

AGENDA

Public Meeting - Proposed Amendments to Notice Policy (By-Law)

Council Chambers / Electronic Participation

Tuesday, July 22, 2025 at 4:40 PM

Council Chambers - 3 Kirkland St. W.

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

1. **Call to Order**
2. **Declaration of Pecuniary Interest**
3. **Summary of Reports**
 - 3.1. Proposed Amendments to Notice Policy (By-Law)
Jennifer Montreuil, Municipal Clerk
4. **Confirmation of Notice**
5. **Correspondence Received**
6. **Comments/Questions from Members of the Public**
7. **Proposed Direction**

***THAT** Council receive the comments/questions from members of the public;*

***AND FINALLY THAT** the Proposed Amendments to the Notice Policy By-Law be presented for three readings on July 22, 2025;*

OR

***AND FINALLY THAT** the Proposed Notice Policy, as presented, be removed from the Regular Agenda business of July 22, 2025 and be referred to the Committee of the Whole on Tuesday, August 26, 2025 at 4:40 PM.*

8. **Adjournment**

REPORT TO COUNCIL

Meeting Date: 08/07/2025

Report Number: 2025-ADM-008

Presented by: Jennifer Montreuil

Department: Administration

REPORT TITLE

Proposed Amendments to Notice Policy

RECOMMENDATION

BE IT RESOLVED THAT Report Number 2025-ADM-008 entitled “**Proposed Amendments to Notice Policy**” be received;

AND THAT a Public Meeting be held on Tuesday, July 22, 2025 at 4:40 PM to receive comments from the public on the proposed changes to the Town’s Notice Policy, as presented;

AND FINALLY THAT the updated Notice Policy, as presented, be brought forward for three readings on July 22, 2025.

INTRODUCTION

The purpose of this report is to present Council with an updated notice policy to be used by Administration for the time, manner and fixing of Notice. Administration is recommending that a public meeting take place in order for Council to receive comments surrounding the shortening of the notice period contained in the proposal. Also included will be a discussion on the results of the Public Engagement and Communications Survey that was conducted in Q4 of 2024.

DISCUSSION

Section 270 of the *Municipal Act*, 2001, (the “Act”), as amended, requires that all municipalities adopt and maintain several specific policies which provide a basis for decision-making to support clear and consistent implementation processes.

One of those mandatory policies is to outline the circumstances in which the municipality shall provide notice to the public and, if notice is to be provided, the form, manner and times in which notice shall be given.

DISCUSSION (CONTINUED)

In 2022, an update was made to the Town's [Notice Policy](#). The rationale and [recommendation](#) for the current Policy was made in accordance with extensive research relative to other municipal policies, industry best practice, comments from the Ministry of Municipal Affairs and Housing, and oversight agencies such as the Office of the Ombudsman, and Integrity Commissioners, etc.

Current Revisions to Notice Policy

Administration has conducted a subsequent review of the existing policy based on four factors:

1. Public comments made by members of this Council surrounding alleged barriers imposed by the current notice provisions and the inability to make quick-enough decisions for Administration to meet annual deliverables/contractual requirements;
2. Comments made by members of the Senior Management Team surrounding the current notice provisions and the lack of public interest/participation in government matters;
3. The results of the Public Engagement and Communications Survey undertaken between October 29 and November 29, 2024; and
4. The enactment of Strong Mayor Powers and the By-Law Veto mechanism for matters of Provincial Interest.

Proposed Reduction in Notice Provision – Inline with Agenda Publishing

The proposed Notice Policy is being presented (Attachment 1) with an overall minimum notice requirement reduced from 14 calendar days to five (5), and reducing the notice period of the passage of the annual budget (now Mayor's Budget) from seven (7) calendar days to five (5).

This brings notice directly in line with the publishing of regular Council meeting agendas, typically occurring on Fridays before the Tuesday meeting, being five (5) calendar days.

Expectations based on the Proposed Reduction in Notice Timelines

With the shortened notice timeframe, the result is that the public would be receiving formal notice of the passage of by-laws and public notices for public meetings at the same time that Council would be presented with their Agenda.

DISCUSSION (CONTINUED)

Proposed Changes Impacted by Strong Mayor Powers

In terms of the Strong Mayor Powers in the enactment of the annual Budget, Administration presents a change to the Notice Policy to remove the seven (7) calendar days notice provision to be substituted with the five (5) calendar day notice provision.

This was a decision that was based on the tight turnaround between meetings and the direction of Council in the previous budget timeline process.

It should be noted that most municipalities have kept their policies untouched with a baseline between 7-14 calendar days of notice, despite it being categorized as a Mayor's Budget or in terms of Mayor By-Law Veto Power for matters of Provincial Interest.

It is worth noting that all Mayoral Decisions on budget and in terms of by-law veto in are governed by a separate notice provision within the Act, and should remain excluded from the Town's Notice Policy.

Reasonable Public Notice

In determining whether notice provided is reasonable, Council may wish to consider whether a reasonable person would think that notice (current 14 days vs. proposed 5 days) was given in a form and manner and at times required to reach those individuals who might be most likely affected by the subject matter.

Various factors can be considered, including rural vs. urban reach, the subject matter being dealt with, consequences to a person who might not receive adequate notice, the complexity of the subject matter, and how long it might take a person to respond to the matter.

Other Public Notice Requirements

There continue to be a variety of laws and regulations which mandate specific notice requirements for municipalities.

Various pieces of legislation (e.g. Planning Act, Ontario Heritage Act) provide detailed notice requirements related to municipal decision-making processes.

The Town's Notice Policy continues to confirm that these legislative provisions apply and will be followed, but does not restate such notice requirements.

DISCUSSION (CONTINUED)

Issues Identified with the Proposed Reduction in Notice Timelines

Where the Clerk identifies that the Council agenda package compilation may run into the weekend, despite the Procedural By-Law manner of notice establishing that an agenda may be published no later than 48 hours prior to a meeting, an abridged Council agenda could be published on the Friday to the Town's website to ensure that the proposed notice provisions are not offended due to any delays in publishing.

Another concern that Administration has is that certain public notices will no longer hit the newspaper, may only have two days of broadcast on the local radio station (as there is a 2-day prior submission deadline), and will likely no longer be included in the Town's monthly Municipal Update publication. This will leave the only manner of notice to the general public based on what is posted on the Town's Website, Facebook page, and upon request, a physical printout of notices available at our facilities.

Administration's response to the potential loss of the alternative messaging mediums noted above, is that as part of his commitment to enhanced the reach of Town business in the community, the Chief Administrative Officer has purchased televisions for installation at all public-attended facilities, which will include Town-specific information on a loop, similar to the current sharing of information on the larger screen at the Joe Mavrinac Community Complex. This initiative was curated in an attempt to create a new medium in increasing public awareness and engagement of local government information. The CAO is hopeful to have this rolled out by the end of Q4 this year.

As such, and given the results of the Public Engagement and Communications Survey (Attachment 2), Administration is recommending for Council to host a public meeting to: hear public concerns on the proposed changes to public notice based on the survey results given the various formats that are currently being used by those engaged in local government, and how they receive information; and to allow a forum for other members of the public who did not get the opportunity to partake in the survey and may have comments on the proposed notice changes, and the CAO's plan for alternative mediums.

With the proposed shortened notice timeframe, Council would be receiving certain by-laws on the same evening as the matters that are being initially presented and proposed for recommendation. Worth noting is that the shortened timeframe could result in an increase in delegations/petitions per meeting given that matters will likely be heard at the same meeting that a by-law is passed in connection with that same report. Members may also want to be aware that any decisions to amend recommendations may have consequence on a specific by-law presented on that same agenda (night), which may result in meeting delays (recess to ensure accuracy of by-laws relative to amendment(s)) or deferrals of said by-laws to ensure they align with the decision(s) of Council.

DISCUSSION (CONTINUED)

Issues Identified with the Proposed Reduction in Notice Timelines (continued)

Another concern with the shortened proposed notice period, is that it is likely that Council will be asked to pass more by-laws without being presented the very agreements stemming from their decision in order to expedite works/contractual obligations. Often time the agreements are not drafted at the time a report is presented to Council. This is normal behaviour as one would be expected to wait until the direction of the municipality is received prior to engaging in next steps or incurring costs and legal advice in drafting same. In surveying the Senior Management Team, it is in very rare circumstances that the current notice period impedes a “shovel in the ground” or “halts” or “stalls” a project for commencement. Should it be the will of Council to go forward with the proposed change to the Notice Policy, Administration will present a Delegation of Authority by-law/policy to address any gaps.

Risk Analysis

The existing Notice Policy includes specific section references in the *Municipal Act*, and other legislation. If ongoing policy reviews are not undertaken, it is possible that the references will become outdated if/when the legislation changes. The Clerk’s Office has committed in providing an increase in guidance to the Senior Management Team to align Town Policies, Standard Operating Procedures and Management directives with the Town’s Notice Policy.

OTHER ALTERNATIVES CONSIDERED

Council could choose not to engage the public and request that the proposed changes be adopted. This is not the recommended option given the results of the Public Engagement and Communications Survey, and given the concerns noted by Administration. It is being recommended to be in the best interest of Council to weigh the public interest prior to materially changing the Town’s Notice Policy.

Council could also choose to keep the Notice Policy as status quo. The current 14-day notice period is in line with industry standards. Administration would need to organize themselves accordingly in order to meet the notice requirements, including realizing the essence of time in order to place matters before Council to be expedited in a seamless fashion.

FINANCIAL CONSIDERATIONS

Reducing the timing of notice provisions has no financial consequence other than where the municipality was placing advertisement in the local newspaper as an additional form of notice, it may not be able to undertake that any longer with the requirements of publishing, therefore, a minimal cost savings in advertising may materialize.

In term of the Town being legally challenged on the reasonableness of its notice policy from the lens of a member of the public, it should be noted that the Town has other policies that have a longer timeline than those identified in the Town's Notice Policy which would continue to be adhered to. i.e. Planning Act, Notice of the Intent to Dispose of Land, etc. Therefore, at this juncture, Administration does not see a fiscal legal risk in Council adjusting its Notice provisions.

ALIGNMENT TO CORPORATE STRATEGIC PLAN

Priority:

- ☒ Sustainable Core Services
- ☒ Current Council's Operational Aims



Action:

Sustainable Core Services

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

Council Operational Aims:

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.

CONCLUSION

Although a proposal has been presented to amend the Town's Notice Policy, a public meeting is being recommend for Council to hear compelling public interest with respect to the proposed reduction in the manner of notice and prior to adopting any change in policy.

CONSULTATIONS

Municipal Act, S.O. 2001, c.25,

Ministry of Municipal Affairs and Housing (MMAH)

Town of Kirkland Lake - Chief Administrative Officer

Various municipal precedents from Ontario municipalities

ATTACHMENTS

Attachment 1 – Proposed Updated Notice Policy

Attachment 2 – Public Engagement & Communications Survey & Results



THE CORPORATION OF THE TOWN OF KIRKLAND LAKE

BY-LAW NUMBER 25-0XX

BEING A BY-LAW TO ESTABLISH A NOTICE POLICY

WHEREAS section 270(1)(4) of the *Municipal Act*, 2001, S.O. 2001, c.25, as amended, (hereinafter referred to as ‘the *Municipal Act*’), requires that a municipality shall adopt and maintain a policy with respect to the circumstances in which the municipality shall provide notice to the public and, if the notice is to be provided, the form, manner and times notice shall be given;

AND WHEREAS section 270(1)(5) of the *Municipal Act* provides the manner in which the Municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public;

AND WHEREAS a Notice Policy is one of the elements to help ensure the accountability and transparency of The Corporation of the Town of Kirkland Lake;

AND WHEREAS stemming from the Strong Powers bestowed upon the Town’s Mayor on May 1, 2025, Administration have undertaken a review of the Town’s Notice Policy and are recommending changes to best suit the direction and desire of this Council;

AND WHEREAS on _____, Council held a Public Meeting to allow for comments on the proposed changes to its Notice Policy;

AND WHEREAS on _____, Council resolved to approve updates to its notice requirements as set out under the *Municipal Act*, and for those actions for which notice requirements are not prescribed under the *Municipal Act* or any of Act or by regulation;

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

1. DEFINITIONS

In this By-Law:

1.1. **Clerk** shall mean the Municipal Clerk or Designate of the Town.

1.2. **Highway** shall mean all road allowances, highways, streets and lanes shown on a registered plan of subdivision.

1.3. **Municipal Act** shall mean the *Municipal Act*, 2001, S.O. 2001, c.25, as amended, and any successor legislation thereto.

1. DEFINITIONS (con't)

- 1.4. **Newspaper** shall mean a printed publication in sheet form, intended for general circulation, published regularly at intervals of no longer than a week, consisting in great part of news of current events of general interest and sold to the public and to regular subscribers.
- 1.5. **Notice to the Public** shall mean notice given to the public generally, but does not include notice given to specified persons.
- 1.6. **Ontario Building Code Act** shall mean the *Building Code Act*, 1992, S.O. 1992, c.23, as amended, and any successor legislation thereto.
- 1.7. **Ontario Building Code** shall mean *O. Reg. 332/12: Building Code* under the *Building Code Act*, 1992, S.O. 1992, c.23, as amended, or any successor regulation thereof.
- 1.8. **Planning Act** shall mean the *Planning Act*, R.S.O. 1990, c P.13, as amended, and any successor legislation thereto.
- 1.9. **Public Notice** shall mean a page on the Town's official website, or redirected to a contracted centralized platform hosting corporate data identified as "Public Notices" or "News" or "Proposed By-Laws" or "Council Meetings" or "Committee Meetings".
- 1.10. **Published** shall mean published on the Town's website or in the alternative in a daily or weekly newspaper that, in the opinion of Clerk, has such circulation within the Town as to provide reasonable notice to those affected thereby, and "publication" has a corresponding meaning.
- 1.11. **Town** shall mean The Corporation of the Town of Kirkland Lake.
- 1.12. **Website** shall mean the official internet website of the Town.

2. NOTICE OF INTENTION TO PASS BY-LAW / NOTICE OF PUBLIC MEETING

2.1. Manner of Notice

- i. Where notice of intention to pass a by-law or notice of a public meeting is required to be given, the Clerk shall cause such notice to be published on the Town's official Website, either as part of the posted Council Agenda Package, or posted as a stand-alone Public Notice, unless:
 - a) notice is otherwise prescribed by statute or regulation, in which case notice shall be given in accordance with the statute or regulation; or
 - b) notice is otherwise prescribed in another by-law, or by resolution of Council, in which case notice may be given either in accordance with this By-Law, the other by-law, or through formal direction of Council.

2.2. Time of Notice

- i. Where notice of intention to pass a by-law or notice of a public meeting is required to be given, such notice shall be provided in the time frame prescribed in any statute or its regulations, and if not so prescribed, notice shall be given at least once, no less than 5 calendar days prior to the proposed action being taken, with the exception of:
 - a) by-laws relating to an enactment of a fee or charge, for which notice shall be given at least once no less than 14 calendar days prior to proposed action being taken.

2.3. Form of Notice

- i. Unless otherwise prescribed in any statute or its regulations, where notice of intention to pass a by-law or notice of a public meeting is required to be given, the form of the notice shall include the following information:
 - a) description of the purpose of the meeting, or the purpose and effect of the proposed by-law;
 - b) the date, time and location of the meeting;
 - c) where the purpose of the meeting or proposed by-law is related to specific lands within the municipality, a key map showing the affected lands; and
 - d) the name and address of the person who will receive written comments on the issue, which is the subject of the meeting and the deadline for receiving such comments (if applicable).

3. GENERAL

- 3.1. No notice shall be required under this By-Law, where the provision of notice will interfere with the ability of Council to conduct business with respect to a matter permitted for a closed session under section 239 of the *Municipal Act*.
- 3.2. Notice provisions prescribed under the *Municipal Act* are set out in Schedule “A” attached hereto.
- 3.3. Nothing in this By-Law shall prevent the Clerk from using more comprehensive methods of notice for providing for a longer notice period or additional notices. This includes but is not limited to the circulation of notices on the Town’s official social media mediums, in local radio broadcasts, and within the Town’s monthly Municipal Update publication, etc.

3. GENERAL (con't)

3.4. Where expenditure estimates approved in the budget have been subject to quotations or tenders estimating an amount greater than the estimated expenditure, the approval process set out under the Town's Procurement of Goods and Services Policy shall apply, and sufficient notice shall be in the form of a report for the Council noting it as being an "Post-Budget Approval Request".

3.5. Normal operating costs incurred prior to the adoption of the budget shall not require notice as approval of such expenditures shall be deemed ratified upon the adoption of the annual budget.

4. EMERGENCY PROVISION

4.1. If a matter arises, which in the opinion of the Chief Administrative Officer in consultation with the Mayor and Clerk, is considered to be of an urgent or time sensitive nature, or which could affect the health or well-being of the residents of the municipality, or if a State of Emergency is declared, or if so advised by a Provincial Ministry, the notice requirements of this By-Law may be waived by the Chief Administrative Officer or, by a recorded two-thirds majority vote of Council, and the Clerk shall make their best effort to provide such notice as is reasonable under the circumstances.

5. EFFECTIVE DATE

5.1. This By-Law shall come into full force and effect upon the date of its passing.

6. REPEAL

6.1. By-Law 22-047 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 22ND DAY OF JULY, 2025.

Stacy Wight, Mayor

Jennifer Montreuil, Municipal Clerk

SUBJECT MATTER	TIMING OF NOTICE AND MANNER OF GIVING	LEGISLATION
Annual Budget	As set out in sections 2.1, 2.2 and 2.3 of this By-Law	N/A
Business Improvement Areas	As set out in sections 206, 210(1), and 211(1)	Municipal Act
Capital Facilities	As set out in sections 110(5) and 110(8)	Municipal Act
Debt and Investments	As set out in section 402(1)	Municipal Act
Enactment of a Fee or Charge	As set out in section 7(6) of the OBCA, OBC Div C.1.9.1.2. (a)(b), and sections 2.1, 2.2 and 2.3 of this By-Law.	Ontario Building Code Act (OBCA); Ontario Building Code (OBC)
Enforcement	As set out in sections 435(1), 447.1(3) and 441(1)	Municipal Act
Establishment of Wards	As set out in section 222(3)	Municipal Act
Financial Statements	As set out in section 295(1)	Municipal Act
Highway Permanently Closing	As set out in sections 2.1, 2.2 and 2.3 of this By-Law	N/A
Highway Permanently Altering	As set out in sections 2.1, 2.2 and 2.3 of this By-Law	N/A
Local Improvement By-Law	As set out in sections 4 and 6 of O. Reg. 586/06, and sections 2.1, 2.2 and 2.3 of this By-Law	Municipal Act
Municipal Restructuring	As set out in section 173(3), 174(10) and 187(3) of the Act, and sections 2.1, 2.2 and 2.3 of this By-Law	Municipal Act
Name or Change of Name of Private Road	As set out in section 48	Municipal Act
Procedure By-Law	As set out in section 238(2.1) of the Act, and sections 2.1, 2.2 and 2.3 of this By-Law	Municipal Act
Sale (Disposition) of Land	As set out in sections 2.1, 2.2 and 2.3 of this By-Law, and DEV2024-001 Sale and Other Disposition of Land Policy	N/A
Taxation	As set out in sections 318(15), 331(10), 342(5), 348(2), 350(1), 351(8), 356(4), 356(5), 357(5), 357(6), 358(8), 358(9), 358(10), 359(3), 359(4), 359(13), 361(10.1), 365(2), 365.2(5), 365.2(6) of the Act, and sections 2.1, 2.2 and 2.3 of this By-Law	Municipal Act
Tax Sales	As set out in sections 374(1), 374(2), 374(5), 379(1), 379(2), 379(4), 380(3), 380.1, 385.1(5), 386.2(1), 386.3	Municipal Act
Utilities	As set out in sections 81(1), 81(2), and 81(3) of the Act, and section 2(2) of this By-Law	Municipal Act



RESULTS - PUBLIC ENGAGEMENT & COMMUNICATIONS SURVEY (OCT-NOV 2024)

Survey Taker	Questions #1 Are you a Resident (Homeowner or Tenant), Student, Landlord, Business Owner in the Town of Kirkland Lake?	Question #2 When did you last participate in a public engagement activity?	Question #3 How do you get your information from the Town?	Question # 3 Note other Info Methods	Question #4 How do you prefer to get information on your local government?	Question #4 Note other Info Methods	Question #5 How often do you attend Town events or meetings?	Question # 6 How often do you attend Town facilities?	Question #7 What is a challenge that you face when it comes to participating in community events/Town led activities? Please identify Challenges	Question #8 How important do you think it is for the community to come togetherto address issues and make decisions?	Question #9 Do you feel that your voice is heard and your opinions are valued by community leaders and decisions makers? If Sometimes or No, Why?	Question #10 Please note any concerns you feel are not being addressed by local government or community organizations.	Question #11 How could local organizations or government better support your community engagement and participation?	Question #12 What ideas do you have for improving community engagement and involvement in Kirkland Lake?
1	Resident	This survey is my first time participating	Comments made by people either in person or on social media Local Radio Broadcast Town's Municipal Update monthly publication Town's Website		Local Radio Broadcast Town's Municipal Update monthly publication		Sometimes	Always	None	Important	Yes	No concerns at this time	Open communication	
	Resident	Last month	Councillor (in person) Local Newspaper (digital or print) Local Radio Broadcast My neighbour / family member / word of mouth Other Town Staff (in person) Town's YouTube Channel		Comments made by people either in person or on social media Councillor (in person) Local Newspaper (digital or print) Local Radio Broadcast Mayor (in person) My neighbour / family member / word of mouth Other Town Staff (in person) Town's YouTube Channel		Frequently	Frequently	None	Very Important	Yes	by law enforcement	start and complete infrastructure projects, water and sewer, storm sewer improvements	more open coucil meetings, council and CAO answer questions from the public before ajourning to closed sessions
2														
	Resident	Last nine months	My neighbour / family member / word of mouth		Town's Facebook Page Town's Website		Sometimes	Frequently	None	Very Important	Sometimes: Last year at the user group meeting for the complex, Bonnie asked us for suggestions on how to spend grant money in the future. I wrote a detailed, friendly email suggesting the money should be used to retrofit more dressing rooms for the arena. I offered suggestions that we could renovate the gyms and current storage rooms so we could accommodate larger changer rooms for girls since currently girls in our organization have to play with the boys. So when two mixed teams play each other, the girls from both teams dress together while the boys enjoy the luxury of having their own separate rooms. You can imagine how awkward this can be for the girls. Not to mention we are far from ready to offer a room for a transgender player. I received absolutely no response. Not from Bonnie, Chad or Stella. Couldn't even acknowledge they received the email. Very frustrating.	See above. (Response to Question 9)	They could acknowledge suggestions when received. Even if they don't believe they are feasible or even worth the effort for the town.	Again see above comment. It's time the Complex caught up with current needs.
3														
	Resident	Last six months	Local Newspaper (digital or print) Town's Facebook Page Town's Website Town's YouTube Channel		Town's Facebook Page Town's Website		Sometimes	Never	None	Very Important	No: Be honest to the citizens, nothing is for free or granted, if we don't want raising costs and taxes every year, we might have to bite the bullet and give up certain things	The city communicates a lot about soft topics such as any proclaimed days, attention weeks, beautification and small projects. Sure, that's also part of it and this information is also presented nicely on Facebook. But in my opinion, this does not reflect what concerns me as a taxpayer and, according to surveys, the population most. Namely, how the infrastructure problems are to be solved, how the cost growth and tax increases are to be stopped and how all this is to be organized in the long term so that we don't have the same problems again in ten years' time.	Listen to the feedbacks and take the survey results seriously. Stop micro managing side shows and tackle the big challenges.	
4														
	Resident	This survey is my first time participating	Comments made by people either in person or on social media Local Radio Broadcast		Town Staff (email)		Never	Never	None	Very Important	Sometimes: I would enter N/A I really haven't voiced any opinions	Rough roads in Kirkland lake	More informative on dates. Non formal gathering, like BBQ fundraiser, music, speeches.	
5														

RESULTS - PUBLIC ENGAGEMENT & COMMUNICATIONS SURVEY (OCT-NOV 2024)

Survey Taker	Questions #1 Are you a Resident (Homeowner or Tenant), Student, Landlord, Business Owner in the Town of Kirkland Lake?	Question #2 When did you last participate in a public engagement activity?	Question #3 How do you get your information from the Town?	Question #3 Note other Info Methods	Question #4 How do you prefer to get information on your local government?	Question #4 Note other Info Methods	Question #5 How often do you attend Town events or meetings?	Question #6 How often do you attend Town facilities?	Question #7 What is a challenge that you face when it comes to participating in community events/Town led activities? Please identify Challenges	Question #8 How important do you think it is for the community to come togetherto address issues and make decisions?	Question #9 Do you feel that your voice is heard and your opinions are valued by community leaders and decisions makers? If Sometimes or No, Why?	Question #10 Please note any concerns you feel are not being addressed by local government or community organizations.	Question #11 How could local organizations or government better support your community engagement and participation?	Question #12 What ideas do you have for improving community engagement and involvement in Kirkland Lake?
6	Resident	Last month	Comments made by people either in person or on social media Local Newspaper (digital or print) Local Radio Broadcast My neighbour / family member / word of mouth Town Staff (in person) Town's Facebook Page Town's Municipal Update monthly publication Town's Website		Local Newspaper (digital or print) Local Radio Broadcast The Municipal Clerk (email list) Town's Facebook Page Town's Municipal Update monthly publication Town's Website		Sometimes	Frequently	Challenge identified: Can only attend outside of business hours because of work schedule. Another is that committees have the appearance of exclusivity and can be intimidating for new residents or residents that want to join but feel that the welcome mat was not extended genuinely.	Very Important	Sometimes: There are limits to everything and hard decisions have to be made for fiscal responsibility and priority so I would never expect decisions to be made solely on feedback from the community. Although there are definitely improvements that can be made in fitness small group schedules and membership uses of the swimming pool based on member feedback that I don't feel is always listened to. I hope that there will be heavy consultations with residents to help guide decisions on the plans of repurposing the old pool.	I would like to see efforts to focus on festival planning. Not having a Canada Day event at Civic this year was disappointing. This can not be left to community service clubs and volunteer organizations to plan and host. It should be a collaborative partnership with the town as lead.	I have noticed recently the town's Parks and Recreation department is making initiatives to create a volunteer bank. This is exactly what is needed and benefits all parties: the town, local organizations and individuals that want to volunteer and has caught my attention.	In addition to social media and radio go old school with phone calls request to answer survey questions, mail out surveys with self addressed envelope or QR code. I read above there is a newsletter? Make it digital and have residents subscribe to it.
7	None of the Above	This week	Local Radio Broadcast Town Staff (email) Town Staff (phone) Town's Facebook Page Town's Website		Local Radio Broadcast Town Staff (email) Town's Facebook Page Town's Website		Never	Frequently	Challenge identified: Council meetings are too early in the day for me to attend. Despite that, I rather not watch the Youtube video as I would like to be in the room having the experience first hand.	Very Important	Yes	Council should try to focus on the needs of the community , not reactive over the needs of a few.	Send Town representatives to private events.	The communication has come a long way in the last couple of years. The information on the Facebook page is excellent and its getting easier to find information on the Website - especially with the main page options. Please look into making the website mobile friendly. The boxes don't all show up like they do on my surface from my cell.
8	Resident	This survey is my first time participating	Local Newspaper (digital or print) Local Radio Broadcast Town's Municipal Update monthly publication Town's Website		Local Newspaper (digital or print) Local Radio Broadcast Town's Municipal Update monthly publication Town's Website		Sometimes	Sometimes	None	Very Important	Yes	filling of potholes, demolition & removal of abandoned buildings, addition of new homes to increase tax base and some sort of beautification plan for the downtown area	see below	Perhaps invite community leaders to have one-on-one meetings with people who might not normally have time to attend council meetings or sit on committees, etc
9	Resident	This survey is my first time participating	Comments made by people either in person or on social media Local Radio Broadcast Town's Facebook Page Town's Website		Local Radio Broadcast Town's Facebook Page Town's Website		Never	Sometimes	None	Important	No: (No additional data supplied)	The Town is here to help people, not to harass or obstruct them. ('People' includes cats)	Distinctive (always the same 'look') notices on bulletin boards at the grocery stores	Plebiscites on big spending or important policy changes
10	Landlord Resident	This survey is my first time participating	Comments made by people either in person or on social media Councillor (in person) Local Newspaper (digital or print) Local Radio Broadcast Mayor (in person) My neighbour / family member / word of mouth Town Staff (in person) Town's Facebook Page Town's Website Town's YouTube Channel		Councillor (in person) Local Newspaper (digital or print) Local Radio Broadcast Mayor (in person) My neighbour / family member / word of mouth Town's Facebook Page Town's Website Town's YouTube Channel		Sometimes	Frequently	None	Very Important	Yes	Road conditions, extremely high taxes in specific neighborhoods	See below	Engage in diverse partnerships, address red zone neighborhoods and buildings, enhance community safety and prevent crime, mitigate and deal social disorder and engage in partnerships to help mitigate risk
11	Resident	Last month	Local Newspaper (digital or print) Mayor (in person) My neighbour / family member / word of mouth		Comments made by people either in person or on social media Local Newspaper (digital or print) Local Radio Broadcast My neighbour / family member / word of mouth Other The Municipal Clerk (email list) Town's Facebook Page Town's Municipal Update monthly publication Town's Website Town's YouTube Channel		Sometimes	Always	Challenge, identified:	Very Important	Sometimes	Need a central place digitally, physical bulletin board and an electronic information board to advertise all activities going on in North Timiskaming. If it was linked to the Town's website I would be happy to monitor the information, post it, remove after the event etc.	See previous answer	Information board and central site for posting what is going on in North Timiskaming Today ..great for communication, engagement and participation. Not to mention tourism. Please contact me to further discuss.
12	Resident	Last 3 months	Comments made by people either in person or on social media Local Radio Broadcast My neighbour / family member / word of mouth Town's Website Town's YouTube Channel		Town's Website Town's YouTube Channel		Sometimes	Sometimes	None	Very Important	Sometimes: The past few prebudget surveys had roads, winter maintenance as the first two. Third was bylaw which in my opinion is not being addressed. This includes winter parking, snow on the roads both interfering with plowing after November 1. Also cars on boulevards. These may result in damage to cars and town paying repair. Snow on roads means they must pick up more when they do pick it up. If driveway available they should be using it. If no driveway then make them get off the street. Bylaw should be able to ticket downtown or on streets as needed. Parking incorrectly Tickets for things to be done often need to be sent in repeatedly.	None	Inforece our local bylaws more diligently.	Someone answering the phones. Not having to leave message and never hear back.
13	Business Owner	Last 3 months	Local Radio Broadcast Town's Facebook Page		Local Radio Broadcast		Never	Sometimes	None	Very Important	Yes	Condition of many roads. The terrible condition of some residents yards. Above all the situation at our local social housing buildings that put our seniors at risk.		