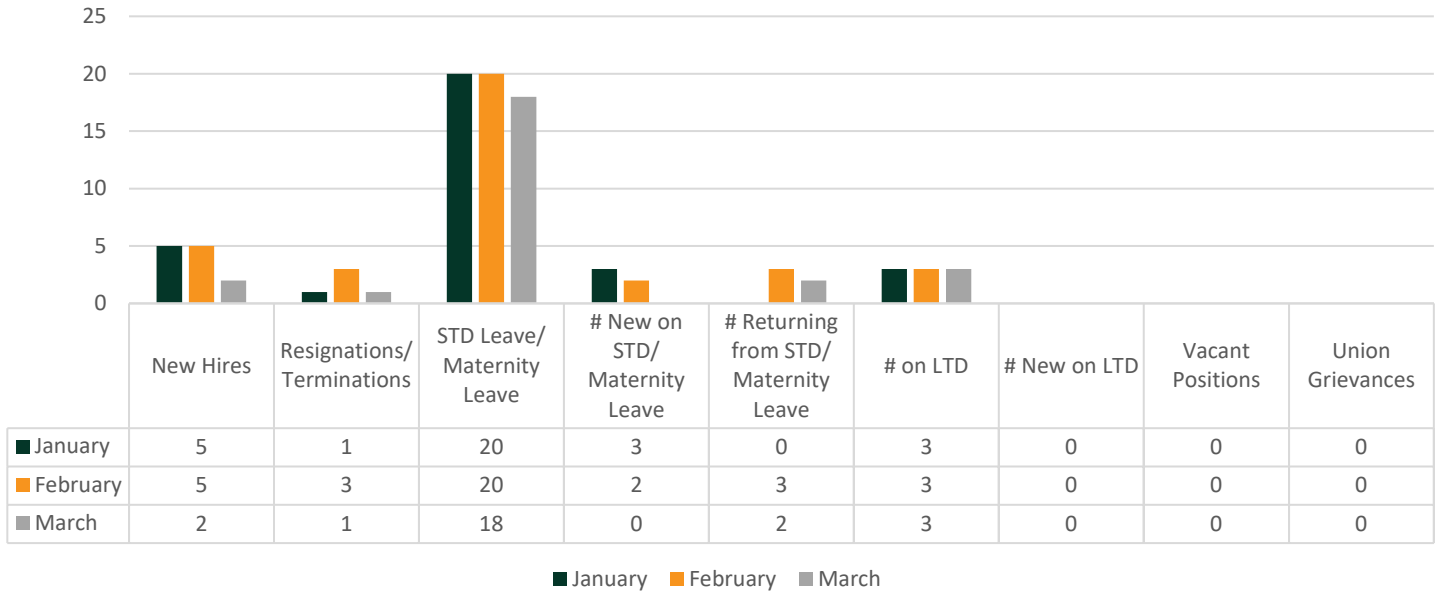
COMMUNITY SERVICES

Museum of Northern History

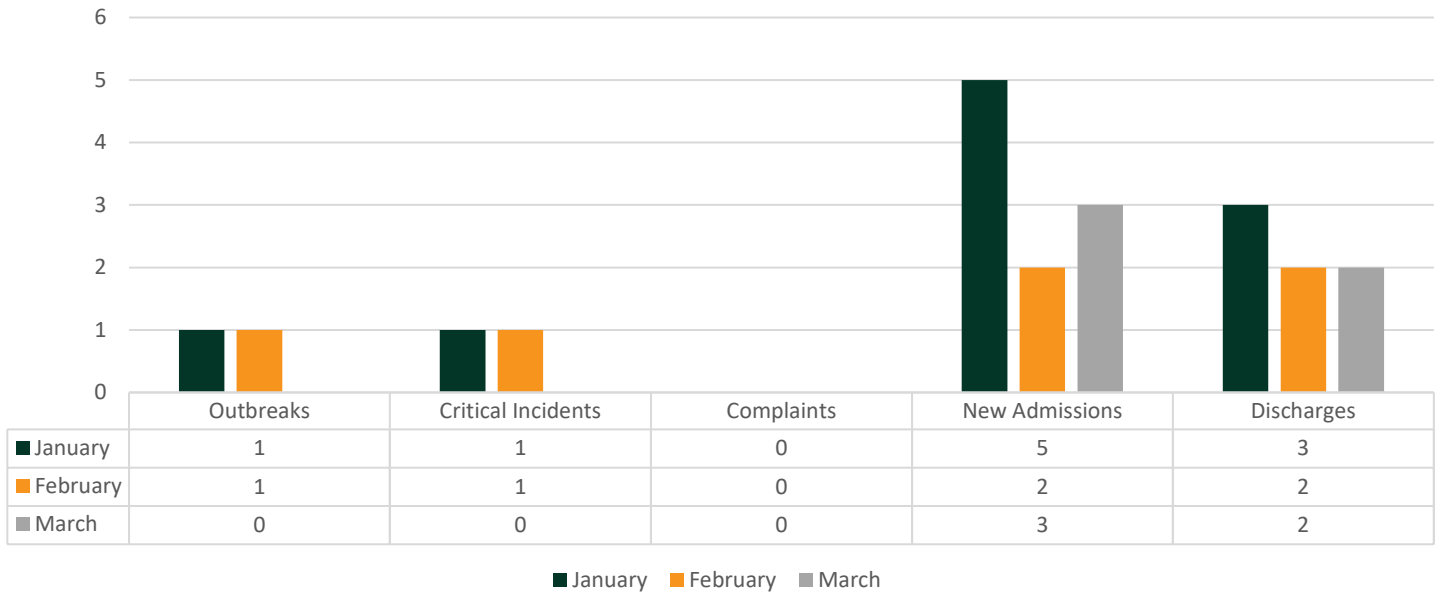


TECK PIONEER RESIDENCE

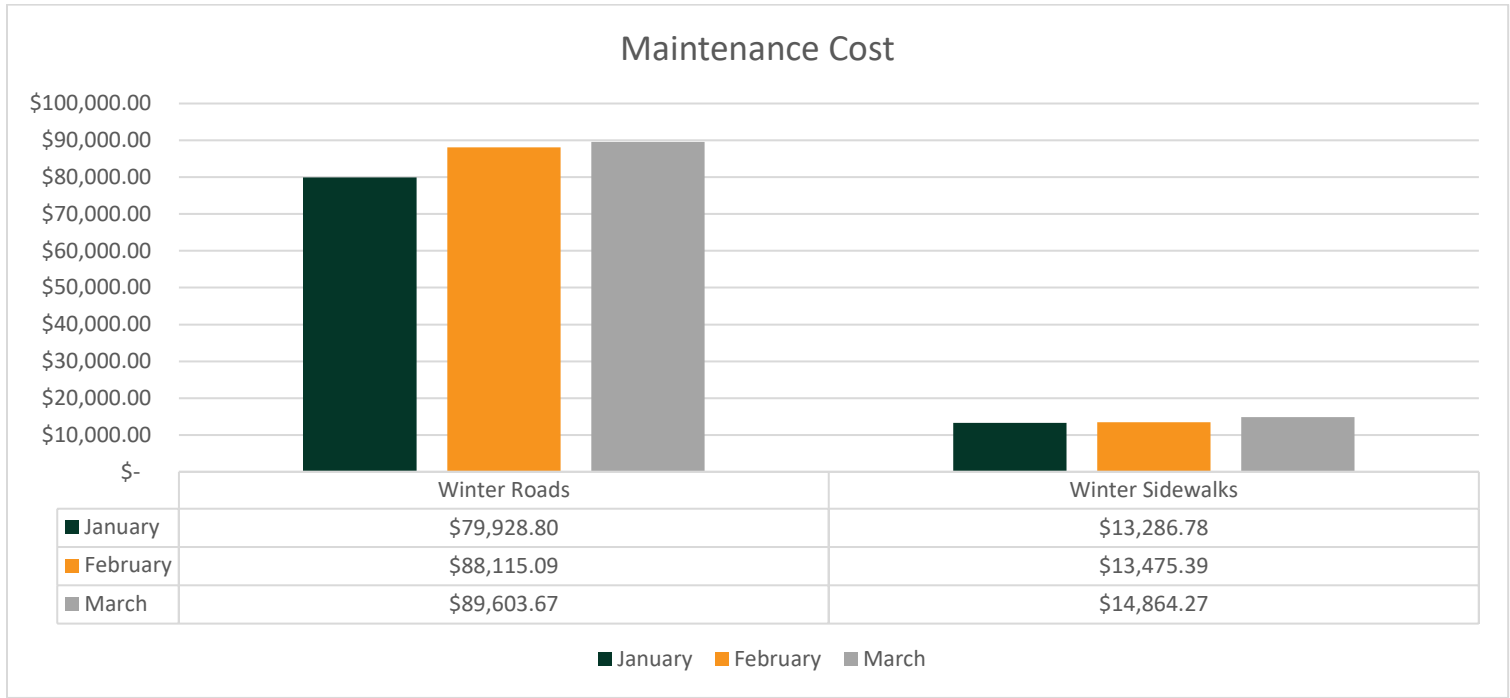
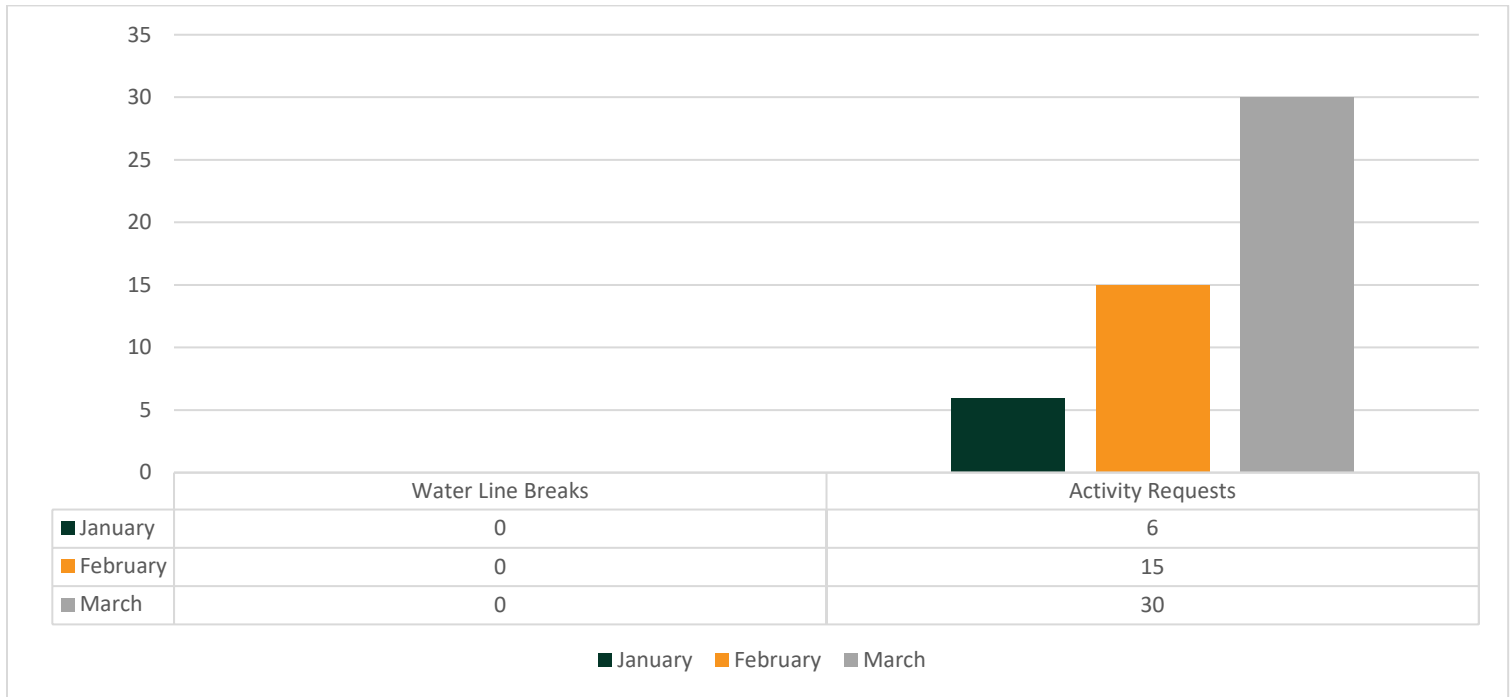
Staffing



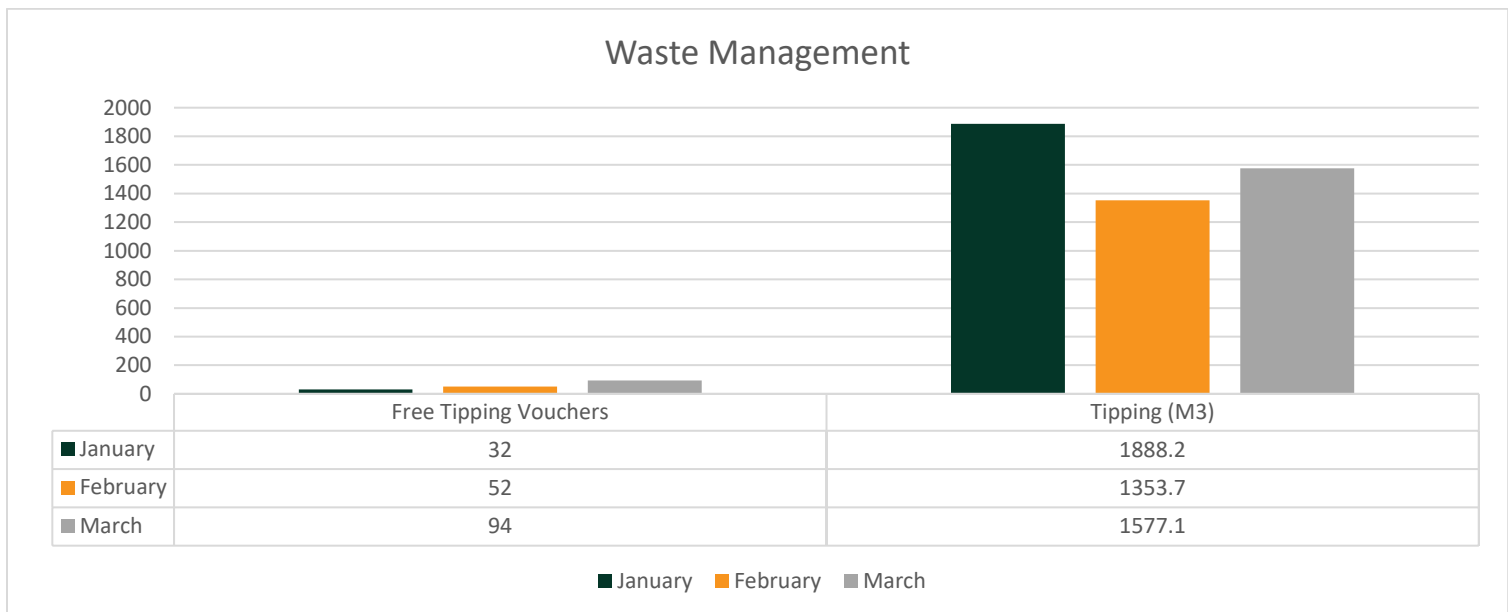
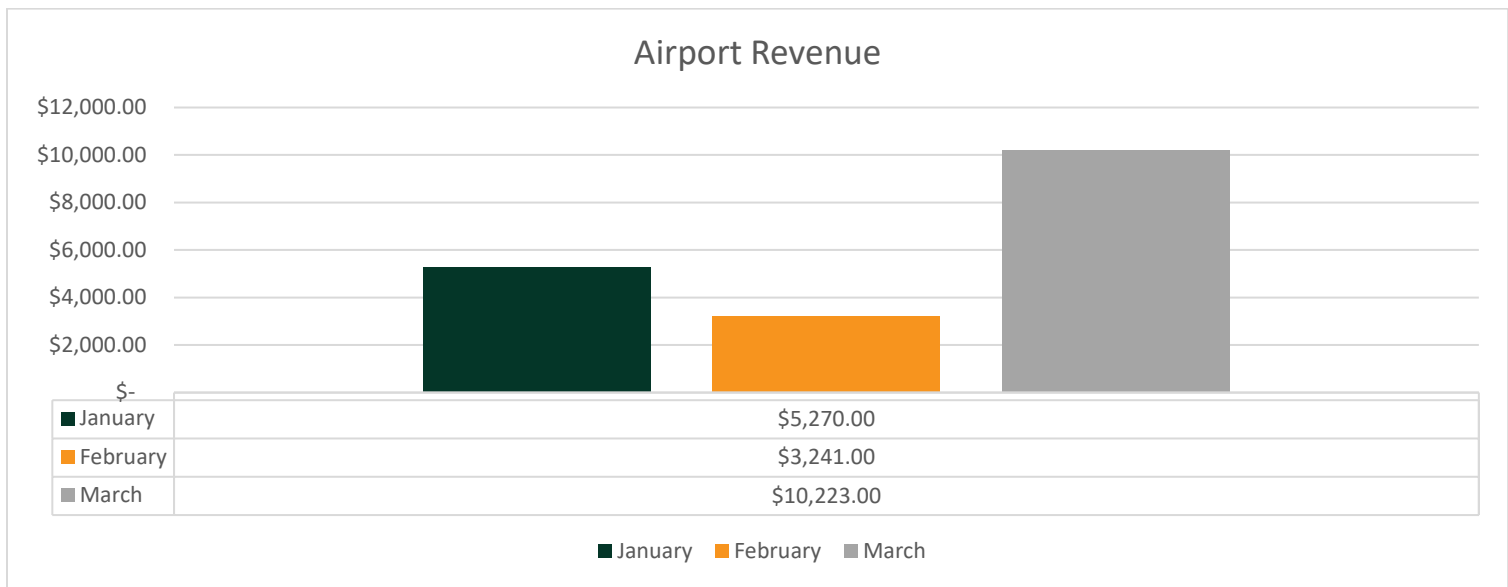
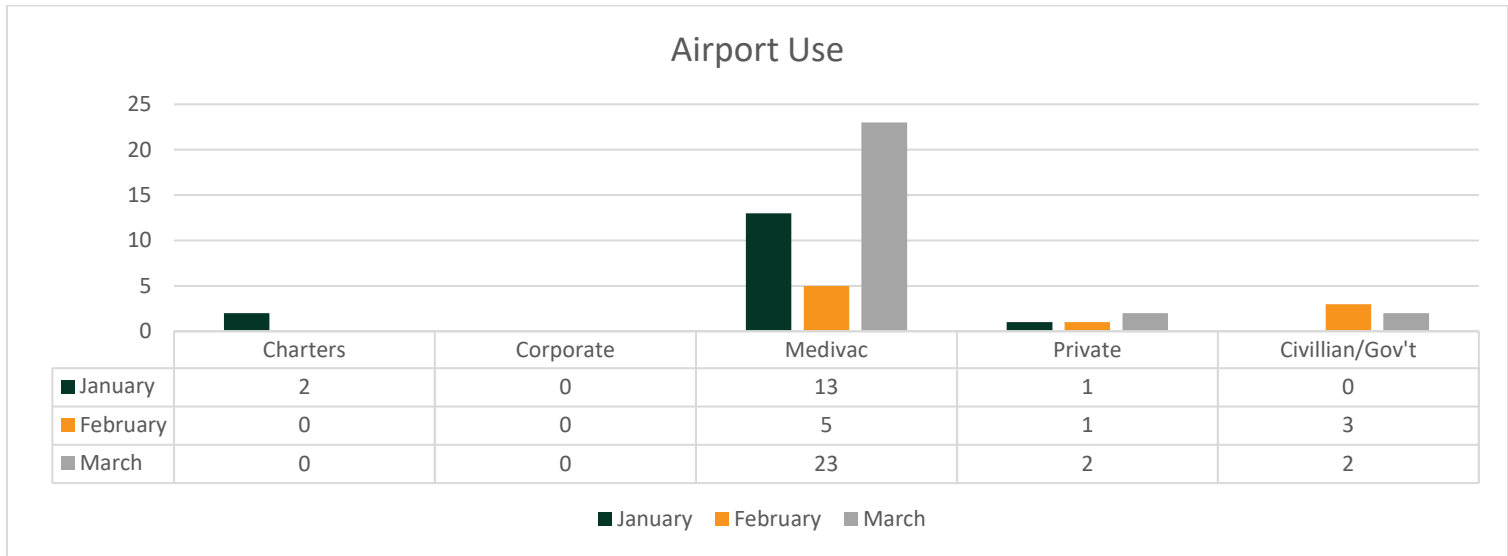
Facility Statistics



PUBLIC WORKS

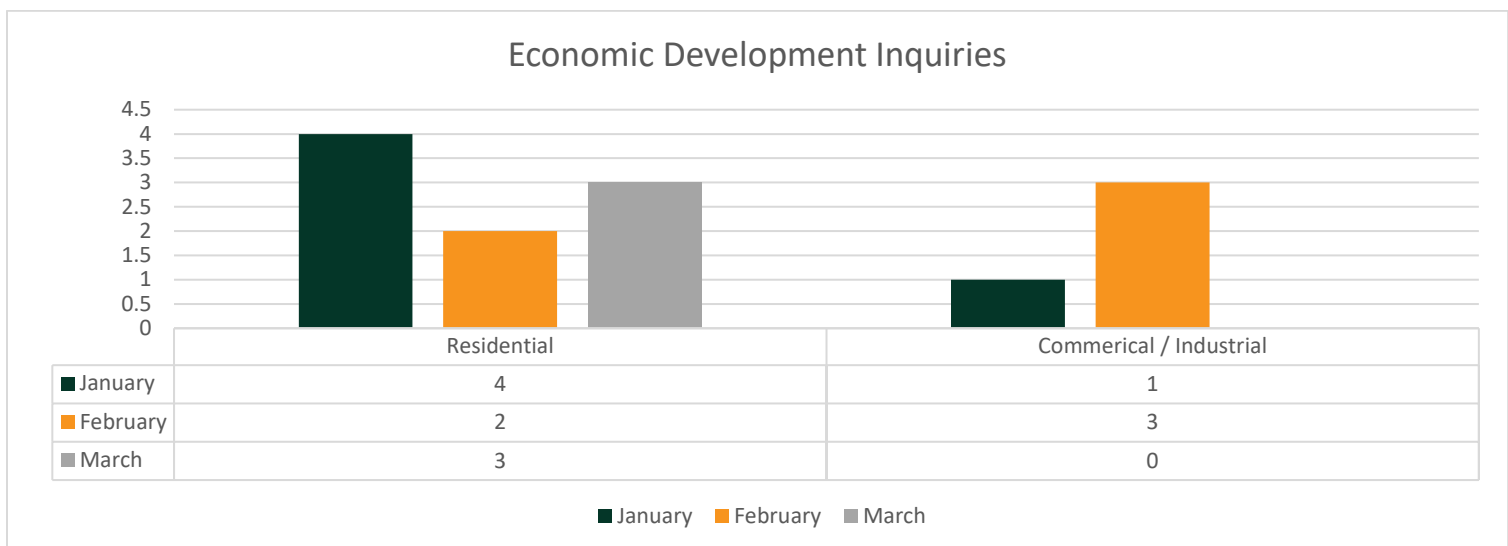
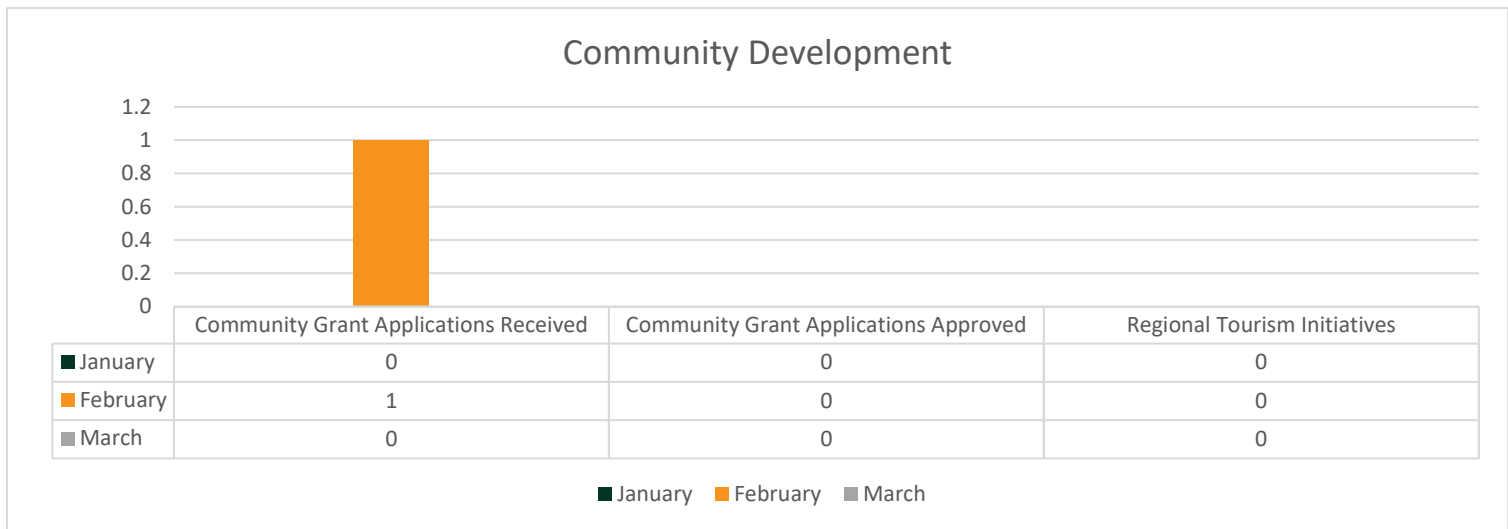
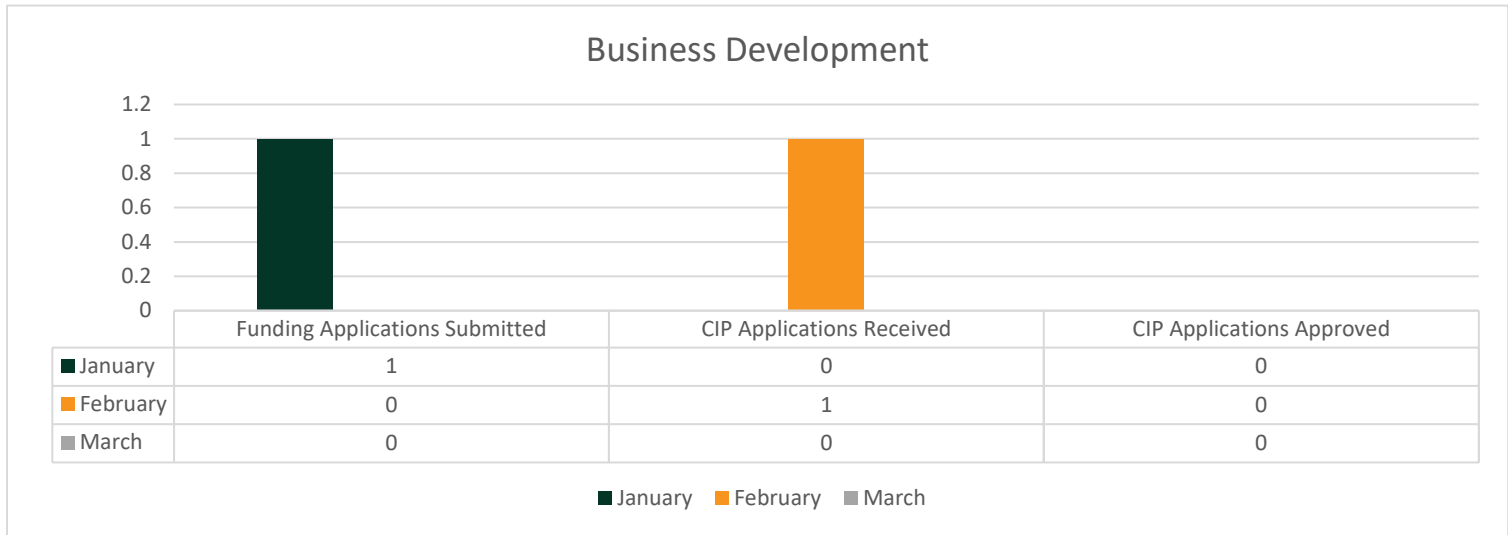


PUBLIC WORKS(CON'T)



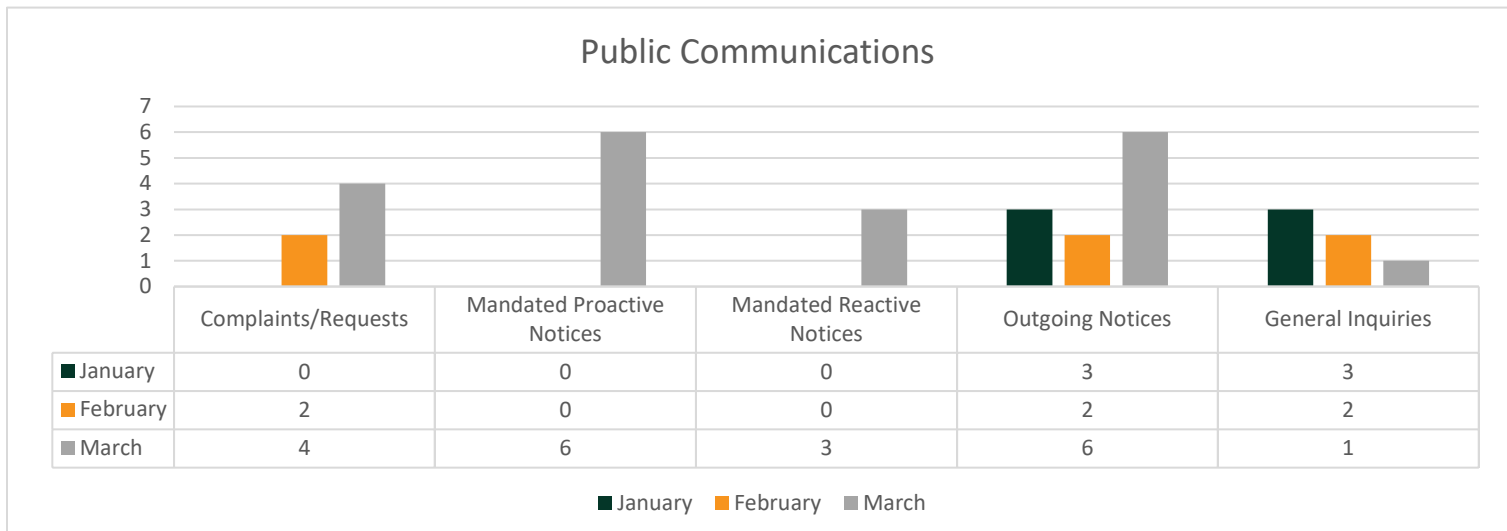
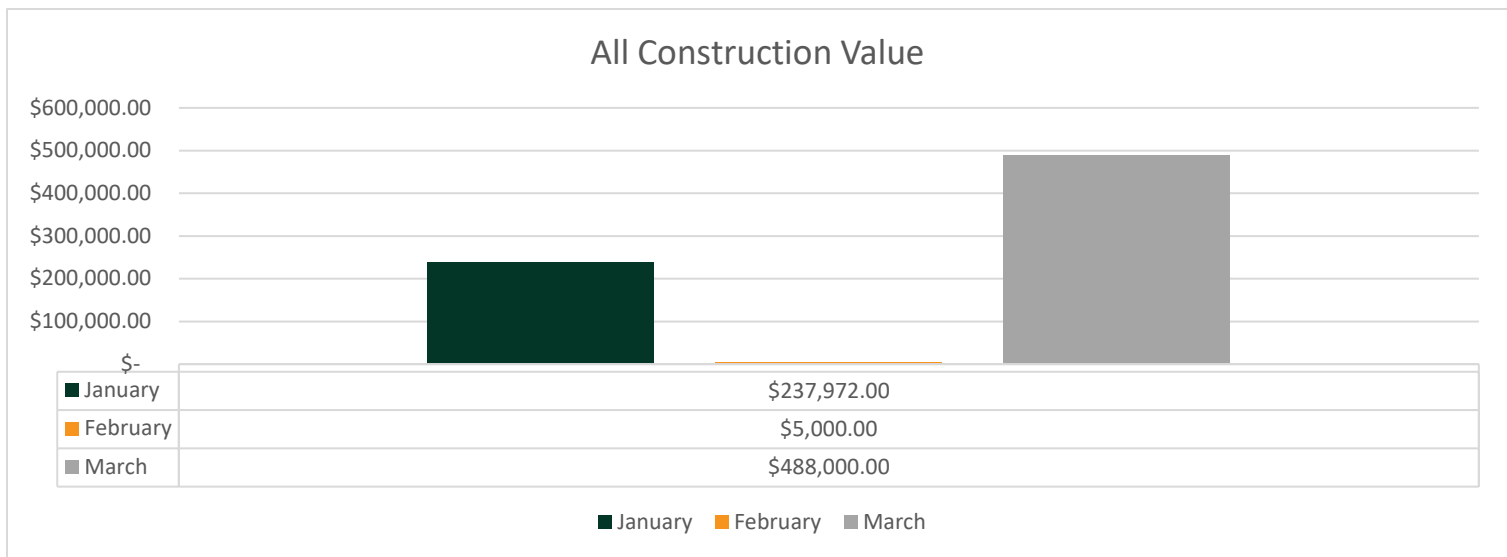
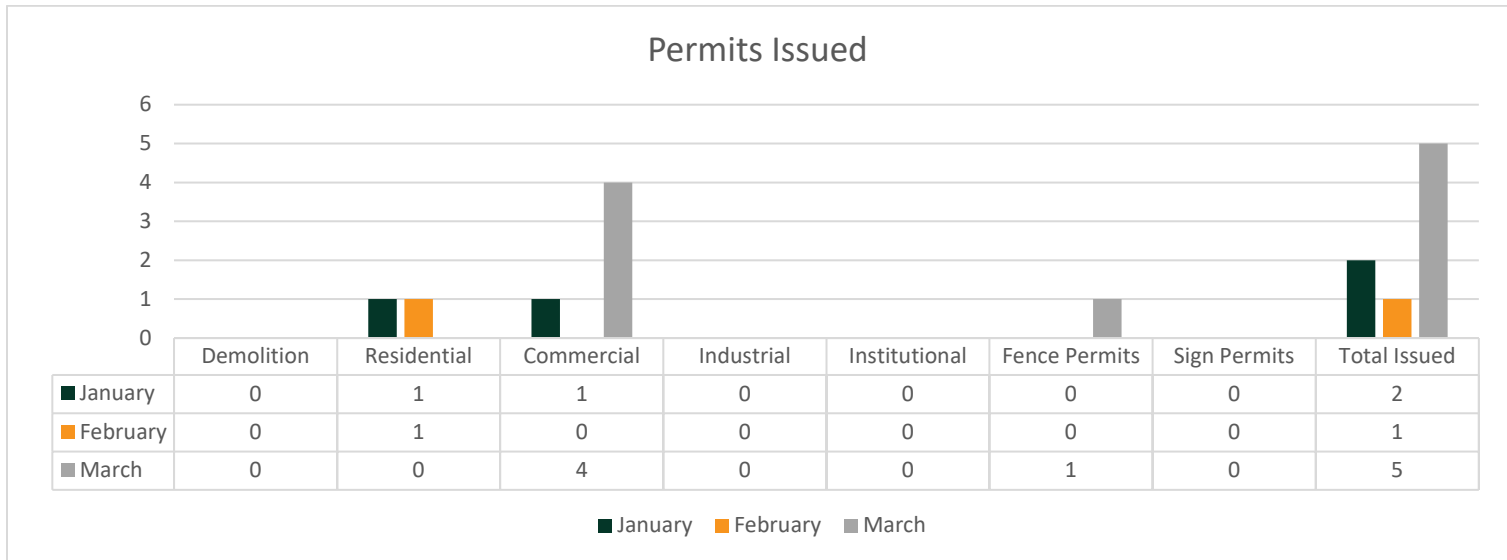
DEVELOPMENT & ENTERPRISE SERVICES

Economic Development & Tourism



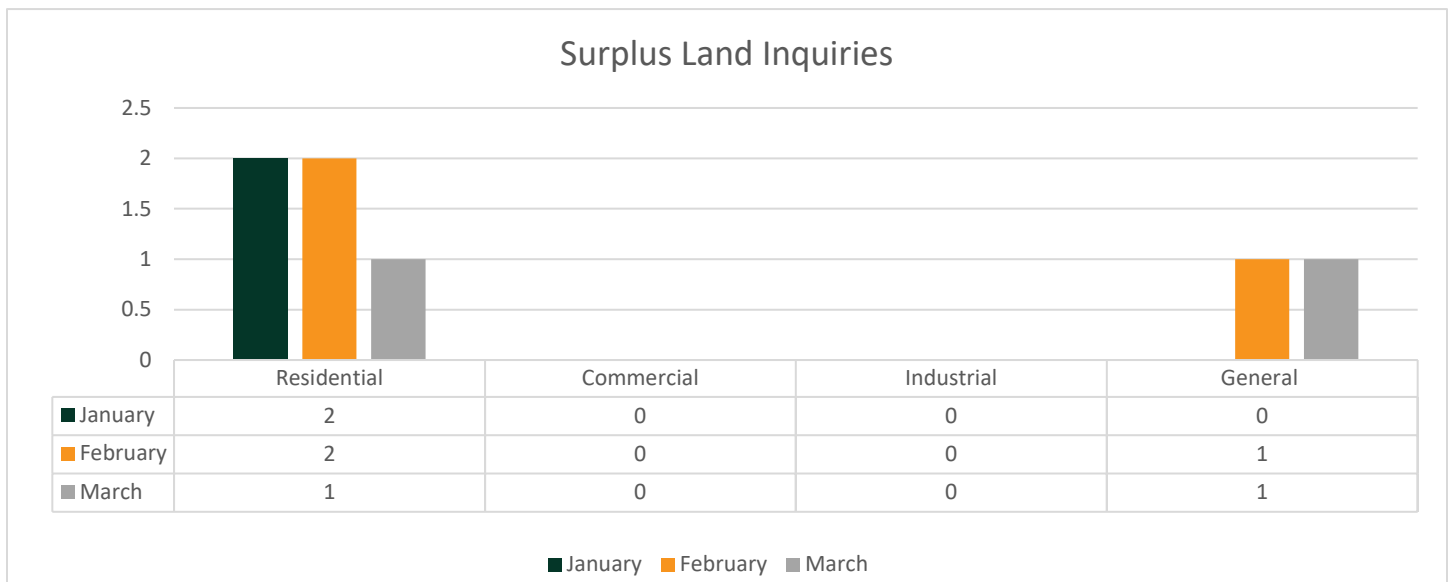
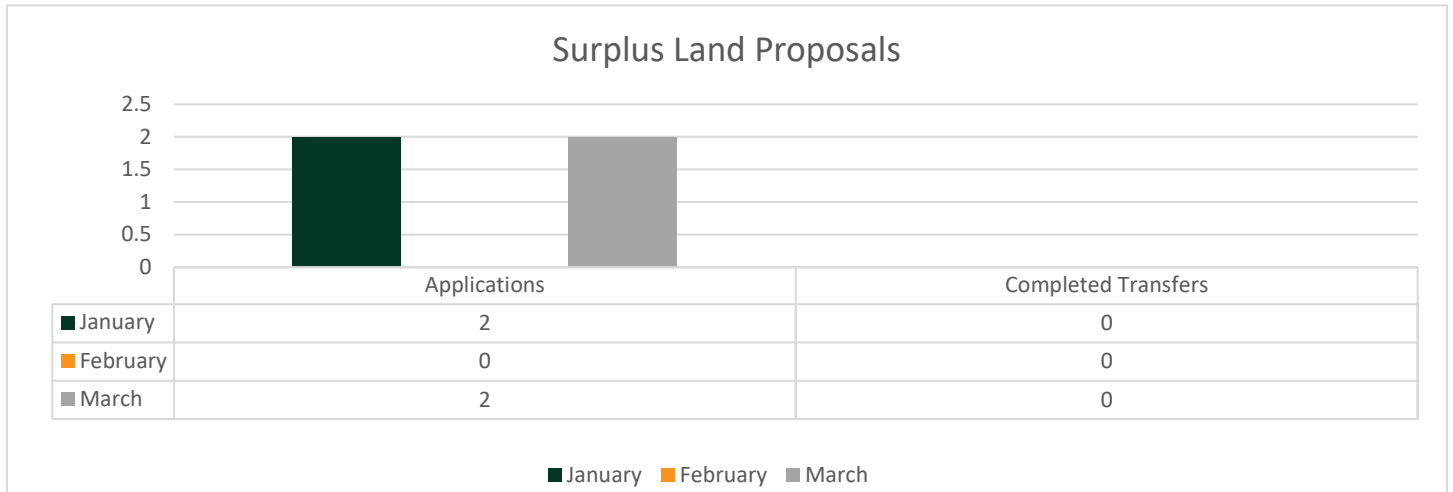
DEVELOPMENT & ENTERPRISE SERVICES(CON'T)

Building



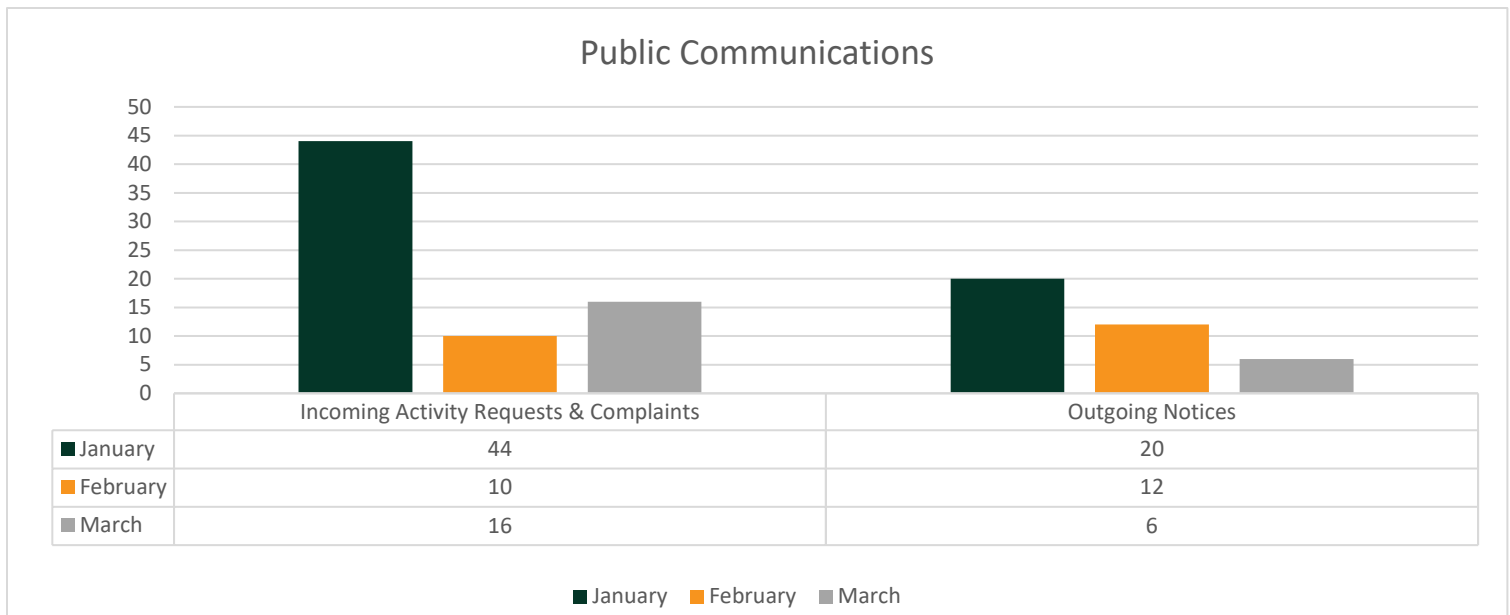
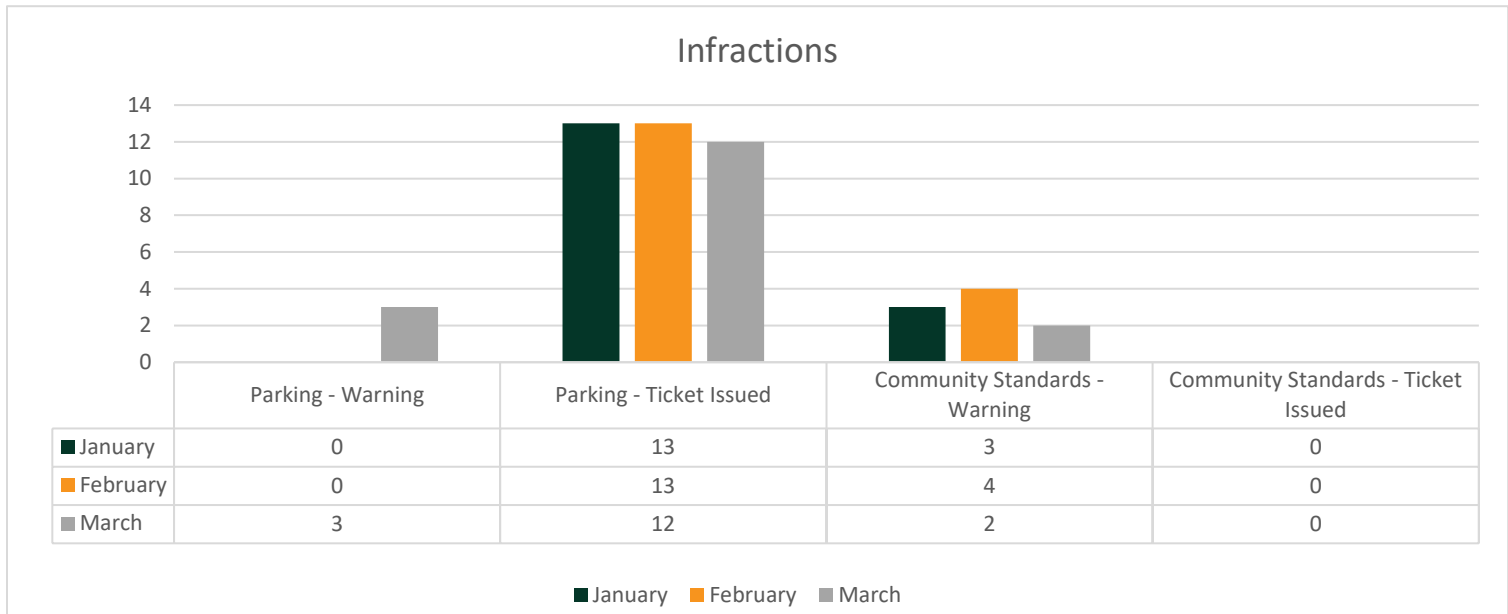
DEVELOPMENT & ENTERPRISE SERVICES(CON'T)

Planning



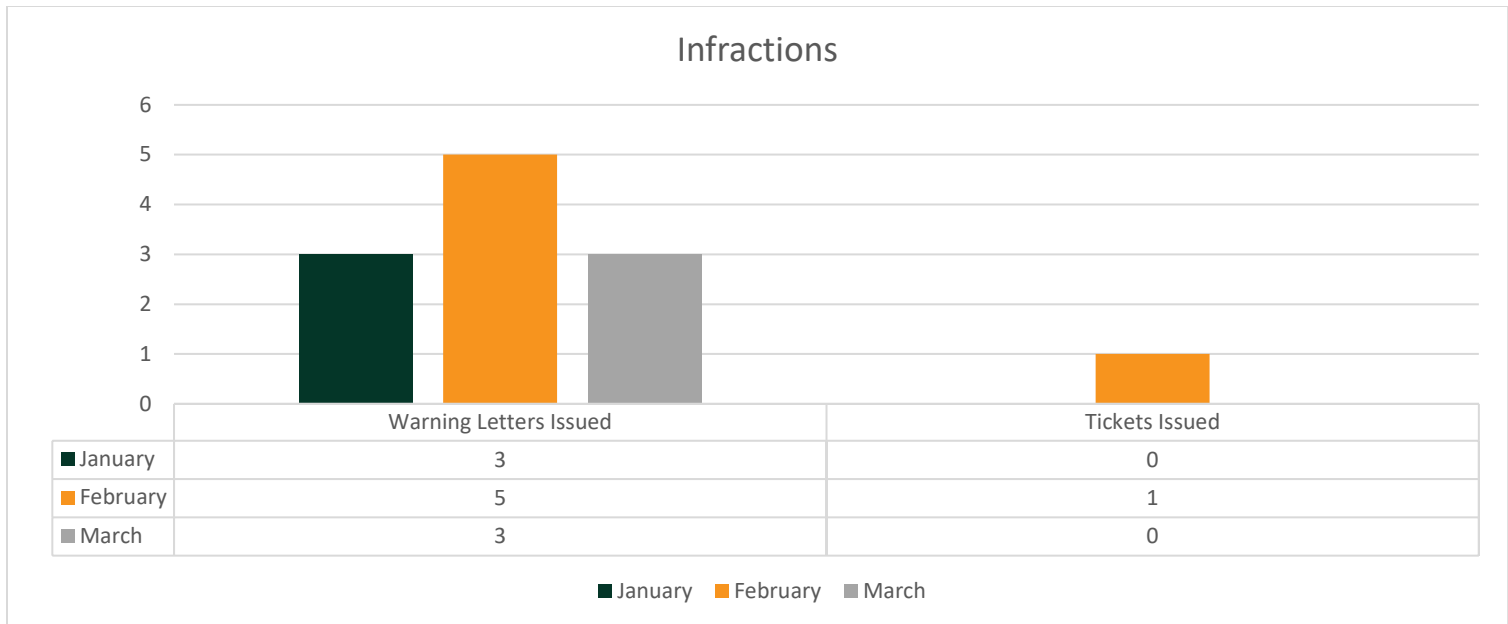
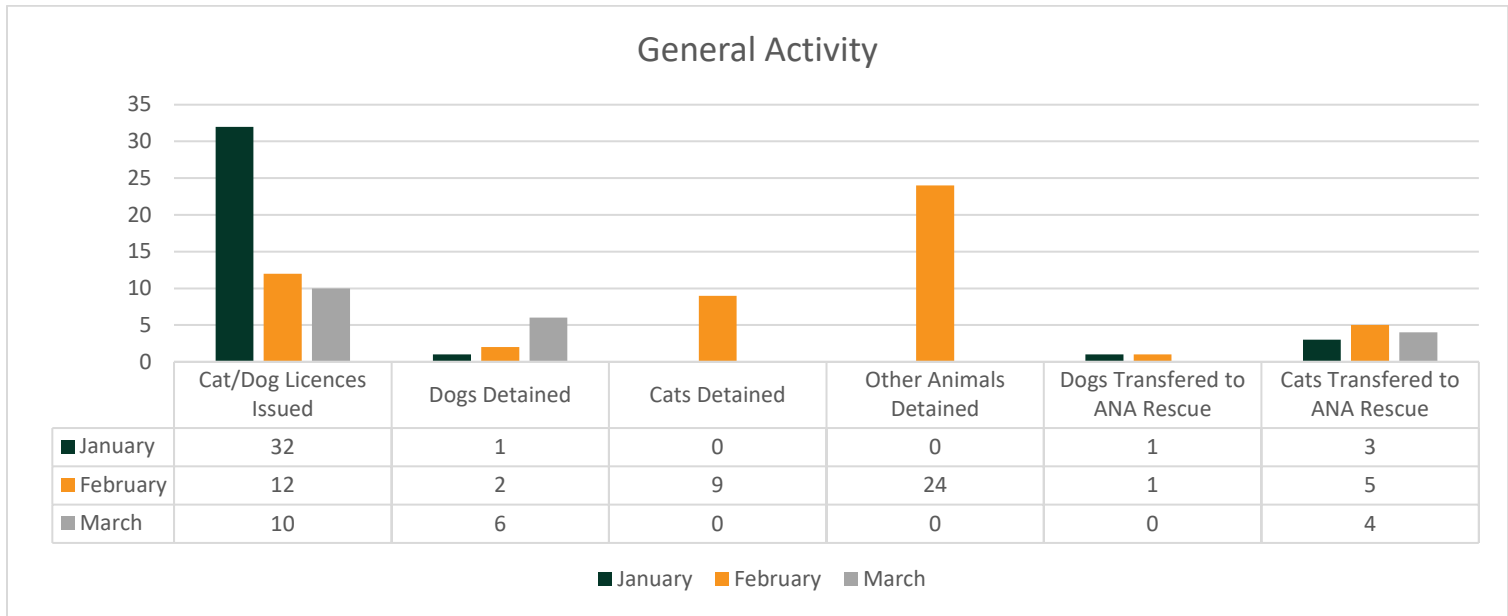
DEVELOPMENT & ENTERPRISE SERVICES(CON'T)

By-Law Enforcement



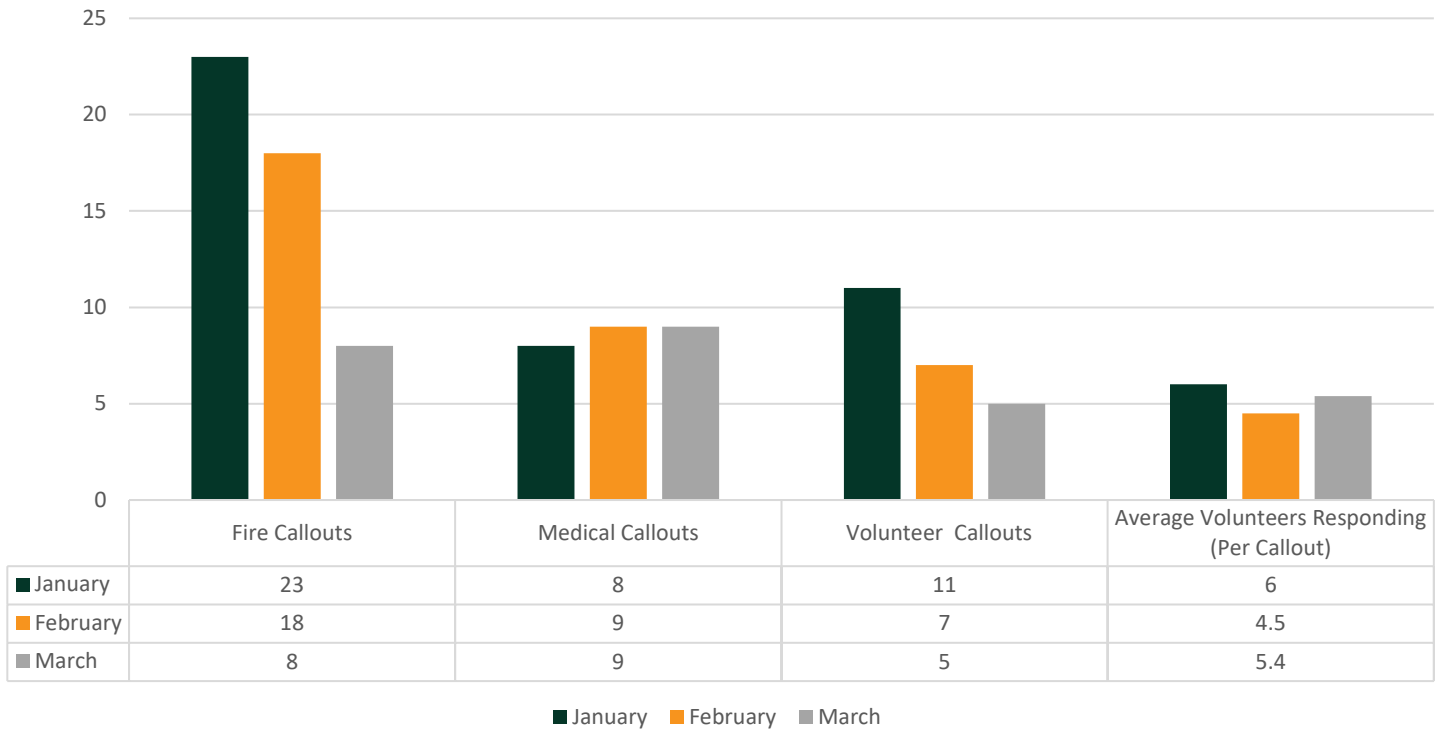
DEVELOPMENT & ENTERPRISE SERVICES(CON'T)

Animal Control (Contracted Service)

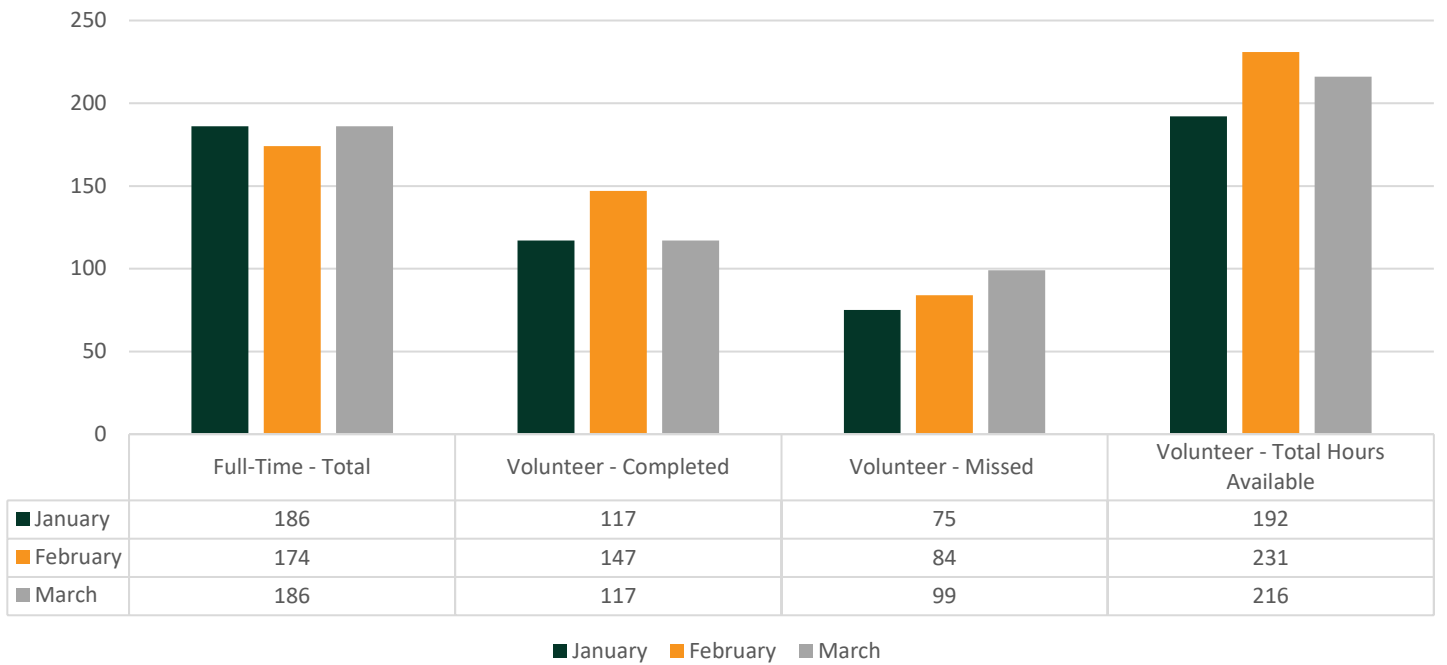


FIRE SERVICES

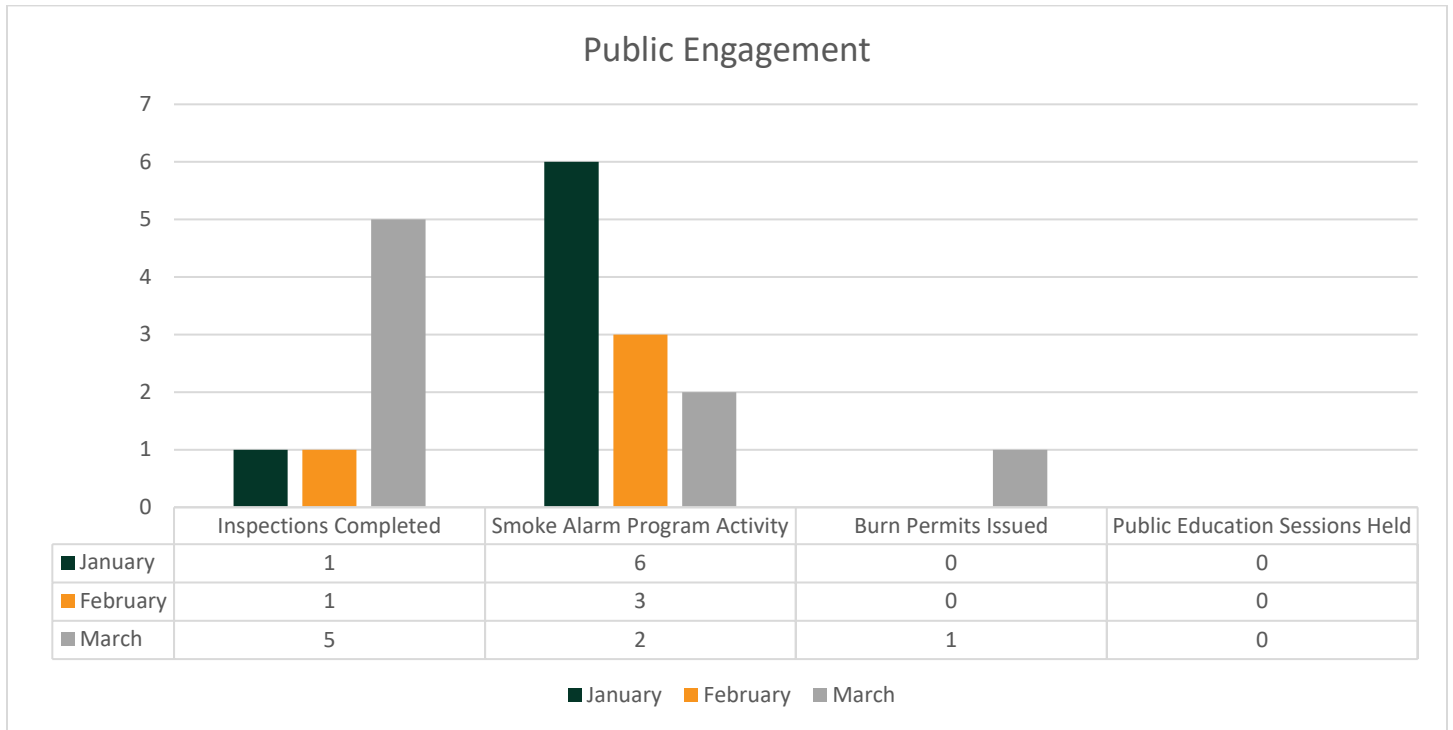
Emergency Callout Activity



Training Hours

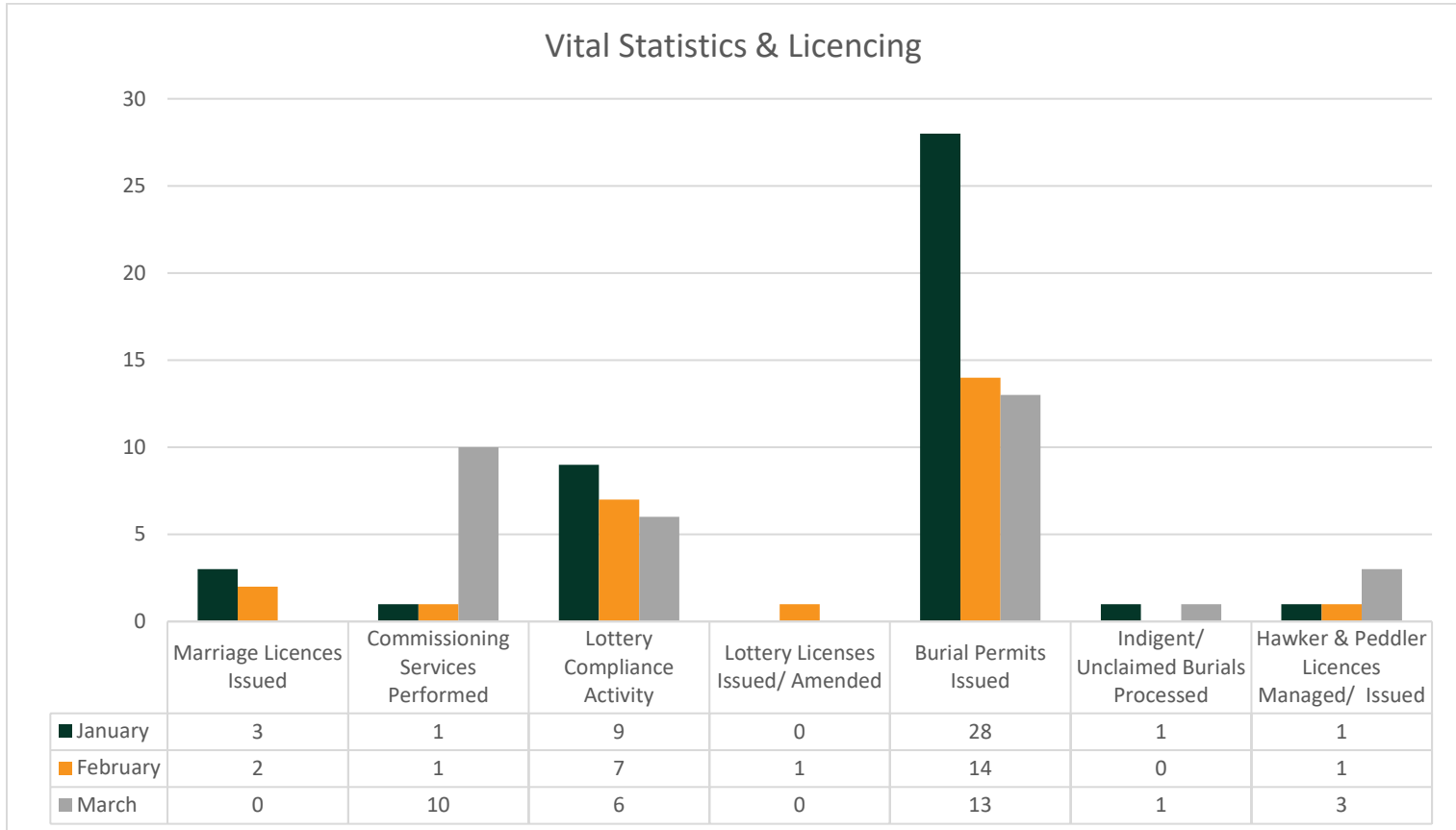


FIRE SERVICES(CON'T)

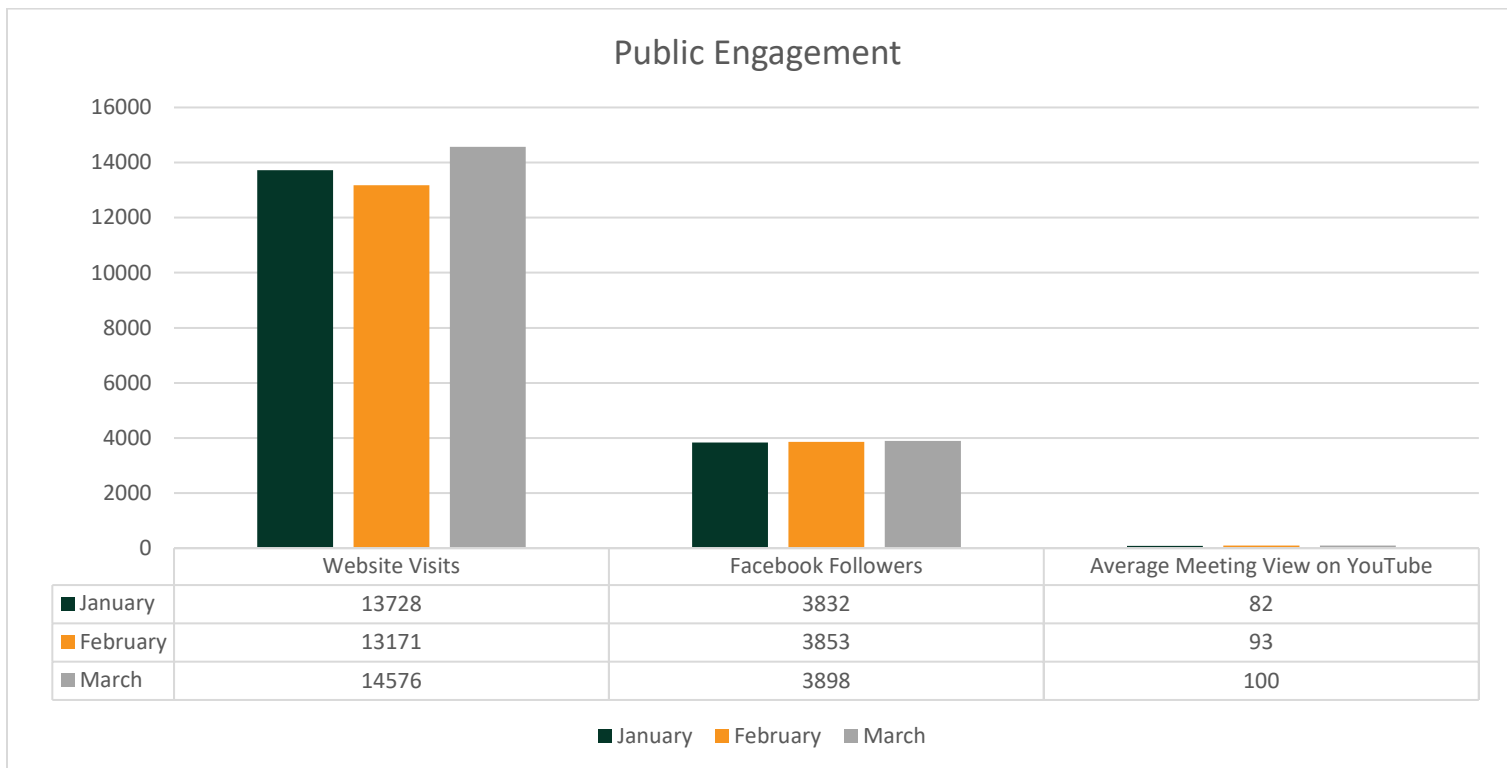
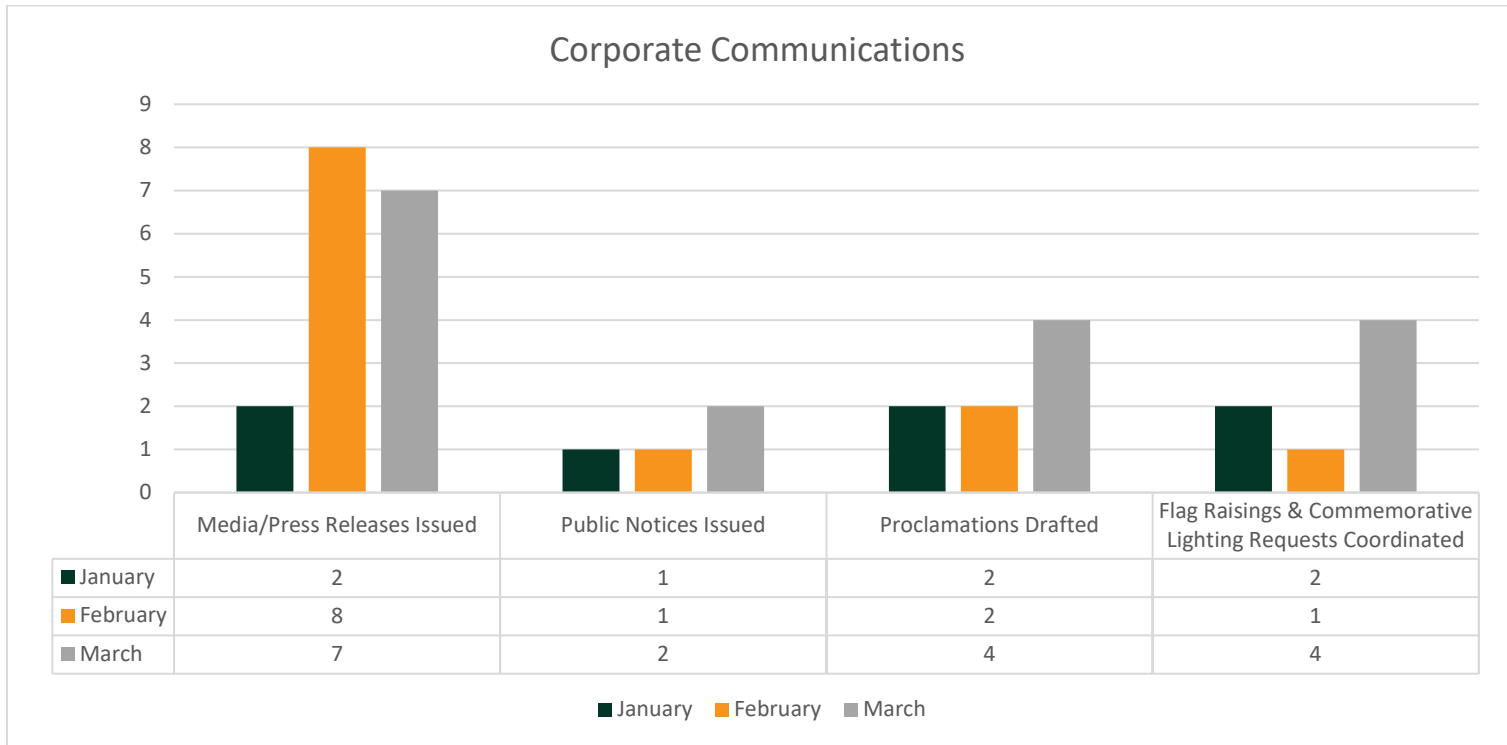


ADMINISTRATION

Clerk's Office

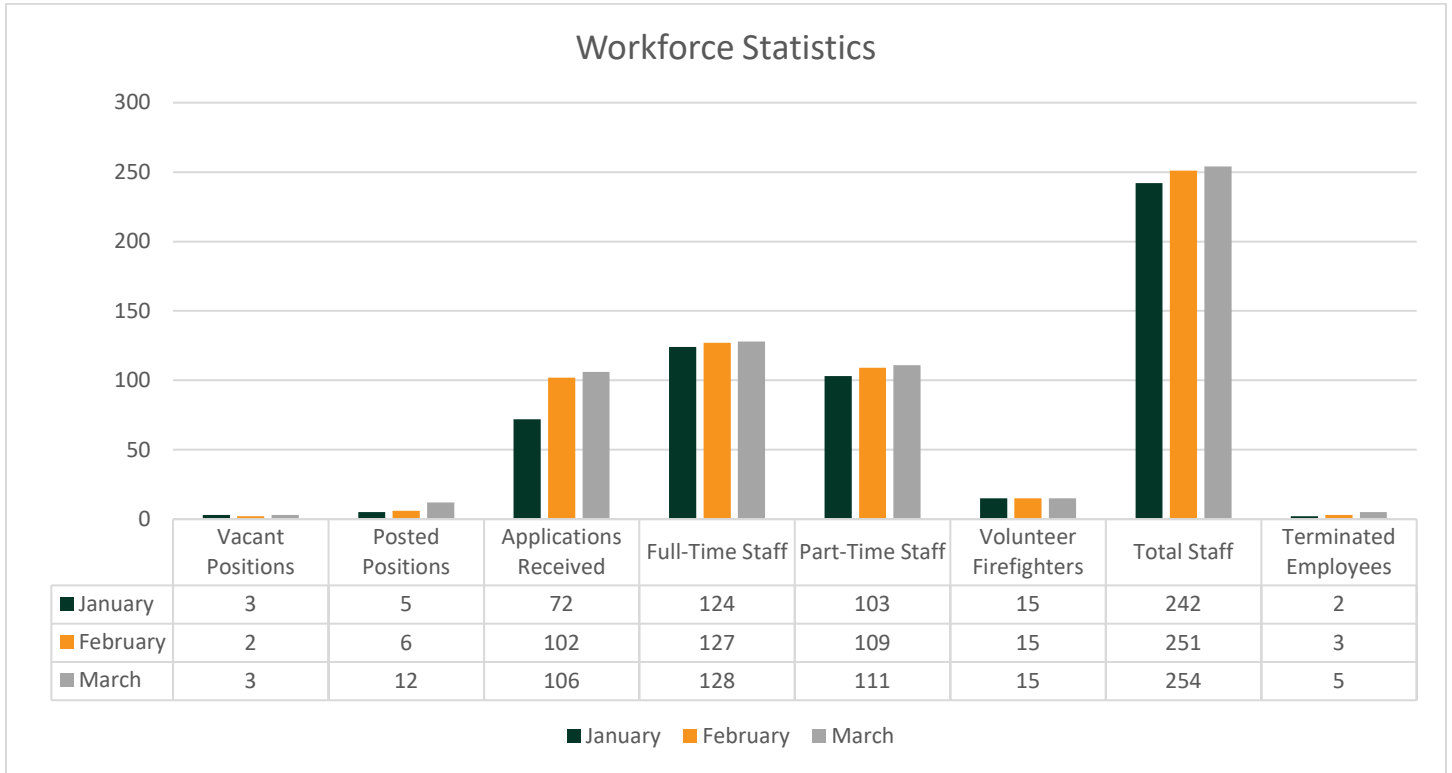


Clerk's Office(Con't)

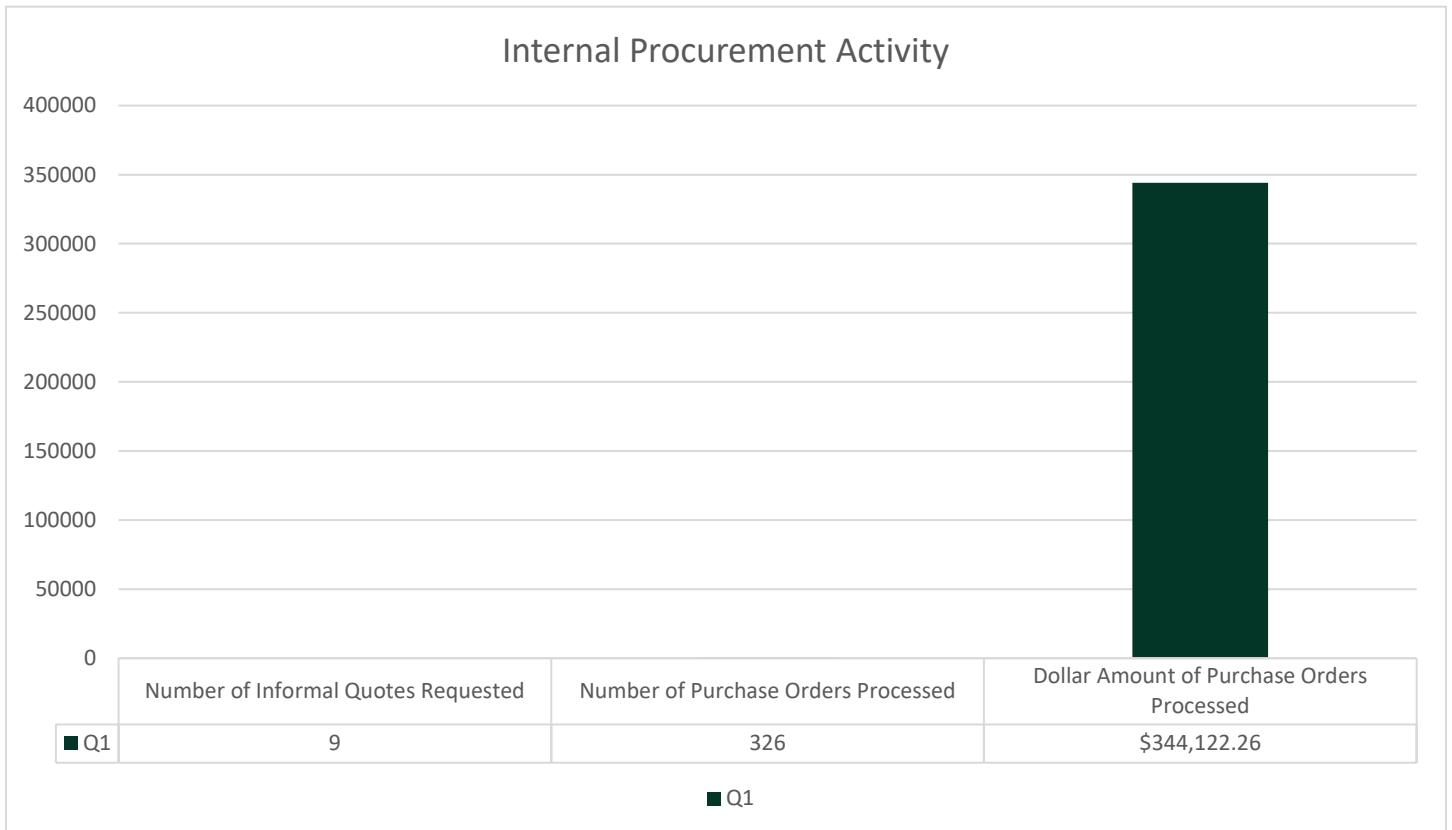


CORPORATE SERVICES

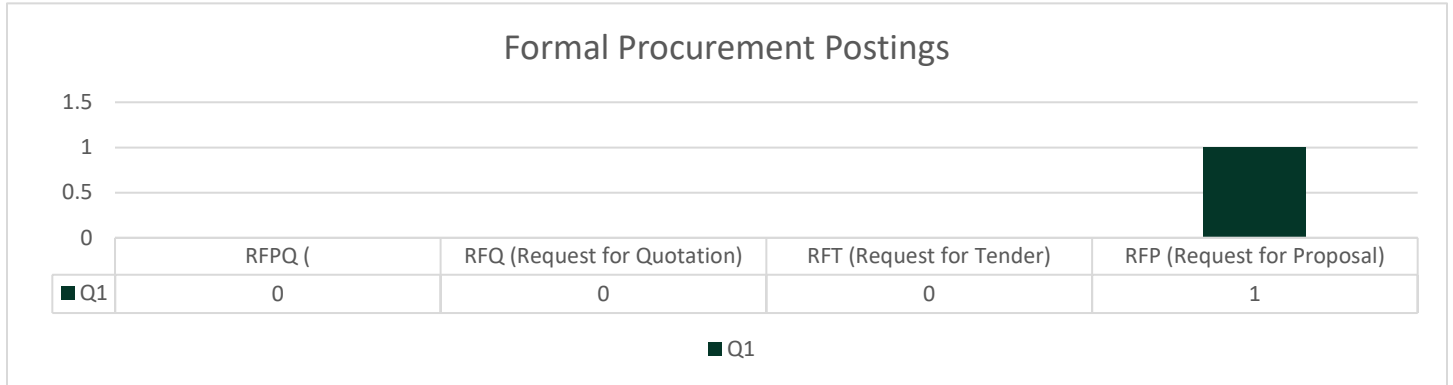
Human Resources



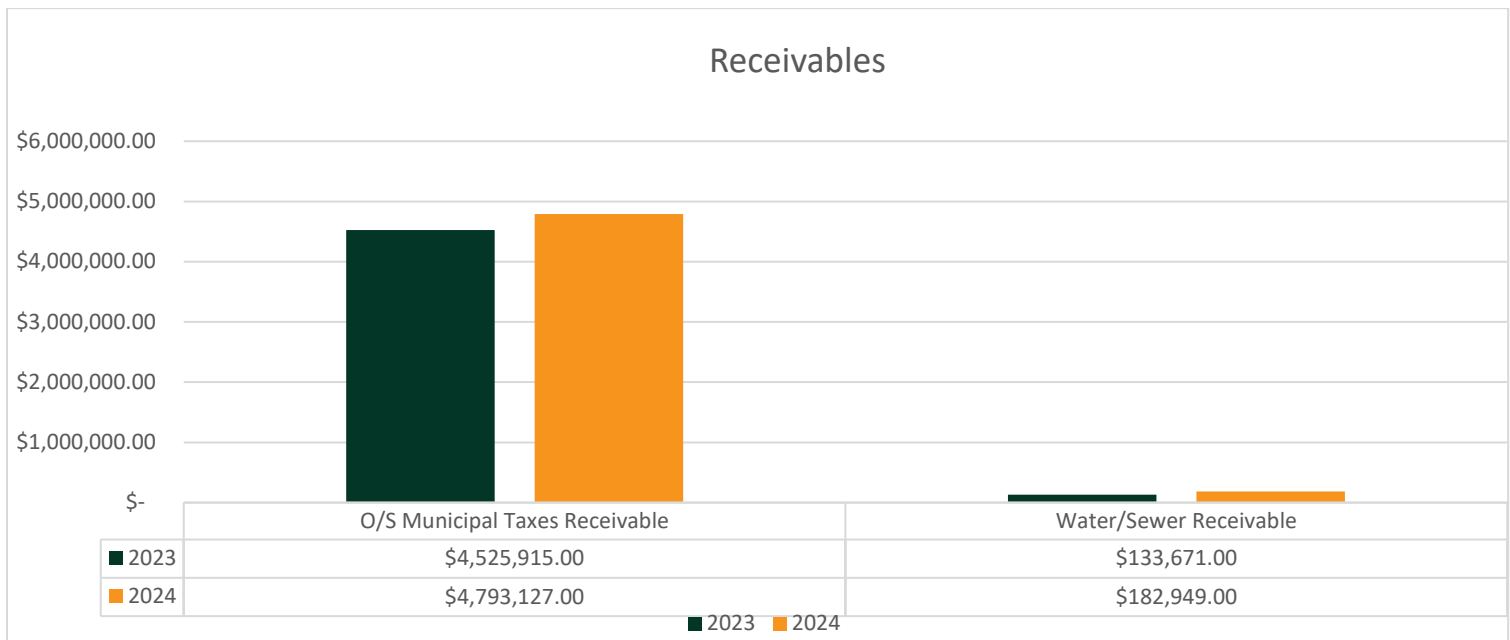
Procurement



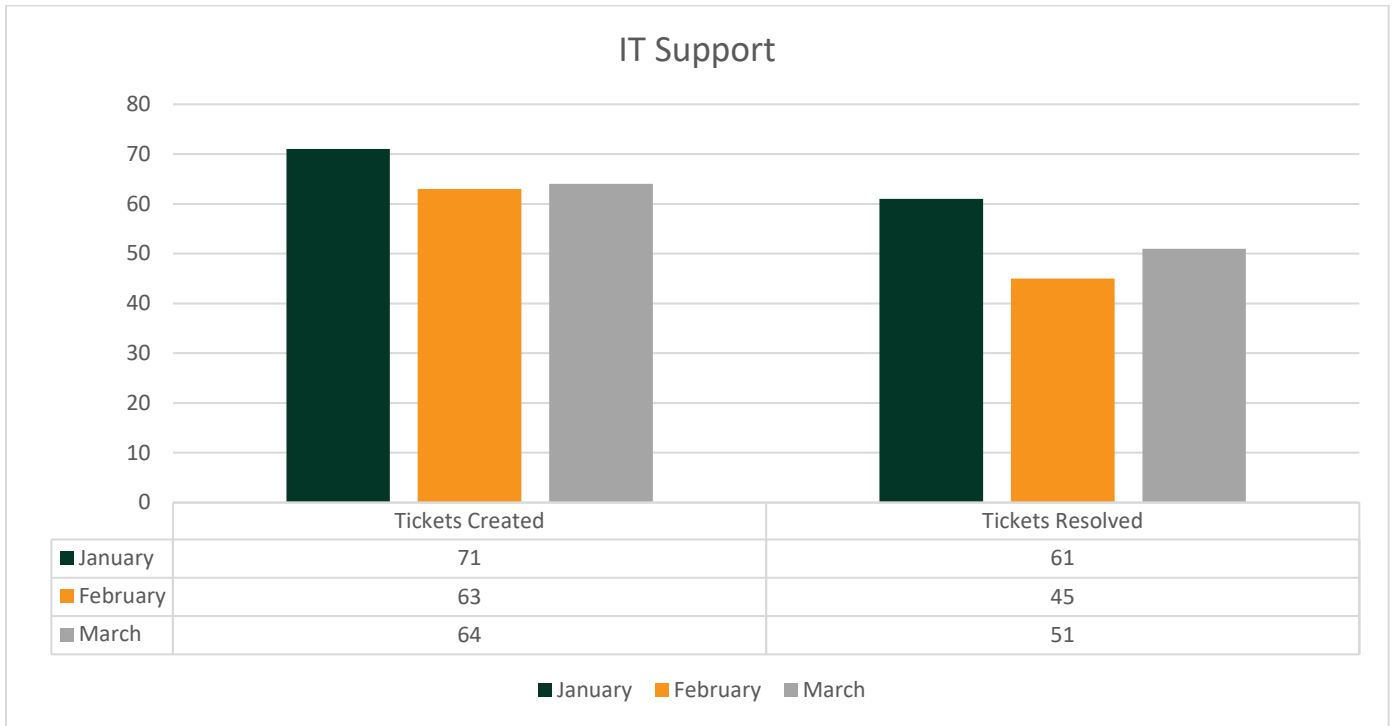
Procurement(Con't)



Treasury



Information Technology



REPORT TO COUNCIL

Meeting Date: 04/06/2024

Report Number: 2024-ADM-013

Presented by: Jennifer Montreuil

Department: Administration

REPORT TITLE

Proposed Official Appointments Changes (General Housekeeping)

RECOMMENDATION

BE IT RESOLVED THAT Report Number 2024-ADM-013 entitled “**Proposed Official Appointments Changes (General Housekeeping)**” be received;

AND THAT Council hereby repeal By-Law 22-035, being a by-law to appoint a Deputy Clerk for the Town of Kirkland Lake;

AND FINALLY THAT the appropriate appointment by-laws be brought forward for three readings on June 18, 2024.

INTRODUCTION

Administration is presenting some key housekeeping amendments/proposed appointments required for certain official positions by by-law, namely removing a duplicate Deputy Clerk appointment, updating Marriage Officiant appointments, and updating Appointment of Chief Building Officials and Deputy Chief Building Officials.

DISCUSSION

Duplication of Deputy Clerk Appointments – Repeal By-Law 22-035

Given that the municipality has established the appointment of a Deputy Clerk by job description and by by-law (22-091), and as the Clerk’s Office has been re-assigned to the Administration Department, the supplemental deputy clerk appointment can be repealed.

It should be noted that the Municipal Clerk has the authority to provide delegated authority, in writing, for person(s) whom they note has/have the capacity to fulfil certain clerk duties, without formal appointment by Council.

DISCUSSION (CONTINUED)

Removal/Inclusion of Marriage Officiant Appointments – Repeal By-Law 23-078

The Municipal Clerk is given authority within Ontario's *Marriage Act* to solemnize marriages, with the ability to delegate this authority to select others. As previously reported, historically, Councils in Kirkland Lake have approved the Municipal Clerk's delegation of such authority to certain local individuals as the Clerk's Office staff have not performed civil marriage ceremonies; the most recent delegated authority passed by By-Law [23-027](#).

At the personal request of appointed Officiants, Karen and Brian Morris, Administration seeks to dispense of their delegated authority as they have chosen to cease performing ceremonies since 2023. The Clerk's Office would like to take the opportunity to formally thank Karen and Brian Morris for their public service in Kirkland Lake and surrounding areas and invaluable contributions within the Town's Marriage Solemnization Program.

Clerk's Office Staff, Amberly Spilman and Peggy McIntyre received their certification for Marriage Solemnization Training provided by the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) in 2023, therefore, Administration seeks to have those staff named in the delegated authority by-law to be drawn upon to perform these services, if desired/required.

Interim Chief & Deputy CBO Appointments – Repeal By-Laws 23-008 & 23-017

We are proud to announce that the Town's Chief Building Official, Courtney Nylund, has recently (April 2024) successfully completed Building Official training as provided by the Ontario Building Officials Association (OBOA), and passed the exams, with distinction, as provide by the Ministry of Municipal Affairs and Housing (MMAH). As such, she has received approval to be classified as a Chief building Official (CBO) by the MMAH for the purposes of upholding Ontario's *Building Code Act*, etc. As such, the previous "In Training" appointment must be changed to reflect her as Chief Building Official rather than Deputy Chief Building Official.

However, given her impending maternity leave commencing effective July 6th, and given that the Town has secured Interim Chief Building Official, Winifredo (Winie) Porcalla, who also holds a classification as CBO as provided by the MMAH, Administration is proposing that an Interim CBO Appointment By-Law be instated effective July 1st and Ms. Nylund's appointment be repealed effective July 5th.

Given these changes, this will also require the adjustment to the current appointment of Chief Building Official to the Town's consultants, RSM Consultants Inc. to Interim Deputy Chief Building Officials for the purposes of carrying out matters for which they have undertaken under the new guidance of the Town's Interim Chief Building Official, during leave of the Town's Chief Building Official.

ALIGNMENT TO CORPORATE STRATEGIC PLAN

Priorities:

- Sustainable Core Services
- Current Council's Operational Aims



Action(s):

Sustainable Core Services

- Provide clear, fair, and consistent regulations and policies governing municipal operations.

Council Operational Aim(s):

Sustainable Core Services

Governance

- Clear, fair, and consistent regulations and policies governing municipal operations.
- Timely reports from staff to Council on all significant projects and initiatives.
- Regular communication with residents to explain governance structures, processes, and decisions.

ACCESSIBILITY CONSIDERATIONS

Not Applicable.

OTHER ALTERNATIVES CONSIDERED

None.

FINANCIAL CONSIDERATIONS

None.

CONCLUSION

Appending to the proposed changes in appointments/delegated authority allows Administration to work through operational changes while remaining in compliance programs, procedures, responsibilities, regulations, and legislation, etc.

CONSULTATIONS

Town of Kirkland Lake Senior Management Team

ATTACHMENTS

None.

REPORT TO COUNCIL

| | |
|-----------------------------|--------------------------------|
| Meeting Date: 04/06/2024 | Report Number: 2024-CORP-030 |
| Presented by: Lloyd Crocker | Department: Corporate Services |

REPORT TITLE

Proposed Charitable Sponsorship Policy

RECOMMENDATION

BE IT RESOLVED THAT Report Number 2024-CORP-030 entitled “**Proposed Charitable Sponsorship Policy**” be received;

AND THAT Council approve the Charitable Sponsorship Policy, as presented;

AND THAT Council direct that the Charitable Sponsorship Policy take effect immediately;

AND FINALLY THAT the Charitable Sponsorship Policy be numbered and inserted into the Corporate Policy Manual.

INTRODUCTION

The purpose of the report is to establish a consistent approach and direction to Town employees, funding agencies, and funding applicants for the use of the Town’s Charitable Number.

DISCUSSION

Many organizations within the Town of Kirkland Lake and surrounding area operate as non-profit and are not registered as a charitable organizations. These organizations apply to a variety of funding agencies for donations to help with operations, capital improvements and/or special events. Most funding agencies, as part of their application criteria, will only provide funding to a registered Charitable Organization as observed by the Canada Revenue Agency based on the Income Tax Act. Thus, an organization may elect to request for the Town to sponsor them for the purposes of flowing through funds based on the charitable criteria established in their grand/funding application.

DISCUSSION (CONTINUED)

The Town recognizes the positive social-economic impact of these non-profit organizations for the residents within the jurisdiction of the Town of Kirkland Lake. The proposed Policy (Attachment 1) has been developed primarily to assist these organizations to garner additional funding opportunities, and, secondly, to limit the liability to the Town given the Town's limited oversight of these third-party funding applications.

As a registered municipality with the Canada Revenue Agency, and in accordance with subsection 149.1(1) of the *Income Tax Act*, the Town is a qualified donee. Therefore, the Town has the ability to issue official tax receipts and is also eligible to receive donations/gifts from registered charities. The recipient organization must use the donation in a manner that aligns with the Town's Corporate Strategic Plan, purposes, and/or community initiatives. An established Task Force comprised of the Director of Corporate Services, Treasurer and another Director would determine on a donation-by-donation basis whether the purpose of the funding meets the above requirements. An application that meets those requirements, would be provided initial support. A Report to Council would then be prepared for formal approval of the request by Council. If approved, an execution by-law authorizing the Town to enter into the Sponsorship Agreement with the requesting organization would be presented.

An expedient request clause is also being proposed to allow Administration some flexibility in managing requests, insofar, where non-eligibility or time does not permit the municipality to conduct the pre-consultation process.

The proposed Charitable Sponsorship Policy (Attachment 1) has been primarily developed to establish a consistent protocol for the use of the Town's Charitable Number. The proposed Policy is not onerous and provides sufficient explanation to requesting organizations and funding agencies on the Town's requirements and established procedures. Organizations located/operating in another organized municipality shall be advised to redirect their request to that respective municipal Council. Organizations receiving request approvals will be required to submit a Financial Report supplied either from the Town (Attachment 2), or, in the form supplied by the funding agency to the Treasurer to validate that funding assistance was allocated appropriately. The organization would also be required to sign a Charitable Sponsorship Agreement with the Town (Attachment 3).

OTHER ALTERNATIVES CONSIDERED

Council may decide to deny the establishment of a Charitable Sponsorship Policy. However, this is not recommended as many organizations require funding assistance despite not having Charitable Status as observed by the Canada Revenue Agency as established by the *Income Tax Act*. The Policy provides a consistent, accountable, and

OTHER ALTERNATIVES CONSIDERED (CONTINUED)

transparent approach to Charitable Sponsorships requests; and will aid in limiting liability otherwise faced by the Town.

FINANCIAL CONSIDERATIONS

There are no financial implications as grants received are immediately offset by a donation of an equivalent amount to requesting organizations.

ALIGNMENT TO CORPORATE STRATEGIC PLAN

Priority:

- Vibrant & Prosperous Community
- Current Council's Operational Aims



Action:

Vibrant & Prosperous Community

- Prioritize the implementation of the economic development and tourism program to improve the local business climate and foster growth.

Council Operational Aim:

Service Excellence.

Governance

- Clear, fair, and consistent regulations and policies governing municipal operations.

ACCESSIBILITY CONSIDERATIONS

Not Applicable.

CONCLUSION

Administration recommends that Council adopt the Charitable Sponsorship Policy to provide a consistent approach and direction to non-profit organizations requesting sponsorship, Town Administration, and funding agencies.

CONSULTATIONS

Town of Kirkland Lake Senior Management Team

The City of Temiskaming Shores Charitable Sponsorship Policy

Guidance Reference Number [CG-032](#) of the Canada Revenue Agency

Subsection 149.1(1) of the [Income Tax Act, R.S.C., 1985, c.1.](#)

[Ontario Human Rights Code](#), R.S.O. 1990, c. H.19

The Town's Purchasing By-Law

The Town's Notice By-Law (Policy)

ATTACHMENTS

Attachment 1 - Proposed Charitable Sponsorship Policy

Attachment 2 - Proposed Charitable Sponsorship Project Financial Report

Attachment 3 - Proposed Charitable Sponsorship Agreement

| POLICY | |
|--------------------------------|--------------------|
| Policy Number: CORP2024-0xx | Date Approved: TBD |
| Department: Corporate Services | Date Reviewed: |
| Charitable Sponsorship Policy | |

1. **Policy Statement**

The Corporation of the Town of Kirkland Lake acknowledges that many non-profit organizations that enrich the lives of the residents within the jurisdiction of the Town Kirkland Lake do not hold a Charitable Number which may limit their ability to receive funding from third party Funding Agencies. The Town’s Charitable Sponsorship Policy will assist certain non-profit organizations to obtain funding assistance, while limiting liability to the Corporation given that the oversight related to these projects is undertaken by a third-party Funding Agency.

2. **Purpose**

The Town’s Charitable Sponsorship Policy outlines the criteria for solicitation, evaluation, approval, and monitoring of Charitable Sponsorship opportunities, including a consistent approach and procedures to be adhered to by the Town, third party Funding Agencies, and eligible non-profit organizations in their requests to use the Town’s Charitable Number.

3. **Scope**

This Policy extends to non-profit organizations seeking to enter into Sponsorship Agreements with the Town for the purpose of receiving funding from Funding Agencies while using the Town’s Charitable Status.

3. **Legislative Authority**

Guidance Reference Number [CG-032](#) of the Canada Revenue Agency

Subsection 149.1(1) of the [Income Tax Act](#), R.S.C., 1985, c.1.

[Ontario Human Rights Code](#), R.S.O. 1990, c. H.19

The Town’s Purchasing By-Law

The Town’s Notice By-Law (Policy)

4. Definitions

- a) **Application** means the documentation received from the third-party Funding Agency confirming the request from the eligible organization.
- b) **Charitable Status** means the status held by The Corporation of the Town of Kirkland Lake as recognized by the Canada Revenue Agency, and in accordance with the *Income Tax Act*.
- c) **Charitable Sponsor** means The Corporation of the Town of Kirkland Lake providing sponsorship to an eligible third-party organization that does not hold Charitable Status as recognized by the Canada Revenue Agency.
- d) **Donation** means a gift or contribution of cash given voluntarily towards an event, project, program service or corporate asset and is eligible for a Charitable Tax Credit under the *Income Tax Act*.
- e) **Funding Agency** means a third-party organization offering funding opportunities, excluding provincial or federal funding agencies/ministries.
- f) **Non-Profit Organizations**, in accordance with the Canada Revenue Agency, means associations, clubs or societies that are not charities and are organized and operated exclusively for social welfare, civic improvement, pleasure, recreation or any other purpose except profit.
- g) **Registered Charity**, in accordance with the Canada Revenue Agency, means a charitable organization, public foundation, or private foundation that are created and resident in Canada. They may issue tax receipts, and must use their resources for charitable activities and have charitable purposes that fall into one or more of the following categories:
 - i. the relief of poverty
 - ii. the advancement of education
 - iii. the advancement of religion
 - iv. other purposes that benefit the community
- h) **Registered Municipality**, in accordance with the *Income Tax Act*, means a municipality officially listed with the Canada Revenue Agency as a qualified donee, can issue official donation receipts, and are eligible to receive donations/gifts from registered charities.
- i) **Town** means The Corporation of The Town of Kirkland Lake.
- j) **Town Administration** means the municipal employee(s)/Department/Division designated by the Town's Chief Administrative Officer to manage Charitable Sponsorship Requests

5. Procedures

Requests made to the Town for Charitable Sponsorship

5.1.1 A non-profit organization seeking to obtain Charitable Sponsorship from the Town must submit a written request to the attention of the Municipal Clerk at least thirty (30) days prior to the funding submission deadline with the following information:

- a) an explanation on how the Town will benefit from the request, and how the recipient organization will use the donation in a manner that aligns with the Town's Corporate Strategic Plan, purposes and/or community initiatives;
- b) the amount being requested from the Funding Agency and how funds would be allocated and spent (project details/budget); and
- c) a copy of the complete Application, as submitted to the Funding Agency.

Receipt of Request for Charitable Sponsorship

5.1.2 The Chief Administrative Officer shall assign the request to the Sponsorship Review Task Force consisting of the Director of Corporate Services, Treasurer and one other Director employed by the Town.

5.1.3 The Task Force will review the request submission to validate that:

- a) it is consistent with services provided by a non-profit organization;
- b) the impact of the project is of benefit to the residents within the jurisdiction of the Town; and
- c) it is consistent with the Town's Corporate Strategic Plan, goals, purposes and/or community initiatives.

5.1.4 The Task Force will then notify the requesting organization, in writing, as to the initial review made by Town Administration to support or decline the request for the Town's Sponsorship which requires Council approval.

5.1.5 Where the Funding Agency requires immediate approval on the Town's Charitable Status decision, the Chief Administrative Officer may waive Sections 5.1.2 through to 5.1.4 in the essence of time. The final decision on sponsorship rests with Council.

Report to Council

5.1.6 Upon receipt of the request for Sponsorship in accordance with Section 5.1.1. above, the Director of Corporate Services will present a Report to Council for formal approval.

Sponsorship Approval

- 5.1.7 The requesting organization is to provide a copy of all correspondence from the Funding Agency surrounding their application, including the amount to be funded, and any conditions related to the funding assistance.
- 5.1.8 Charitable Sponsorships shall only be approved by Resolution of Council.
- 5.1.9 An organization shall be provided with formal Notice of the Council Resolution by the Municipal Clerk's Office.
- 5.1.10 A Sponsorship Agreement must also be approved by by-law to be presented for three readings at the same meeting that the decision of Council is resolved.

Sponsorship Denial

- 5.1.11 Any denial of sponsorship from Council shall be provided with formal Notice of the Council Resolution by the Municipal Clerk's Office.
- 5.1.12 All decisions of Council are final.

Financial Report

- 5.1.13 Upon completion of the project associated with the sponsorship request, the Treasurer must receive a completed Report from the sponsored organization, either on the form supplied by the municipality, or a form that was supplied by the Funding Agency.
- 5.1.14 The Report is the Town's official corporate record that explains how the sponsored organization used the funding assistance in the manner consistent with the original request.

6. Summary

The Town's Charitable Sponsorship Program supports the positive impact that non-profit organizations have in offering programs and services that enrich the lives of the residents of the Town. This Policy assists local non-profit organizations to take advantage of additional funding opportunities while applying the Town's Charitable Status.

Charitable Sponsorship Financial Report

| GENERAL INFORMATION | |
|--------------------------|---|
| ORGANIZATION: | |
| MAILING ADDRESS | |
| CITY, PROVINCE: | |
| CONTACT PERSON | |
| CONTACT PERSON NAME: | |
| EMAIL: | |
| TELEPHONE NO.: | |
| FUNDING INFORMATION | |
| COUNCIL DECISION DATE: | |
| FUNDING REQUESTED (\$): | |
| FUNDING RECEIVED (\$): | |
| HOW WERE THE FUNDS USED? | |
| | <p>IF ADDITIONAL SPACE IS REQUIRED, PLEASE INCLUDE A SEPARATE PAGE.</p> |

Charitable Sponsorship Financial Report

(CONTINUED) FUNDING INFORMATION

IF FUNDS WERE USED DIFFERENTLY THAN THE ORIGINAL APPLICATION, HOW?

IF ADDITIONAL SPACE IS REQUIRED, PLEASE INCLUDE A SEPARATE PAGE.

I/We declares and certifies that information contained hererin and the associated attachments hereto are true and made with a full knowledge of the circumstances relating to this financial report in connection with the Charitable Status Donation received.

I/We have attached our organization’s Project Financial Statement, or, listing of expenditures and revenues.

Signature

Name:

Title:

Signature

Name:

Title:

Please submit this completed form and respective attachments to:

Treasurer

The Corporation of the Town of Kirkland Lake
P.O. Box 1757, 3 Kirkland St. W., Kirkland Lake, ON P2N 3P4
lloyd.crocker@tkl.ca

COLLECTION OF PERSONAL INFORMATION

The information requested on this form and any related form is collected under the authority of the *Municipal Act, the Municipal Freedom of Information and Protection of Privacy Act*. This information is collected in order to receive reports on financial information relative to the Town of Kirkland Lake’s Charitable Sponsorship Policy. All contact information and all financial records and/or situation supplied and identified within this submission is public information. Questions regarding this collection can be made to the Municipal Clerk, P.O. Box 1757, 3 Kirkland St. W., Kirkland Lake, ON P2N 3P4, 705-567-9361, Ext. 238, clerk@tkl.ca.

The Charitable Sponsorship Agreement

This **AGREEMENT** is made this ___ day of _____, 202X

BETWEEN: The Corporation of The Town of Kirkland Lake (the “Sponsor”)

AND: _____ (the Applicant”)

WHEREAS:

- A. The Applicant is a recipient of a grant from the Charity or Foundation;
- B. The Applicant is not a registered charity, and the Charity or Foundation may only consider such funding if the Applicant is able to obtain a sponsor which has an affiliation with the Applicant and which will undertake legal and financial responsibility for the Project;
- C. The Sponsor is an eligible donee as defined in the *Income Tax Act* (Canada) and is willing to undertake such responsibility.

THEREFORE, THE SPONSOR AND THE APPLICANT AGREE AS FOLLOWS:

- 1. The Sponsor shall provide to the Applicant the funds for the purpose of carrying out their activities in the community and when the funds are received from the Charity or Foundation.
- 2. The Sponsor may withhold funds or decline to advance further installments or grants if the Applicant fails to comply with any of the terms of this Agreement.
- 3. The Applicant shall maintain complete records of the use of funds it receives from the Sponsor and will provide copies of such records to the Sponsor if required.
- 4. The Sponsor may at any time give written notice to the Applicant at the address last known to the Sponsor that it is not satisfied with the use of the Funding or the application of the funding giving details of the matters with which it is concerned, and unless the Sponsor is satisfied within 7 days of giving such notice that the matters with which it is not satisfied have been satisfactorily corrected, may terminate the Agreement and return any funds remaining in its possession or control to the Charity or Foundation.
- 5. The Applicant shall indemnify and save harmless the Sponsor from any loss, claim, damage, or other expenses it may suffer by reason of the conduct, negligence, or omission of the Applicant.
- 6. The Applicant and the Sponsor acknowledge that as a condition of the Charity or Foundation providing the funding to the Sponsor as set forth in this Agreement, the Sponsor will provide the Charity or Foundation with its confirmation that it has some direct affiliation with the Applicant and has undertaken financial and legal responsibility for the granting.

7. This Agreement shall be governed by the law of Ontario.

IN WITNESS WHEREOF the parties have executed this Agreement effective the date first above written.

The “Sponsor”

The “Applicant”

Per: _____
Stacy Wight, Mayor

Per: _____
Authorized Signature

Per: _____
Jennifer Montreuil, Municipal Clerk

Per: _____
Authorized Signature

I/We have the authority to bind the Corporation.



THE CORPORATION OF THE TOWN OF KIRKLAND LAKE

BY-LAW NUMBER 24-042

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A SPONSORSHIP AGREEMENT WITH THE KIRKLAND LAKE CURLING CLUB IN ORDER TO ACCEPT GRANT FUNDING FROM THE TEMISKAMING FOUNDATION

WHEREAS Section 5(3) of the *Municipal Act*, 2001, as amended (the “*Municipal Act*”) provides that the powers of a municipal corporation are to be exercised by its Council through the adoption of by-laws;

AND WHEREAS Section 9 of the *Municipal Act*, authorizes a municipality the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10 (2), 7 of the *Municipal Act* authorizes a single-tier municipality to pass a by-law for services or things that the municipality considers necessary or desirable for the public;

AND WHEREAS on May 21, 2024, Council resolved to enter into a Sponsorship Agreement with the Kirkland Lake Curling Club for the purpose of accepting and redistributing grant funds donated by The Temiskaming Foundation;

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF KIRKLAND LAKE ENACTS AS FOLLOWS:

- 1** THAT the Mayor and Municipal Clerk are hereby authorized to execute a Sponsorship Agreement with the Kirkland Lake Curling Club for the purpose of accepting and redistributing grant funds donated by The Temiskaming Foundation.
- 2** THAT a copy of the executed Sponsorship Agreement form Schedule “A” to this By-Law.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 4TH DAY OF JUNE, 2024.

Stacy Wight, Mayor

Jennifer Montreuil, Municipal Clerk

IN WITNESS WHEREOF the parties have executed this Agreement effective the date first above written.

The Corporation of the Town of Kirland Lake

Kirkland Lake Curling Club

Per: _____
Authorized Signature

Per: _____
Authorized Signature

Per: _____
Authorized Signature

Per: _____
Authorized Signature

I/We have the authority to bind the Corporation

I/We have the authority to bind the Organization



THE CORPORATION OF THE TOWN OF KIRKLAND LAKE

BY-LAW NUMBER 24-043

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A MEMORANDUM OF AGREEMENT WITH THE TIMISKAMING HEALTH UNIT FOR THE PERFORMANCE OF WORK DESCRIBED IN SECTION 7.0 OF THE TIMISKAMING DISTRICT COMMUNITY SAFETY AND WELL BEING PLAN

WHEREAS the *Police Services Act*, 1990, S.O. 2019, c.1, Sched. 1 Part XVI mandated that every municipality across Ontario was to prepare and adopt a Community Safety and Well Being Plan (CSWBP) by July 2021;

AND WHEREAS the Timiskaming District municipalities requested an extension in the approval of the CSWBP due to the COVID-19 Pandemic as did many other Ontario municipalities;

AND WHEREAS Council for The Corporation of the Town of Kirkland Lake adopted the Timiskaming District Community Safety and Well Being Plan (CSWBP) on June 7, 2022 and approved, in principle, an annual contribution for a CSWBP resource, based on apportionments, resulting in a district-wide funding approach;

AND WHEREAS post-adoption of the CSWBP, the Timiskaming Health Unit (THU) was identified as the Lead in the Timiskaming District CSWBP's implementation, in principle;

AND WHEREAS on March 7, 2023, Council authorized the execution of a Memorandum of Agreement with THU for the implementation of the Timiskaming District CSWBP for a one (1) year period commencing on April 1, 2023, and ending on March 31, 2024;

AND WHEREAS the *Police Services Act*, 1990 was replaced by the *Community Safety and Policing Act* effective April 1, 2024;

AND WHEREAS Section 253 of the *Community Safety and Policing Act*, 2019, identifies that a municipality that has adopted a CSWBP shall take any actions that the Plan requires it to take;

AND WHEREAS on May 21, 2024, Council resolved to enter into a subsequent Memorandum of Agreement with the Timiskaming Health Unit for the continued implementation of the Timiskaming District's CSWBP for a two (2) year period commencing on August 1, 2024, and ending on August 31, 2026;

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWN OF KIRKLAND LAKE AS FOLLOWS:

- 1 THAT** the Mayor and Municipal Clerk are hereby authorized to execute a Memorandum of Agreement between The Corporation of The Town of Kirkland Lake and the Timiskaming Health Unit for the performance of work as described in Section 7.0 Statement of Work of the Timiskaming District Community Safety and Well Being Plan (CSWBP) for a two (2) year period, commencing on August 1, 2024 and ending on August 31, 2026.

2 THAT the Memorandum of Agreement is hereby attached and marked as Schedule 'A' to this By-Law.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 4TH DAY OF JUNE, 2024.

Stacy Wight, Mayor

Jennifer Montreuil, Municipal Clerk

DRAFT



Timiskaming District
Community Safety Well-Being Plan Implementation

Memorandum of Agreement Between
The Board of Health for the Timiskaming Health Unit
and



The Corporation of the Town of Kirkland Lake

For
The performance of work described in Section 7.0
Statement of Work

August 1, 2024 to August 31, 2026

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1.0 Title

Timiskaming District Community Safety Well-Being Plan Implementation

2.0 Background

Legislative Requirement

[The Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1 Part XVI \(Appendix A\)](#) mandates every municipality across Ontario to prepare and adopt a Community Safety and Well-being Plan (CSWB) by July 2021.

The aim of the CSWB Plan is to ensure all residents in the community feel safe, has a sense of belonging and can meet their needs for education, healthcare, food, housing, income, and social and cultural expression. See [Appendix B](#) for more detail.

Legislative Requirement

The legislative requirement includes the following steps:

1. Establish a Multi-Level Advisory Committee
2. Consultation
3. Outcomes Framework
4. Alignment with Police Service Board
5. Publish Completed Plan
6. Review Plan

The legislation for implementation indicates that the **Municipality is responsible** for the following:

- **Implementation** of the plan
- **Review** of the plan and **revisions**
- **Report** on outcomes

If a Municipality chooses not to comply with legislation, the Ministry has the power to appoint a well-being planner for the municipality, to work on implementation of the plan, review, and revisions. The municipality is required to pay the well-being planner's remuneration and expenses.

3.0 Current State in Timiskaming

Work completed to comply with legislative requirements in Timiskaming, including the municipality of Temagami, includes completion of steps 1 to 5. It is now time for implementation. The plan can be viewed [here](#) with information on the process to develop the plan in [Appendix C](#).

Based on input during the plan development process, LBCG Consulting for Impact, who completed the Plan, recommended that a **Plan Lead** be established to coordinate the plan's implementation. *This would ensure dedicated resources to support municipalities with implementation, monitoring and evaluation of the plan overseen by a senior leader in the host organization with direction from an established Steering Committee governance model.*

It was proposed by LBCG Consulting for Impact, that the necessary funds to support this added organizational capacity would be made possible through the municipalities by contributing the funding based on apportionments. Sample overall budget totals and corresponding apportionment amounts were presented.

The majority of municipalities in Timiskaming (including the municipality of Temagami) passed resolutions to support in principle, the allocation of funds for the next required step of implementation. The priorities to be addressed through the CSWB Plan are significant. This MOA outlines how committed community partners will work together for healthy, safe, equitable communities for all.

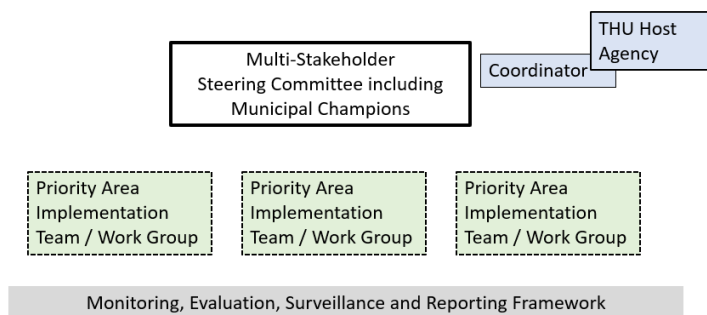
4.0 Definitions

Board of Health for the Timiskaming Health Unit herein referred to as Timiskaming Health Unit (THU)

Coordinator refers to a staff position who will support local CSWB Plan implementation per the direction of a Steering Committee and with Supervision host agency support of Timiskaming health Unit.

5.0 Principles

Proposed Governance Structure



6.0 Responsibilities

Responsibilities of Coordinator

See Statement of Work section 5.0.

Responsibilities of Municipality

As requested, provide direction, input and support to CSWB Plan implementation, monitoring,

evaluation and reporting.

Select municipalities may contribute to Coordinator hiring and any performance evaluation processes.

Provide funding per apportionment.

Responsibility of Timiskaming Health Unit

Support the recruitment and selection of CSWB Plan Coordinator.

Provide supervisory oversight for the CSWB Plan Coordinator.

Invoice municipalities and maintain financial records.

7.0 Statement of Work

Part of the implementation of the Timiskaming CSWB Plan will be determining how to best operationalize this work. Clear roles, responsibilities, processes, practices, and concrete action plans will need to be designed. Monitoring and assessment of progress and impact will also be a crucial component of implementation. Other emerging priorities may also be considered through implementation planning. The coordinator will support the Steering Committee in achieving the following:

Deliverables

THU Management

- Create job posting, hire and onboard Coordinator.
- Supervise Coordinator, ensure performance feedback and evaluation.

Coordinator to support the following:

- Operation of the CSWB Steering Committee with representative sample of municipal leadership to provide direction for the deliverables below.
- Review and confirm Terms of Reference for steering committee and implementation teams/working groups outlining agreed upon principles, shared goals and roles.
- Considering available evidence, and implementation strategies required, confirm the priorities, goals, actions and scope of work.
- Engage community partners and people with lived experience and those who experience marginalization relevant to the priority area to inform the development of the strategies (policies, actions) in each area. Type of engagement will depend on funding available.
- Review and confirm implementation plans for the strategies in each area which clearly identifies roles, responsibilities, timelines, reporting relationships and requirements.
- Establish performance indicators.
- Monitor the actions identified in the implementation plan, whether it is the creation, expansion and/or coordination of programs, training, services, campaigns, etc.
- Monitor opportunities for funding and support grant applications.
- Report on progress with a public facing report.
- Four formal progress reports to municipal funders synchronous with invoicing: August 2024, February 2025, August 2025, February 2026.

8.0 Term

24 months (August 1, 2024 to August 31, 2026)

9.0 Termination / Suspension Clause

This MOA will remain in effect until August 31, 2026, unless it is terminated as provided in this MOU or amended in writing by a subsequent agreement executed by the parties' authorized representatives. This MOU may be cancelled upon 30 calendar days written notice by either the municipality or the THU.

10.0 Amendments

The Parties agree that this MOA shall not be altered or amended without the written mutual consent of both the Municipality and Timiskaming Health Unit.

11.0 Accounts and Audits

Timiskaming Health Unit shall keep proper accounts and records of the cost of the work and all expenditures or commitments made.

12.0 Budget Apportionment per Municipality

Based on budget estimate of need for minimum of \$100,000 total per year for the 2024-2025, and 2025-2026 funding years, the following amounts were calculated using THU apportionment percentages for municipalities.

| 2024 Municipal Apportionment (CSWB) | | | | | |
|-------------------------------------|---------------------------------|--------------|-----------------|--------|---------------|
| 3554 | Timiskaming | District | 2022 Population | % | 2024 Levy |
| 3554036 | ARMSTRONG | TOWNSHIP | 962 | 3.83% | \$3,827 |
| 3554032 | BRETHOUR | TOWNSHIP | 85 | 0.34% | \$338 |
| 3554029 | CASEY | TOWNSHIP | 323 | 1.28% | \$1,285 |
| 3554054 | CHAMBERLAIN | TOWNSHIP | 264 | 1.05% | \$1,050 |
| 3554044 | CHARLTON & DACK | MUNICIPALITY | 506 | 2.01% | \$2,013 |
| 3554008 | COBALT | TOWN | 915 | 3.64% | \$3,640 |
| 3554001 | COLEMAN | TOWNSHIP | 528 | 2.10% | \$2,100 |
| 3554052 | ENGLEHART | TOWN | 1236 | 4.92% | \$4,917 |
| 3554049 | EVANTUREL | TOWNSHIP | 402 | 1.60% | \$1,599 |
| 3554066 | GAUTHIER | TOWNSHIP | 105 | 0.42% | \$418 |
| 3554026 | HARLEY | TOWNSHIP | 409 | 1.63% | \$1,627 |
| 3554014 | HARRIS | TOWNSHIP | 417 | 1.66% | \$1,659 |
| 3554034 | HILLIARD | TOWNSHIP | 177 | 0.70% | \$704 |
| 3554021 | HUDSON | TOWNSHIP | 415 | 1.65% | \$1,651 |
| 3554042 | JAMES | TOWNSHIP | 331 | 1.32% | \$1,317 |
| 3554024 | KERNS | TOWNSHIP | 266 | 1.06% | \$1,058 |
| 3554068 | KIRKLAND LAKE | TOWN | 6415 | 25.52% | \$25,519 |
| 3554062 | LARDER LAKE | TOWNSHIP | 678 | 2.70% | \$2,697 |
| 3554006 | LATCHFORD | TOWN | 320 | 1.27% | \$1,273 |
| 3554056 | MATACHEWAN | TOWNSHIP | 275 | 1.09% | \$1,094 |
| 3554058 | MCGARRY | TOWNSHIP | 558 | 2.22% | \$2,220 |
| 3548069 | TEMAGAMI | MUNICIPALITY | 815 | 3.24% | \$3,242 |
| 3554020 | TEMISKAMING SHORES | CITY | 8671 | 34.49% | \$34,494 |
| 3554038 | THORNLOE | VILLAGE | 65 | 0.26% | \$259 |
| 3554091 | TIMIS., UNORGANIZED, EAST PART | UNORGANIZED | | | |
| 3554094 | TIMIS. , UNORGANIZED, WEST PART | UNORGANIZED | | | |
| | | | 25138 | | \$100,000 |
| | Per Capita | 25138 | | | \$3.98 |

13.0 Overall Budget

Approximate budget. FTE and operating dollars may need to be adjusted based on final municipal contribution.

| | 2024-2025 Budget |
|---|------------------|
| Salary and Benefits – 1.0 FTE Contract Coordinator | \$85,200 |
| Operations such as Coordinator travel, communication dollars, translation, etc are yet TBD* | \$2,700 |
| Admin (overhead costs to support and supervise the Coordinator) | \$12,000 |
| Total Budget | \$99,900 |

| | 2025-2026 Budget |
|--|------------------|
|--|------------------|

| | |
|--|----------|
| Salary and Benefits – 1.0 FTE Contract Coordinator | \$85,200 |
| Operations such as Coordinator travel, communication dollars, translation, etc are yet TBD* | \$2,700 |
| Admin (overhead costs to support and supervise the Coordinator) | \$12,000 |
| Total Budget | \$99,900 |

14.0 Process for invoicing

THU will invoice municipalities in four installments August of 2024, February and August of 2025, and February of 2026.

15.0 Name of MOA Contacts and MOA Signatures of Agreement

Name and title of signing authority:

Timiskaming Health

Name: _____

Title: _____

Signature: _____

Date: _____

Municipality

Name: _____

Title: _____

Signature: _____

Date: _____

Appendix A

Community Safety And Well-Being Plans Legislation

PART XVI COMMUNITY SAFETY AND WELL-BEING PLANS

PREPARATION AND ADOPTION

Municipal community safety and well-being plan

248 (1) Every municipality shall prepare and, by resolution, adopt a community safety and well-being plan.

May be prepared individually or jointly

(2) The community safety and well-being plan may be prepared by the municipality individually or jointly in consultation with other municipalities or band councils.

First community safety and well-being plan

(3) A municipality must prepare and adopt its first community safety and well-being plan before the second anniversary of the day on which this section began applying to the municipality.

Transition

(4) Every community safety and well-being plan prepared and adopted under the *Police Services Act* before it was repealed shall be deemed to have been prepared and adopted under this Act.

Same, deemed compliance

(5) The Minister may deem a community safety and well-being plan to have met all of the requirements in section 250 if,

- (a) consultations to develop the plan were completed before January 1, 2019; and
- (b) in the Minister's opinion, the consultations substantially complied with the obligations set out in section 250.

Same, time limit

(6) If a municipality was required to prepare and adopt a community safety and well-being plan under section 143 of the *Police Services Act* but no plan was prepared and adopted before that Act was repealed, the two-year period under subsection (3) shall begin on the day section 143 of the *Police Services Act* first began applying to the municipality.

First Nation community safety and well-being plan

249 (1) A band council of a First Nation may prepare and adopt a community safety and well-being plan.

May be prepared individually or jointly

(2) The community safety and well-being plan may be prepared by the band council individually or jointly in consultation with other band councils or municipalities.

Preparation of plan by municipality

250 (1) A municipality that prepares a community safety and well-being plan shall establish an advisory committee.

Joint preparation of plan

(2) Despite subsection (1), a group of municipalities that are jointly preparing a community safety and well-being plan shall jointly establish and consult with a single advisory committee.

Membership of committee

(3) The advisory committee must, at a minimum, consist of the following members:

1. A person who represents,

- i. a local health integration network for a geographic area in which the municipality is located, as determined under the *Local Health System Integration Act, 2006*, or
 - ii. an entity that provides services to improve the physical or mental health of individuals in the community or communities.
2. A person who represents an entity that provides educational services in the municipality.
 3. A person who represents an entity that provides community or social services in the municipality, if there is such an entity.
 4. A person who represents an entity that provides community or social services to children or youth in the municipality, if there is such an entity.
 5. A person who represents an entity that provides custodial services to children or youth in the municipality, if there is such an entity.
 6. An employee of the municipality or a member of the municipal council.
 7. A person who represents the police service board or, if there is no police service board, the commander of the detachment of the Ontario Provincial Police that provides policing in the area or his or her delegate.
 8. A chief of police of a police service that provides policing in the area or his or her delegate.
 9. Any other person prescribed by the Minister.

Single individual may meet multiple requirements

- (4) A single individual may satisfy the requirements set out in multiple paragraphs of subsection (3).

Same, joint plans

- (5) If the community safety and well-being plan is prepared by a group of municipalities or band councils,
 - (a) the members of the advisory committee shall be appointed by agreement of the participating municipalities and band councils; and
 - (b) the provisions of this Act that apply to community safety and well-being plans apply, with necessary modifications, to joint community safety and well-being plans.

Considerations

- (6) In appointing the members of the advisory committee, the municipality or municipalities shall consider the need to ensure that advisory committee is representative of the municipality or municipalities, having regard for the diversity of the population in the municipality or municipalities.

Consultations

- (7) In preparing a community safety and well-being plan, the municipality or municipalities shall,
 - (a) consult with the advisory committee;
 - (b) consult with members of the public, including youth, individuals who have received or are receiving mental health or addictions services, members of racialized groups and of First Nation, Inuit and Métis communities, in the municipality or municipalities and, in the case of a joint plan with a First Nation, in the First Nation reserve;
 - (c) consult with community organizations, including First Nation, Inuit and Métis organizations and community organizations that represent youth or members of racialized groups, in the municipality or municipalities and, in the case of a joint plan with a First Nation, in the First Nation reserve; and
 - (d) comply with any consultation requirements that may be prescribed by the Minister.

Use of information

- (8) In preparing a community safety and well-being plan, the municipality or municipalities shall consider available information related to crime, victimization, addiction, drug overdose, suicide and any other risk factors prescribed by the Minister, including statistical information from Statistics Canada or other sources, in addition to the information obtained through its consultations.

Other prescribed requirements

- (9) The municipality or municipalities shall meet the requirements prescribed by the Minister, if any, in preparing their community safety and well-being plan.

Transition

(10) A community safety and well-being plan that was adopted in accordance with this section, as it read at the time, continues to be valid despite any intervening changes to this section.

Content of community safety and well-being plan

251 A community safety and well-being plan shall,

- (a) identify risk factors in the municipality or First Nation, including, without limitation, systemic discrimination and other social factors that contribute to crime, victimization, addiction, drug overdose and suicide and any other risk factors prescribed by the Minister;
- (b) identify which risk factors the municipality or First Nation will treat as a priority to reduce;
- (c) identify strategies to reduce the prioritized risk factors, including providing new services, changing existing services, improving the integration of existing services or coordinating existing services in a different way;
- (d) set out measurable outcomes that the strategies are intended to produce;
- (e) address any other issues that may be prescribed by the Minister; and
- (f) contain any other information that may be prescribed by the Minister.

Publication of community safety and well-being plan

252 A municipality that has adopted a community safety and well-being plan shall publish it on the Internet in accordance with the regulations made by the Minister, if any.

Implementation of community safety and well-being plan

253 A municipality that has adopted a community safety and well-being plan shall take any actions that the plan requires it to take and shall encourage and assist other entities to take any actions the plan requires those entities to take.

REPORTING AND REVISION

Monitoring, evaluating and reporting

254 (1) A municipality that has adopted a community safety and well-being plan shall, in accordance with the regulations made by the Minister, if any, monitor, evaluate and report on the effect the plan is having, if any, on reducing the prioritized risk factors.

Publication

(2) The reports referred to in subsection (1) shall be published on the Internet in accordance with the regulations made by the Minister, if any.

Revision by municipality

255 (1) A municipality that has adopted a community safety and well-being plan shall review and, if appropriate, revise the plan within the period prescribed by the Minister.

Revision by band council

(2) A band council that has adopted a community safety and well-being plan may review and, if appropriate, revise the plan within the period prescribed by the Minister.

Process for revision

(3) Sections 250 to 252 apply, with necessary modifications, to the revision of a community safety and well-being plan.

MISCELLANEOUS

Information to Minister

256 (1) Every municipality shall provide the Minister with any information prescribed by the Minister respecting,

- (a) the municipality's community safety and well-being plan, including the preparation, adoption or implementation of the plan;
- (b) any outcomes from the municipality's community safety and well-being plan; and
- (c) any other matter prescribed by the Minister related to the community safety and well-being plan.

Time to comply

(2) The municipality shall provide the information within the period prescribed by the Minister.

No personal information

(3) Personal information cannot be prescribed for the purposes of this section.

Community safety and well-being planner

257 (1) The Minister may appoint a person as a community safety and well-being planner for a municipality if, in the Minister's opinion, the municipality has intentionally and repeatedly failed to comply with one of its obligations under this Part, other than section 253.

Notice of appointment

(2) The Minister shall give the municipality at least 30 days' notice before appointing the community safety and well-being planner.

Term of office

(3) The appointment of a community safety and well-being planner is valid until terminated by order of the Minister.

Powers of planner

(4) Unless the appointment provides otherwise, a community safety and well-being planner has the right to exercise any powers of the municipality that are necessary to prepare a community safety and well-being plan that the municipality could adopt.

Same

(5) The Minister may specify the powers and duties of a community safety and well-being planner appointed under this section and the terms and conditions governing those powers and duties.

Right of access

(6) A community safety and well-being planner appointed for a municipality has the same rights as the municipal council in respect of the documents, records and information of the municipality.

Minister's directions

(7) The Minister may issue directions to a community safety and well-being planner with regard to any matter within the jurisdiction of the planner.

Directions to be followed

(8) A community safety and well-being planner shall carry out every direction of the Minister.

Report to Minister

(9) A community safety and well-being planner shall report to the Minister as required by the Minister.

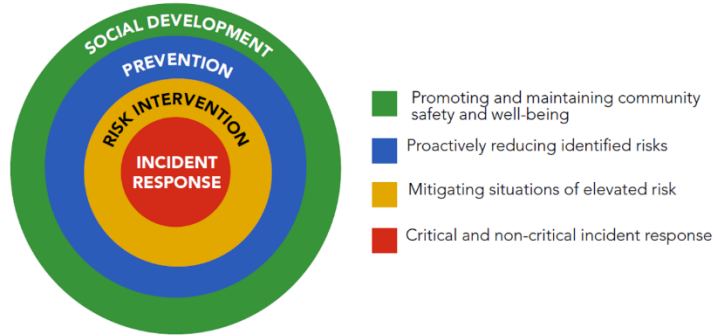
Municipality to pay costs

(10) The municipality shall pay the community safety and well-being planner's remuneration and expenses as set out in the regulations made by the Minister.

Appendix B

The aim of the CSWB Plan is to ensure all residents in the community feel safe, has a sense of belonging and can meet their needs for education, healthcare, food, housing, income, and social and cultural expression.

CSWB plans support safe and healthy communities through a community-based approach to address root causes of complex social issues. Planning seeks to achieve a proactive, balanced and collaborative approach to community safety and well-being across four key areas: social development, prevention, risk intervention, and incident response. See below for more detail.



Source: [Community safety and well-being planning framework: Booklet 3 - A shared commitment in Ontario \(2021\)](#) Accessed February 2023.

Domains of the [Community Safety and Well-Being Planning Framework](#)

Social Development (Upstream)

- Social development requires long-term, multi-disciplinary efforts and investments to improve the social determinants of health and thereby reduce the probability of harm and victimization. Appropriate investment in social development will experience the social benefits of addressing root causes of crime and disorder.

Prevention (Midstream)

- Prevention involves proactively implementing evidence-based situational measures, policies or programs to reduce locally identified priority risks to community safety and well-being before they result in crime, victimization and/or harm.
- Opportunities to learn from prevention efforts can advise on strategic investment in social development.

Risk Intervention (Downstream)

- Risk intervention involves multiple sectors working together to address and/or interrupt escalating situations where there is an elevated risk of harm
- What is learned by mobilizing risk intervention can inform how investments and strategies are deployed in the prevention and social development areas.

Incident Response

- Immediate and reactionary responses that may involve a sense of urgency in response to crime or safety.
- Initiatives in this area alone cannot be relied upon to increase community safety and well-being.

Appendix C

Development of the Timiskaming CSWB Plan

In 2021 Timiskaming municipalities, including the municipality of Temagami, collectively engaged DTSSAB in a funding agreement to develop a Community Safety & Well-being Plan (CSWB) as mandated under the Police Services Act.

A Steering Committee was established and LBCG Consulting for Impact was hired to facilitate the creation of a CSWB plan based on research, local data, and input from system leaders, community stakeholders and the public.

A larger Advisory committee was established in July of 2021 to assist with assessing the needs and assets across diverse municipalities in Timiskaming and identifying what strengths and efforts to build on to address gaps. This included integrating findings from a community survey developed to inform a local CSWB PLAN.

Project Process



In May of 2022, Timiskaming municipalities received a presentation on the draft plan with an opportunity to provide feedback. The presentation included next step recommendations given that the creation of the plan is the beginning of a collective path towards improving safety and well-being in the area. The presentation and CSWB Plan document underscored that the Plan was developed with the intent that all 23 municipalities in the Timiskaming District and the Municipality of Temagami municipalities would accept and adopt this plan and work collaboratively to achieve its goals.

Given that the development of a CSWB Plan is only a starting point. The priorities identified in a CSWB Plan require coordinated action across sectors and partner groups. Based on input through the development process, LBCG Consulting for Impact recommended that a Plan Lead be established to coordinate the plan's implementation. This would ensure dedicated resources to support municipalities with implementation, monitoring and evaluation of the plan overseen by a senior leader in the host organization with direction from an established Steering Committee governance model. The necessary funds to support this added organizational capacity would be made possible through the municipalities by contributing the funding based on apportionments.

LBCG Consulting for Impact also noted that as things evolve and the plan matures, there is opportunity to adjust the scope of goals and activities. The CSWB Plan itself will be important for shared district planning between community partners and informing the community at large of the way forward. Collectively, for the CSWB Plan to be a successful living document, it will serve to assist in improving the coordination of services, collaboration, information sharing, advocacy and partnerships among local government, agencies, and organizations, and ultimately improving the quality of life for Timiskaming District's residents.

In presenting the plan, municipalities were asked to prepare a Report to Council that puts forth a motion to council for its adoption and support in principle of funding its' implementation based on sample apportionment amounts provided (see appendix D).

In June, DTSSAB sent municipalities an email package with the final CSWB Plan as well as supporting documents such as an Excel table outlining the various high and low allotment costs for each municipality based on the initial high level budget estimate of a district-wide funding approach to the plan.

In October of 2022, correspondence was sent to heads of council received from DTSSAB reiterating the CSWB Plan status and next steps with respect to municipal adoption and funding for implementation. This correspondence indicated that Timiskaming Health Unit would assume the point of contact and coordination of next steps for implementation (see Appendix E).

Appendix D

Proposed Motion to Adopt and support the Timiskaming District CSWB Plan

BE IT RESOLVED That the “Timiskaming District Community Safety and Well-Being Plan” attached to the Report to Council be adopted, and

That the Town of XXX approve in principle a contribution for a Community Safety and Well-being (CSWB) Plan resource based on the current apportionments by the District of Timiskaming Social Services Administration Board (DTSSAB), resulting in a district-wide funding approach.

Estimated High-level Budget

- We are asking that you **accept in principle** these types of anticipated costs for the implementation of the CSWB Plan.
 - By **properly resourcing the plan** then we will set it up for success and achieve the impact it aspires to.
 - A **detailed budget will be forthcoming** from the confirmed Plan Lead before fully actioning the implementation.
 - Anticipating that implementation actions will likely not be started in earnest until the fall the annual contributions would be **prorated** (e.g. $\frac{1}{3}$ - $\frac{1}{4}$) for the 2022 budget.
- Based on the current district apportionment structure used by the DTSSAB, the following costs would be funded through a district wide approach:
 - CSWB Plan coordinator resource (0.5- 1 FTE): \$40,000 - \$80,000
 - CSWB Plan leadership role (e.g. chair) (0.1- 0.2 FTE): \$11,000 - \$22,000
 - CSWB Plan operating budget: \$20,000
 - CSWB Plan Lead organization’s overhead costs: \$10,000

Estimated annual total: \$81,000 - \$132,000

Appendix E

DTSSAB Correspondence to Heads of Council re: CSWB Plan October 2022



District of Timiskaming Social Services Administration Board
Conseil d'administration des services sociaux du district de Timiskaming

2022/10/31

Dear Head of Council/Chief Administrative Officer/Municipal Clerk:



As per the requirement under the Ministry of the Solicitor General, all municipalities were charged with the creation and implementation of a Community Safety and Well-Being (CSWB) Plan. Please see a link below to the Ontario government's details and support on the subject:

<https://www.ontario.ca/document/community-safety-and-well-being-planning-framework-booklet-3-shared-commitment-ontario/message-deputy-minister-community-safety-behalf-deputy>

At the request of municipalities, as reflected in the resolutions passed at their respective councils, a steering and advisory committee was created and the District of Timiskaming Social Services Administration Board (DTSSAB) contracted LBCG Consultants to draft the district-wide Community Safety and Well-Being Plan. The Plan has since been presented to municipalities, to a meeting of district-wide Clerks, and the respective invoices distributed. The Plan, the municipality briefing, and the presentation are attached to this correspondence for your information. The accomplishment of these milestones indicates the completion of the DTSSAB's role in the creation of a district-wide Community Safety Well-Being Plan.

For the next phase, the Timiskaming Health Unit (THU) will be stepping into the role of point of contact. This transition speaks to the wealth of crossover between the Timiskaming Health Unit's objectives and those of the CSWB Plan.

The responsibility of the implementation of the Community Safety Well-Being Plan resides with each municipality. The Timiskaming Health Unit will move forward with those municipalities who have approved the plan at council and the contribution to the implementation of the plan in principle.

The DTSSAB appreciated the opportunity to collaborate with the steering and advisory committee in the creation of the CSWB Plan and looks forward to supporting its implementation across the district as a community partner.

Sincerely,

Chief Administrative Officer
District of Timiskaming Social Services Administration Board

PO Box 6006/CP 6006
290 Armstrong St./290, rue Armstrong
New Liskeard ON P0J 1P0

Phone/Téléphone: 705-647-7447
1-800-627-2944
Fax/Télécoeur: 705-647-5267

PO Box 310/ CP 310
29 Duncan Ave. N/29, ave Duncan N
Kirkland Lake ON P2N 3H7

Phone/Téléphone: 705-567-9366
1-888-544-5555
Fax/Télécoeur: 705-567-9492

THE CORPORATION OF THE TOWN OF KIRKLAND LAKE

BY-LAW NUMBER 24-044

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF DOCUMENTS RELATED TO THE SALE OF 185 POLLOCK STREET

WHEREAS the *Municipal Act*, 2001, as amended (the "*Municipal Act*") provides that the powers of a municipal corporation are to be exercised by its Council through the adoption of by-laws;

AND WHEREAS Section 8 of the *Municipal Act* provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues;

AND WHEREAS Council resolved and declared the subject property as surplus on February 20, 2024;

AND WHEREAS By-Law 09-064; being a procedure for the purposes of the sale or other disposition of real property was enacted on August 10, 2009;

AND WHEREAS J.Y. Moreau Électrique Inc. wishes to purchase the land described as Part Mining Claim L2679, former Township of Teck, now in the Town of Kirkland Lake, Part 1 on Plan 54R-6422 in the District of Timiskaming (185 Pollock Street);

AND WHEREAS the Purchaser is not in arrears on property taxes or been in tax registration in the last 10 years, and has no outstanding accounts owing to the Town of Kirkland Lake;

AND WHEREAS the Town provided public notice of its intent to sell or dispose of the property on May 9, 2024, in the Northern Daily News and Town of Kirkland Lake Website in accordance with the Town's Notice By-Law (Policy) and By-Law 09-064;

AND WHEREAS By-Law 09-064 continues to be in force on the date of the sale or disposition of the said property;

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF KIRKLAND LAKE ENACTS AS FOLLOWS:

- 1 THAT** the Mayor and Municipal Clerk are hereby authorized to execute all documents related to and necessary to meet the conditions of Purchase and Sale for the sale of land described as Part Mining Claim L2679, former Township of Teck, now in the Town of Kirkland Lake, Part 1 on Plan 54R-6422 in the District of Timiskaming (185 Pollock Street); to J.Y. Moreau Électrique Inc. for \$25,000.00, plus legal costs.
- 2 THAT** a copy of all executed and registered documents related to the sale of land are attached hereto and form Schedule "A" to this By-Law.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 4TH DAY OF JUNE, 2024.

Stacy Wight, Mayor



Agreement of Purchase and Sale

Form 100

for use in the Province of Ontario

This Agreement of Purchase and Sale dated this 29th day of April 2024

BUYER: J. Y. Moreau Electrique Inc., agrees to purchase from
(full legal names of all Buyers)

SELLER: The Corporation of the Town of Kirkland Lake, the following
(full legal names of all Sellers)

REAL PROPERTY:

Address 185 Pollock Street, Kirkland Lake

fronting on the _____ side of _____

in the The Corporation of the Town of Kirkland Lake

and having a frontage of _____ more or less by a depth of _____ more or less

and legally described as Part 1 on 54R6422; Being Part of PIN: 61402-1062

_____ [the "property"]
(Legal description of land including easements not described elsewhere)

PURCHASE PRICE: Dollars (CDN\$) 25,000.00

Twenty-Five Thousand Dollars

DEPOSIT: Buyer submits herewith
(Herewith/Upon Acceptance/as otherwise described in this Agreement)

One Dollars (CDN\$) 1.00

by negotiable cheque payable to Chamillard Law, in trust "Deposit Holder" to be held in trust pending completion or other termination of this Agreement and to be credited toward the Purchase Price on completion. For the purposes of this Agreement, "Upon Acceptance" shall mean that the Buyer is required to deliver the deposit to the Deposit Holder within 24 hours of the acceptance of this Agreement. The parties to this Agreement hereby acknowledge that, unless otherwise provided for in this Agreement, the Deposit Holder shall place the deposit in trust in the Deposit Holder's non-interest bearing Real Estate Trust Account and no interest shall be earned, received or paid on the deposit.

Buyer agrees to pay the balance as more particularly set out in Schedule A attached.

SCHEDULE(S) A _____ attached hereto form(s) part of this Agreement.

1. **IRREVOCABILITY:** This offer shall be irrevocable by Seller until 4:30 on the 5th day of June 2024, after which time, if not accepted, this offer shall be null and void and the deposit shall be returned to the Buyer in full without interest.
(Seller/Buyer) (a.m./p.m.)

2. **COMPLETION DATE:** This Agreement shall be completed by no later than 6:00 p.m. on the 12th day of June 2024. Upon completion, vacant possession of the property shall be given to the Buyer unless otherwise provided for in this Agreement.

INITIALS OF BUYER(S):

^{DS}
NG

INITIALS OF SELLER(S):

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3. **NOTICES:** The Seller hereby appoints the Listing Brokerage as agent for the Seller for the purpose of giving and receiving notices pursuant to this Agreement. Where a Brokerage (Buyer's Brokerage) has entered into a representation agreement with the Buyer, the Buyer hereby appoints the Buyer's Brokerage as agent for the purpose of giving and receiving notices pursuant to this Agreement. **Where a Brokerage represents both the Seller and the Buyer (multiple representation), the Brokerage shall not be appointed or authorized to be agent for either the Buyer or the Seller for the purpose of giving and receiving notices.** Any notice relating hereto or provided for herein shall be in writing. In addition to any provision contained herein and in any Schedule hereto, this offer, any counter-offer, notice of acceptance thereof or any notice to be given or received pursuant to this Agreement or any Schedule hereto (any of them, "Document") shall be deemed given and received when delivered personally or hand delivered to the Address for Service provided in the Acknowledgement below, or where a facsimile number or email address is provided herein, when transmitted electronically to that facsimile number or email address, respectively, in which case, the signature(s) of the party (parties) shall be deemed to be original.

FAX No.: 705-567-5014 (For delivery of Documents to Seller) FAX No.: _____ (For delivery of Documents to Buyer)

Email Address: alexandra@rclawfirm.ca (For delivery of Documents to Seller) Email Address: _____ (For delivery of Documents to Buyer)

4. **CHATTELS INCLUDED:** n/a

Unless otherwise stated in this Agreement or any Schedule hereto, Seller agrees to convey all fixtures and chattels included in the Purchase Price free from all liens, encumbrances or claims affecting the said fixtures and chattels.

5. **FIXTURES EXCLUDED:** n/a

6. **RENTAL ITEMS (Including Lease, Lease to Own):** The following equipment is rented and **not** included in the Purchase Price. The Buyer agrees to assume the rental contract(s), if assumable:


n/a

The Buyer agrees to co-operate and execute such documentation as may be required to facilitate such assumption.

7. **HST:** If the sale of the property (Real Property as described above) is subject to Harmonized Sales Tax (HST), then such tax shall be **in addition to** _____ the Purchase Price. If the sale of the property is not subject to HST, Seller agrees to certify on or before closing, that the sale of the property is not subject to HST. Any HST on chattels, if applicable, is not included in the Purchase Price.
(included in/in addition to)

INITIALS OF BUYER(S): 

INITIALS OF SELLER(S): 

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8. **TITLE SEARCH:** Buyer shall be allowed until 6:00 p.m. on the 11th day of June, 2024, (Requisition Date) to examine the title to the property at Buyer's own expense and until the earlier of: (i) thirty days from the later of the Requisition Date or the date on which the conditions in this Agreement are fulfilled or otherwise waived or, (ii) five days prior to completion, to satisfy Buyer that there are no outstanding

work orders or deficiency notices affecting the property, and that its present use () may be lawfully continued and that the principal building may be insured against risk of fire. Seller hereby consents to the municipality or other governmental agencies releasing to Buyer details of all outstanding work orders and deficiency notices affecting the property, and Seller agrees to execute and deliver such further authorizations in this regard as Buyer may reasonably require.

9. **FUTURE USE:** Seller and Buyer agree that there is no representation or warranty of any kind that the future intended use of the property by Buyer is or will be lawful except as may be specifically provided for in this Agreement.

10. **TITLE:** Provided that the title to the property is good and free from all registered restrictions, charges, liens, and encumbrances except as otherwise specifically provided in this Agreement and save and except for (a) any registered restrictions or covenants that run with the land providing that such are complied with; (b) any registered municipal agreements and registered agreements with publicly regulated utilities providing such have been complied with, or security has been posted to ensure compliance and completion, as evidenced by a letter from the relevant municipality or regulated utility; (c) any minor easements for the supply of domestic utility or telecommunication services to the property or adjacent properties; and (d) any easements for drainage, storm or sanitary sewers, public utility lines, telecommunication lines, cable television lines or other services which do not materially affect the use of the property. If within the specified times referred to in paragraph 8 any valid objection to title or to any outstanding work order or deficiency notice, or to the fact the said present use may not lawfully be continued, or that the principal building may not be insured against risk of fire is made in writing to Seller and which Seller is unable or unwilling to remove, remedy or satisfy or obtain insurance save and except against risk of fire (Title Insurance) in favour of the Buyer and any mortgagee, (with all related costs at the expense of the Seller), and which Buyer will not waive, this Agreement notwithstanding any intermediate acts or negotiations in respect of such objections, shall be at an end and all monies paid shall be returned without interest or deduction and Seller, Listing Brokerage and Co-operating Brokerage shall not be liable for any costs or damages. Save as to any valid objection so made by such day and except for any objection going to the root of the title, Buyer shall be conclusively deemed to have accepted Seller's title to the property

11. **CLOSING ARRANGEMENTS:** Where each of the Seller and Buyer retain a lawyer to complete the Agreement of Purchase and Sale of the property, and where the transaction will be completed by electronic registration pursuant to Part III of the Land Registration Reform Act, R.S.O. 1990, Chapter L4 and the Electronic Registration Act, S.O. 1991, Chapter 44, and any amendments thereto, the Seller and Buyer acknowledge and agree that the exchange of closing funds, non-registrable documents and other items (the "Requisite Deliveries") and the release thereof to the Seller and Buyer will (a) not occur at the same time as the registration of the transfer/deed (and any other documents intended to be registered in connection with the completion of this transaction) and (b) be subject to conditions whereby the lawyer(s) receiving any of the Requisite Deliveries will be required to hold same in trust and not release same except in accordance with the terms of a document registration agreement between the said lawyers. The Seller and Buyer irrevocably instruct the said lawyers to be bound by the document registration agreement which is recommended from time to time by the Law Society of Ontario. Unless otherwise agreed to by the lawyers, such exchange of Requisite Deliveries shall occur by the delivery of the Requisite Deliveries of each party to the office of the lawyer for the other party or such other location agreeable to both lawyers.


12. **DOCUMENTS AND DISCHARGE:** Buyer shall not call for the production of any title deed, abstract, survey or other evidence of title to the property except such as are in the possession or control of Seller. If requested by Buyer, Seller will deliver any sketch or survey of the property within Seller's control to Buyer as soon as possible and prior to the Requisition Date. If a discharge of any Charge/Mortgage held by a corporation incorporated pursuant to the Trust And Loan Companies Act (Canada), Chartered Bank, Trust Company, Credit Union, Caisse Populaire or Insurance Company and which is not to be assumed by Buyer on completion, is not available in registrable form on completion, Buyer agrees to accept Seller's lawyer's personal undertaking to obtain, out of the closing funds, a discharge in registrable form and to register same, or cause same to be registered, on title within a reasonable period of time after completion, provided that on or before completion Seller shall provide to Buyer a mortgage statement prepared by the mortgagee selling out the balance required to obtain the discharge, and, where a real-time electronic cleared funds transfer system is not being used, a direction executed by Seller directing payment to the mortgagee of the amount required to obtain the discharge out of the balance due on completion.

13. **INSPECTION:** Buyer acknowledges having had the opportunity to inspect the property and understands that upon acceptance of this offer there shall be a binding agreement of purchase and sale between Buyer and Seller. **The Buyer acknowledges having the opportunity to include a requirement for a property inspection report in this Agreement and agrees that except as may be specifically provided for in this Agreement, the Buyer will not be obtaining a property inspection or property inspection report regarding the property.**

14. **INSURANCE:** All buildings on the property and all other things being purchased shall be and remain until completion at the risk of Seller. Pending completion, Seller shall hold all insurance policies, if any, and the proceeds thereof in trust for the parties as their interests may appear and in the event of substantial damage, Buyer may either terminate this Agreement and have all monies paid returned without interest or deduction or else take the proceeds of any insurance and complete the purchase. No insurance shall be transferred on completion. If Seller is taking back a Charge/Mortgage, or Buyer is assuming a Charge/Mortgage, Buyer shall supply Seller with reasonable evidence of adequate insurance to protect Seller's or other mortgagee's interest on completion.

INITIALS OF BUYER(S): ^{DS} NG


INITIALS OF SELLER(S):

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- 15. **PLANNING ACT:** This Agreement shall be effective to create an interest in the property only if Seller complies with the subdivision control provisions of the Planning Act by completion and Seller covenants to proceed diligently at Seller's expense to obtain any necessary consent by completion.
- 16. **DOCUMENT PREPARATION:** The Transfer/Deed shall, save for the Land Transfer Tax Affidavit, be prepared in registrable form at the expense of Seller, and any Charge/Mortgage to be given back by the Buyer to Seller at the expense of the Buyer. If requested by Buyer, Seller covenants that the Transfer/Deed to be delivered on completion shall contain the statements contemplated by Section 50(22) of the Planning Act, R.S.O. 1990.
- 17. **RESIDENCY:** (a) Subject to (b) below, the Seller represents and warrants that the Seller is not and on completion will not be a non-resident under the non-residency provisions of the Income Tax Act which representation and warranty shall survive and not merge upon the completion of this transaction and the Seller shall deliver to the Buyer a statutory declaration that Seller is not then a non-resident of Canada; (b) provided that if the Seller is a non-resident under the non-residency provisions of the Income Tax Act, the Buyer shall be credited towards the Purchase Price with the amount, if any, necessary for Buyer to pay to the Minister of National Revenue to satisfy Buyer's liability in respect of tax payable by Seller under the non-residency provisions of the Income Tax Act by reason of this sale. Buyer shall not claim such credit if Seller delivers on completion the prescribed certificate.
- 18. **ADJUSTMENTS:** Any rents, mortgage interest, realty taxes including local improvement rates and unmetered public or private utility charges and unmetered cost of fuel, as applicable, shall be apportioned and allowed to the day of completion, the day of completion itself to be apportioned to Buyer.
- 19. **PROPERTY ASSESSMENT:** The Buyer and Seller hereby acknowledge that the Province of Ontario has implemented current value assessment and properties may be re-assessed on an annual basis. The Buyer and Seller agree that no claim will be made against the Buyer or Seller, or any Brokerage, Broker or Salesperson, for any changes in property tax as a result of a re-assessment of the property, save and except any property taxes that accrued prior to the completion of this transaction.
- 20. **TIME LIMITS:** Time shall in all respects be of the essence hereof provided that the time for doing or completing of any matter provided for herein may be extended or abridged by an agreement in writing signed by Seller and Buyer or by their respective lawyers who may be specifically authorized in that regard.
- 21. **TENDER:** Any tender of documents or money hereunder may be made upon Seller or Buyer or their respective lawyers on the day set for completion. Money shall be tendered with funds drawn on a lawyer's trust account in the form of a bank draft, certified cheque or wire transfer using the Large Value Transfer System.
- 22. **FAMILY LAW ACT:** Seller warrants that spousal consent is not necessary to this transaction under the provisions of the Family Law Act, R.S.O. 1990 unless the spouse of the Seller has executed the consent hereinafter provided.
- 23. **UFFI:** Seller represents and warrants to Buyer that during the time Seller has owned the property, Seller has not caused any building on the property to be insulated with insulation containing ureaformaldehyde, and that to the best of Seller's knowledge no building on the property contains or has ever contained insulation that contains ureaformaldehyde. This warranty shall survive and not merge on the completion of this transaction, and if the building is part of a multiple unit building, this warranty shall only apply to that part of the building which is the subject of this transaction.
- 24. **LEGAL, ACCOUNTING AND ENVIRONMENTAL ADVICE:** The parties acknowledge that any information provided by the brokerage is not legal, tax or environmental advice.
- 25. **CONSUMER REPORTS:** The Buyer is hereby notified that a consumer report containing credit and/or personal information may be referred to in connection with this transaction.
- 26. **AGREEMENT IN WRITING:** If there is conflict or discrepancy between any provision added to this Agreement (including any Schedule attached hereto) and any provision in the standard pre-set portion hereof, the added provision shall supersede the standard pre-set provision to the extent of such conflict or discrepancy. This Agreement including any Schedule attached hereto, shall constitute the entire Agreement between Buyer and Seller. There is no representation, warranty, collateral agreement or condition, which affects this Agreement other than as expressed herein. For the purposes of this Agreement, Seller means vendor and Buyer means purchaser. This Agreement shall be read with all changes of gender or number required by the context.
- 27. **ELECTRONIC SIGNATURES:** The parties hereto consent and agree to the use of electronic signatures pursuant to the *Electronic Commerce Act, 2000, S.O. 2000, c.17* as amended from time to time with respect to this Agreement and any other documents respecting this transaction.
- 28. **TIME AND DATE:** Any reference to a time and date in this Agreement shall mean the time and date where the property is located.

INITIALS OF BUYER(S): ^{DS} NG

INITIALS OF SELLER(S):

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29. SUCCESSORS AND ASSIGNS: The heirs, executors, administrators, successors and assigns of the undersigned are bound by the terms herein.

SIGNED, SEALED AND DELIVERED in the presence of: IN WITNESS whereof I have hereunto set my hand and seal:
 [Witness] [Buyer] Nico Gervais [Seal] [Date] 5/8/2024
 [Witness] [Buyer] [Seal] [Date]

I, the Undersigned Seller, agree to the above offer. I hereby irrevocably instruct my lawyer to pay directly to the brokerage(s) with whom I have agreed to pay commission, the unpaid balance of the commission together with applicable Harmonized Sales Tax (and any other taxes as may hereafter be applicable), from the proceeds of the sale prior to any payment to the undersigned on completion, as advised by the brokerage(s) to my lawyer.

SIGNED, SEALED AND DELIVERED in the presence of: IN WITNESS whereof I have hereunto set my hand and seal:
 [Witness] [Seller] [Seal] [Date]
 [Witness] [Seller] [Seal] [Date]

SPOUSAL CONSENT: The undersigned spouse of the Seller hereby consents to the disposition evidenced herein pursuant to the provisions of the Family Law Act, R.S.O. 1990, and hereby agrees to execute all necessary or incidental documents to give full force and effect to the sale evidenced herein.

[Witness] [Spouse] [Seal] [Date]

CONFIRMATION OF ACCEPTANCE: Notwithstanding anything contained herein to the contrary, I confirm this Agreement with all changes both typed and written was finally accepted by all parties at this day of 20.....
 [a m./p.m.]

.....
 (Signature of Seller or Buyer)

| INFORMATION ON BROKERAGE(S) | |
|--|--------------------|
| Listing Brokerage | (Tel.No.) |
| (Salesperson/Broker/Broker of Record Name) | |
| Co-op/Buyer Brokerage | (Tel.No.) |
| (Salesperson/Broker/Broker of Record Name) | |

ACKNOWLEDGEMENT

I acknowledge receipt of my signed copy of this accepted Agreement of Purchase and Sale and I authorize the Brokerage to forward a copy to my lawyer.

I acknowledge receipt of my signed copy of this accepted Agreement of Purchase and Sale and I authorize the Brokerage to forward a copy to my lawyer.

[Seller] [Date]

[Buyer] [Date]

[Seller] [Date]
 Address for Service

[Buyer] [Date]
 Address for Service

..... (Tel. No.)
 Seller's Lawyer Emilie Chamallard, Chamallard Law
 Address 6 Government Road West, Kirkland Lake, ON
 Email
705 567-9500 705 567-5014
 [Tel. No.] [Fax. No.]

..... (Tel. No.)
 Buyer's Lawyer Danielle M.S. Belanger-Corbin, DBC Law
 Address PO Box 2999, 7 Armstrong Street, New Liskeard, ON
 Email
705 647-9411 705 647-9422
 [Tel. No.] [Fax. No.]

| FOR OFFICE USE ONLY | COMMISSION TRUST AGREEMENT |
|--|--|
| To: Co-operating Brokerage shown on the foregoing Agreement of Purchase and Sale | |
| In consideration for the Co-operating Brokerage procuring the foregoing Agreement of Purchase and Sale, I hereby declare that all moneys received or receivable by me in connection with the Transaction as contemplated in the MLS® Rules and Regulations of my Real Estate Board shall be receivable and held in trust. This agreement shall constitute a Commission Trust Agreement as defined in the MLS® Rules and shall be subject to and governed by the MLS® Rules pertaining to Commission Trust. | |
| DATED as of the date and time of the acceptance of the foregoing Agreement of Purchase and Sale | Acknowledged by: |
| [Authorized to bind the Listing Brokerage] | [Authorized to bind the Co-operating Brokerage] |

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Schedule A Agreement of Purchase and Sale

Form 100

for use in the Province of Ontario

This Schedule is attached to and forms part of the Agreement of Purchase and Sale between:

BUYER: J. Y. Moreau Electric Inc. _____, and

SELLER: The Corporation of the Town of Kirkland Lake _____

for the purchase and sale of 185 Pollock Street, Kirkland Lake _____

dated the 29th day of April 20 24

Buyer agrees to pay the balance as follows:

1. The Buyer agrees to pay the balance due on closing, subject to adjustments, by bank draft or certified cheque on or before the date of closing.
2. The Buyer acknowledges the fact that the property is being sold in an "as is" condition with no warranties. The Seller does not guarantee that any water or sewer services exist or the conditions of any services that exist to the property.
3. This agreement is made without representation, warranty or condition with respect to the fitness, condition, zoning or lawful use of the property. The purchaser will accept the property "as is" on the date of closing without regard for its state of repair, location of structures, walls, retaining walls or fences (freestanding or otherwise) and subject to any judicial, municipal or any other governmental by-law, agreement, restrictions or orders affecting or regarding its condition or use (including deficiency and other notices, work and other orders), as well as any registered restrictions, agreements, rights of way, easements, covenants which run with the land or minor encroachments by buildings or fences on the subject property or adjoining property or streets.
4. The Seller is selling only such interest as it may have in the fixtures and chattels referred to in the Agreement and/or located on the property and does not warrant title thereto. On closing the Buyer may have possession of the fixtures and chattels then on or about the property "as is". The Seller agrees that it will not remove any such fixtures and chattels from the property but the Seller will not be responsible for the removal of such fixtures or chattels by any third party prior to closing. A bill of sale, warranty or other title documentation will not be provided by the Vendor and there will be no adjustment or abatement of any kind to the purchase price with respect to fixtures and chattels.
5. The Seller has no knowledge and makes no representation whatsoever as to whether the property contains substances such as liquids, gases or material which may be hazardous or toxic.
6. It is the Buyer's responsibility to perform any and all exploratory review of the property/site to establish ground conditions, soil capabilities and any other issues which may impact building. Any and all exploratory work will require permission from The Corporation of the Town of Kirkland Lake prior to work taking place.
7. The Buyer acknowledges that the subject matter of this agreement is surface rights only. In the event that the title of the Seller includes mineral rights the transfer will be of surface rights only.

This form must be initialed by all parties to the Agreement of Purchase and Sale.

INITIALS OF BUYER(S):

DS
NG

INITIALS OF SELLER(S):

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Schedule A Agreement of Purchase and Sale

Form 100
for use in the Province of Ontario

- 8. The Buyer agrees to pay all other fees, including Seller's legal costs, transfer costs, all survey costs and advertising costs in compliance with By-Law 09-064.
- 9. The Buyer will not be assuming the arrears of taxes and the Seller will be waiving all penalties and interest after the closing date.
- 10. The Buyer acknowledges that the land is subject to the Harmonized Sales Tax which will be payable to the Seller on closing and remitted by the Seller to the Excise Tax Branch.
- 11. The Buyer acknowledges that other than one and two family unit buildings, all properties may be subject to a site plan control agreement.
- 12. The proposed use must comply with Zoning By-Law 21-032. (as amended).
- 13. The Seller and Buyer agree that the acceptance of this offer communicated by the confirmed facsimile shall be binding upon the parties. The Buyer agrees to deliver an executed original to the Seller within two days of acceptance of the offer.
- 14. In the event of conflict between this Schedule "A" and the provisions of the Agreement of Purchase and Sale, Schedule "A" shall prevail.
- 15. At no time shall a municipal property be sold to a tax payer who owes monies to the Town of Kirkland Lake. Please see "Property Sale and Other Land Uses to Residents in Tax Arrears" Policy, passed by Council on February 1, 2011.
- 16. The Buyer acknowledges the following Right of First Refusal shall be registered on title on closing: The transferee from the Corporation of the Town of Kirkland Lake and all subsequent owners (hereinafter referred to as the transferee) hereby expressly agrees that the lands transferred are for the purpose of grouped residential dwellings and renovations must be completed and ready for occupancy within twenty-four (24) months of the registration of transfer. In the event that the transferee intends to sell or offer to sell the said lands for sale prior to completion and readiness for occupancy as above, the Corporation of the Town of Kirkland Lake shall have the irrevocable first option to purchase the lands from the transferee or his assigns on the same terms and conditions as in the Agreement of Purchase and Sale pursuant to which the land was acquired from the Corporation of the Town of Kirkland Lake. The transferee shall pay the Corporation of the Town of Kirkland Lake's legal costs for the registration of the said transfer. The transferee shall notify the Corporation of the Town of Kirkland Lake 60 days prior to the date on which the transferee intends to offer said lands for sale and the Corporation of the Town of Kirkland Lake shall have 30 days from the date of notification within which to exercise its said option. In the event that the Corporation of the Town of Kirkland Lake shall fail to exercise this option the said lands may be sold or transferred by the transferee without further notice to the Corporation of the Town of Kirkland Lake provided, however, that the other conditions as set out in the Agreement of Purchase and Sale pursuant to which the land was acquired from the Corporation of the Town of Kirkland Lake shall not be waived or forfeited by failure to exercise the option.

This form must be initialed by all parties to the Agreement of Purchase and Sale.

INITIALS OF BUYER(S):

INITIALS OF SELLER(S):

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KIRKLAND LAKE
THE RIGHT ENVIRONMENT

OFFICE OF THE MAYOR
TOWN OF KIRKLAND LAKE, ONTARIO
PROCLAMATION

CANADIAN MULTICULTURALISM DAY

~ June 27, 2024 ~

WHEREAS on November 13, 2002, the Government of Canada, by Royal Proclamation, designated June 27 of each year as Canadian Multiculturalism Day;

AND WHEREAS Canadian Multiculturalism Day is an opportunity to celebrate our diversity and shared commitment to advancing issues of democracy, equality, and mutual respect. It is a chance to formally recognize the nation-building contributions of Canada's various multicultural groups and communities;

AND WHEREAS Kirkland Lake recognizes the numerous cultures that its residents represent and is committed to ensuring that all citizens from various backgrounds feel welcomed in our community, take pride in their ancestry, and have a sense of belonging;

AND WHEREAS Kirkland Lake remains committed to supporting our cultural diversity and inclusion through educational, historical, recreational, and business opportunities for all residents;

NOW, THEREFORE, I, Stacy Wight, Mayor of the Town of Kirkland Lake, do hereby proclaim June 27, 2024 as:

“CANADIAN MULTICULTURALISM DAY”

In the Town of Kirkland Lake.

In witness whereof I have hereunto set my hand and caused the seal of the Corporation to be affixed

Mayor Stacy Wight

Dated this 4th day of June, 2024



KIRKLAND LAKE
THE RIGHT ENVIRONMENT

OFFICE OF THE MAYOR
TOWN OF KIRKLAND LAKE, ONTARIO
PROCLAMATION

ELDER ABUSE AWARENESS DAY “RIGHTS DON’T GET OLD”

~ June 15, 2024 ~

WHEREAS seniors deserve to live safely with dignity, and as independently as possible, with the supports they need;

AND WHEREAS elder abuse is most often defined as any act that harms a senior or jeopardizes their health or welfare;

AND WHEREAS it is imperative that community members are aware that elder abuse happens and educated to see older adults as positive contributors to the community; older adults need to be aware of their rights, as well as resources available to them;

AND WHEREAS all of our residents should watch for signs of abuse, such as physical trauma, withdrawal, depression, anxiety, fear of family members, friends, or caregivers;

NOW, THEREFORE, I, Stacy Wight, Mayor of the Town of Kirkland Lake, do hereby proclaim June 15, 2024 as “**ELDER ABUSE AWARENESS DAY – RIGHTS DON’T GET OLD**” in the Town of Kirkland Lake, and encourage all residents to recognize and celebrate the accomplishments of our seniors.

In witness whereof I have hereunto set my hand and caused the seal of the Corporation to be affixed

Mayor Stacy Wight

Dated this 4th day of June, 2024



KIRKLAND LAKE
THE RIGHT ENVIRONMENT

OFFICE OF THE MAYOR
TOWN OF KIRKLAND LAKE, ONTARIO
PROCLAMATION

INDIGENOUS PEOPLES DAY

~ June 21, 2024 ~

WHEREAS on June 21, Canada will celebrate Indigenous Peoples Day, a day for all Canadians to acknowledge the unique heritage, diverse cultures, and outstanding contributions of First Nations, Inuit, and Métis peoples;

AND WHEREAS in cooperation with Indigenous organizations, the Government of Canada chose June 21, the summer solstice, for National Aboriginal Day now known as National Indigenous Peoples Day;

AND WHEREAS for generations, many Indigenous Peoples and Communities have celebrated their culture and heritage on or near this day due to the significance of the summer solstice as the longest day of the year;

AND WHEREAS Kirkland Lake is home to a strong Indigenous community and would like to acknowledge their continued contributions;

NOW, THEREFORE, I, Stacy Wight, Mayor of the Town of Kirkland Lake, do hereby proclaim June 21, 2024 as:

“INDIGENOUS PEOPLES DAY”

In the Town of Kirkland Lake.

In witness whereof I have hereunto set my hand and caused the seal of the Corporation to be affixed

Mayor Stacy Wight

Dated this 4th day of June, 2024



KIRKLAND LAKE
THE RIGHT ENVIRONMENT

OFFICE OF THE MAYOR
TOWN OF KIRKLAND LAKE, ONTARIO
PROCLAMATION

HOPE AIR DAY

~ June 7, 2024 ~

WHEREAS access to healthcare is a fundamental right for all citizens, regardless of their geographic location;

AND WHEREAS Hope Air, a charitable organization, has been tirelessly dedicated to providing access to healthcare by facilitating free flights and other services for patients living in rural and under-served communities in Ontario, ensuring they can receive vital medical treatment regardless of distance or financial means;

AND WHEREAS Hope Air has been instrumental in bridging the gap between smaller communities and hospitals far from home, reducing the barriers that often prevent individuals from reaching medical care;

AND WHEREAS the impact of Hope Air extends beyond the individual patients served, positively affecting families, communities, and the healthcare system as a whole by promoting wellness and reducing the burden of untreated medical conditions;

AND WHEREAS the compassion, dedication, and commitment demonstrated by Hope Air and its volunteers embody the spirit of community and the belief in the inherent value of every individual's well-being;

NOW, THEREFORE, I, Stacy Wight, Mayor of the Town of Kirkland Lake, do hereby proclaim June 7, 2024 as

“HOPE AIR DAY”

In the Town of Kirkland Lake,

in recognition of the invaluable contributions made by Hope Air to the health and well-being of individuals in Ontario's remote and rural communities.

We urge all citizens to join us in celebrating “**Hope Air Day**”, and to reflect on the significance of ensuring equitable access to healthcare for all members of our society. Let us reaffirm our commitment to supporting initiatives that promote health equity and extend our gratitude to Hope Air for their unwavering dedication to serving those in need.

In witness whereof I have hereunto set my hand and caused the seal of the corporation to be affixed

Mayor Stacy Wight

Dated this 4th day of June, 2024



THE CORPORATION OF THE TOWN OF KIRKLAND LAKE

BY-LAW NUMBER 24-045

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS
REGULAR MEETING HELD JUNE 4, 2024**

WHEREAS Subsection 5(1) of the *Municipal Act*, 2001, S.O. 2001, Chapter 25 (hereinafter referred to "*Municipal Act*") provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the *Municipal Act* provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Town of Kirkland Lake at this regular meeting be confirmed and adopted by by-law;

**NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION
OF THE TOWN OF KIRKLAND LAKE ENACTS AS FOLLOWS:**

- 1** THAT the actions of the Council of the Town of Kirkland Lake in respect of each motion passed and other actions taken by the Council of the Town of Kirkland Lake at this regular meeting are hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law.
- 2** THAT the Mayor and Officers of the Town of Kirkland Lake are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Town of Kirkland Lake or to obtain approvals where required as referred to in the preceding sections.
- 3** THAT the Mayor and the Municipal Clerk are hereby authorized to execute all documents necessary on behalf of the Council and to affix thereto the Corporate Seal of The Corporation of the Town of Kirkland Lake.
- 4** THAT this By-Law comes into force upon adoption by Council of the Town of Kirkland Lake.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 4TH DAY
OF JUNE, 2024.**

Stacy Wight, Mayor

Jennifer Montreuil, Municipal Clerk