



*The Corporation of the Township of Perry*

**MINUTES**  
**REGULAR MEETING**  
**Wednesday February 7<sup>th</sup>, 2024**  
**7:00 p.m.**  
**Municipal Office and Electronic Attendance**  
**(1695 Emsdale Road, Emsdale, ON)**

Any and all Minutes are to be considered Draft until approved by Council at a Regular Meeting of Council

**In Attendance:**

**Council Chambers:**

Joe Lumley, Acting Mayor  
Councillor: Paul Sowrey, Margaret Ann MacPhail, Jim Cushman  
Beth Morton, Clerk-Administrator  
Kim Seguin, Treasurer-Tax Collector  
Erica Cole, Deputy Clerk  
Mike Wilmon, CBO/By-law Enforcement  
Randy McLaren, Working Roads Supervisor

**Electronic Attendance:**

None

**Members of the Public:**

None

**Absent:**

Norm Hofstetter, Mayor

**Declaration of Pecuniary Interest**

Nil

**Resolution No. 2024-19**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Corporation of the Township of Perry approves the Minutes of the following Meetings as presented:

- 3.1 Regular Meeting of Council on Wednesday, January 17<sup>th</sup>, 2024
- 3.2 Public Meeting on Wednesday, January 17<sup>th</sup>, 2024 for Zoning By-law Amendment for lands legally described as Part of Lot 27, Concession 7, Township of Perry, located at 250 Rochester Lake Road (Doyle)
- 3.3 Public Meeting on Wednesday, January 17<sup>th</sup>, 2024 for Zoning By-law Amendment for lands legally described as Part of Lot 4, Concession 6, Township of Perry, located at 1403 Fern Glen Road (Lickiss/Barraclough)

**Carried**

**Resolution No. 2024-20**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Corporation of the Township of Perry hereby receives and approves the Minutes and/or Reports from the following Municipal Boards and Committees:

- 5.1. **Almaguin Highlands Health Centre**
  - 5.1.1. January 2024 Minutes – Draft
  - 5.1.2. December 2023 Minutes
  - 5.1.3. January 2024 Progress Report
  - 5.1.4. Human Health Resources Presentation
- 5.2. **District of Parry Sound Social Services Administration Board**
  - 5.2.1. January 2023 CAO Report
- 5.3. **Almaguin Community Economic Development (ACED) Committee**
  - 5.3.1. December 2023 Minutes – Draft
  - 5.3.2. 2023 Annual Report
  - 5.3.3. Community Bus Survey - Update {Discussion}
- 5.4. **District of Parry Sound Municipal Association**
  - 5.4.1. December 2023 Minutes
- 5.5. **Perry Township Recreation and Culture Committee**
  - 5.5.1. December 2023 Minutes - Draft
- 5.6. **Perry Township Public Library Board**
  - 5.6.1. December 2023 Minutes – Draft
  - 5.6.2. November 2023 Minutes
  - 5.6.3. October 2023 Minutes
  - 5.6.4. December 2023 CEO Report
  - 5.6.5. November 2023 CEO Report
  - 5.6.6. October 2023 CEO Report
- 5.7. **East Parry Sound Veterinary Committee**
  - 5.7.1. Annual General Meeting 2023 – Minutes
  - 5.7.2. 2022 Financial Statement
- 5.8. **Kearney Perry Joint Waste Management Committee**
  - 5.8.1. December 2023 Minutes - Draft
- 5.9. **Board of Health for North Bay Parry Sound District Health Unit**
  - 5.9.1. Board of Health November 2023 Meeting Minutes

**Carried**

**Resolution No. 2024-21**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Corporation of the Township of Perry has received the Monthly Reports, as circulated, from the following Municipal Departments:

- 6.1. **Fire Department**
  - 6.1.1 December 2023 and January 2024 Fire Chief/Training Report
- 6.2. **By-law Enforcement Department**
  - 6.2.1. January 2024 Monthly Report
  - 6.2.2. December 2023 Monthly Report
- 6.3. **Building Department**

- 6.3.1. January 2024 Monthly Report
- 6.3.2. December 2023 Monthly Report
- 6.3.3. 2023 Year End Report
- 6.4. **Transfer Station**
- 6.5. **Public Works**
- 6.6. **Finance Department**

**Carried**

**Resolution No. 2024-22**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law 2024-04 "Being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Perry (January 2024 Meetings)" be given first and second reading.

**Carried**

**Resolution No. 2024-23**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law 2024-04 "Being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Perry (January 2024 Meetings)" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2024-24**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** By-law 2024-05 "Being a By-law to amend By-law No. 2014-21, as amended, the Zoning By-law for the Township of Perry with respect to lands legally described as Part of Lot 4, Concession 6, in the Township of Perry" be given first and second reading.

**Carried**

**Resolution No. 2024-25**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law 2024-05 "Being a By-law to amend By-law No. 2014-21, as amended, the Zoning By-law for the Township of Perry with respect to lands legally described as Part of Lot 4, Concession 6, in the Township of Perry" be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2024-26**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law 2024-06 "Being a By-law to amend By-law No. 2014-21, as amended, the Zoning By-law for the Township of Perry with respect to lands legally described as Part of Lot 27, Concession 7, in the Township of Perry" be given first and second reading.

**Carried**

**Resolution No. 2024-27**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law 2024-06 "Being a By-law to amend By-law No. 2014-21, as amended, the Zoning By-law for the Township of Perry with respect to lands

legally described as Part of Lot 27, Concession 7, in the Township of Perry” be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2024-28**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** By-law 2024-07 “Being a By-law to establish certain lands as a public highway” be given first and second reading.

**Carried**

**Resolution No. 2024-29**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law 2024-07 “Being a By-law to establish certain lands as a public highway” be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2024-30**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law 2024-08 “Being a by-law to appoint Municipal By-Law Enforcement Officers for Snow Removal Operations” be given first and second reading.

**Carried**

**Resolution No. 2024-31**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law 2024-08 “Being a by-law to appoint Municipal By-Law Enforcement Officers for Snow Removal Operations” be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2024-32**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law 2024-09 “Being a By-law to authorize the acquisition of part of Bay Lake Road legally described as Part of Lot 29, Concession 6, in the Township of Perry, designated as Parts 1, 2 and 3 on Plan 42R-10751” be given first and second reading.

**Carried**

**Resolution No. 2024-33**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** By-law 2024-09 “Being a By-law to authorize the acquisition of part of Bay Lake Road legally described as Part of Lot 29, Concession 6, in the Township of Perry, designated as Parts 1, 2 and 3 on Plan 42R-10751” be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2024-34**

**Moved by: Jim Cushman**

**Seconded by: Paul Sowrey**

***Be it resolved that*** the Council of the Corporation of the Township of Perry hereby receives the Health and Safety Report prepared by the Clerk-Administrator dated February 7<sup>th</sup>, 2024.

**Carried**

**Resolution No. 2024-35**

**Moved by: Paul Sowrey**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Corporation of the Township of Perry have no objection to Consent Applications B-045/23 and B-046/23 (Doyle), subject to the following conditions:

1. A draft reference plan of survey shall be submitted to the Secretary-Treasurer of the District Planning Board and to the Municipality, for review, prior to registration.
2. A draft reference plan of survey shall be submitted to the Secretary-Treasurer of the District Planning Board and to the Municipality, for review, prior to registration.

If the reference plan or other evidence discloses that either the severed property or the retained property owned by the Applicant, contains a deviation road maintained by the Municipality as a public road, then the Applicant shall survey and transfer such deviation road to the Municipality as a condition of severance. The area to be surveyed and transferred shall generally be sixty-six (66') feet in width and centered upon the centre line of the present travelled road. In situations where this is impractical, the Applicant should discuss how this requirement will be fulfilled with the Municipality before the reference plan is finalized.

Prior to the finalization of consent, The District Planning Board must be advised in writing by the Municipality that the above condition has been satisfied.

3. The Township of Perry requires four (4) copies of the new survey, together with a digital pdf copy for our records.
4. The Township requires that the North Bay-Mattawa Conservation Authority provide confirmation that the proposed development meets the minimum requirements for development as set out in Part 8 of the Ontario Building Code.
5. The Township of Perry requires a "Cash-in-lieu of Parkland" payment of 5% based on the assessed value of the newly created lots as per By-Law No. 2007- 33.
6. The Township of Perry requires that the applicants enter into an agreement with the Township, to be registered on title, to impose measures on the future development of the lands to protect the lake and environmentally protected areas and to implement the recommendations of the Environmental Impact Study prepared by Zygotera Consulting dated June 2023.
7. The Township requires payment of the \$500 administration fee per application as per the Fees and Charges By-law.

**Carried**

**Resolution No. 2024-36**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

**Be it resolved that** the Council of the Corporation of the Township of Perry have no objection to Consent Application B-044/23 (Breen), subject to the following conditions:

1. The Township requires a "Cash-in-lieu of Parkland" payment of 5% based on the assessed value of the newly created lot.
2. The Township requires four (4) copies of the new survey, together with a digital pdf copy for our records.
3. A draft reference plan of survey shall be submitted to the Secretary-Treasurer of the District Planning Board and to the Municipality, for review, prior to registration.

If the reference plan or other evidence discloses that either the severed property or the retained property owned by the Applicant, contains a deviation road maintained by the Municipality as a public road, then the Applicant shall survey and transfer such deviation road to the Municipality as a condition of severance. The area to be surveyed and transferred shall generally be sixty-six (66') feet in width and centered upon the centre line of the present travelled road. In situations where this is impractical, the Applicant should discuss how this requirement will be fulfilled with the Municipality before the reference plan is finalized.

Prior to the finalization of consent, The District Planning Board must be advised in writing by the Municipality that the above condition has been satisfied.

4. The Township requires confirmation from the Working Road Supervisor that an entrance permit can be obtained.
5. The Township requires that the severed lot be rezoned to the Rural Residential (RR) Zone.
6. The Township requires that the North Bay-Mattawa Conservation Authority provide comments as to the suitability to the severed lot for sewage disposal services.
7. The Township requires payment of \$500 administration fee as per the Fees and Charges By-law.

**Carried**

**Resolution No. 2024-37**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby receives the Report for Site Plan Agreement between the Township and Randy and Karren Smith for lands legally described as Lot 4, Plan M-58, Township of Perry.

**Carried**

**Resolution No. 2024-38**

**Moved by: Jim Cushman**

**Seconded by: Paul Sowrey**

**Whereas** the Council of the Corporation of the Township of Perry received the Township of Clearview's Resolution re: "Cemetery Transfer / Abandonment

Administration & Management Support” on January 17<sup>th</sup>, 2024;

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby supports the following recommendations:

- Provide annual funding to municipalities to assist with maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

**And further that** Council directs staff to forward this resolution of support to Honourable Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim/CEO Registrar, Graydon Smith MPP Parry Sound-Muskoka, and Sasha Helmkey-Playter, Clerk/Director of Legislative Services, Clearview Township.

**Carried**

**Resolution No. 2024-39**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

**Whereas** the Council of the Corporation of the Township of Perry received the proposal from the Emsdale Lions Club regarding the Citizen of the Year Award for Perry Township on December 6<sup>th</sup>, 2023;

**And Whereas** Council preliminary supported the proposed Award on December 6<sup>th</sup>, 2023, but requested further information regarding eligibility, the selection committee, and general timelines;

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby receives the proposed Citizen of the Year Award Policy and directs staff to bring the proposed Policy to the next regular Council Meeting for final approval.

**Carried**

**Resolution No. 2024-40**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

**Be it resolved that** the Council of the Township of Perry hereby provide direction regarding the request to waive the rental fee for Meeting Room 2 at the Emsdale Community Centre, as an in-kind donation, to Sarah Harnock, for senior Foot Care Clinics.

**Carried**

**Resolution No. 2024-41**

**Moved by: Paul Sowrey**

**Seconded by: Jim Cushman**

**Whereas** the Council of the Township of Perry receives a request from the Almaguin Pride Network for a donation, as per the Township of Perry Donation Policy, to support a variety of events in 2024 open to residents within the Township and Almaguin Highlands;

**Be it resolved that** the Council of the Corporation of the Township of Perry support a donation to Almaguin Pride Network in the amount of \$100.

**Carried**

**Resolution No. 2024-42**

**Moved by: Jim Cushman**

**Seconded by: Paul Sowrey**

***Be it resolved that*** the Council of the Corporation of the Township of Perry hereby provides direction to the Clerk on the request to Council to waive studies for proposed Plan of Subdivision for Part of Lot 11, Concession 12, Township of Perry.

**Carried**

**Resolution No. 2024-43**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

***Be it resolved that*** the Council of the Corporation of the Township of Perry hereby receives Correspondence Items 10.1 to 10.15 as outlined in the Agenda of Wednesday February 7<sup>th</sup>, 2024.

**Carried**

The Meeting adjourned at approximately 8:04 p.m.

Dated this 21<sup>st</sup> day of February, 2024.

***"Originally Signed"***

\_\_\_\_\_  
Joe Lumley, *Acting Mayor*

***"Originally Signed"***

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Beth Morton, *Clerk-Administrator*