

THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN
REGULAR COUNCIL MEETING
AGENDA

June 16, 2025, 6:00 pm
Markstay-Warren Council Chambers
21 Main Street South
Markstay, Ontario

Pages

1. Opening remarks and call meeting to order
2. Land acknowledgment
3. Roll Call
4. Approval of the Agenda
5. Closed Session
6. Disclosure of Pecuniary Interest and General Nature Thereof
7. Petitions and Delegations
- 7.a Delegation - Service Line Warranty Program 6
8. Public Inquiries
 - *General Public Inquiries shall be limited to five minutes in length per person and to a total duration of 15 minutes for all public inquiries section of the agenda.*
 - *The Clerk shall advise the Chair once the prescribed time limit has lapsed.*
 - *Attendees wishing to speak shall stand and await approval from the Chair before commencing. Once approval is granted, the attendee shall state their first and last name which the Clerk will record in the minutes. Questions will be taken one at a time, in the order received.*
 - *Attendees wishing to ask more than one questions shall give all other attendees the opportunity before being permitted to ask a second*

question.

- *The Chair shall be given first opportunity to respond to the attendee and may ask members of Council or staff for further input. Questions requiring a lengthy answer or which require research shall be directed to staff for further review.*
- *The Chair shall have the right to curtail any questions which are not related to an agenda item, that has previously been presented to council or questions which are deemed to be inappropriate, derogatory or otherwise not suitable for discussion in an open meeting.*
- *This opportunity to speak shall not be used to file complaints of any nature. Attendees wishing to file a complaint shall direct the information to municipal administration staff outside of meeting times.*

9.	Reports from Committees, Municipal Officers, Department Head	
10.	Consent Agenda	
10.a	Adoption of Minutes	
10.a.1	FNC April 15, 2025 Minutes	20
10.a.2	RCM April 22, 2025 Minutes	24
10.a.3	SCM April 24, 2025 Minutes	38
10.a.4	COW April 28, 2025 Minutes	48
10.a.5	COW April 29, 2025 Minutes	52
10.a.6	COW May 12, 2025 Minutes	55
10.a.7	COW May 26, 2025 Minutes	57
11.	Routine Management Reports	
11.a	March 2025 Cash Disbursements	59
11.b	May 2025 Cash Disbursements	82
11.c	Library Reports	88
12.	Correspondence for Council's information only	
12.a	Manitoulin-Sudbury District Services Board	
12.b	Sudbury East Planning Board Audited Financial Statements	
12.c	Public Health Sudbury and District	
12.d	Municipal Property Assessment Corporation (MPAC)	
12.e	Sudbury East Municipal Association (SEMA)	
12.f	Association of Municipalities of Ontario	

13.	New Business	
13.a	Backyard Hen By-Law - First Draft	105
13.b	2025-2028 Markstay-Warren Landfill Site Annual Monitoring and Reporting	
13.c	Tax Arrears Repayment Update	122
13.d	Public Works Recommendations	123
14.	By-laws	
14.a	By-Law 2025-23 to Appoint Fire Chief - Vincent Whynott	126
14.b	By-Law 2025-24 To Appoint Treasurer - Jacinthe Rochon	127
14.c	By-Law 2025-17 To Indemnify Council and Employees	128
14.d	By-Law 2025-19 To confirm the proceedings of Council	133
15.	Motions	
15.a	Suspend Housing Venture - Councillor Bérubé	134
16.	Notice of Motions	
17.	Addendum	
18.	Announcements and inquiries	
19.	Reporting from Closed Session	
20.	Adjournment	

**LA CORPORATION DE LA MUNICIPALITÉ DE
MARKSTAY-WARREN
RÉUNION RÉGULIÈRE DU CONSEIL
ORDRE DU JOUR**

le 16 juin 2025, 18 h 00
Salle du Conseil Markstay-Warren

	Pages
1. Remarques préliminaires et ouverture de la réunion	
2. Reconnaissance des terres	
3. Appel nominal	
4. Approbation de l'Ordre du jour	
5. Closed Session	
6. Divulcation des intérêts pécunières	
7. Pétitions et Délégations	
7.a Delegation - Service Line Warranty Program	6
8. Période de questions	
9. Rapports des Comités, Agents municipaux, Chefs de départements	
10. Ordre du jour de consentement	
10.a Approbation des procès-verbaux	
10.a.1 FNC April 15, 2025 Minutes	20
10.a.2 REC April 22, 2025 Minutes	24
10.a.3 SCM April 24, 2025 Minutes	38
10.a.4 COW April 28 Minutes	48
10.a.5 COW April 29, 2025 Minutes	52
10.a.6 COW May 12, 2025 Minutes	55
10.a.7 COW May 26, 2025 Minutes	57
11. Rapports des départements	
11.a Rapport mensuel sur les dépenses	59
11.b May 2025 Cash Disbursements	82
11.c Library Reports	88

12.	Correspondance pour information seulement	
12.a	Le conseil des services du District de Manitoulin- Sudbury	
12.b	Sudbury East Planning	
12.c	Bureau de Santé de Sudbury et District	
12.d	Société d'évaluation foncière des municipalités (SÉFM)	
12.e	Sudbury East Municipal Association (SEMA)	
12.f	Association des Municipalités de l'Ontario	
13.	Affaires nouvelles	
13.a	Backyard Hen By-Law - First Draft	105
13.b	2025-2028 Markstay-Warren Landfill Site Annual Monitoring and Reporting	
13.c	Tax Arrears Report	122
13.d	Public Works Recommendations	123
14.	Arrêtés municipaux	
14.a	By-Law 2025-23 to Appoint Fire Chief - Vincent Whynott	126
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15.	Motions	
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16.	Avis de Motions	
17.	Addendum	
18.	Annonces et questions	
19.	Reporting from Closed Session	
20.	Levée de la réunion	

Protecting Residents, Supporting Municipalities: The Service Line Warranty Program

*Endorsed by the Association of Municipalities of Ontario-
Local Authority Services*



Service Line Warranties: A Trusted Municipal Partner

We are a wholly owned subsidiary of HomeServe, a Brookfield Infrastructure portfolio company. Founded in 1993 in the UK, HomeServe is the world's leading provider of Service Line Warranty programs.

Our programs protect homeowners across six countries: Canada, United States, United Kingdom, France, Spain, and Japan.

We partner with municipalities to offer residents affordable, comprehensive warranty coverage for privately owned water and wastewater service lines.

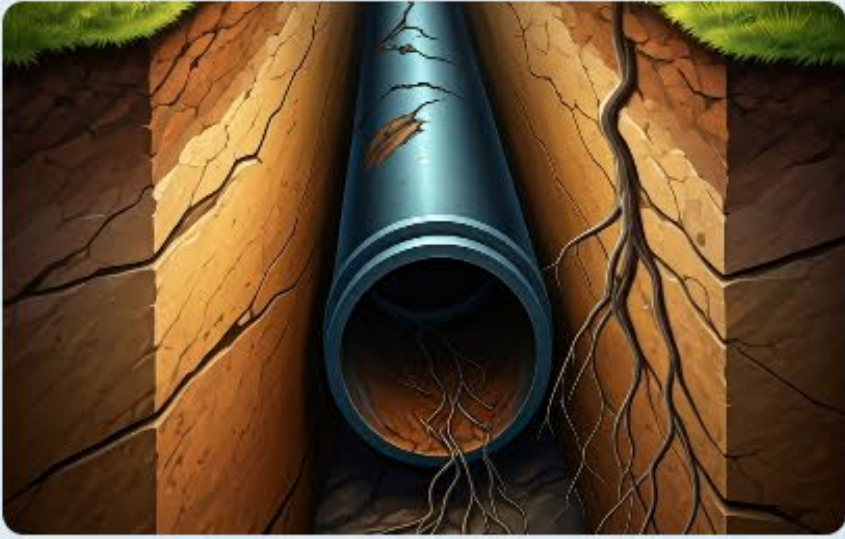


A close-up photograph of a weathered, rusted metal pipe. A red-handled valve is visible on the left side of the pipe. The pipe shows significant signs of corrosion and peeling paint, emphasizing the theme of deteriorating infrastructure.

Crisis of Deteriorating Infrastructure

- A 2024 report by the Globe & Mail reported that nearly $\frac{1}{4}$ of drinking water pipes in Canada are near the end of their useful life.
- Nearly 4 out of every 10 km of transmission pipes are in unknown, very poor or poor condition according to the Core Public Infrastructure Survey.
- If managed incorrectly, residential infrastructure that connects to municipal infrastructure contributes to unnecessary water loss and public hazards.
- Timely resolution of these issues that remove financial barriers for homeowners is critical for both the residents and the city.

Challenges for Markstay–Warren Ratepayers



Risks

Lateral lines are subject to ground shifting, fluctuating temperatures, root penetration, corrosion and more



Hidden Infrastructure

Out of sight, out of mind: service lines underground can make it difficult to detect problems or keep maintenance top of mind.



Environmental Impact

Failed lines waste significant amounts of water and can cause environmental hazards.



Common Misconceptions

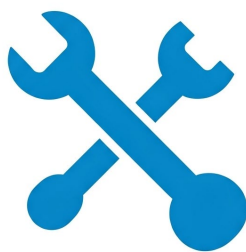
Many homeowners incorrectly believe the city is responsible for maintenance of lines on their property or that standard homeowner's insurance covers repair/replacement of these lines.

Homeowners Are Often Unprepared

Lacking resources to manage an unexpected repair, many turn to the town for solutions.



78% of homeowners believe the utility provider should educate them on repairs and preventative measures.



58% of homeowners have had a home repair emergency in the last year.



1/3 of Canadians do not have funds available to address unexpected expenses from urgent repairs to their home.*



Introducing: The Service Line Warranty Program by HomeServe

A Brookfield Infrastructure Portfolio Company

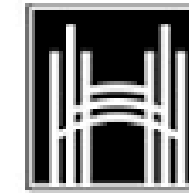


Protecting
Canadian
homeowners
since 2014



4.77 out of 5 stars
customer
satisfaction*

- Over **43,000** customers with **84,500** plans
- **80** municipal and utility partnerships in ON, AB & SK
- Completed over **23,000** repair jobs
- Homeowner savings to date: **\$11 million**



Hamilton

“The City highly recommends this service to other municipalities because it offers residents a low-cost solution to the problem of dealing with broken, leaking, clogged or even frozen water and sewer lines. We have received many compliments from residents for having made this service available to them. Even those who choose not to enroll in this optional program are better educated about their service line responsibilities, which is very important to the City.”

*John Savoia, Financial Planning and Policy,
City of Hamilton*

* Post-claim satisfaction survey scores May 2019 - Jan 2023

**As of January 2023

Real Protection for Real Problems



SEWER LATERAL COVERAGE

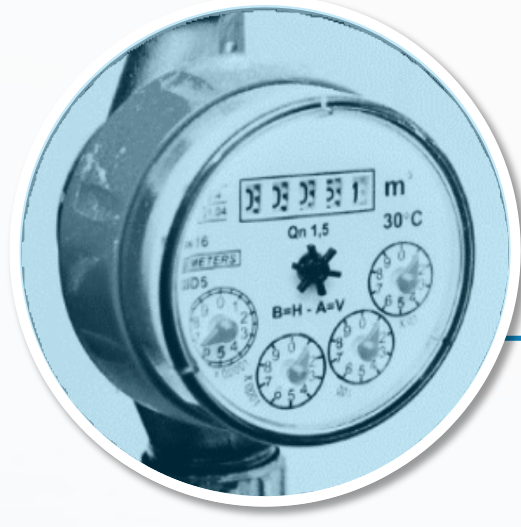
\$8/month provides up to \$8,000 coverage per incident* to repair or replace clogged or broken exterior lines



247/365
emergency repair
line



One year guaranteed
repairs



WATER LINE COVERAGE

\$8/month provides up to \$5,000 coverage per incident* to repair/replace clogged, broken or frozen exterior lines



Local, licensed and
vetted contractors



Quality control to
ensure an exceptional
customer experience



IN-HOME PLUMBING COVERAGE

\$9/month provides up to \$3,000 coverage per incident* on all interior water, sewer and drain lines



No annual or lifetime
limits, deductibles,
service fees, forms or
paperwork

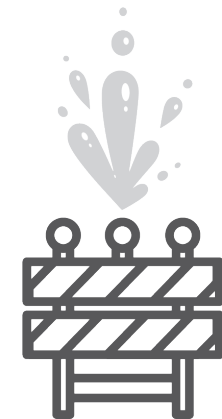


No pre-inspection

* 99% of claims fall below coverage limits

Solution for Residents and Municipalities

Residents



Optional low-cost protection against potentially expensive water, sewer, and plumbing repairs



Educates residents about their responsibility for exterior lines



Municipalities



Reduces calls to the City



Timely repairs minimize water loss from line breaks



Turnkey program – SLW manages awareness campaigns, billing, claims, customer service and contractors.



No cost to participate

Home Insurance vs. Service Line Protection Plans

Typical Homeowner Policy



- Most policies cover water damage **caused by** line failures. But not the repairs themselves.
- Requires payment of deductibles
- Upfront out-of-pocket costs
- Risk of rate increases after claims
- You must find your own contractor

Service Line Warranty Protection



- We cover the actual repair or replacement costs of your service lines.
- No deductibles on claims
- Eliminates out-of-pocket expenses
- 24/7/365 emergency response line
- We provide vetted, reputable contractors
- Includes coverage for frozen pipes

Ensuring Partner Brand Integrity

Upholding high standards of ethics, compliance and service delivery



Ethical marketing practices

- Partners have full approval over the utilization of their brand in program marketing
- Clear messaging about the optional nature of program



Customer-centric billing/collections

- Customers can cancel plans at any time - full refund within 30 days, or pro rata
- No late fees or restitution for unpaid balances after policy is cancelled if no claims filed
- Claims are covered for accounts in arrears if brought up to date



Proactive issue resolution

- Front-line agents achieve one-call resolution for vast majority of issues
- Rare escalations handled by 17-agent Customer Advocacy Team
- Real Time Insights Team monitors social media to directly resolve issues via email or phone



Low complaint frequency

- 0.054% 12-month average complaint frequency (service, billing, marketing)

Notable Repair Data

This chart highlights repair data from several municipalities we work with in Ontario, highlighting the need and receptiveness for the program. The total homeowner repair savings amount to an impressive **\$2.7 million**.

Partner Municipality	2024 Pop.	Jobs 2 yrs.	Homeowner Savings
Brampton*	791,486	1,324	\$ 453,000
Mississauga*	780,747	1,761	\$ 624,000
Hamilton	632,111	2,774	\$ 967,000
Windsor	346,636	686	\$ 370,000
Gr. Sudbury	169,671	49	\$ 71,000
Kingston	130,366	180	\$ 259,000
TOTAL		6,774	\$ 2,744,000
*Region of Peel			

Committed to Helping Low-Income Homeowners



**Caring for
People** 

Committed to helping
homeowners

Service Line Warranties of Canada: Helping people in need, one home at a time

At Service Line Warranties of Canada, part of the HomeServe family of brands, we take pride in caring for the people and communities we serve. We recognize that anyone can fall on hard times and may need assistance. That's why we have Caring for People as a focal point of our corporate social responsibility initiative.

Customer Testimonials

“Prompt and efficient service and courteous contractors. SLWC is worth the money, and we would recommend it to everyone. Takes a load off your mind for emergency problems.”

Rohan M., Brampton, ON

“So friendly and professional, they contacted a contractor immediately. I will never regret being a member. All I can say is thank you and I recommend everyone to become a member—it’s so rewarding to know someone dependable is there to help when you need it.”

Charmaine I., Hamilton, ON

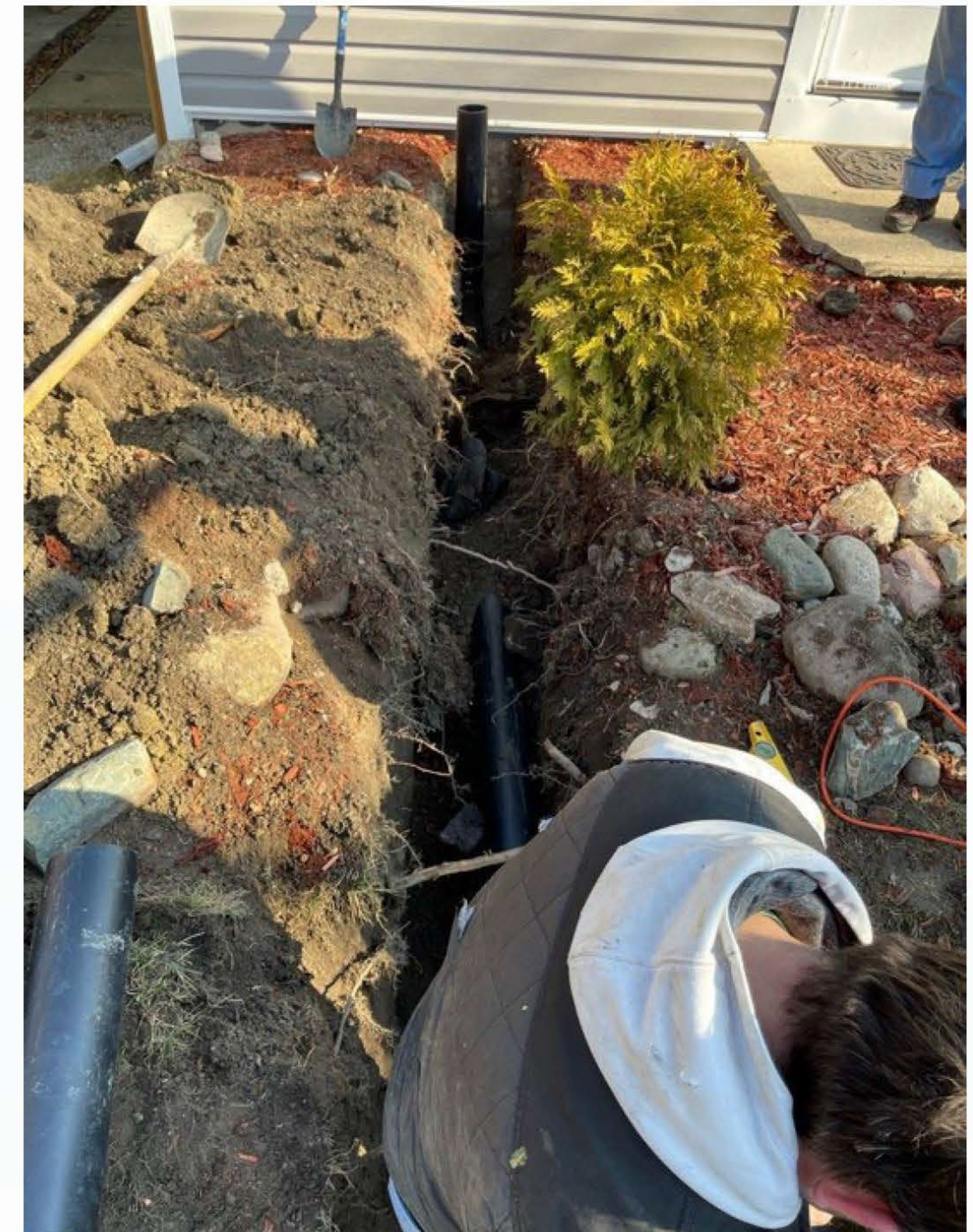
“I was so very impressed how smoothly this worked. The contractor that came to the house was awesome!!!

I would highly recommend this service to anyone.”

Elizabeth R., Kingston, ON

“Very good to have this service, it helps when you have this extra assurance. Service was great.”

Emma V., Mississauga, ON





Questions?

Lets talk about next steps

Elise Dostal
Director, Partnerships

Contact
416-400-2022
edostal@swlofc.ca

MINUTES
THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN
FINANCE COMMITTEE MEETING FOR THE TERM OF 2022-2026

Tuesday, April 15, 2025, 5:00 P.M.
Markstay-Warren Council Chambers
21 Main Street South
Markstay, Ontario

Mayor & Council: Steven Olsen, Rachelle Poirier, Jim Putman, John Nipius, Mark Corner, Ross Evans

Staff: Kim Morris, Jacinthe Rochon

1. Opening Remarks and call meeting to order

Round table introductions.

2025-FNC-05

Moved by: John Nipius

Seconded by: Jim Putman

THAT the Finance Committee Meeting opens at 5:00 pm.

CARRIED

2. Roll Call

Regrets: Danny Putman

3. Disclosure of Pecuniary Interest and General Nature Thereof

No conflicts tabled

4. Adoption of Agenda

2025-FNC-06

Moved by: John Nipius

Seconded by: Jim Putman

THAT the agenda be approved as presented.

CARRIED

5. Approval of previous meeting minutes

- 5.a Committee Meeting MINUTES from February 11, 2025

2025-FNC-07

Moved by: Mark Corner

Seconded by: John Nipius

THAT the February 11, 2025 Finance Committee Meeting minutes be approved.

CARRIED

6. New Business

- 6.a Monthly Cash Disbursements Report

February Cash Disbursements:

Mayor provided details relating to breaker panel replacement. Senior grant has been exhausted as of March 31st, 2025, application has been made for 2026.

March Cash Disbursements:

Update provided on Senior's Active Living Centre (SALC) start-up grant.

Efficiency expense is relating to our energy audit and relates to an opportunity for funding. Our next newsletter will incorporate an article relating to this.

Conseil expense is for rental fees and janitorial services.

KPMG audit is ongoing, update on budget is forthcoming.

Request made for a breakdown on Municipal expense regarding SEBBS, .

It was confirmed that it is not financially feasible to vet the Landfill camera expense through the insurance. We are looking at installing more security cameras in council, office, garages, and other locations. Panic buttons are dual purpose and used via cell phones, if no response it goes to 911.

Panic devices will be used for personnel safety and to track work activities.

Wheel Torque charges is for training new employees.

Real Tax expense relates to tax arrear letters issued. Confirmed expenses are charged back to the taxpayers.

Bruce Tait expense, inquiry made why City of Greater Sudbury is not doing the work and why we are paying this account if we have a contract with the City of Sudbury for emergency repairs. Mayor requested CAO provide update at a later date.

EMSON Mechanic: inquiry if we can purchase a snake so that the municipality's maintenance personnel can snake clogged pipes. Issue to be brought up at our Public Works committee meeting on Thursday April 17.

W-Water valve replacement: CAO to confirm with the City of Sudbury why we are paying a contractor for this repair service. Discussed having PW employee(s) training. Confirmed if an employee is offered Professional development they must refund the municipality if they leave our employment.

Questioned why we are paying an employee to deliver water samples to Sudbury and why City of Greater Sudbury treatment operator is not taking sample for the municipality. CAO to look into it.

Conference mileage expense: discussed high risks relating to upper management travelling together.

Fire Tanker expense was the most economical purchase option.

Rachelle Poirier left the meeting at 5:44 pm.

Rachelle Poirier joined the meeting at 5:46 pm.

6.b Budget Updates

KPMG team has completed the draft 2025 budgets for all departments except Public Works, as well as Parks and Recreation.

They are also working on the 2023 and 2024 audits. Timeline has not been determined.

6.c Insurance

CAO provided updates and advised about health benefits changes that are forthcoming.

6.d Other

CAO announced municipality is successful in getting grants for two summer students for 8 weeks each.

7. Date of Next Meeting

Next meeting to be scheduled for May 13th at 5:00 p.m.

8. Adjournment

2025-FNC-08

Moved by: John Nipius

Seconded by: Jim Putman

THAT the Finance Committee meeting be adjourned at 6:45 pm.

CARRIED

Mayor

Clerk

MINUTES
THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN
REGULAR COUNCIL MEETING FOR THE TERM OF 2022-2026

Tuesday, April 22, 2025, 7:00 P.M.
Markstay-Warren Council Chambers
21 Main Street South
Markstay, Ontario

Mayor & Council: Steven Olsen, Rachelle Poirier, Laura Schell, Francine Bérubé,
Ross Evans

Staff: Kim Morris, Ronny Theiss, Andrea Tarini, Vincent Whynott,
Denise Hamilton

1. Opening remarks and call meeting to order

Mayor Olsen welcomed everyone in attendance and performed land acknowledgement. Also welcomed and congratulated new Councillor, Ross Evans.

2025-RCM-32

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council opens the Regular Council Meeting at 7:00 pm.

CARRIED

2. Land acknowledgment

3. Roll Call

4. Approval of the Agenda

2025-RCM-33

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council approves the agenda as presented.

CARRIED

5. Disclosure of Pecuniary Interest and General Nature Thereof

No concerns tabled.

6. Petitions and Delegations

6.a Delegation - Spaghetti Supper

No representative in attendance to present the delegation.

6.b Delegation - Hagar General Store and to Rustic Cafe

No representation in attendance to present the delegation.

Deputy Mayor requested the delegation be removed from the agenda as well from notes. By-law for governance to a meeting stipulates "a delegation may be heard by council at a meeting". By-law quoted in the delegation is a procurement by-law. As public personally paid for their food orders, associated staff hours were voluntary, and there is no accountability with council therefore delegation is unfounded.

CAO advised for transparency that complaints against CAO can be vetted directly to mayor or deputy mayor to bypass the CAO directly.

7. Public Inquiries

Maurice Turcot, 880 Dupuis Road:

Questioning the cash disbursements for March 2025 as it has many errors.

Referenced Cash Disbursements on page 74 of agenda package. At the Finance meeting a member advised they did not receive agenda package. Mr. Turcot advised agenda packages must be available within 4 to 5 days prior to meetings to allow the committee time to review , otherwise meetings should be post-boned to prevent the following issues:

Mr. Turcot suggest the Cash Disbursements document be reviewed again and that council not approve the document as it is presented. Mayor advised a further review will be completed.

Christine Belair, 49 Rabbit Trail Road:

Would like to see the minutes from past meetings and inquired how to access them.

CAO requested that Deputy Clerk post the minutes separately online.

Mayor and CAO confirmed process for posting minutes and that they can be found in agenda packages.

Lisa Simon, Warren:

"No Scents" sign policy needs to be mounted on the door as previously requested.

8. Reports from Committees, Municipal Officers, Department Head

8.a Integrity Commissioner Services - Annual Report for 2024

Every year each municipality receives an integrity report from our integrity commissioner and provided report details.

9. Consent Agenda

9.a Adoption of Minutes

Council Bérubé

Requested the following minutes be removed from Consent Agenda:

March 11, March 17th, and March 27th.

Mayor explained processes for adoption of minutes.

CAO confirmed May 5th meeting will outline job posting and salary grid.

Deputy Mayor confirmed for her notes that the March 27th meeting was a Special meeting.

Mayor will have Edgeworth's technician review email issues and Council Schell request having Councillor Bérubé's laptop reviewed for issues as well.

CAO confirmed that for the special meeting of council the information was received just before the meeting therefore all members received the info at the same time. The motion that passed was to have Descon present to the community only. There will be two information nights.

Councillor Bérubé advised she has issues contacting IT support.

2025-RCM-34

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council approves the Consent Agendas as presented.

CARRIED

9.a.1 SCM - March 11, 2025 MINUTES

9.a.2 SCM February 25, 2025 MINUTES

9.a.3 COA March 25, 2025 MINUTES

9.a.4 SCM March 25, 2025 MINUTES

9.a.5 SCM March 27, 2025 MINUTES

9.a.6 RCM - March 17, 2025 MINUTES

9.a.7 LCM February 13, 2025 MINUTES

9.a.8 AMC - January 28, 2025 MINUTES

10. Routine Management Reports

10.a Cash Disbursements

These will be removed and reviewed by the Finance Committee, CAO and PW Manager. It will be brought forward at a future Finance meeting.

10.b Edgeworx Quarterly CIO Update Report

Received technology and cyber security presentation as prepared for Markstay-Warren.

Mayor inquired about the risk of the Municipality currently being hacked and asked if once all is in place what would the risks be.

Tactical risks is for laptops, phones, etc. Multi-factor identification protection minimizes risks. TitanHQ relates to email security and defends against impersonations. Presenter confirmed our server needs to be removed.

2025-RCM-35

Moved by: Laura Schell

Seconded by: Ross Evans

THAT Council accepts the Edgeworx quarterly report as presented.

CARRIED

10.c SEBBS 2025 Q1 Reports

2025-RCM-36

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council accepts the SEBBS 2025 Q1 reports as presented.

CARRIED

10.c.1 2025 Q1 - Building Controls

Chief Building Official presented quarterly report.

10.c.2 2025 Q1 - By-Laws

Chief Building Official presented quarterly report. By-law department working on waste management, parking, backyard hen, e-ticketing and other by-laws.

Deputy Mayor requested a detailed breakdown to animal complaints.

11. Correspondence for Council's information only

- 11.a Manitoulin-Sudbury District Services Board
- 11.b Sudbury East Planning Board Audited Financial Statements
- 11.c Public Health Sudbury and District
- 11.d Municipal Property Assessment Corporation (MPAC)
- 11.e Sudbury East Municipal Association (SEMA)
- 11.f Association of Municipalities of Ontario

12. New Business

12.a Sudbury East OPP Detachment Board - Resolution

We are now part of the Sudbury OPP Detachment Board. Resolution brought forward from their February 26th meeting to have council adopt their budget. Resolution read by the CAO.

Council Bérubé inquired about extra OPP presence be relayed to the board.

2025-RCM-37

Moved by: Rachelle Poirier

Seconded by: Laura Schell

WHEREAS pursuant to the Community Safety and Policing Act, 2019 (CSPA), Section 71 (1), an O.P.P. detachment board shall prepare estimates, in accordance with the regulations made by the Minister, of the total amount required to pay the expenses of the board's operation, excluding the remuneration of board members; and

WHEREAS pursuant to CSPA, 2019, Section 71 (2), the O.P.P. detachment board shall submit the estimates to every municipality that receives policing services from the detachment, along with a statement of the municipality's share of the costs, as determined in accordance with the regulations made by the Minister; and

WHEREAS pursuant to CSPA, 2019, Section 71 (3), subject to subsection (4), the municipalities shall contribute their share of the costs to the O.P.P. detachment board's budget in accordance with the estimates; and

WHEREAS pursuant to O. Reg. 135/24, Section 3(2), each municipality in the area for which the O.P.P. detachment board has services shall pay an equal share of the amount set out in the board's estimates; and

WHEREAS the Sudbury East OPP Detachment Board has prepared estimates of all sums required for the operation of the board for the fiscal year 2025, totalling \$31,276.80, to be shared equally among the participating municipalities; and

WHEREAS the total municipal contribution is allocated as follows:

- **Municipality of French River:** \$7,819.20
- **Municipality of St.-Charles:** \$7,819.20
- **Municipality of Markstay-Warren:** \$7,819.20
- **Municipality of Killarney:** \$7,819.20

NOW THEREFORE, BE IT RESOLVED THAT the Council of Markstay-Warren hereby:

1. Approves the 2025 Budget Estimates for the Sudbury East OPP Detachment Board in the total amount of \$31,276.80.
2. Confirms the municipality's obligation to contribute its equal share in the amount of \$7,819.20, in accordance with O. Reg. 135/24, Section 3(2).
3. Provide a copy of this resolution to the **Sudbury East OPP Detachment Board** for their records and implementation.

CARRIED

12.b Ecole Publique Camille-Perron Merit Scholarships

CAO advised municipality received request from Ecole Camille-Perron and provided details of the request. A member of Council will make presentation of the scholarships to students who are community involved. The three schools that will be receiving scholarships are: Camille-Perron, St. Thomas in Warren, Markstay Public.

12.c Consumer Price Index Annual Review

CAO provided details relating to price index and spoke to the recommendation made for Council to recognize the CPI.

2025-RCM-38

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council recognizes the 2.4% CPI, and that the appropriate adjustments be made to non-union staff members' salary, as well as to Council remuneration, to be paid retroactively to January 1, 2025.

CARRIED

12.d Request to change the Landfill seasonal hours

Update provided on proposed changes for new operating hours at the landfill site.

2025-RCM-39

Moved by: Francine Bérubé

Seconded by: Rachelle Poirier

THAT Council amends the seasonal landfill hours to be the same throughout the year, which would be Wednesdays and Saturdays from 8:00 am to 5:00 pm.

CARRIED

12.e Public Engagement Survey Update

CAO provided details and advised that at the Asset Management Committee meeting the survey was discussed.

Survey originally made available online via the Municipal website. By April 14th there were only 25 responses.

The survey was then added to our Municipal Facebook page which doubled the number of surveys completed.

April 25th is the cut off date for completing the survey for those who are interested.

12.f Council Expenses Disclosure for 2024

CAO advised the Municipal act stipulates expenses be made public therefore we are including this to our agenda.

Expense details relating to remuneration and conference expenses were provided.

Mayor clarified acronyms and committee meeting schedules.

13. By-laws

13.a By-Law 2025-10 Fire Department Specific Response Cost Recovery Fees

CAO advised this by-law relates to the presentation at our March Regular Council meeting and read the by-law.

2025-RCM-40

Moved by: Laura Schell

Seconded by: Francine Bérubé

THAT Council performs the 1st and 2nd reading of proposed By-Law 2025-10.

CARRIED

2025-RCM-41

Moved by: Laura Schell

Seconded by: Francine Bérubé

THAT Council performs the 3rd reading and final reading of proposed By-Law 2025-10.

CARRIED

13.b By-Law 2025-12 to amend Schedule "E" for 2024-28

CAO provided details regarding the update and read the by-law.

2025-RCM-42

Moved by: Rachelle Poirier

Seconded by: Francine Bérubé

THAT Council performs the 1st and 2nd reading of By-Law 2025-12 proposed amendment to Schedule "E" for By-Law 2024-28.

CARRIED

2025-RCM-43

Moved by: Francine Bérubé

Seconded by: Ross Evans

THAT Council performs the 3rd reading and final reading of By-Law 2025-12 proposed amendment to Schedule "E" for By-Law 2024-28.

CARRIED

13.c By-Law 2025-04 for Waste Management

Manager of Public Works provided details relating to the changes within the by-law and recommends we reference associated by-laws for ease of reference.

Deputy Mayor inquired about contractor who brings blasting material from outside our immediate area to the landfill site, PW Manager spoke to prohibited activities and confirmed landfill personnel is authorized to refuse unsafe materials and those depositing such material can be fined. PW manager confirms that known businesses that are a problem are to be notified and to communicate to the public regarding issues around freezers used as garbage boxes as they do present a hazard.

Councillor Bérubé request the fines and literature be posted on the website.

Mayor request schedule A, on curb side collection, needs to be corrected to 4 bags. Councillor Bérubé advised we keep the bag limit at 5 until the recycling program is incorporated at which time the number would be reduced to 4.

Deputy Mayor inquired if tipping fees can be confirmed for extra tags should be \$2.00. Public Works Manager suggested specific related By-laws also be referenced.

2025-REC-44

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council performs the 1st and 2nd reading of the revised Waste Management By-Law 2025-04.

CARRIED

2025-RCM-42

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT Council performs the 3rd reading and final reading of the revised Waste Management By-Law 2025-04.

CARRIED

13.d By-Law 2025-14 Electronics

CAO provided details relating to the by-law.

Two opposed the votes - Councillor Evans and Councillor Bérubé.

Councillor Bérubé advised with today's technology and availability of online information that using technology may be necessary, especially where disabilities are concerned.

Councillor Evans indicates it should be listed as distractions and not limit the use of.

Mayor points out video taping is not allowed, and that prior requests or authorization can be requested through the CAO via email.

Mayor reminded the attendees that phones silence phones except for the Fire Department.

Councillor Schell confirms the by-law is clear and covers all the arguments brought forward.

Two in favour and two opposed, Mayor votes in favour of the by-law.

2025-RCM-46

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council performs the 1st and 2nd reading of By-Law 2025-14.

CARRIED

2025-RCM-47

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council performs the 3rd reading and final reading of By-Law 2025-14.

CARRIED

14. Motions

14.a To recognize Markstay-Warren Community Action Group

Mayor confirmed that any by-law can be amended once passed.

Councillor Bérubé read the motion.

Mayor advised if motion is passed that every organization in the municipality must also be giving equal opportunity.

Deputy Mayor is not in agreement with the motion and requested proof of incorporation and list of members. Also questioned who they are representing and what percentage of rate payers are being represented.

Mayor inquired if Mr. Marois is chair, Councillor Bérubé confirmed that Lisa Simon is the president.

Councillor Bérubé suggested another delegation to re-introduce the association.

Councillor Evans inquired what is the scope of their recognition is.

Councillor Schell agrees to another presentation along with presenting the incorporation papers.

Deputy Mayor reminded council that during Mr. Marois' original presentation he had requested for the association to attend and have an equal voice to our meetings and questioned meeting time restraints.

Matter being deferred and Mayor asked that the president make a new delegation to provide a presentation with all the information.

14.b To Appoint Fire Chief

Councillor Schell read the motion and confirmed that salary review is required.

Questions or Comments to the motion:

Councillor Bérubé indicates in 1999 that Vincent Whynot was about 10 years old and therefore can not approve the motion. Also requesting confirmation of Acting Fire Chief's current salary.

Mayor confirmed acting chief was not brought into the Fire Department when he was 10 years old and that By-Law 2014-28 was to appoint Deputy Fire Chief Vincent Whynot, age 25, and who has proved his excellence and leadership in his role as Fire Chief and should be appointed as Fire Chief, salary grid to be confirmed by council.

Councillor Bérubé disagreed providing other details and started questioning the Acting Fire Chief directly, Mayor requested she directs her inquiries to the Mayor who can then redirect to Acting Chief. Councillor Bérubé disputed this direction and began reading by-law governing the rule of proceedings of council list item #7.

Deputy Mayor clarified council can speak to current business items and not issues brought up in 1990 or 2014 and that we need to move on to today's issues.

Councillor Bérubé advised the job should be posted and position not filled otherwise.

Councillor Schell state that This past year the Markstay-Warren Fire Department has been through some troubling and trying times both for their leadership and the members.

Acting Chief Whynott has taken on the responsibilities of Chief after many years as Deputy Chief. He has proven he is capable and willing. He has the trust and respect of the members of the fire department. He has proven willing to work with current council and administration amid the Municipalities current situation. He has some great ideas for the future of the Fire Department and the Municipality.

This will benefit the Fire Department and the Municipality by avoiding any transition or disruption that may affect the stability of the Fire Department.

Recorded vote:

Councillor Bérubé - nay
Councillor Evans - yay

Councillor Schell - yay
Deputy Mayor - yay
Mayor - yay
Motion passed.

2025-RCM-48

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT acting Fire Chief, Vince Whynott, be appointed as Fire Chief under by-law 99-32 sec 5.1.

CARRIED

14.c Closed Sessions

Deputy Mayor provided details as to why the request is brought forward. Confirmed other municipalities do attend closed meetings prior to Regular Council meetings.

CAO provided details addressing why the motion was prepared as tabled.

Mayor suggests meeting start at 7:00 pm and go to Closed Session after Public Inquiries.

Councillor Bérubé opposes the motion.

2025-RCM-49

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council start the Closed Session at least one-hour prior to the start of the meeting when it is needed.

CARRIED

15. Notice of Motions

Deputy Mayor, would like to look at noise and the responsible animal by-laws to remove the word livestock and explained needs, wants, and other requirements relating to livestock dogs and inquired how to proceed.

Mayor suggests that questions relating to by-law wording be vetted through CAO's office who can communicate with SEBBS.

CAO to put motion into effect for next meeting.

16. Addendum

17. Announcements and inquiries

Mayor: Update on upcoming Olivia and Dylan ball hockey tournament with proceeds going to numerous organizations, activities discussed.

Councillor Bérubé: clean-up week, items can be left on cub side for one week then municipality will pick up remaining items. Details will also be posted on website and Facebook.

Councillor Bérubé: provided council with 3 code of conduct issues which have yet to be resolved and handed them to CAO. CAO provided updates confirming there were follow-ups on two of the issues and that one of which has to be brought to the integrity commissioner.

Deputy Mayor: referenced notes from December 2024 to confirm extra bag fee is \$2.00 and that bag limits was reduced to 4 in January 2025. Also advised she received an email from a taxpayer regarding the Fire Department. Email read to council relating to recent fire call. Deputy Mayor asked taxpayer if taxpayer's name can be shared. The taxpayer stipulated "due to the circumstances of the fighting that she sees all the time in the Municipality and on Facebook feels afraid to come forward in fear of being bullied or retaliated upon.

Councillor Bérubé: said in was no way, shape, or form that she had said the fire department was not efficient and good. Also, that rules must be followed. Mayor confirmed the issue was not directed to anyone in particular and for point of clarification, Deputy Mayor was only repeating information relayed by the taxpayer and not from social media.

CAO: confirmed there are 45 viewers online plus those present at the various locations. Advised Descon will be providing information sessions regarding housing developments. One in Markstay on Monday May 5th at 7:00 pm at the Markstay Public School. Then on Tuesday May 6th at 7:00 pm in Warren Multiplex upstairs hall. Presentation is about attainable housing.

Deputy Mayor confirmed Descon also hosting a tour in Noelville Wednesday April 23 at 1:00 pm.

Mayor congratulated and welcome Councillor Evans and congratulated Chief Whynot.

18. Closed Session

2025-RCM-50

Moved by: Rachelle Poirier

Seconded by: Ross Evans

THAT Council move to Closed Session at 9:17 pm.

CARRIED

19. Reporting from Closed Session

20. Adjournment

2025-RCM-55

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council adjourn the meeting at 9:00 pm.

CARRIED

Mayor

Clerk

MINUTES
THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN
SPECIAL COUNCIL MEETING FOR THE TERM OF 2022-2026

Thursday, April 24, 2025, 5:00 P.M.
Markstay-Warren Council Chambers
21 Main Street South
Markstay, Ontario

Mayor & Council: Steven Olsen, Rachelle Poirier, Francine Bérubé-zoom

Staff: Kim Morris

Other: Matthew Dumont, Steve McArthur-zoom

1. Opening remarks and call meeting to order

Mayor Olsen welcomed everyone in attendance and performed land acknowledgement.

2025-SCM-52

Moved by: Rachelle Poirier

Seconded by: Ross Evans

THAT Council opens the meeting at 5:00 pm.

CARRIED

2. Land acknowledgment

3. Roll Call

4. Approval of the Agenda

2025-SCM-53

Moved by: Francine Bérubé

Seconded by: Rachelle Poirier

THAT Council approves the agenda as presented.

CARRIED

5. Disclosure of Pecuniary Interest and General Nature Thereof

No concerns tabled.

6. New Business

6.a Sudbury East Planning Board

Standing for the application is Steve McArthur from Tulloch Engineering who is in attendance via zoom.

Director of Planning, Matthew Dumont, provided details relating to application and referenced details as listed on the Script, see attached script.

6.a.1 SEPB - B1125MW Notice of Application MW_20250408

Matthew advised the severance application was conditionally approved and applicant has two years to satisfy the conditions, one of which is having the zoning by-law amendment application passed by council.

Steve MacArthur, agrees to the zoning amendments as outlined by the Director of Planning and provided details on the reasoning behind the application.

Public questions and comments:

Bonnie Waltenbury, 396 Sutcliff Road

Questioned the severance process and its impact on local farming families. She highlighted the risks of flooding and the fragmentation of farms in the community. Indicated there is a concern on how it is split and that the remaining hectars do not have enough land to feed animals.

She indicates flooding also occurs on the other end of the property and that she is concerned about the severe flooding in the area.

She questions how many acres Homesteaders require and voiced concerns that zoning will create insufficient land for homesteading.

She is also very concerned that the Albrecht's are not aware of the severity of the flooding.

Darlene Thrush, 98 Stewart Road, and part owner of 16 Sutcliff Road:

Darlene expressed worries about the severance's potential effects on her driveway, to which McArthur assured her that the zoning bylaw would maintain the area and not impact her property. For the home ownership issue it is recommended that Darlene contact her lawyer.

Steve McArthur:

As for Bonnie's concerns he indicates the zoning by-law ensures that there will be no other construction and spoke to the farmland concerns.

He indicates they are meeting all requirements, confirms that flooding is an issue all over Ontario and that consent is conditionally approved.

CAO, Kim Morris:

CAO, Kim Morris brought up the municipality's liability regarding a log home delivery that was scheduled for fall 2024, emphasizing that the dwelling could not be inhabited until all necessary severances were finalized.

Mayor:

Homesteading is being reviewed to set up rules and regulations, also says that he is not aware if flooding issues were passed along to the applicant.

Matthew Dumont said he went beyond scope to protect the municipality; Engineer was agreeable to concerns and advised that as a result of working with a professional planner the open space was zoned accordingly. He referenced existing dwellings, spoke to costs associated to surveys and acknowledge issues associated with property. The focus is primarily looking at the intent and confirmed that farming rural properties was also considered during this process.

Steve McArthur concurs and confirms that the building site is on higher ground found substantially back from both rivers.

Questions or concerns from Council:

Deputy Mayor: informed group that Mayor and Deputy Mayor both sit on the SEPB.

Councillor Bérubé addressed issue relating to water and questions what happens to the sustainability of the house and the health of the owners.

6.a.2 By-Law 2025-13 (SEPB file ZBSA2506MW for E & J Albrecht)

2025-SCM-54

Moved by: Rachelle Poirier

Seconded by: Ross Evans

THAT Council performs the 1st and 2nd reading of proposed By-Law 2025-13.

CARRIED

Amendment:

2025-SCM-55

Moved by: Ross Evans

Seconded by: Rachelle Poirier

THAT Council performs the 3rd reading and final reading of proposed By-Law 2025-13.

CARRIED

7. Adjournment

2025-SCM-55

Moved by: Francine Bérubé

Seconded by: Rachelle Poirier

THAT Council adjourn the meeting at 6:02 pm.

CARRIED

Mayor

Clerk

Council Meeting
Municipality of Markstay-Warren, April 24th, 2025
(Script – Zoning By-law Amendment)

1. Call to order and roll call
2. Adoption of the agenda
3. Disclosure of Pecuniary Interest
4. Zoning By-law Amendment Application

PROCEDURE FOR PUBLIC HEARINGS

MAYOR This evening, there is a Public Hearing scheduled for one (1) Zoning By-law Amendment Applications:

1. Application No. ZBA 25-06MW – Jonathan and Emily Albrecht

The Planning Act requires that a Public Hearing be held before Council decides whether or not to pass a Zoning By-law Amendment. The Public Hearing serves two purposes: first, to present to Council and the public the details and background to a proposed rezoning; and second, to receive comments from the public and agencies before a Council decision is made.

Mr. Dumont will provide a summary of the application. From there, the applicant will be requested to make a presentation, followed by questions from the public, either in favor or against the proposal. Council will then have the opportunity to question the applicant, the Director of Planning, or anyone giving presentations. The Zoning By-law Amendment will then be considered by Council later this evening.

Mr. Dumont, would you please advise how public notice was provided.

**DIRECTOR OF
PLANNING**

Notice of the Public Hearing was posted in the Municipal Office and was sent by Mail to the assessed owners within 120 metres of property subject for the proposed Zoning By-law Amendment, and to those persons and agencies likely to have an interest in the application. The Notice was sent on April 3rd, 2025, (being over twenty (20) days prior to this evening's meeting).

Included with the Notice was an explanation of the purpose and effect of the proposed Zoning By-law Amendment and a key map showing the location of the property.

MAYOR I now declare this portion of the Hearing to be a Public Hearing to deal with **Application No. ZBA 25-06MW – Jonathan and Emily Albrecht**. Mr. Dumont, will you please summarize the purpose and effect of the proposed Zoning By-law Amendment and provide any additional information and correspondence relevant to the application.

**DIRECTOR OF
PLANNING**

The subject lands are situated on the south side of Highway 17, west of Sutcliffe Road, and north of Ebbers Road. The area is characterized by large rural properties, with some properties actively engaged in farming-related activities. Notable examples of these properties include those located at 547 Sutcliffe Road, 556 Sutcliffe Road, and 398 Sutcliffe Road.

To the north, near the intersection of Sutcliffe Road and Highway 17, the predominant land use is residential rural, with an institutional use in the vicinity. Additionally, the Veuve River flows through the area, contributing to the natural landscape.

The Sudbury East Planning Board has received applications for both severance and zoning by-law amendments from Tulloch Engineering, representing the property owner. The applicant's agent has submitted several studies for review, including an environmental impact assessment, a planning justification report, and a minimum distance separation report. A summary of the proposed severance and zoning by-law amendment applications is outlined below.

Severance Application

The applicant seeks approval to sever a portion of the property, creating one Rural (RU) lot with an approximate area of 5.7 hectares. The proposed severed lands will be divided as follows:

- North Side of Sutcliffe Road: 1.6 hectares
- South Side of Sutcliffe Road: 3.5 hectares
- Sutcliffe Road itself: 0.6 hectares

The total frontage along Sutcliffe Road for the severed lands will be approximately 395 metres. The severed parcel currently contains a single detached dwelling and a Type III Uninsulated Barn (as recorded by the Municipal Property Assessment Corporation, MPAC).

The retained lands will consist of approximately 39.2 hectares, with a frontage of approximately 1430 metres along Sutcliffe Road. Access to the retained lands has already been established through a culvert and entrance. Despite MPAC listing the retained lands as vacant, a site visit confirmed the presence of a newly constructed single detached dwelling with an attached garage and accessory structure, completed in 2024.

Zoning By-Law Amendment Application

The zoning by-law amendment application seeks to rezone the lands on the north side of Sutcliffe Road, near the Veuve River, from Rural (RU) to Open Space (OS). This change is proposed due to frequent flooding in the area, with the aim of restricting future construction and development in this flood-prone zone.

Additionally, the proposed by-law includes a Special Rural zoning designation for the 3.5-hectare lot located on the south side of Sutcliffe Road, which will be recognized once the road is transferred to the Municipality of Markstay-Warren.

With respect to the OP

Rural Policy Area

3.5 Natural Heritage contains significant and sensitive natural features and functions, such as Areas of Natural and Scientific Interest (ANSI), wetlands as well as fish, moose and elk habitat. The goal is to protect significant and sensitive natural features and functions.

4.5 Consent Policies

Consents to sever land for the purposes of creating a new building lot shall only be granted where a plan of subdivision has been determined not to be appropriate, no extension of services is required, adequate access to the severed and retained parcels can be provided from a year-round publicly maintained road, adequate sewage and water servicing can or will be provided, etc.

Creation of rural residential lots will be evaluated using a number of criteria including:

- Size and dimensions of the severed and retained parcels are adequate to accommodate the proposed use;
- Adequate access can be provided from a year-round publicly maintained road;
- Access will not create a traffic hazard;
- The severed and retained parcels comply with MDS;
- Adequate sewage and water servicing can or will be provided;
- It is feasible with regard to the other provisions of the Plan, provincial legislation, policies and appropriate guidelines and support studies for uses within or adjacent to any development constraint; and
- The request, if granted, would not pose an undue financial burden on the applicable municipality.

The proposed severance and rezoning applications conform to the requirements of the **Official Plan** and the **4.5.1 Consent Policies**. Initially, both the proposed severed lot and retained parcel meet the requirements of the **Rural**.

A **Special Rural zone** is proposed for the 3.5-hectare lot located on the south side of Sutcliffe Road. This zoning will be **recognized through this process**, as the severance will create two separate properties once the portion of Sutcliffe Road is transferred to the Municipality of Markstay-Warren. This transfer will effectively separate the two properties, allowing the new zoning to take effect. Additionally, the lands on the north side of Sutcliffe Road, near the Veuve River, are proposed to be rezoned from **Rural (RU)** to **Open Space (OS)** due to frequent flooding in the area. The rezoning will restrict future construction and development in this flood-prone zone.

Access: The proposed severed lot will have access via **Sutcliffe Road**, which is maintained year-round by the Municipality of Markstay-Warren. A site visit confirms that access to the retained lands has already been established through a culvert and entrance, ensuring no issues with access. The **Ministry of Transportation (MTO)** has reviewed the application, as Sutcliffe Road intersects with **Highway 17**. In principle, MTO had no objections, but they provided some comments for consideration by the applicant and agent.

Servicing: The agent has submitted the necessary documentation to demonstrate the availability of potable water and capacity for hauled sewage. Additionally, the **Sudbury District Health Unit** has approved the site for a sewage system, with a **Class 4 filter bed system** approved on **April 16, 2024**.

Environmental Impact: An **Environmental Impact Assessment (EIA)** conducted by Tulloch Engineering's Senior Environmental Specialist concluded that the proposed development would not negatively impact the species

identified in the report. The development is expected to comply with the relevant environmental regulations and acts outlined in the EIA.

Minimum Distance Separation (MDS): The MDS report indicates that the barn on the retained lot has a required setback of **107 meters**, which does not extend into the severed lot. As a result, the creation of the severed lot comply with MDS requirements. For the proposed retained lands, a **dwelling unit** exists on the property. The **MDS I setback** has been calculated and confirms that the dwelling is located outside the required barn setback for **Barns #1-3** and for the barn on the severed lot. Therefore, once the severance is completed, the retained lot will continue to conform to **MDS** requirements.

In conclusion, the application, as proposed, generally conforms to the intent and policies of the **Official Plan** and complies with the **4.5.1 Consent Policies**, ensuring that all necessary considerations, including access, servicing, environmental impact, and compatibility with surrounding land uses, have been addressed.

With respect to zoning

Current Zoning: **Rural (RU) Zone**

Proposed Zoning:

Severed lot - Open Space (OS) Zone - North Side of Sutcliffe Road: 1.6 hectares/395 m of lot frontage

Severed lot - Special Rural (SRU) Zone - South Side of Sutcliffe Road: 3.5 hectares/395 m of lot frontage

Retained lot – Same as Above which is Rural (RU) Zone.

The Rural (RU) Zone requires a minimum lot area of 5.0 hectares and a minimum lot frontage of 100.0 metres.

The Open Space(OP) Zone requires a minimum lot area of 0.4 hectares and a minimum lot frontage of 30.0 metres.

The zoning by-law amendment application seeks to rezone the lands on the north side of Sutcliffe Road, near the Veuve River, from Rural (RU) to Open Space (OS). This change is proposed due to frequent flooding in the area, with the aim of restricting future construction and development in this flood-prone zone.

Additionally, the proposed by-law includes a Special Rural zoning designation for the 3.5-hectare lot located on the south side of Sutcliffe Road. This zoning will be recognized through this process, as the severance will create two separate properties once the portion of Sutcliffe Road is transferred to the Municipality of Markstay-Warren. This transfer will effectively separate the two properties, allowing the new zoning to take effect

Agency Comments:

Ministry of Transportation (MTO): MTO has no objections to the proposed rezoning and severance in principle, with the following comments to consider:

Severed Lot 1 (Pt. 3, 4, 5, 6, 9 Plan SR-3399):

- No direct access to Highway 17 will be permitted. All access must come exclusively from Sutcliffe Road.
- It is MTO policy to not allow direct highway access where access from a public road is available.

Severed Lot 2 (Travelled Rd known as Sutcliffe Rd):

- No concerns from the ministry for the transfer of the travelled road to the municipality.

Severed Lot 3 (PIN 734660282 South of Sutcliffe Rd):

- All Access must remain from Sutcliffe Rd.

Retained Lot:

- All Access must remain from Sutcliffe Rd.

Fire Department: no concerns.

Sudbury East Building and By-law Services (SEBBS): no issues.

The Sudbury & District Health Unit approved the site for a sewage system, with a **Class 4 filter bed system** approved on **April 16, 2024**.

The application for consent is consistent with the 2024 Provincial Planning Statement, conforms with the intent of the Official Plan for the Sudbury East Planning Area and the Zoning By-law for the Municipality of Markstay-Warren, therefore can be supported from planning perspective.

MAYOR Does the applicant have a presentation that he/she wishes to make?

APPLICANT []

MAYOR Are there any questions or comments from members of the public? If so, please stand, give your name and full mailing address to the Clerk, and follow with your comments.

PUBLIC []

MAYOR Are there any questions or comments from Council to the applicant, the Director of Planning, or any person who have made presentations?

(Questions from Council)

MAYOR If there are no further questions, then I declare this Public Hearing to be concluded. It is now in order for a Council Member to make a motion and for the Council to consider the application.

(The Chair then calls for a vote on the resolution read)

MAYOR If there are no further questions, then I declare this Public Hearing to be concluded. The Zoning By-law Amendment will be considered by the Council.

Please be advised that **A SPECIFIED PERSON, PUBLIC BODY, OR REGISTERED OWNER** may appeal the decision to the Ontario Land Tribunal by filing a notice of appeal with the Clerk of the Municipality of Markstay-Warren. The notice of appeal must set out the reasons for the appeal, and must be accompanied by the required fee, which is

prescribed under the Ontario Land Tribunal Act, 2017. This fee should be made payable to the Minister of Finance.
All comments will be treated as public records and given out upon request.

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MINUTES
THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN
COMMITTEE OF THE WHOLE

Monday, April 28, 2025, 5:00 P.M.
Markstay-Warren Council Chambers
21 Main Street South
Markstay, Ontario

Mayor & Council: Steven Olsen, Rachelle Poirier, Laura Schell, Francine Bérubé,
Ross Evans

Staff: Kim Morris, Jacinthe Rochon

1. Opening Remarks and call meeting to order

2025-COW-07

Moved By Francine Bérubé

Seconded By Laura Schell

THAT Council opens the meeting at 5:10 pm.

CARRIED

2. Roll Call

3. Disclosure of Pecuniary Interest and General Nature

No concerns tabled.

4. Approval of Agenda

2025-COW-08

Moved By Laura Schell

Seconded By Francine Bérubé

THAT Council adopts the agenda as amended..

CARRIED

5. Delegations

5.a Spaghetti Supper

2025-COW-09

Moved By Francine Bérubé

Seconded By Laura Schell

THAT Council approve the request for the fundraising spaghetti supper for the Lemieux family free of charge.

CARRIED

6. New Business - 2025 Budget Review

6.a Public Library

update required \$7,898 for 12 hours per week

6.b Markstay-Warren Council

Council – Council would like *bursaries* added to the title for donations

6.c Administration

Line 35 – can be reduced to 5k

Line 61 10k total

Line 43 consulting fee could be reduced to 10K total

Postage – will be reduced once we implement Telpay and we can also reach out to TMM to see if they have the option of email

Back Tax Recovery – would like see an update of what is owing

6.d Public Works / Landfill

Line 25 – could be decreased

Public Works salaries are typically charged to the landfill and not the machine. The only time there is salaries charges to the machine is when they are working on the equipment.

6.e Fire Department

Grant for the Washer to be added

Some Salaries are separate

Medical certificate needs to increase

Remove one Cleaning contract and one meal expense as they are in twice

Change Firemen to firefighter

Clarify items 116 and 117, fuel is gas cans and clear fuel is for trucks

Remove 1996 Tanker

Better breakdown for the salary allocation required

Discussed availability of Psychotherapist

Fire Marque revenue is to be included

7. **Adjournment**

2025-COW-10

Moved By Rachelle Poirier

Seconded By Francine Bérubé

THAT Council adjourn the meeting at 8:00 pm.

CARRIED

Mayor

Clerk

MINUTES
THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN
COMMITTEE OF THE WHOLE

Tuesday, April 29, 2025, 5:00 P.M.
Markstay-Warren Council Chambers
21 Main Street South
Markstay, Ontario

Mayor & Council: Steven Olsen, Rachelle Poirier, Laura Schell, Francine Bérubé,
Kim Morris, Ross Evans

1. Opening Remarks and call meeting to order

2025-COW-11

Moved By Laura Schell

Seconded By Rachelle Poirier

THAT Council opens the meeting at 5:06 pm.

CARRIED

2. Roll Call

3. Disclosure of Pecuniary Interest and General Nature

No concerns were tabled.

4. Approval of Agenda

2025-COW-12

Moved By Laura Schell

Seconded By Francine Bérubé

THAT Council adopts the agenda as amended, add c-Other.

CARRIED

5. New Business - 2025 Budget Review

5.a Parks and Recreations

Salaries - should have a total amount

66 Playground missing pieces - contact the company - should not be our cost - legal action

Need to confirm if Solar power grants is on the list

5.b Public Works

Will need to give the salary total breakdown

Need to review salaries and driveway permits

Verify utilities - for garages

Salaries discussed as well as hauling and mixing sand

Insurance, follow up to see if some items were charged to general PW

By-Law for paving the road to the pit - recommended by Francine and can provide the by-law she wrote

Line 23 – Councillor Poirier suggested Alpha en partage offers a lot of training we need to review this for our public works employees

Line 27 – look into shared services to save

Line 52 – Councillor Poirier requested selling oversized and extra culverts – Ronny advised that we've used them

Line 83 – Requested snow removal should be broken down to identify type of work

Grader maintenance – council feels that this is very high

Grader - look into interest and reduce some of the costs, pay off ect?

5.c OTHER

SEBBS Budget will be presented at the next meeting.

Control projects will be presented at the next meeting.

6. Closed Session

2025-COW-13

Moved By Laura Schell

Seconded By Ross Evans

THAT Council opens the closed session at 7:45 pm.

CARRIED

Amendment:

2025-COW-16

Moved By Ross Evans

Seconded By Laura Schell

THAT Council return to open meeting at 8:28 pm.

CARRIED

Amendment:

2025-COW-17

Moved By Laura Schell

Seconded By Rachelle Poirier

THAT Council refuses to provide requested severance.

CARRIED

7. Adjournment

2025-COW-18

Moved By Ross Evans

Seconded By Rachelle Poirier

THAT Council adjourn the meeting at 8:30 pm.

CARRIED

Mayor

Clerk

MINUTES
THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN
COMMITTEE OF THE WHOLE

Monday, May 12, 2025, 5:30 P.M.
Markstay-Warren Council Chambers
21 Main Street South
Markstay, Ontario

1. Opening Remarks and call meeting to order

2025-COW-19

Moved By Ross Evans

Seconded By Laura Schell

THAT Council opens the meeting at 5:30 pm.

CARRIED

2. Roll Call

3. Disclosure of Pecuniary Interest and General Nature

4. Approval of Agenda

2025-COW-20

Moved By Ross Evans

Seconded By Laura Schell

THAT Council adopts the agenda as presented.

CARRIED

5. New Business

5.a 2025 Budget Review

6. Adjournment

2025-COW-21

Moved By Francine Bérubé

Seconded By Ross Evans

THAT Council adjourn the meeting at 8:35 pm.

CARRIED

Mayor

Clerk

MINUTES
THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN
COMMITTEE OF THE WHOLE

Monday, May 26, 2025, 5:30 P.M.
Markstay-Warren Council Chambers
21 Main Street South
Markstay, Ontario

Mayor & Council: Steven Olsen, Rachelle Poirier, Francine Bérubé, Ross Evans

Staff: Kim Morris, Pam Kelly, Ronny Theiss, Vincent Whynott, Jacinthe Rochon

1. Opening Remarks and call meeting to order

2025-COW-22

Moved By Ross Evans

Seconded By Rachelle Poirier

THAT Council opens the meeting at 5:30 pm.

CARRIED

2. Roll Call

Regrets: Laura Schell

3. Disclosure of Pecuniary Interest and General Nature

No concerns were tabled.

4. Approval of Agenda

2025-COW-23

Moved By Rachelle Poirier

Seconded By Ross Evans

THAT Council adopts the agenda as presented.

CARRIED

5. New Business

5.a Budget Review

6. Adjournment

2025-COW-24

Moved By Francine Bérubé

Seconded By Rachelle Poirier

THAT Council adjourn the meeting at 6:58 pm.

CARRIED

Mayor

Clerk

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/05/2025	BIG MOUTH C...			
03/03/2025	GRANT - PAFO Receiver General	PAFO Grant-March Newsletter, writing editing etc HST Rebate	GENERAL GOVERNMENT:Council	-529.15 -58.45
TOTAL				-587.60
03/05/2025	CAMBRIAN TR...			
01/23/2025	Receiver General	PW-#375-Transmission Harness to Replace Connection ... HST Rebate	TRANSPORTATION SERVICES:Public Works:V...	-377.38 -41.68
TOTAL				-419.06
03/05/2025	CULLIGAN WA...			
02/02/2025	GRANT - SALC Receiver General	Seniors Active Living Centre Grant-Water HST Rebate	GENERAL GOVERNMENT:Rentals:Ecole St-Tho...	-81.98 -9.06
TOTAL				-91.04
03/05/2025	CUNNINGHAM ...			
12/19/2024	Receiver General	Council-File#33233-8 HST Rebate	GENERAL GOVERNMENT:Council	-1,373.76 -151.74
01/28/2025	Receiver General	Council=File#33233-10 HST Rebate	GENERAL GOVERNMENT:Council	-559.68 -61.82
TOTAL				-2,147.00
03/05/2025	EDGEWORX S...			
11/01/2024	Receiver General	Admin-IT Support HST Rebate	GENERAL GOVERNMENT:Administration	-5,495.04 -606.96
12/23/2024	Receiver General	Admin-12 Additional Users HST Rebate	GENERAL GOVERNMENT:Administration	-415.18 -45.86
01/02/2025	Receiver General	Admin-IT Support HST Rebate	GENERAL GOVERNMENT:Administration	-5,495.04 -606.96
02/01/2025	Receiver General	Admin-Jump Cloud-25 Users HST Rebate	GENERAL GOVERNMENT:Administration	-640.07 -70.70
02/02/2025	Receiver General	Admin-IT Support HST Rebate	GENERAL GOVERNMENT:Administration	-5,495.04 -606.96
03/01/2025	Receiver General	Admin-Jump Cloud-25 Users HST Rebate	GENERAL GOVERNMENT:Administration	-640.07 -70.70

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/02/2025	Receiver General	Admin-IT Support HST Rebate	GENERAL GOVERNMENT:Administration	-5,495.04 -606.96
TOTAL				-26,290.58
03/05/2025	EFFICIENCY C...			
02/25/2025	Receiver General	PW-Energy Audit HST Rebate	ENVIRONMENTAL SERVICES:Public Works	-25,440.00 -2,810.00
TOTAL				-28,250.00
03/05/2025	FLUENT INFO...			
01/01/2025	Receiver General	FD-Quarterly Membership-Dispatching for Firefighters HST Rebate	PROTECTION SERVICES:Fire Department	-356.16 -39.34
TOTAL				-395.50
03/05/2025	GO EVO INC			
01/25/2025	Receiver General	PW-Inspection Compliance Software HST Rebate	ENVIRONMENTAL SERVICES:Public Works	-8,853.61 -977.93
TOTAL				-9,831.54
03/05/2025	Enviromental 3...			
01/31/2025	Receiver General	Garbage Collection-January 2025 HST Rebate	ENVIRONMENTAL SERVICES:Waste Managem...	-14,839.99 -1,639.17
02/28/2025	Receiver General	Garbage Collection-Feb 2025 HST Rebate	ENVIRONMENTAL SERVICES:Waste Managem...	-14,538.92 -1,605.91
TOTAL				-32,623.99
03/06/2025	CONSEIL SCO...			
03/06/2025		Rent & Janitorial-Ecole St Thomas-3 mths	GENERAL GOVERNMENT:Rentals:Ecole St-Tho...	-4,947.24
TOTAL				-4,947.24

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/06/2025	GRAND & TOY			
01/15/2025		Admin-Misc Supplies-Envelopes, Supplies	GENERAL GOVERNMENT:Administration:Markst...	-413.96
		Council-5 Notebooks	GENERAL GOVERNMENT:Council	-180.45
		PW-5 Notebooks	ENVIRONMENTAL SERVICES:Public Works	-180.45
	Receiver General	HST Rebate		-85.59
01/16/2025		Admin-Window Envelopes	GENERAL GOVERNMENT:Administration:Markst...	-89.58
	Receiver General	HST Rebate		-9.89
01/16/2025		Admin-Toner Cartridges & Drum for Printers	GENERAL GOVERNMENT:Administration	-412.17
	Receiver General	HST Rebate		-45.53
01/17/2025		Admin-Magazine Holders, USB	GENERAL GOVERNMENT:Administration	-119.08
	Receiver General	HST Rebate		-13.15
02/12/2025		Admin-Paper	GENERAL GOVERNMENT:Administration	-161.02
	Receiver General	HST Rebate		-17.79
02/13/2025		FD-Toner Cartridges	PROTECTION SERVICES:Fire Department	-175.90
	Receiver General	HST Rebate		-19.43
02/13/2025		Admin-USB Flash Drive	GENERAL GOVERNMENT:Administration	-62.85
	Receiver General	HST Rebate		-6.94
TOTAL				-1,993.78
03/06/2025	CASUAL EMPLOYEE			
02/18/2025	GRANT - SALC	Ecole St Thomas-Move Furniture	GENERAL GOVERNMENT:Rentals:Ecole St-Tho...	-75.00
TOTAL				-75.00
03/06/2025	JANIX			
01/15/2025		Arena-Cleaning Supplies,De Icer, Paper Products etc	RECREATION & CULTURAL SERVICES:Arena/...	-621.76
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-80.83
01/21/2025		Arena-Water Softener, Toilet bowl Cleaner	RECREATION & CULTURAL SERVICES:Arena/...	-226.92
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-29.50
02/14/2025		Admin-10 Bags of De-Icer	GENERAL GOVERNMENT:Administration:Markst...	-203.31
	Receiver General	HST Rebate		-22.46
02/25/2025		Arena-Paper Products, Rags, Water Softener Salt, etc	RECREATION & CULTURAL SERVICES:Arena/...	-528.21
		Multi Use-Hand Towels and Toilet Paper	GENERAL GOVERNMENT:Rentals:39 Lafontain...	-80.24
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-79.10
TOTAL				-1,872.33

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/06/2025	JENNIFER DE...			
03/04/2025		Admin-February Website Mtce	GENERAL GOVERNMENT:Administration	-193.75
TOTAL				-193.75
03/06/2025	EMPLOYEE			
02/01/2025		Admin-Mileage to MFOA Conference - Paid by MFOA	GENERAL GOVERNMENT:Administration	-67.20
		Admin-Meals - ROMA Conference	GENERAL GOVERNMENT:Administration	-65.04
	GRANT - Senior...	Seniors Grant-Valentine Event Posters	GENERAL GOVERNMENT:Council	-52.30
	Receiver General	HST Rebate		-14.07
TOTAL				-198.61
03/06/2025	KPMG LLP			
02/19/2025		Admin-3rd Billing - Audit 2023	GENERAL GOVERNMENT:Administration	-15,264.00
	Receiver General	HST Rebate		-1,686.00
TOTAL				-16,950.00
03/06/2025	Leuschen Tran...			
02/19/2025	GRANT - Senior...	Seniors Community Grant-Feb.8/25 Event Transportation	GENERAL GOVERNMENT:Council	-508.80
	Receiver General	HST Rebate		-56.20
TOTAL				-565.00
03/06/2025	M & L Supply F...			
01/22/2025		FD-SCBA pack-Orings for Couplers with spares	PROTECTION SERVICES:Fire Department	-76.15
	Receiver General	HST Rebate		-8.41
TOTAL				-84.56

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/06/2025	Manitoulin-Sud...			
02/01/2025		Land Ambulance-Feb/25	PROTECTION SERVICES	-35,901.75
		Social Housing, Ont Works & Child Care-Feb/25	SOCIAL AND FAMILY SERVICES	-19,736.16
03/01/2025		Monthly Apportionment-March/25	PROTECTION SERVICES	-35,901.75
		Monthly Apportionment-March/25	SOCIAL AND FAMILY SERVICES	-19,736.16
TOTAL				-111,275.82
03/06/2025	MUNICIPALITY...			
12/30/2024		SEBBS-May 16-Dec.31/24	PROTECTION SERVICES:By-Law	-86,162.00
02/04/2025		SEBBS-Q1 Budget Estimate	PROTECTION SERVICES:By-Law	-35,169.00
TOTAL				-121,331.00
03/06/2025	Northern Melc...			
01/24/2025		Admin-Ink and Toner	GENERAL GOVERNMENT:Administration	-274.75
	Receiver General	HST Rebate		-30.35
02/20/2025		Admin-Photocopier Charges	GENERAL GOVERNMENT:Administration	-651.67
	Receiver General	HST Rebate		-71.98
02/21/2025		Admin-Photocopier Contract	GENERAL GOVERNMENT:Administration	-146.53
	Receiver General	HST Rebate		-16.19
TOTAL				-1,191.47
03/06/2025	NORTHERN SE...			
01/30/2025		W.Landfill-Keys	ENVIRONMENTAL SERVICES:Waste Managem...	-74.90
		W.Landfill-Camera	ENVIRONMENTAL SERVICES:Waste Managem...	-459.19
	Receiver General	HST Rebate		-58.99
TOTAL				-593.08
03/06/2025	Northpoint Co...			
02/03/2025		Admin-Copier Lease Feb-May 2025	GENERAL GOVERNMENT:Administration	-743.94
	Receiver General	HST Rebate		-82.17
TOTAL				-826.11

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/06/2025	Ontario Associ...			
01/30/2025	Receiver General	FD-OAFC Conference & Training HST Rebate	PROTECTION SERVICES:Fire Department	-2,187.84 -241.66
TOTAL				-2,429.50
03/06/2025	Ontario Library...			
01/06/2025	Receiver General	Lib-EResources for year HST Rebate	RECREATION & CULTURAL SERVICES:Library	-539.70 -59.61
TOTAL				-599.31
03/06/2025	ORKIN	Pest Control for the month of Oct 2024		
01/31/2025		Warren Golden Age Club	GENERAL GOVERNMENT:Rentals:40 Rutland G...	-43.20
		Warren Water Plant	ENVIRONMENTAL SERVICES:Warren Water	-49.46
		Warren Landfill Site	ENVIRONMENTAL SERVICES:Waste Managem...	-49.46
		Markstay Garage	TRANSPORTATION SERVICES:Public Works:M...	-49.46
		Warren Municipal Office	GENERAL GOVERNMENT:Administration:Warren	-49.46
		Warren Station	PROTECTION SERVICES:Fire Department:Warr...	-49.46
		Awrey Station	PROTECTION SERVICES:Fire Department:Awre...	-49.46
		Markstay Station	PROTECTION SERVICES:Fire Department:Mark...	-49.46
		Arena/Hall	RECREATION & CULTURAL SERVICES:Arena/...	-48.60
		Warren Garage	TRANSPORTATION SERVICES:Public Works:W...	-49.46
		Seniors Club	GENERAL GOVERNMENT:Rentals:8 Church St -...	-43.20
		Markstay Office	GENERAL GOVERNMENT:Administration:Markst...	-49.46
		Markstay Water	ENVIRONMENTAL SERVICES:Markstay Water	-49.46
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-17.55
	Receiver General	HST Rebate		-50.54
TOTAL				-697.69
03/06/2025	EMPLOYEE			
03/06/2025	Receiver General	Admin-Mileage as per Contract-Jan.8 to Feb. 24/25 HST Rebate	GENERAL GOVERNMENT:Administration	-422.10 -46.62
TOTAL				-468.72

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/06/2025	POWER UP SO...			
02/13/2025	Receiver General	PW-Brushing Nepewassi Lk Rd HST Rebate	ENVIRONMENTAL SERVICES:Public Works:Bru...	-771.30 -85.20
TOTAL				-856.50
03/06/2025	PSD CITYWIDE...			
01/31/2025	Receiver General	Admin-Assett Man. Plan-Proposed Levels of Service HST Rebate	GENERAL GOVERNMENT:Administration	-5,834.23 -644.43
TOTAL				-6,478.66
03/06/2025	Public Health ...			
02/01/2025		Municipal Levy - Feb 2025	HEALTH SERVICES	-14,071.25
03/01/2025		Municipal Levy -Mar 2025	HEALTH SERVICES	-14,071.25
TOTAL				-28,142.50
03/06/2025	QUALITY AUT...			
01/28/2025	Receiver General	PW-#338-Adapters, Fittings, Hose HST Rebate	TRANSPORTATION SERVICES:Public Works:V...	-110.87 -12.25
TOTAL				-123.12
03/06/2025	RELIABLE MAI...			
02/21/2025	Receiver General	Arena-Repairs HST (ON) on purchases (Input Tax Credit)	RECREATION & CULTURAL SERVICES:Arena/...	-75.00 -9.75
TOTAL				-84.75
03/06/2025	RUSTIC CAFE			
12/09/2024		PW-W.Garage-Creamer	TRANSPORTATION SERVICES:Public Works:W...	-4.03
12/31/2024		PW-W.Garage-Coffee	TRANSPORTATION SERVICES:Public Works:W...	-15.99
01/17/2025		Admin-Creamer	GENERAL GOVERNMENT:Administration	-4.03
01/22/2025		Admin-Creamer	GENERAL GOVERNMENT:Administration	-13.02
01/30/2025		Admin-Creamer	GENERAL GOVERNMENT:Administration	-4.03
02/11/2025		Admin-Coffee and Cream	GENERAL GOVERNMENT:Administration	-19.02

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
02/21/2025	Receiver General	Admin-Batteries HST Rebate	GENERAL GOVERNMENT:Administration	-14.84 -1.64
TOTAL				-76.60
03/06/2025	SAMSARA			
03/04/2025	Receiver General	PW-GPS for Fleet Vehicles FD-GPS for Fleet Vehicles HST Rebate	ENVIRONMENTAL SERVICES:Public Works PROTECTION SERVICES:Fire Department	-552.51 -552.51 -122.05
TOTAL				-1,227.07
03/06/2025	Steven Olsen			
01/27/2025		Ccl-ROMA Conference - 3 days Ccl-Meals-Mayor ROMA Conference Ccl-Meal-L. Schell-ROMA Conference	GENERAL GOVERNMENT:Council:Mayor Olsen GENERAL GOVERNMENT:Council:Mayor Olsen GENERAL GOVERNMENT:Council:Councillor Sc...	-450.00 -57.16 -24.50
TOTAL				-531.66
03/06/2025	SUDBURY EAS...			
03/05/2025	Receiver General	Council-Annual Membership HST Rebate	GENERAL GOVERNMENT:Council	-152.64 -16.86
TOTAL				-169.50
03/06/2025	TRANS CANAD...			
02/21/2025	Receiver General	FD-Hydrostatic Test on SCBA & Refill Cylinders HST Rebate	PROTECTION SERVICES:Fire Department	-936.04 -103.39
TOTAL				-1,039.43
03/06/2025	TRUE 802 WIR...			
02/15/2025	Receiver General	PW-Internet FD-Internet HST Rebate	ENVIRONMENTAL SERVICES:Public Works PROTECTION SERVICES:Fire Department	-203.52 -152.63 -39.34
TOTAL				-395.49

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/06/2025	Tulloch Engine...			
02/11/2025	Receiver General	Prof Services to Jan.31/25- Sutcliffe Rd HST Rebate	PLANNING AND DEVELOPMENT	-10,176.00 -1,124.00
TOTAL				-11,300.00
03/06/2025	Turbo Mobile S...			
01/31/2025	Receiver General	PW-#375-Service Call-Stroke Brake Chamber HST Rebate	TRANSPORTATION SERVICES:Public Works:V...	-318.00 -35.13
02/05/2025	Receiver General	PW-#366 Scanned Codes and Repairs HST Rebate	TRANSPORTATION SERVICES:Public Works:V...	-503.96 -55.67
TOTAL				-912.76
03/06/2025	WEAVER SIM...			
01/17/2025	Receiver General	Council-Matter#88705 HST Rebate	GENERAL GOVERNMENT:Council	-1,468.91 -162.25
TOTAL				-1,631.16
03/06/2025	WHEEL TORQ...			
01/21/2025	Receiver General	PW- Level 3-Wheel Service Training HST Rebate	ENVIRONMENTAL SERVICES:Public Works	-1,221.12 -134.88
TOTAL				-1,356.00
03/06/2025	Workforce Inc.			
12/26/2024	Receiver General	Admin-Temp Payroll Tax Clerk to Dec.21/24 HST Rebate	GENERAL GOVERNMENT:Administration	-1,493.68 -164.99
TOTAL				-1,658.67

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/10/2025	CITY GREATE...			
01/30/2025		M.Water-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Markstay Water	-29.74
		W.Water-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Warren Water	-29.75
		W.Sewer-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Warren Sewer	-29.75
02/18/2025		Markstay Water-monthly service agreement	ENVIRONMENTAL SERVICES:Markstay Water	-6,709.17
		Warren Water-monthly service agreement	ENVIRONMENTAL SERVICES:Warren Water	-9,180.97
		Warren Sewer-monthly service agreement	ENVIRONMENTAL SERVICES:Public Works:Sto...	-1,765.56
	Receiver General	HST Rebate		-1,950.18
02/26/2025		M.Water-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Markstay Water	-29.74
		W.Water-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Warren Water	-29.75
		W.Sewer-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Warren Sewer	-29.75
TOTAL				-19,784.36
03/10/2025	CO-OP REGIO...			
02/18/2025		PW-M.Garage-Colored Fuel	TRANSPORTATION SERVICES:Public Works:M...	-1,240.17
	Receiver General	HST Rebate		-136.98
02/28/2025		PW-Finance Charge	ENVIRONMENTAL SERVICES:Public Works	-240.20
03/03/2025		PW-W.Garage-Clear Fuel	TRANSPORTATION SERVICES:Public Works:W...	-1,324.69
	Receiver General	HST Rebate		-146.32
TOTAL				-3,088.36
03/10/2025	FREIGHTLINE...			
01/22/2025		PW-375-Oil Filter	TRANSPORTATION SERVICES:Public Works:V...	-71.21
	Receiver General	HST Rebate		-7.87
01/22/2025		PW-366-Oil, Air & Fuel Filters	TRANSPORTATION SERVICES:Public Works:V...	-371.69
	Receiver General	HST Rebate		-41.05
01/22/2025		PW-338-Oil, Air & Fuel Filters	TRANSPORTATION SERVICES:Public Works:V...	-391.35
	Receiver General	HST Rebate		-43.23
02/07/2025		PW-338-Parts to Upgrade Tow Couplings	TRANSPORTATION SERVICES:Public Works:V...	-53.23
		PW-343-Parts to Upgrade Tow Couplings	TRANSPORTATION SERVICES:Public Works:V...	-53.24
	Receiver General	HST Rebate		-11.76
02/12/2025		PW-#338-Bulbs	TRANSPORTATION SERVICES:Public Works:V...	-38.90
		PW-#366-Bulbs	TRANSPORTATION SERVICES:Public Works:V...	-38.89
	Receiver General	HST Rebate		-8.59
02/28/2025		PW-M.Garage -Valve & Bushing	TRANSPORTATION SERVICES:Public Works:M...	-64.76
	Receiver General	HST Rebate		-7.15
TOTAL				-1,202.92

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/10/2025	EMPLOYEE			
03/06/2025	Receiver General	PW-2025 Protective Clothing Allowance HST Rebate	ENVIRONMENTAL SERVICES:Public Works	-540.32 -59.68
TOTAL				-600.00
03/10/2025	NORTHLAND ...			
01/13/2025	Receiver General	Arena-Repair Tube Heaters for Bleachers HST (ON) on purchases (Input Tax Credit)	RECREATION & CULTURAL SERVICES:Arena/...	-3,014.55 -391.89
01/15/2025	Receiver General	Arena-Compressor leak alarm troubleshooting & repair HST (ON) on purchases (Input Tax Credit)	RECREATION & CULTURAL SERVICES:Arena/...	-696.00 -90.48
01/20/2025	Receiver General	Arena-Repair Compressor Issue with Ice Plant HST (ON) on purchases (Input Tax Credit)	RECREATION & CULTURAL SERVICES:Arena/...	-1,263.92 -164.31
01/22/2025	Receiver General	Multi Use-Heat Trace Kit & Installation HST (ON) on purchases (Input Tax Credit)	GENERAL GOVERNMENT:Rentals:39 Lafontain...	-889.76 -115.67
TOTAL				-6,626.58
03/10/2025	REALTAX INC			
01/16/2025	Receiver General	Admin-FileSYM24-24-Additional Search Fee HST Rebate	GENERAL GOVERNMENT:Administration	-203.52 -22.48
01/16/2025	Receiver General	Admin-File#SYM24-174-Additional Search Fee HST Rebate	GENERAL GOVERNMENT:Administration	-203.52 -22.48
03/06/2025		Admin-Finance Charge Inv#101575	GENERAL GOVERNMENT:Administration	-0.61
03/06/2025		Admin-Finance Charge Inv@#101574	GENERAL GOVERNMENT:Administration	-0.61
TOTAL				-453.22
03/10/2025	The Ontario Ag...	VOID: Incorrect Invoice Amount		
TOTAL				0.00
03/10/2025	The Ontario Ag...			
12/31/2024		PW-McDonald Pit Annual Licence Fees	TRANSPORTATION SERVICES:Public Works:M...	-2,461.73
12/31/2024		PW-Stewart Pit Annual Licence	TRANSPORTATION SERVICES:Public Works:St...	-412.00
12/31/2024		PW-Markstay-Warren#2 Pit-Annual Licence	TRANSPORTATION SERVICES:Public Works:Le...	-825.00
		PW-Pit#2-Royalty Fee	TRANSPORTATION SERVICES:Public Works:Le...	-328.83
	Receiver General	HST Rebate		-36.32
TOTAL				-4,063.88

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/20/2025	TAXPAYER			
03/19/2025		Admin-R#1-145-Refund Penalty Cancellation	GENERAL GOVERNMENT:Administration	-2,163.70
TOTAL				-2,163.70
03/20/2025	TAXPAYER			
03/11/2025		R#4-178-Refund Payment	GENERAL GOVERNMENT:Administration	-6,378.68
		R#4-177-Refund Payment	GENERAL GOVERNMENT	-1,868.91
TOTAL				-8,247.59
03/20/2025	BEATTY PRINT...			
03/11/2025	GRANT - PAFO	PAFO Grant-March Newsletter Printing	GENERAL GOVERNMENT:Council	-1,987.93
	Receiver General	HST Rebate		-219.58
TOTAL				-2,207.51
03/20/2025	Bob's Auto Body			
11/26/2024		PW-#360-Oil	RECREATION & CULTURAL SERVICES:Vehicle...	-120.08
	Receiver General	HST Rebate		-13.26
01/10/2025		PW-#350-Oil	TRANSPORTATION SERVICES:Public Works:V...	-120.08
	Receiver General	HST Rebate		-13.26
TOTAL				-266.68
03/20/2025	BRANDT			
02/19/2025		PW-#338-Plow Shoes-Wear Parts	TRANSPORTATION SERVICES:Public Works:V...	-463.26
		PW-#366-Plow Shoes-Wear Parts	TRANSPORTATION SERVICES:Public Works:V...	-463.27
	Receiver General	HST Rebate		-102.34
03/06/2025		PW-#385-Inserts, Washers and Caps	TRANSPORTATION SERVICES:Public Works:V...	-2,290.27
	Receiver General	HST Rebate		-252.97
TOTAL				-3,572.11

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/20/2025	BRUCE TAIT C...			
02/10/2025	Receiver General	Warren Water-Break Frost to repair Valve in Road & leak... HST Rebate	ENVIRONMENTAL SERVICES:Warren Water	-2,772.96 -306.29
TOTAL				-3,079.25
03/20/2025	CAMBRIAN TR...			
01/30/2025		PW-#343-Brake Parts, Critical Spares	TRANSPORTATION SERVICES:Public Works:V...	-207.75
		PW-#375-Brake Parts, Critical Spares	TRANSPORTATION SERVICES:Public Works:V...	-207.76
	Receiver General	HST Rebate		-45.90
02/05/2025		PW-#338-Temp/Sensors	TRANSPORTATION SERVICES:Public Works:V...	-223.48
	Receiver General	HST Rebate		-24.69
03/07/2025		PW-#338- Fill Tank Straps	TRANSPORTATION SERVICES:Public Works:V...	-438.08
	Receiver General	HST Rebate		-48.39
TOTAL				-1,196.05
03/20/2025	CITY GREATE...			
09/06/2024		M.Water-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Markstay Water	-29.74
		W.Water-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Warren Water	-29.75
		W.Sewer-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Warren Sewer	-29.75
10/31/2024		M.Water-Operator Charges	ENVIRONMENTAL SERVICES:Markstay Water	-127.00
10/31/2024		M.Water-Operator Charge-Oct.3/24	ENVIRONMENTAL SERVICES:Markstay Water	-128.00
03/19/2025		Markstay Water-monthly service agreement-February	ENVIRONMENTAL SERVICES:Markstay Water	-6,709.17
		Warren Water-monthly service agreement-February	ENVIRONMENTAL SERVICES:Warren Water	-9,180.97
		Warren Sewer-monthly service agreement-February	ENVIRONMENTAL SERVICES:Public Works:Sto...	-1,765.56
	Receiver General	HST Rebate		-1,950.18
TOTAL				-19,950.12
03/20/2025	CONSEIL SCO...			
03/12/2025		School Taxes-1st Quarterly Installment	GENERAL GOVERNMENT:Administration	-19,767.00
TOTAL				-19,767.00
03/20/2025	CONSEIL SCO...			
03/12/2025		School Taxes-1st Quarterly Pymt	GENERAL GOVERNMENT:Administration	-6,950.00
TOTAL				-6,950.00

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/20/2025	DAN'S EMISSI...			
12/19/2024		PW-#338- Emissions Test	TRANSPORTATION SERVICES:Public Works:V...	-262.03
		PW-#343- Emissions Test	TRANSPORTATION SERVICES:Public Works:V...	-262.03
	Receiver General	HST Rebate		-57.89
TOTAL				-581.95
03/20/2025	DATA FIX			
03/13/2025		Admin-Election Management System-Voter View - Pymt#3	GENERAL GOVERNMENT:Council	-1,424.64
	Receiver General	HST Rebate		-157.36
TOTAL				-1,582.00
03/20/2025	EMSON MECH...			
01/31/2025		Gen Gov-M.Seniors-Frozen/Clogged Drain	GENERAL GOVERNMENT:Rentals:8 Church St -...	-600.00
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-78.00
02/12/2025		Arena-Replace Broken Valves-Ice Resurfacer & Urinal	RECREATION & CULTURAL SERVICES:Arena/...	-619.80
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-80.57
TOTAL				-1,378.37
03/20/2025	Exploration Se...			
01/13/2025		PW-Supplies for Marking Paint	ENVIRONMENTAL SERVICES:Public Works	-69.60
	Receiver General	HST Rebate		-7.69
TOTAL				-77.29
03/20/2025	Four Season P...			
02/27/2025		FD-Ice Auger Repair	PROTECTION SERVICES:Fire Department	-44.32
	Receiver General	HST Rebate		-4.89
TOTAL				-49.21

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/20/2025	G. STEPHEN ...			
03/07/2025	Receiver General	Admin-File#75228 HST Rebate	GENERAL GOVERNMENT	-725.04 -80.09
TOTAL				-805.13
03/20/2025	HEALE CONSU...			
02/19/2025	GRANT - SALC Receiver General	SALC Grant Start Up Assessments HST Rebate	GENERAL GOVERNMENT:Council	-3,001.92 -331.58
TOTAL				-3,333.50
03/20/2025	INSERVUS MA...			
03/03/2025	Receiver General	FD-Clean & Repair Bunker Gear after Biohazard Call HST Rebate	PROTECTION SERVICES:Fire Department	-996.43 -110.06
TOTAL				-1,106.49
03/20/2025	K. SMART ASS...			
10/31/2024	Receiver General	PW-2024 OSIM Inspection HST Rebate	TRANSPORTATION SERVICES:Public Works:Br...	-25,287.36 -2,793.14
01/20/2025	Receiver General	Env-Drainage Supt-Dec.1-31/24 HST Rebate	ENVIRONMENTAL SERVICES:Public Works:Dra...	-351.07 -38.78
02/28/2025	Receiver General	Env-Drainage Suپرintendent - January 2025 HST Rebate	ENVIRONMENTAL SERVICES:Public Works:Dra...	-1,109.18 -122.52
TOTAL				-29,702.05
03/20/2025	Kal Tire Ontario			
03/17/2025	Receiver General	PW-#385-Tire Repair HST Rebate	TRANSPORTATION SERVICES:Public Works:V...	-494.84 -54.66
TOTAL				-549.50

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/20/2025	KPMG LLP			
03/07/2025	Receiver General	Admin-Pymt #1-2024 Accounting Assistance & 2025 Bud... HST Rebate	GENERAL GOVERNMENT:Administration	-5,444.16 -601.34
TOTAL				-6,045.50
03/20/2025	Leuschen Tran...			
12/03/2024	GRANT - Senior... Receiver General	Seniors Community Grant-Bus-Nov.24/24 Event HST Rebate	GENERAL GOVERNMENT:Council	-508.80 -56.20
TOTAL				-565.00
03/20/2025	EMPLOYEE...			
03/17/2025	GRANT - Senior... GRANT - Senior... Receiver General	Seniors Comm. Grant-Project Manager-Feb/25 Seniors Comm. Grant-Mileage HST Rebate	GENERAL GOVERNMENT:Council GENERAL GOVERNMENT:Council	-980.00 -233.38 -25.78
TOTAL				-1,239.16
03/20/2025	MJ ELECTRIC			
03/02/2025	Receiver General	Arena-Electrical inspection & upgrades HST (ON) on purchases (Input Tax Credit)	RECREATION & CULTURAL SERVICES:Arena/...	-579.40 -75.32
TOTAL				-654.72
03/20/2025	NORTHERN SE...			
03/03/2025	Receiver General	Admin-Markstay Mun Office-Rekey and Realign tumblers HST Rebate	GENERAL GOVERNMENT:Administration:Markst...	-43.14 -4.77
TOTAL				-47.91

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/20/2025	ORKIN			
02/28/2025		Warren Golden Age Club	GENERAL GOVERNMENT:Rentals:40 Rutland G...	-43.20
		Warren Water Plant	ENVIRONMENTAL SERVICES:Warren Water	-49.46
		Warren Landfill Site	ENVIRONMENTAL SERVICES:Waste Managem...	-49.46
		Markstay Garage	TRANSPORTATION SERVICES:Public Works:M...	-49.46
		Warren Municipal Office	GENERAL GOVERNMENT:Administration:Warren	-49.46
		Warren Station	PROTECTION SERVICES:Fire Department:Warr...	-49.46
		Awrey Station	PROTECTION SERVICES:Fire Department:Awre...	-49.46
		Markstay Station	PROTECTION SERVICES:Fire Department:Mark...	-49.46
		Arena/Hall	RECREATION & CULTURAL SERVICES:Arena/...	-48.60
		Warren Garage	TRANSPORTATION SERVICES:Public Works:W...	-49.46
		Seniors Club	GENERAL GOVERNMENT:Rentals:8 Church St -...	-43.20
		Markstay Office	GENERAL GOVERNMENT:Administration:Markst...	-49.46
		Markstay Water	ENVIRONMENTAL SERVICES:Markstay Water	-49.46
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-17.55
	Receiver General	HST Rebate		-50.54
TOTAL				-697.69
03/20/2025	Ottawa Valley ...			
03/31/2025		PW-Railway Crossing Mtce-January to March 2025	TRANSPORTATION SERVICES:Public Works:S...	-1,096.50
TOTAL				-1,096.50
03/20/2025	PICKARD CON...			
01/30/2025		W.Water-Replace Valve Boot -Repair Leak	ENVIRONMENTAL SERVICES:Warren Water	-2,179.70
	Receiver General	HST Rebate		-240.76
TOTAL				-2,420.46
03/20/2025	PINCHIN LTD			
01/31/2025		Env-Monitoring Fees for Warren & Hagar Landfills	ENVIRONMENTAL SERVICES:Waste Managem...	-5,469.60
	Receiver General	HST Rebate		-604.15
TOTAL				-6,073.75

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/20/2025	PPE SOLUTION			
02/28/2025	Receiver General	FD-Structural Firefighting Gloves HST Rebate	PROTECTION SERVICES:Fire Department	-1,654.62
				-182.76
TOTAL				-1,837.38
03/20/2025	R.V. ANDERSO...			
02/14/2025	GRANT - Marks... Receiver General	Markstay Street Revitalization-Prof Serv. January 2025 HST Rebate	TRANSPORTATION SERVICES:Public Works:H...	-14,487.09
				-1,600.19
03/10/2025	GRANT - Marks... Receiver General	Markstay Street Revitalization-Prof Serv.-February 2025 HST Rebate	TRANSPORTATION SERVICES:Public Works:H...	-28,339.92
				-3,130.31
03/10/2025	Receiver General	PW-Consulting Fees-Project#237268 HST Rebate	ENVIRONMENTAL SERVICES:Public Works	-8,993.05
				-993.33
TOTAL				-57,543.89
03/20/2025	RAINBOW DIS...			
03/12/2025		School Taxes-1st Quarterly Pymt	GENERAL GOVERNMENT:Administration	-83,013.00
TOTAL				-83,013.00
03/20/2025	REALTAX INC			
03/12/2025	Receiver General	Admin-File#SYMW24-25 Fees HST Rebate	GENERAL GOVERNMENT:Administration	-1,480.61
				-163.54
TOTAL				-1,644.15
03/20/2025	RLDM Consulti...			
03/12/2025	GRANT - PAFO Receiver General	Project Management-Journaliste en Herbe- Final Pymt HST Rebate	GENERAL GOVERNMENT:Council	-4,070.40
				-449.60
TOTAL				-4,520.00

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/20/2025	RUSTIC CAFE			
01/04/2025	Receiver General	PW-W. Garage - Pinesol, Bleach Etc	TRANSPORTATION SERVICES:Public Works:W...	-16.33
		HST Rebate		-1.80
01/09/2025		Admin-Creamer	GENERAL GOVERNMENT:Administration	-4.03
02/14/2025		Admin-Creamer	GENERAL GOVERNMENT:Administration	-4.03
02/21/2025		Admin-Creamer	GENERAL GOVERNMENT:Administration	-4.03
03/03/2025		Admin-Creamer	GENERAL GOVERNMENT:Administration	-4.03
03/17/2025		Admin-Creamer	GENERAL GOVERNMENT:Administration	-8.06
TOTAL				-42.31
03/20/2025	SUDBURY CAT...			
03/12/2025		School Taxes-1st Quarterly Pymt	GENERAL GOVERNMENT:Administration	-15,695.00
TOTAL				-15,695.00
03/20/2025	EMPLOYEE			
03/19/2025	Receiver General	Rec-Cell Phone January to April 2025	RECREATION & CULTURAL SERVICES	-100.00
		REc-Mileage to Deliver Water Samples	RECREATION & CULTURAL SERVICES	-62.85
		HST (ON) on purchases (Input Tax Credit)		-8.17
TOTAL				-171.02
03/20/2025	TRUE 802 WIR...			
03/15/2025	Receiver General	PW-Internet	ENVIRONMENTAL SERVICES:Public Works	-203.52
		FD-Internet	PROTECTION SERVICES:Fire Department	-152.63
		HST Rebate		-39.34
TOTAL				-395.49
03/20/2025	WEAVER SIM...			
02/14/2025	Receiver General	Admin-Legal Fees-File#88705	GENERAL GOVERNMENT:Administration	-220.31
		HST Rebate		-24.34
TOTAL				-244.65

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/20/2025	BROKERLINK I...			
02/10/2025		FD 2023 Dodge Ram yr end adj.	TRANSPORTATION SERVICES:FD	-706.00
02/11/2025		Ccl-Insurance	GENERAL GOVERNMENT:Council	-18,289.96
		Admin-Insurance	GENERAL GOVERNMENT:Administration	-28,300.16
		Admin-W. Mun Building	GENERAL GOVERNMENT:Administration:Warren	-3,591.00
		Gen Gov-Multi Use Facility Gen	GENERAL GOVERNMENT:Rentals:39 Lafontain...	-12,784.07
		Gov-40 Rutland-GAC	GENERAL GOVERNMENT:Rentals:40 Rutland G...	-9,070.02
		Gen Gov-40 Rutland-Basement	GENERAL GOVERNMENT:Rentals:40 Rutland B...	-9,070.02
		Gen Gov-Markstay Seniors Club	GENERAL GOVERNMENT:Rentals:8 Church St -...	-6,427.80
		FD-General	PROTECTION SERVICES:Fire Department	-11,768.04
		FD-Awrey Station	PROTECTION SERVICES:Fire Department:Awre...	-1,653.48
		FD-Markstay Station	PROTECTION SERVICES:Fire Department:Mark...	-5,679.18
		FD-Prevention/Truck Storage	PROTECTION SERVICES:Fire Department:Fire ...	-2,723.76
		FD -Warren Station	PROTECTION SERVICES:Fire Department:Warr...	-3,065.04
		FD-#1511	PROTECTION SERVICES:Fire Department:Vehi...	-2,307.00
		FD#1543	PROTECTION SERVICES:Fire Department:Vehi...	-1,899.00
		FD- #1531	PROTECTION SERVICES:Fire Department:Vehi...	-2,307.00
		FD-#1513	PROTECTION SERVICES:Fire Department:Vehi...	-1,899.00
		FD#1535	PROTECTION SERVICES:Fire Department:Vehi...	-1,551.00
		FD#1536	PROTECTION SERVICES:Fire Department:Vehi...	-1,551.00
		FD#2003 Freightliner Pumper	PROTECTION SERVICES:Fire Department:Vehi...	-2,307.00
		FD#1533	PROTECTION SERVICES:Fire Department:Vehi...	-1,899.00
		FD#1545	PROTECTION SERVICES:Fire Department:Vehi...	-1,551.00
		FD-#1515 2020 Ford F250	PROTECTION SERVICES:Fire Department:Vehi...	-1,551.00
		FD-2024 Freighliner Tanker#1541	PROTECTION SERVICES:Fire Department	-2,363.00
		FD- 2023 Dodge Ram	PROTECTION SERVICES:Fire Department	-1,551.00
		Prot-Helipads	PROTECTION SERVICES	-3,219.48
		PW-General	ENVIRONMENTAL SERVICES:Public Works	-26,595.90
		PW-W.Garage	TRANSPORTATION SERVICES:Public Works:W...	-10,822.68
		PW-M.Garage	TRANSPORTATION SERVICES:Public Works:M...	-3,922.56
		PW-Salt Shed	TRANSPORTATION SERVICES:Public Works:M...	-2,916.00
		PW #338	TRANSPORTATION SERVICES:Public Works:V...	-1,761.00
		PW#340	TRANSPORTATION SERVICES:Public Works:V...	-1,608.00
		PW #343	TRANSPORTATION SERVICES:Public Works:V...	-1,761.00
		PW #380	TRANSPORTATION SERVICES:Public Works:V...	-1,761.00
		PW #350	TRANSPORTATION SERVICES:Public Works:V...	-1,608.00
		PW #375	TRANSPORTATION SERVICES:Public Works:V...	-1,908.00
		PW #366	TRANSPORTATION SERVICES:Public Works:V...	-1,761.00
		PW#365 JD Loader 2018	TRANSPORTATION SERVICES:Public Works:V...	-1,064.88
		PW Float Trailer	TRANSPORTATION SERVICES:Public Works:V...	-247.07
		PW-Culvert Trailer	TRANSPORTATION SERVICES:Public Works:V...	-36.00
		PW-Culvert Float	TRANSPORTATION SERVICES:Public Works:V...	-236.00
		PW-2025 Eager Beaver Float	TRANSPORTATION SERVICES:Public Works:V...	-243.33
		PW-2008 Case	TRANSPORTATION SERVICES:Public Works:V...	-949.32
		PW- 1898 JD Loader	TRANSPORTATION SERVICES:Public Works:V...	-126.36
		PW-2009 JD Loader	TRANSPORTATION SERVICES:Public Works:V...	-316.44
		Pw-2012 Case Excavator	TRANSPORTATION SERVICES:Public Works:V...	-960.12

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
		PW-Grader	TRANSPORTATION SERVICES:Public Works:V...	-4,112.64
		PW-Grader	TRANSPORTATION SERVICES:Public Works:V...	-4,112.64
		Env-Warren Landfill	ENVIRONMENTAL SERVICES:Waste Managem...	-2,008.08
		Env-Hagar Landfill	ENVIRONMENTAL SERVICES:Waste Managem...	-1,004.04
		W.Water	ENVIRONMENTAL SERVICES:Warren Water	-7,431.48
		M.Water	ENVIRONMENTAL SERVICES:Markstay Water	-5,316.84
		Rec-General	RECREATION & CULTURAL SERVICES	-3,618.24
		Arena/Hall	RECREATION & CULTURAL SERVICES:Arena/...	-32,062.93
		Rec-Playgrounds	RECREATION & CULTURAL SERVICES:Playgro...	-3,681.72
		Rec-ODR	RECREATION & CULTURAL SERVICES:Outdoo...	-10,903.68
		Rec- GMC Pick Up	RECREATION & CULTURAL SERVICES:Vehicle...	-1,608.00
		Rec-2008 Karg Trailer	RECREATION & CULTURAL SERVICES:Vehicle...	-236.00
		Library	RECREATION & CULTURAL SERVICES:Library	-2,066.04
TOTAL				-277,851.00
03/25/2025 Ministry of Fin...				
10/31/2024		OPP Services - September 2024	PROTECTION SERVICES	-34,951.00
11/21/2024		MNR-Forest Fire Protection Fees - 2024	PROTECTION SERVICES:Fire Department:Fore...	-14,613.38
12/12/2024		FD-Ontario Fire College Registration-Jan-March 2024	PROTECTION SERVICES:Fire Department:Fire ...	-845.00
12/17/2024		OPP Services-October 2024	PROTECTION SERVICES	-574.00
12/31/2024		Admin-Finance Charge	GENERAL GOVERNMENT	-27.83
12/31/2024		OPP Services-November 2024	PROTECTION SERVICES	-34,821.96
12/31/2024		OPP Services-December 2024	PROTECTION SERVICES	-34,855.00
12/31/2024		FD-Ontario Fire College Registration-Sept-Dec 2024	PROTECTION SERVICES:Fire Department:Fire ...	-780.00
01/23/2025		Municipal Policing Contract Annual Fee-2025	PROTECTION SERVICES	-1,519.19
01/31/2025		Admin-Finance Charge	GENERAL GOVERNMENT:Administration	-80.05
01/31/2025		Admin-Finance Charge	GENERAL GOVERNMENT:Administration	-93.20
01/31/2025		Admin-Finance Charge	GENERAL GOVERNMENT:Administration	-6.33
01/31/2025		Admin-Finance Charge	GENERAL GOVERNMENT:Administration	-2.99
02/28/2025		Admin-Finance Charges	GENERAL GOVERNMENT:Administration	-72.31
02/28/2025		Admin-Finance Charge	GENERAL GOVERNMENT:Administration	-172.30
02/28/2025		Admin-Finance Charge	GENERAL GOVERNMENT:Administration	-177.13
02/28/2025		Admin-Finance Charge	GENERAL GOVERNMENT:Administration	-1.61
02/28/2025		OPP Services-January 2025	PROTECTION SERVICES	-34,161.00
02/28/2025		Admin-Finance Charge	GENERAL GOVERNMENT:Administration	-4.18
TOTAL				-157,758.46

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/25/2025	LISE PILKEY			
03/25/2025		Multi Use-Cleaning March 2025	GENERAL GOVERNMENT:Rentals:39 Lafontain...	-1,075.00
		Municipal Office-Cleaning March 2025	GENERAL GOVERNMENT:Administration:Markst...	-546.96
		FD-Markstay Station-Cleaning March 2025	PROTECTION SERVICES:Fire Department:Mark...	-546.96
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-139.75
	Receiver General	HST Rebate		-120.83
TOTAL				-2,429.50
03/25/2025	TRANSPORT T...			
03/24/2025		PW-DZ Course	TRANSPORTATION SERVICES:Public Works	-1,012.51
	Receiver General	HST Rebate		-111.84
TOTAL				-1,124.35
03/25/2025	LINDA FRAPPI...			
03/20/2025	GRANT - PAFO	PAFO Grant-Signage Design	GENERAL GOVERNMENT:Council	-300.00
TOTAL				-300.00
03/25/2025	ON 846270973			
03/24/2025	GRANT - PAFO	PAFO Grant-IT Website Support	GENERAL GOVERNMENT:Council	-10,176.00
	Receiver General	HST Rebate		-1,124.00
TOTAL				-11,300.00
03/25/2025	Pete's Delivery...			
02/11/2025	GRANT - PAFO	PAFO Grant-Newsletter Delivery from Beatty Printing No...	GENERAL GOVERNMENT:Council	-23.40
	Receiver General	HST Rebate		-2.59
TOTAL				-25.99

Municipality of Markstay-Warren
Cash Disbursements
March 2025

Date	Name	Memo	Class	Paid Amount
03/25/2025	EMPLOYEE			
03/06/2025		PW-Water Courses	ENVIRONMENTAL SERVICES:Public Works	-86.88
	Receiver General	HST Rebate		-9.60
03/24/2025		PW-Meal Jan.19/25	ENVIRONMENTAL SERVICES:Public Works	-14.99
		PW-Mileage Jan.19--25, 2025	ENVIRONMENTAL SERVICES:Public Works	-622.82
	Receiver General	HST Rebate		-68.79
TOTAL				-803.08
03/25/2025	THE MONARC...			
03/25/2025		CCL-King Charles Portrait	GENERAL GOVERNMENT:Council	-25.00
TOTAL				-25.00
03/26/2025	BATTLESHEL...			
03/26/2025		FD-Purchase of T300 Tanker	PROTECTION SERVICES:Fire Department:Vehi...	-62,329.26
	Receiver General	HST Rebate		-6,884.64
TOTAL				-69,213.90

Municipality of Markstay-Warren
Cash Disbursements
May 2025

Date	Name	Memo	Class	Paid Amount
2025-05-05	OMERS			
2024-12-31		December 2024 Pension Contributions	GENERAL GOVERNMENT:Administration	-14,578.76
		Late Payment Charge	GENERAL GOVERNMENT:Administration	-85.72
2025-01-31		January 2025 Pension Contributions	GENERAL GOVERNMENT:Administration	-13,122.34
		Late Payment Charge	GENERAL GOVERNMENT:Administration	-85.72
2025-02-28		February 2025 Pension Contributions	GENERAL GOVERNMENT:Administration	-13,521.62
		Late Payment Charge	GENERAL GOVERNMENT:Administration	-85.72
2025-03-31		March 2025 Pension Contributions	GENERAL GOVERNMENT:Administration	-15,225.70
		Late Payment Charge	GENERAL GOVERNMENT:Administration	-85.72
2025-04-30		April 2025 Pension Contributions	GENERAL GOVERNMENT:Administration	-12,871.58
		Late Payment Charge	GENERAL GOVERNMENT:Administration	-85.72
TOTAL				-69,748.60
2025-05-22	A.J. Stone Compa...			
2025-05-05	Receiver General	FD-Training Foam	PROTECTION SERVICES:Fire Department:Training Centre	-773.38
		HST Rebate		-85.42
2025-05-07	Receiver General	FD-Smooth Bore Nozzle for Training Centre	PROTECTION SERVICES:Fire Department:Training Centre	-730.64
		HST Rebate		-80.70
TOTAL				-1,670.14
2025-05-22	BIG MOUTH CON...			
2025-05-01	Receiver General	Admin-May Newsletter-writing, design, editing	GENERAL GOVERNMENT:Administration	-814.08
		HST Rebate		-89.92
TOTAL				-904.00
2025-05-22	CITY GREATER S...			
2025-04-16	GRANT - PAFO	PAFO Grant-Signage March 2025	GENERAL GOVERNMENT:Council	-3,753.41
2025-04-30		M.Water-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Markstay Water	-29.74
		W.Water-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Warren Water	-29.75
		W.Sewer-Internet Connection for Facilities	ENVIRONMENTAL SERVICES:Warren Sewer	-29.75
2025-05-08		Markstay Water-monthly service agreement-A...	ENVIRONMENTAL SERVICES:Markstay Water	-6,709.17
		Warren Water-monthly service agreement-Ap...	ENVIRONMENTAL SERVICES:Warren Water	-9,180.97
		Warren Sewer-monthly service agreement-Ap...	ENVIRONMENTAL SERVICES:Public Works:Storm Sewers	-1,765.56
	Receiver General	HST Rebate		-1,950.18
TOTAL				-23,448.53

Municipality of Markstay-Warren
Cash Disbursements
May 2025

Date	Name	Memo	Class	Paid Amount
2025-05-22	INDIVIDUAL			
2025-05-12	Receiver General	FD-5 Bales of Straw-Training Dept	PROTECTION SERVICES:Fire Department:Training Centre	-50.00
		FD-100lb Propane Tank Refilled	PROTECTION SERVICES:Fire Department:Training Centre	-51.38
		HST Rebate		-5.67
TOTAL				-107.05
2025-05-22	Ecole Camille Perr...			
2025-04-28		Council-Donation for Street Clean Up	GENERAL GOVERNMENT:Council	-100.00
TOTAL				-100.00
2025-05-22	Ecole St-Thomas			
2025-04-28		Council-Donation for Street Clean Up	GENERAL GOVERNMENT:Council	-150.00
TOTAL				-150.00
2025-05-22	ENCOMPASSIT.CA			
2025-01-01	Receiver General	Admin-Managed Utilites-Annual Fee	GENERAL GOVERNMENT:Administration	-674.16
		HST Rebate		-74.47
2025-01-09	Receiver General	Admin-Managed Taxes Licensing Fee	GENERAL GOVERNMENT:Administration	-1,755.36
		HST Rebate		-193.89
TOTAL				-2,697.88
2025-05-22	Enviromental 360 ...			
2025-04-30	Receiver General	Garbage Collection-April 2025	ENVIRONMENTAL SERVICES:Waste Management	-14,839.99
		HST Rebate		-1,639.17
TOTAL				-16,479.16

Municipality of Markstay-Warren
Cash Disbursements
May 2025

Date	Name	Memo	Class	Paid Amount
2025-05-22	INSERVUS MANA...			
2025-04-30	Receiver General	FD-Bunker Gear Cleaning HST Rebate	PROTECTION SERVICES:Fire Department:Fire Fighting	-640.06 -70.70
2025-05-08	Receiver General	FD-Insurance Claim-Damage by flood/will be reimbursed HST Rebate	PROTECTION SERVICES:Fire Department:Fire Fighting	-498.05 -55.01
TOTAL				-1,263.82
2025-05-22	J&J EXPOSITION...			
2025-05-05	Receiver General	Emerg. Man.-Fire Chief-Conference & one Tr... HST Rebate	GENERAL GOVERNMENT:Emergency Management	-860.64 -95.06
TOTAL				-955.70
2025-05-22	JAN HEALE			
2025-04-30	Receiver General	Admin-Library cabling at New Site-travel expe... HST Rebate	GENERAL GOVERNMENT:Rentals:Ecole St-Thomas, Warr...	-912.67 -100.81
TOTAL				-1,013.48
2025-05-22	JENNIFER DESLO...			
2025-05-07		Admin-Website Mtce-April 2025	GENERAL GOVERNMENT:Administration	-231.25
TOTAL				-231.25
2025-05-22	JJ Fire Service LTD			
2025-05-18	Receiver General	FD-Unit#1541-Repair Non-Op Water Level S... HST Rebate	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-1,088.83 -120.27
TOTAL				-1,209.10
2025-05-22	EMPLOYEE			
2025-04-30	GRANT - SALC	Ccl-SALC Grant April Wages	GENERAL GOVERNMENT:Council	-415.00
	GRANT - SALC	Ccl-SALC Grant-Coordinator Mileage	GENERAL GOVERNMENT:Council	-58.35
	Receiver General	HST Rebate		-6.45
TOTAL				-479.80

Municipality of Markstay-Warren
Cash Disbursements
May 2025

Date	Name	Memo	Class	Paid Amount
2025-05-22	LISE PILKEY			
2025-05-22		Multi Use-Cleaning May 2025	GENERAL GOVERNMENT:Rentals:39 Lafontaine Multiuse ...	-1,075.00
		Municipal Office-Cleaning May 2025	GENERAL GOVERNMENT:Administration:Markstay	-537.50
		FD-Markstay Station-Cleaning May 2025	PROTECTION SERVICES:Fire Department:Markstay Station	-537.50
TOTAL				-2,150.00
2025-05-22	Manitoulin-Sudbu...			
2025-05-01		Monthly Apportionment-May	PROTECTION SERVICES	-35,901.75
		Monthly Apportionment-May	SOCIAL AND FAMILY SERVICES	-19,736.16
TOTAL				-55,637.91
2025-05-22	Markstay Public S...			
2025-04-28		Council-Donation for Street Clean up	GENERAL GOVERNMENT:Council	-100.00
TOTAL				-100.00
2025-05-22	MUNICIPALITY OF...			
2025-05-21		SEBBS 2025 Q2 Billing	PROTECTION SERVICES:By-Law	-35,169.00
TOTAL				-35,169.00
2025-05-22	Municipality of St. ...			
2025-04-29	Receiver General	Animal Control-SOS Lost Pet Tags	PROTECTION SERVICES:Animal Control	-424.01
		HST Rebate		-46.83
TOTAL				-470.84
2025-05-22	NICKEL ACME PR...			
2025-05-05	Receiver General	Admin-Interim Bills-5,000	GENERAL GOVERNMENT:Administration	-585.12
		HST Rebate		-64.63
TOTAL				-649.75

Municipality of Markstay-Warren
Cash Disbursements
May 2025

Date	Name	Memo	Class	Paid Amount
2025-05-22	ORKIN			
2025-04-30		Warren Golden Age Club	GENERAL GOVERNMENT:Rentals:40 Rutland Goldern Age	-43.20
		Warren Water Plant	ENVIRONMENTAL SERVICES:Warren Water	-49.46
		Warren Landfill Site	ENVIRONMENTAL SERVICES:Waste Management:Warre...	-49.46
		Markstay Garage	TRANSPORTATION SERVICES:Public Works:Markstay Ga...	-49.46
		Warren Station	PROTECTION SERVICES:Fire Department:Warren Station	-49.46
		Awrey Station	PROTECTION SERVICES:Fire Department:Awrey Station	-49.46
		Markstay Station	PROTECTION SERVICES:Fire Department:Markstay Station	-49.46
		Arena/Hall	RECREATION & CULTURAL SERVICES:Arena/Hall	-48.60
		Warren Garage	TRANSPORTATION SERVICES:Public Works:Warren Gar...	-49.46
		Seniors Club	GENERAL GOVERNMENT:Rentals:8 Church St - Seniors ...	-43.20
		Markstay Office	GENERAL GOVERNMENT:Administration:Markstay	-49.46
		Markstay Water	ENVIRONMENTAL SERVICES:Markstay Water	-49.46
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-17.53
	Receiver General	HST Rebate		-49.17
TOTAL				-646.84
2025-05-22	PSD CITYWIDE INC			
2025-02-28		Admin-Asset Management Plan-Inv#2	GENERAL GOVERNMENT:Administration	-5,834.23
	Receiver General	HST Rebate		-644.43
2025-03-31		Admin-Asset Management Plan Inv#3	GENERAL GOVERNMENT:Administration	-5,834.23
	Receiver General	HST Rebate		-644.43
2025-04-30		Admin-Asset Managment Plan-Inv#4	GENERAL GOVERNMENT:Administration	-5,834.23
	Receiver General	HST Rebate		-644.43
TOTAL				-19,435.98
2025-05-22	Rachel Clement			
2025-05-15		Admi-Mun Office Flower Beds 2025 Season	GENERAL GOVERNMENT:Administration:Markstay	-400.00
2025-05-15		Markstay Cenotaph-Flower Beds 2025 Season	RECREATION & CULTURAL SERVICES:War Monuments	-250.00
TOTAL				-650.00
2025-05-22	SEW & SEW			
2025-05-12		FD-Unit#1531 Repair Ripped Hose Bed Tarp	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-300.00
TOTAL				-300.00

Municipality of Markstay-Warren
Cash Disbursements
May 2025

Date	Name	Memo	Class	Paid Amount
2025-05-22	EMPLOYEE			
2025-05-21	Receiver General	Rec-Whipper Snipper Head and Cord HST (ON) on purchases (Input Tax Credit)	RECREATION & CULTURAL SERVICES	-98.97 -12.87
TOTAL				-111.84
2025-05-22	TAMMY GODDEN			
2025-05-09		Cemeteries-BOA Annual Reporting Training	HEALTH SERVICES:Cemeteries	-75.00
TOTAL				-75.00
2025-05-28	TAXPAYER			
2025-05-28		Admin-Refund due to Write-Off	GENERAL GOVERNMENT:Administration	-1,882.95
TOTAL				-1,882.95
2025-05-28	TAXPAYER			
2025-05-28		Admin-Refund Tax Overpayment at Sale of Pr...	GENERAL GOVERNMENT:Administration	-618.22
TOTAL				-618.22
2025-05-28	UNITED STEELW...			
2025-01-30		Dues-January 2025 PW & rec	GENERAL GOVERNMENT	-882.24
2025-02-28		Union Dues-Feb/25- PW & Rec	GENERAL GOVERNMENT:Administration	-821.51
2025-03-31		Union Dues-March/25-PW & Rec	GENERAL GOVERNMENT:Administration	-935.66
TOTAL				-2,639.41
2025-05-28	UNITED STEELW...			
2025-01-31		Union Dues-Jan/25-Admin	GENERAL GOVERNMENT:Administration	-96.01
2025-02-28		Union Dues-Feb/25-Admin	GENERAL GOVERNMENT:Administration	-74.77
2025-03-31		Union Dues-March/25-Admin	GENERAL GOVERNMENT:Administration	-164.23
TOTAL				-335.01

Committee: Regular Council Meeting

Meeting Date: June 9, 2025

Type of Report: For information only

Report Writer: Pamela Kelly

Recommendation:

THAT Council receives for review the reports attached.

Report Summary:

This report provides the last meeting minutes and the CEO Report from the Library as approved by the Library Board.

Financial Implications:

This report relates to the operations of the Municipal Library and has no financial implications.

Background:

The Library Report attached outlines recent activities and statistics for May 2025 regarding programming and services.

Next Step:

Kindly review and reach out to Library CEO with any questions or concerns.

Conclusion:

Reports attached are for Council information only.

Resources:

N/A

Markstay-Warren Public Library Board

CEO Report for May 2025

Our commitment to working together toward the better world we all know is possible, we are encouraged to remember that we are in this together. The majority of people love their libraries for the ordinary and extraordinary work we do each day. Whether it be connecting people of all ages to reading and resources; building stronger communities; expanding literacy; providing active seniors groups and sports and recreation to children and youth, your local library has it all.

During the month of May, we took the opportunity to focus on active living. Our goal was to increase physical activity and overall well-being and quality of life. To achieve this, we began our weekly Sports and Recreation for children and youth four days a week offering Ball Hockey, Baseball and Soccer. In 16 evenings, we had 301 participants which speaks volumes to the need and want of sports and recreation in our community. We also continued with our Walking Club and social afternoon program. Social and community participation plays an essential role in developing vibrant, inclusive and resilient communities. As an added bonus community engagement often leads to collaborative efforts that bring positive change by addressing local issues. Library staff were represented at UNIVI's Walk and Lunch and the Markstay Family Fun Fair.

A new program began in May at our Warren Branch:

L'heure du compte, an evening French story time, run by a Library Volunteer.

In being diverse in our programs, we also offered a first time Saturday Program to those of all ages, come out, connect and create your own seed bomb which was a success.

One of the goals set this year was to minimize the number of books from students that get marked as "lost". This year new engaging programming and incentives such as prizes and popcorn parties were added. Typically, we end up with anywhere from 50-80 books that are never returned. At the beginning of June, we are currently at 30 books which is amazing.

May Programming & Services Statistics:

- **4 Weeks of Sports: For Ages 4-7, 8+ and Teens:**

Week#1 & 4 - Ball Hockey – Markstay 70 + Warren 85 = 155 participants

Week#2 – Baseball – Markstay 28 + Warren 64 = 92 participants

Week#3 – Soccer – Markstay 13 + Warren 41 = 54 participants

***301 participants** during the month of May

- **22** Syl's Game Night for several age categories: Teens, Adults and Seniors (Tuesday evenings)
- **8** L'Heure Du Compte
- **17** OCOF (Our Children Our Future partnership for our Littles at the Library (2nd and 4th Monday of every month)

- **153** Crafts
- **15 Patrons** - 1-1 Tech Help = **3.5 hours** (Technical Support with scanning of documents, use of computer, tablet, phone, etc.)
- **4** Home Delivery
- **19** Walk n' Coffee – Weekly Seniors Group
- **8** Walking Club in Library
- **20** UNIVI Walk and Lunch – staff joined with our urban walking poles demonstration
- Engaging and servicing **227** students each week, **908 a month**
- **7** Scavenger Hunt Participants, **77** Visitors to the library table - Markstay Fun Fair

May CEO tasks included:

- Community Volunteer Income Tax Program Grant Application – 46 taxes completed.
- Hiring, Training and Supervision of two new students for 8-week sports and recreation program.
- Completion of Northeastern Ontario – 2025 Employee Recruitment Training and Retention Survey
- Planning and Coordinating for carpet removal and vinyl plank installation at the Markstay Branch
- Posting for two new summer student hires
- Application for summer permit for R.D.S.B. to access library, washrooms, outdoor space, gymnasium and classroom.
- Application for summer permit for Conseil to access gymnasium and outdoor space.

CEO Meetings:

- May 5 – Meet with new students – 1st day of Sports Programming
- May 6 – St.Thomas Principal
- May 6 – Library Staff
- May 8 - Student Work Expectation and Goals
- May 9 – New Sudbury Public Library – T.D. Supplies
- May 12 – Budget review - Markstay
- May 13 – Library Board
- May 21 – OCOF partnership summer plans
- May 26 – Budget review - Markstay
- May 27 – Library Staff
- May 30 – Voyageur - Markstay

Projects requiring attention

- Ongoing Staff Training
- Staff Evaluations
- New Policies – ongoing
- Board Orientation & Recruitment– ongoing
- Adding new French books from Ecole St.Thomas to our collection and working partnership

Projects requiring attention at Warren Branch:

- Accessible doors (conseil)
- Temporary fence barrier to be removed and permanent fencing installed (conseil)
- Wheelchair ramp and railing (municipality – started)
- Signage (municipality - in but requiring installation)
- Air Conditioning (municipality)
- Parking lot (municipality – being looked at)



2025

NOTES:

HOURS

WARREN

705-599-2665

TUESDAY: 1PM-8PM

THURSDAY: 1PM-8PM

SATURDAY: 1pm -4PM

MARKSTAY




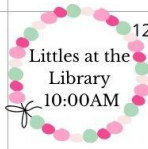








705-599-3009

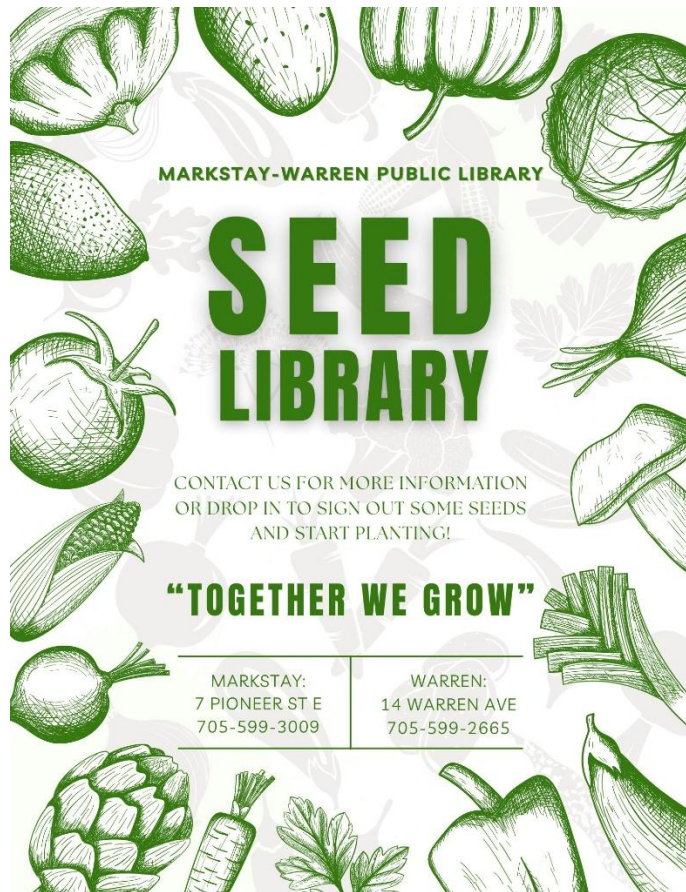
MONDAY: 1PM - 8PM

WEDNESDAY: 1PM - 8PM

SATURDAY: 10aM-12PM



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	May & June Sports Programming to begin on May 5 th . Warren: Tuesdays + Thursdays. Markstay: Monday & Wednesdays. 6:00-6:30 (Ages 4-7) & 6:30-7:30 (Ages 8+)					
4	5	 Walk N' Coffee 1:00PM	Teen game night 6pm	8	9	10
11	 Littles at the Library 10:00AM	 Walk & Lunch 10:30AM Warren Arena L'heure du compte à 18H.	Adult game night 6pm	15	16	
		 Walk N' Coffee 1:00PM	Teen game night 6pm	22	23	24
25	 Littles at the Library 10:00AM	 Walk N' Coffee 1:00PM L'heure du compte à 18H.	Senior game night 6pm	29	30	 Markstay Family Fun Day!



GAME

WITH
SYL

Have Fun
with Friends!

NIGHT

WARREN LIBRARY
14 WARREN AVE.

TEENS:
MAY 6TH
& 20TH

ADULTS:
MAY 13TH

SENIORS:
MAY 27TH

FROM:
6-9PM

BIBLIOTHEQUE PUBLIQUE DE
MARKSTAY
WARREN
PUBLIC LIBRARY

MAY & JUNE

SPORTS AND RECREATION

STARTING MAY 5TH!

Generously sponsored by Donna Millar

MARKSTAY

705-599-3009

Mondays & Wednesdays

6-6:30 PM - Ages 4-7

6:30-7:30 PM - Ages 8+

Join us at the Markstay Outdoor
Rink or Baseball Field

WARREN

705-599-2665

Tuesdays & Thursdays

6-6:30 PM - Ages 4-7

6:30-7:30 PM - Ages 8+

Join us at the Warren Arena or
Baseball Field



Helmets are required. Please
bring your hockey stick and
baseball gloves if you have them!



Check out the library Facebook
for the sport of the week!



MARKSTAY-WARREN
PUBLIC LIBRARY

L'HEURE DU COMPTE AVEC MME JOSÉE

CHAQUE
DEUXIÈME ET
DERNIER MARDI
DU MOIS À 18H

APPORTER VOS...

PYJAMAS OURSONS COUVERTURES

Pour les jeunes
enfants avec leurs
parents, tuteurs et
tuteurs!

Commence le
Mardi 13 Mai,
2025

EMPLACEMENT:
BIBLIOTHÈQUE WARREN,
14 WARREN AVE.

VEZ LIRE AVEC NOUS!

Markstay-Warren Public Library



Wildflower Seed Bombs

Sat, May 24th

Markstay: 10:30-11:00 & Warren: 2:30-3:00

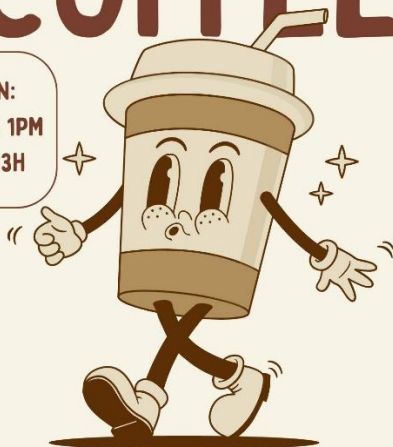
All ages welcome!

Registration is required



WALK N' COFFEE

WARREN:
TUESDAYS 1PM
MARDIS 13H



ALL YOU NEED IS LOVE & COFFEE



BIBLIOTHÈQUE PUBLIQUE DE
MARKSTAY
WARREN
PUBLIC LIBRARY

**FOR FAMILIES
WITH CHILDREN
0-6 YEARS OF AGE**

- STORY TIME
- SINGING
- CRAFTS
- STEM ACTIVITIES
- SNACKS & MORE!

LITTLES AT THE LIBRARY

DISPONIBLE EN FRANÇAIS À LA BIBLIOTHÈQUE WARREN

FREE

JOIN US!
Every 2nd and 4th Monday
from 10:00-11:30AM

Markstay-Warren Public Library
Warren: 14 Warren Ave
Markstay: 7 Pioneer St E

Our Children
Our Future
Nos enfants
notre avenir

EarlyON
ON y va
Ensemble pour l'apprentissage et la famille



BIBLIOTHÈQUE PUBLIQUE DE
MARKSTAY
WARREN
PUBLIC LIBRARY

LIBRARY SCAVENGER HUNT

FAMILY FUN DAY

SATURDAY, MAY 31ST

LOOK FOR THE LIBRARY TABLE - GRAB
YOUR SCAVENGER HUNT SHEET TO
COMPLETE FOR A CHANCE TO WIN!
FROM 10AM-12PM AT THE MARKSTAY
OUTDOOR RINK



Statistics to date:

2025 Statistics	Activity/ Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TOTAL
VISITORS	Warren	200	221	311	486	361								1579
	Markstay	212	257	289	385	312								1455
	Classes	370	860	563	717	639								3149
NEW	War & Mark	5	58	11	16	7								97
CIRC.	War & Mark	512	587	959	844	729								3631
	Interlibrary	11	17	28	25	28								109
	OverDrive	186	163	169	173	164								855
Computer	War & Mark	18	63	120	69	71								341
Printing	War & Mark	3	5	12	13	10								43
ACTIVITY	TD online	n/a	n/a	n/a	n/a	n/a								
	# Books Read StoryWalk#s	n/a	n/a	n/a	n/a	n/a								
at-library	TD summer	n/a	n/a	n/a	n/a	n/a								
at-library	Sports & Recreation	n/a	n/a	n/a	n/a	301								301
	Library Challenge	n/a	101	n/a	n/a	n/a								101
Special Programs	Technical Support 1:1	2 P 0.5 hrs.	4 P 1.5 hrs.	11 P 3.5 hrs.	13 P 3hrs.	15 P 3.5 hrs.								45 P 12 hrs.
	Syl's Game Night	n/a	n/a	n/a	16	22								38
	Community Events	n/a	n/a	Women's Day 103	BWB 247	M-Family Fair 7 + 77 UNIVI walk 20								454
	Walking Club & Coffee Club	n/a	7 + 18	8 + 21	7 + 26	8 + 19								114
	Tax Clinic	n/a	n/a	29	17	n/a								46
in-library	Crafting	32	301	151	269	153								906
in-person	OCOF - Mark OCOF - Warr	n/a	4 11	12 10	9 9	6 11								72
in-library	Student Programming	N/A	Scrabble 186	Golden Ticket/Scrabble 227	Golden Ticket/Scrabble 227	Activity Game 225								865
in-library	Board - Craft	N/A	LEGO 14	Lego 16 BINGO 47	LEGO 9 Egg Hunt 104	n/a - Recreation Program								190
L'heure du compte						8								8
in-library	Teen/Adult - Crafting	n/a	18	Puzzle 17	Crafting 26	Seedbombs 10								71
ERESOURCE	Teen Health	0	0	0	0	0								0
	TumbleBooks	4	11	8	11	17								51
	Career	0	0	0	0	0								0
	NovelList	28	49	86	96	163								422
	World Book	0	60	0	0	0								146
	PebbleGo	2	2	8	0	0								12
	Cdn. Pt. View	0	0	91	17	144								252

Staff Hours to date:

MARKSTAY - WARREN PUBLIC LIBRARY BOARD

STAFF HOURS

Prepared for meeting held June 9, 2025

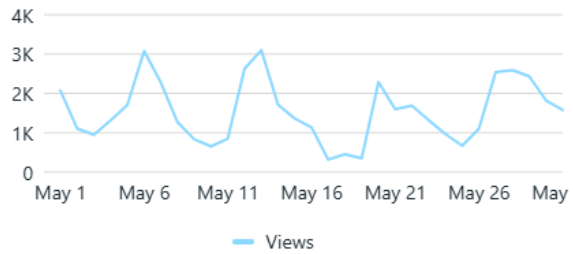
Hours worked for the month of May

NAME	HRS WORKED	PAY PERIOD	PAID \$	COMMENTS	ALL STAFF TOTAL
Pamela Kelly	64.00	April 27 - May 10		April 27 - May 10	\$4,955.04
	54.25	May 11 - 24		May 11 - 24	\$4,426.73
					\$9,381.77
Vanessa Mellow	57.00	April 27 - May 10			
	44.50	May 11 - 24			
Caitlyn White	37.75	April 27 - May 10			
	42.75	May 11 - 24			
Taylor Landry	12.50	April 27 - May 10			
	3.00	May 11 - 24			
Madison Bole	30.75	April 27 - May 10			
	25.75	May 11 - 24			
Tessa Carroll	9.00	April 27 - May 10			
	13.50	May 11 - 24			
Ezeckuel Therrien	9.00	April 27 - May 10			
	15.75	May 11 - 24			
TOTAL:					\$9,381.77

Facebook/Instagram Reach during May:

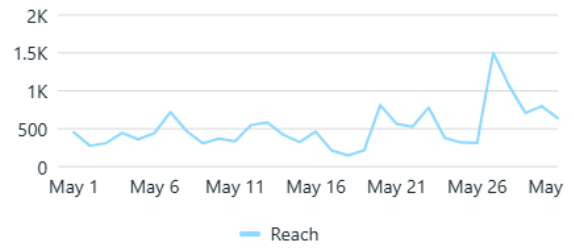
Views ⓘ

47,750 ↓ 10.9%



Reach ⓘ

6,114 ↑ 57.3%



Visits ⓘ

1,676 ↑ 1.6%



Markstay-Warren Public Library Board

May Meeting Minutes

Held 6:30 pm, Tuesday, May 13, 2025 – Markstay Council Chambers & Zoom

In Attendance:

Monica McDonald, Board Chair (via zoom)
Ginette Laporte
Janey Gillespie
Colette Raymond-Hebert
Rachelle Poirier, Councillor Designate

Staff:

Pamela Kelly, CEO

Recording:

Monica McDonald, Board Chair
Pamela Kelly, CEO

Regrets:

Laura Schell, Councillor Alternate
Christiane Colard
Alain Racette

1. Call to order

This meeting was called to order at 6:52 p.m. by the Chair.

2. Declaration of pecuniary interest

None

3. Adoption of agenda

#25 - 13

Moved By: Colette Raymond-Hebert
Seconded By: Janey Gillespie

BE IT RESOLVED THAT the agenda for the May Library Board meeting held on May 13, 2025 be accepted as circulated.

CARRIED

4. Minutes of previous meeting – March 10, 2025

#25 – 14

Moved By: Janey Gillespie

Seconded By: Ginette Laporte

BE IT RESOLVED THAT the amended minutes from the March meeting held on March 10, 2025 be accepted as circulated.

CARRIED

5. CEO Report for March and April 2025

In addition to print report:

- Update on Warren branch:
Items completed: cabling; internet in boardroom; washroom and garbage bins relocated.
Items requiring attention: accessible doors, temporary fence removed and permanent installed (conseil)
Items requiring attention: wheelchair ramp and railing; signage (in but not installed); air conditioning, parking lot (municipality)
Library staff cataloguing school collection, 65% completed.
- Ongoing work required to gain a working amicable partnership with École St. Thomas.

#25 – 15

Moved By: Ginette Laporte

Seconded By: Colette Raymond-Hebert

BE IT RESOLVED THAT the CEO's written and verbal report for March and April 2025 be accepted as circulated.

CARRIED

6. Financial Report

- KPMG provided 2024 actuals with a surplus of \$11, 468. Awaiting on line-by-line amounts.
- No financials received to date for 2025.

7. Correspondence

7.1 OLS – March 2025

- March newsletter provides valuable resources and sample policies.
- Library would like to further investigate the purchase of the **envoy connect audiobook players** which are palm size and could replace the large daisy tote bag size we currently have for those with print disabilities.

7.2 OLBA – April 2025

- “Library Boards across the province do valuable, and often unappreciated, community service”/
- As the CEO I want to thank and encourage my board while there are challenges, let’s stay positive and continue the work of true community champions.
- Also, the need to acknowledge that the rising incidents of verbal abuse, violent behaviour and alcohol and drug abuse are occurring in libraries, including ours. We as front-line staff are often exposed to challenging behaviours.

7.3 OLA – April 2025

- We are reminded that public libraries are critical to communities and essential to thriving local economies and economic growth. This correspondence outlines the OLA and FOPL 2025-26 Pre-Budget Submission.

7.4 SEO – Summer Experience Opportunity

- Successful in one recreation programmer student – 100% grant, responsible for training, supervision, and merc values.

7.5 CSJ – Canada Summer Jobs

- Successful in one student grant at 50% plus merc, training, supervision.

7.6 Markstay Seniors Club

- Letter received requesting the library participate in the Markstay Family Fun Day.
- The Library will set-up a table and offer a scavenger hunt and have a prize available.

8. New Business

8.1 Board Training – Year 3 – Assessing and Planning for the future

- The importance of the role of Municipal Councillor to the library board

8.2 Amendment to 2025 Library Board Meeting Schedule

- December 8th, 2025 added as a meeting date.

8.3 Casual Bilingual Posting 2025

- Zero applicants applied for tis posting which was to cover our French students and when staff are sick.

8.4 Bilingual Posting 2025

- Again, zero applicants, this post was to work every Tuesday with the French students.
- Currently we have our bilingual casual and assistant 1 working with the students. There are however times when our bilingual casual is not available.

8.5 Children and Youth Sports Programmer for May & June 2025

- Our current student is the lead on this and two new students were hired for 8 weeks.
- This program should be covered by the \$5000 generous donation received by Donna Millar, a non community member.

8.6 Markstay Drop-Box

- No leads on obtaining a new drop box.
- CEO did ask permission from the school board maintenance to have a door slot installed (library purchase expense and installation) on the door which would be cheaper. It is a possibility but they would need to further investigate to be sure it would not trigger the alarm.

8.7 Markstay Branch – Removal of carpet

- CEO met with Rainbow District School Board, Principal and Contractor. This is a large project but one that needs to see the ancient carpets removed and replaced with vinyl plank flooring.
- The library staff is responsible for moving all books, equipment, computers, etc from one side and then to the other and back.
- CEO is requesting that public works staff may assist with the moving of the heavy wooden book shelves.
- Closure of the Markstay branch would be from June 7 – 21st.

#25 – 16

Moved By: Ginette Laporte

Seconded By: Janey Gillespie

BE IT RESOLVED THAT the Board approves the closure of the Markstay branch from June 7 until June 21 for new flooring.

CARRIED

8.8 2025 Budget

- April 28th, CEO presented to council.
- May 12th – new budget presented to reflect revenue re-imbursement and donation.

8.9 2024 Actuals

- Surplus of \$11, 468 which library board requests it be applied to 2025 budget instead of our reserves.

8.10 Move expenses

- Staffing hours; additional student hours; additional cataloguing; and supplies tallied for move.

9. Other –

10. Next Meeting – Monday, June 9, 2025 at 6:30 pm, Markstay Council Chambers

11. Closed Meeting – HR Matter – Identifiable Persons – if required

12. Motion to adjourn

Meeting adjourned at 8:07 p.m.

#25 – 17

Moved By: Rachelle Poirier



Sudbury East Building and By-law Services (SEBBS)

Report for the Consideration by Council

Shared Services in the Municipalities of French River, Killarney and St.-Charles

RE: Backyard Hen First Draft By-law

OBJECTIVE: To present the first draft of the requested Backyard Hen By-law

BACKGROUND:

Current Municipal laws only allow the keeping of hens on properties that are zoned Rural. This excludes the ability to have hens on properties that are zoned Residential Rural, Waterfront Residential, Residential 1 or Residential 2.

In March of 2025, Council was presented with the results of the Backyard Hen Survey that was available to the public from October of 2024 until March of 2025, and directed staff to create a draft by-law for discussion and review.

SEBBS staff have produced a draft by-law for Council to review that takes into consideration the key concerns brought up by the public survey and council comment including provisions for waste management, noise, ensuring that livestock guardian dog exceptions do not relate to backyard hens, predator safety, enforcement, animal welfare and maintaining property standards in residential areas.

ANALYSIS:

The proposed bylaw has been drafted to balance resident interest in keeping backyard hens with public health, safety, and neighbourhood compatibility. It incorporates best practices from other municipalities and addresses concerns raised by the public and members of Council.

Key Provisions of the Draft Bylaw:

1. Properties where this by-law applies: (Section 3)

- The draft by-law suggests that hens should be permitted on properties zoned Residential 1, Residential 2, Rural Residential or Waterfront Residential in the Municipal Zoning By-law.
- This by-law DOES NOT effect properties that are already zoned Rural. (General rule – if you are over 15 acres you are typically zoned Rural).

2. Definition of “Hen” (Section 2)

- Definition 2.8 states that “hens” are not considered livestock, which addresses councils concern that allowing backyard hens could allow for residents keeping backyard hens to take advantage of allowance for livestock guardian dogs

3. Number of Hens allowed - Property Size and Location (Section 3 and Schedule B)

Staff would like council to consider that this draft by-law allows for **virtually every residential property in the Municipality the ability to have backyard hens**. Staff is recommending limits to the number of hens allowed based on location and lot size. These limits are suggested to help avoid issues with noise and odour.

Staff suggests the following limits to address public concerns:

- Up to **5 hens** on properties **within Town Limits** for Awrey, Hagar, Markstay and Warren **that are not already zoned Rural**.
- Up to **5 Hens on Waterfront Residential Properties**.
- Up to **30 hens** outside of **Town Limits that are not already zoned Rural** that are **5 acres and larger**.
- Schedule B of the Draft By-law suggests borders for “Town Limits” for Awrey, Hagar, Markstay and Warren. Please note that any properties that are marked within these limits that are already zoned Rural will not be affected by this by-law.

4. Prohibition of Roosters and Commercial Activity (Section 3)

- Roosters are not permitted under any circumstance.
- The sale or advertisement of eggs, manure, meat, or any hen-related products is prohibited on the property.

5. Coop Standards and Setbacks (Section 5)

- Coops must be properly constructed and maintained, with minimum space requirements per hen. Depending on coop size, building permits may be required.
- Setbacks from property lines, wells, and bodies of water are mandated to align with MDS (Minimum Distance Separation) standards and best practice.
- Hens must not be kept in front or side yards, and must be located in rear yards only. Please note that on Waterfront Residential property, the space between the water and the dwelling is considered the front yard, so hens will not be allowed on the water side of properties.

6. Animal Welfare and Waste Disposal (Section 4)

- Hen owners must ensure adequate care, feeding, sanitation, and shelter for hens.
- Hens are not allowed to run at large and must be kept in coops or within enclosed outdoor areas.
- Waste must be stored in secure containers and / or disposed of properly. Ideally waste should be composted the hens own property or disposed of in another appropriate manner.
- Set backs are in place to help mitigate Odour and noise control issues.
- If odour issues become a problem, backyard hen owners can be ordered to remove manure immediately.

7. Predator Control and Safety (Section 3 and Section 5)

- Hens must be kept in fully enclosed coops and outdoor runs.
- Structures must be designed to prevent wildlife entry.
- Dogs on these properties cannot to be classified as “livestock guardian dogs since 2.8 states that backyard hens are not to be considered “livestock”.

8. Rental Properties and Multi-Unit Dwellings (Section 3)

- Written permission from property owners is required for tenants wishing to keep hens.
- The keeping of hens in shared multi-unit dwellings is not permitted unless agreements are in place between residents.

9. Enforcement and Penalties (Section 6)

- The bylaw establishes enforcement protocols and administrative monetary penalties and Provincial Offences Act penalties.
- Each day an offence continues may constitute a separate infraction.

10. Public Engagement & Education

Staff plans to develop educational materials to assist residents in properly caring for hens, maintaining enclosures, and managing waste. This will support compliance with the Municipality's expectations and improve animal welfare outcomes.

RECOMMENDATIONS:

That Council receive this report and draft by-law for discussion and comment, and direct staff to proceed with posting the draft by-law for public consideration and comment on the Municipal website. Comments will be collected and presented to council with staff recommendations for a second draft bylaw to be presented by October of 2025.

ATTACHMENTS:

Draft Backyard Hen By-law

Respectfully submitted by:
Andrea Tarini
Director of SEBBS
Chief Building Official

Kevin Benvenuti
Manager of By-law SEBBS

THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY WARREN

BY-LAW 2025-XX

**BEING A BY-LAW TO REGULATE, CONTROL AND ALLOW FOR THE KEEPING OF
BACKYARD HENS IN THE MUNICIPALITY OF MARKSTAY-WARREN**

WHEREAS sections 8, 9 and 10 of the *Municipal Act, 2001*, as amended, authorize a municipality to pass by-laws necessary or desirable for municipal purposes, and in particular paragraphs 5, 8 and 9 of subsection 10(2) authorize by-laws respecting: the economic, social and environmental well-being of the municipality; the protection of persons and property; and animals;

AND WHEREAS section 103 of the *Municipal Act, 2001*, as amended, provides that where a municipality has passed a by-law to regulate or prohibit with respect to the being at large or trespassing of animals, the municipality may provide for the seizure, impounding and sale of seized and impounded animals;

AND WHEREAS Section 128 of the Municipal Act, 2001, S.O. c.25, as amended provides that a municipality is authorized to pass a by-law to prohibit and regulate public nuisances;

AND WHEREAS Section 129 of the Municipal Act, 2001, S.O. c.25, as amended provides that a municipality is authorized to pass a by-law to prohibit and regulate noise, vibration, odour, dust and outdoor illumination;

AND WHEREAS section 391 of the *Municipal Act, 2001*, as amended, provides that a municipality may pass bylaws imposing fees or charges for services or activities provided or done by or on behalf of the municipality;

AND WHEREAS section 425 of the *Municipal Act, 2001*, as amended, provides that a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under the *Municipal Act, 2001* is guilty of an offence;

AND WHEREAS Section 429 of the Municipal ~~Act 2001~~ Act 2001, S.O., as amended provides that a municipality may designate an offence as a continuing offence and provide for a minimum and maximum fine for each day or part of a day that the offence continues;

AND WHEREAS it is considered desirable to pass a by-law relating to the keeping of Backyard Hens within the Municipality of Markstay-Warren.

NOW THEREFORE the Council of the Municipality of Markstay-Warren enacts as follows:

1. SHORT TITLE:

- 1.1. The short title of this By-Law shall be the “Backyard Hens By-Law”.

2. DEFINITIONS

- 2.1 “**Approved Manure Container**” means an area used for the temporary storage of manure that can be conveniently accessed for the removal of manure from the property that does not exceed 0.5 m on its longest dimension and does not exceed 1 m in height (example a 45 Gallon drum). This container shall be setback an appropriate distance from any property line, well cap or the shoreline of a body of water so as not to create a nuisance.

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- 2.2 “**At Large**” means any hen outside of a hen coop or found in any place other than the premises of the owner of the hen within approved setbacks.
- 2.3 “**Advertise**” means to have a sign, billboard, poster or other such thing posted in a visible location on or in relation to a property or posted online by a resident of the property, expressing the sale of a product or service.
- ~~2.4~~ “**Control**” includes care and custody.
- ~~2.42.5~~ “**Council**” means the ~~appointed~~~~deleted~~ Council for the Municipality of Markstay-Warren.
- ~~2.52.6~~ “**Dispatch**” means to destroy, euthanize, or otherwise cause the death of a hen.
- ~~2.62.7~~ “**Dwelling Unit**” means one or more rooms connected together as a self-contained, separate unit in the same building comprising all or part of the building and constituting an independent housekeeping unit for residential occupancy by persons with facilities for persons to sleep, cook, and eat and including its own sanitary facilities.
- ~~2.72.8~~ “**Hen**” means a domesticated female chicken (*Gallus gallus domesticus*) that is at least four (4) months old and is kept for the purpose of egg laying. For the purposes of this by-law and the Noise By-Law ~~of the Municipality,~~ as amended, and Responsible Animal Ownership ~~By-law~~ as amended and Municipal Zoning By-law as amended, ~~a~~ hen shall not be considered livestock.
- ~~2.82.9~~ “**Hen Coop**” means a structure which is completely enclosed and constructed in accordance with this By-Law, is built with sufficient materials and maintained in good repair so as to prevent any hens being kept from leaving the hen coop and is constructed to allow access to an enclosed area outdoors that is attached to the hen coop and deemed to be part of it.
- ~~2.92.10~~ “**Keep**” means to have temporary or permanent control or possession of a hen and the words “kept”, or “keeping” have a similar meaning.
- ~~2.11~~ ~~“~~
- ~~2.122.11~~ “**Municipal Law Enforcement Officer (MLEO)**” means any person appointed by the Corporation of The Municipality of Markstay-Warren to enforce the provisions of this By-Law.
- ~~2.132.12~~ “**Municipality**” means the Corporation of the Municipality of Markstay-Warren.
- ~~2.142.13~~ “**Person**” means any individual or corporation that possesses or keeps a hen or any individual or corporation that owns any property where a hen resides and permits or allows hens or poultry to reside on that property.
- 2.14 “**Poultry**” means any single bird or flock of any domesticated avian species that is kept by a person for any purpose and shall not include any hen as defined.
- ~~2.15~~
- ~~2.16~~ =
- 2.15 “**Premises**” means the entire lot on which a single dwelling unit building, or a multi-dwelling unit building is situated and includes a vacant lot.
- ~~2.17~~

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~~2.182.16~~ **“Rear Yard”** mean a yard extending across the full width of a lot between the rear lot line and nearest wall of any principal building or structure on the lot. On Waterfront Residential properties, the rear yard is the full width of the lot between the highwater mark and the nearest wall of any principal building or structure on the lot.

~~2.192.17~~ **“Rooster”** means a male chicken (*gallus gallus domesticus*).

~~2.202.18~~ **“Rural Property”** means any property zoned ~~as~~ ‘Rural’ under the Municipal Zoning By-Law as amended.

~~2.212.19~~ **“Waterfront Property”** means any property zoned as ‘Waterfront Residential’ under the Zoning By-Law as amended.

~~2.222.20~~ **“Town Limits”** means the areas defined within Schedule ‘B’ of this By-Law and shall include any property with frontage on property line shared with a road indicated in Schedule ‘B’.

3. GENERAL PROVISIONS

~~3.1.~~ This By-law shall apply to all parcels of land within the geographic limits of the Municipality of Markstay-Warren zoned Residential One (R1), Residential Two (R2), Waterfront Residential (WR), and Rural Residential (RR) in the Municipality’s Zoning By-law as amended.

~~3.1.3.2.~~ No provision of this By-Law shall be used to limit or regulate any Rural property as it relates to the keeping of hens or poultry.

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~~3.2.3.3.~~ No Person shall keep or permit the keeping of any hens on a rental property without written permission from the property owner.

~~3.3.3.4.~~ No person shall fail to remove hens from a rental property if such permission described in Section 3.3 is removed by the property owner.

~~3.4.3.5.~~ No Person shall keep or permit the keeping of more than five (5) hens on a property located within the town limits as described in Schedule B.

~~3.6.~~ No Person shall keep or permit the keeping of more than ten (10) hens on any property outside of the town limits as described in Schedule B.

Regardless of Section 3.6, no Person shall keep or permit the keeping of more than thirty (30) hens outside of the town limits as described in Schedule B on properties that are equal to or larger than 5 acres in size.

~~3.7.~~

~~3.5.3.8.~~ No Person shall keep or permit the keeping of a rooster.

~~3.6.3.9.~~ No Person shall allow or permit a hen to run at large.

~~3.10.~~ No Person shall allow or permit a hen to defecate outside of a hen coop or enclosed outdoor area within approved setbacks.

~~3.7-3.11.~~ No Person shall fail to or allow the failure of the removal of manure from an approved manure if negative conditions arise from the storage of manure including excessive odour.

~~3.8-3.12.~~ No Person shall sell or permit the sale of any eggs, manure, meat or other products derived from hens.

~~3.9-3.13.~~ No Person shall advertise or permit the advertising of the sale of, eggs, manure, meat or other products derived from hens.

~~3.10.~~ No Person shall dispatch or permit the dispatching of a hen within town limits.

~~3.14.~~

~~3.11-3.15.~~ No person shall keep or permit the keeping of hens- on any part of a property other than a rear yard. ~~Please note that on Waterfront Residential zones, the water side is considered the front yard.~~

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4. PROVISIONS OF CARE AND WASTE DISPOSAL

4.1. Every person who keeps a hen within the Municipality shall ensure that such hen is provided with:

- a. clean and sanitary environment free from accumulation of fecal matter;
- b. adequate and appropriate care, food, water, shelter and opportunity for physical activity;
- c. an adequate number of nest boxes and perching structures for the number of hens;
- d. necessary care when the animal exhibits signs of pain, illness or suffering;
- e. access to the outdoors by means of a fully enclosed run; and
- f. provide appropriate ambient temperature.

4.2. Every Person shall keep hens in a hen coop and shall ensure that such a hen coop is of adequate size and build for the number of hens.

4.3. Every Person shall ensure that any feed kept for such hens is stored in a container, secure from mice, rats, and other vermin.

4.4. Every Person shall ensure that all manure created in the keeping of hens is stored in an approved manure container or disposed of appropriately.

4.5. No Person shall allow or permit any hen coop or approved manure container to cause any unpleasant odour.

4.6. Every Person shall remove and dispose of any manure or manure kept in an approved manure container that ~~has caused or~~ is causing, any unpleasant odour.

4.7. No Person shall place out for curbside collection any manure generated in the keeping of hens.

Commented [AT1]: Check with Ronny

4.8. No Person shall dispose of any manure generated in the keeping of hens at a Waste Transfer Site.

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~~4.9. Every Person shall ensure that excess manure is disposed of in an appropriate manner.~~

5. HEN COOPS

- 5.1. No Person shall build, or permit the use of, a hen coop that is within ~~five~~five metres ~~(5m) and down gradient (+5 m)~~ of any well or well cap, including the wells or well caps of neighbouring properties.
- 5.2. No Person ~~No Person~~ shall build, or permit the use of, a hen coop that is within thirty metres (30 m) of the shoreline of any body of water.
- 5.3. No Person shall build, or permit the use of, a hen coop that is within 5 m meters of any rear or side property line or within 10 m of any dwelling unit on any neighbouring property, whichever is more restrictive.
- 5.4. Every Person shall ensure that all infrastructure built or maintained for the keeping of backyard hens shall meet all Provincial Minimum Distance Setback (MDS) requirements.
- 5.5. Every hen coop shall:
- a. ~~n~~Not exceed 3 meters in height;
 - b. ~~p~~Provide at least 0.37 square meters of floor area for every hen;
 - c. ~~b~~Be enclosed on all sides and have a roof and door;
 - d. provide a perch for each hen;
 - e. provide a nest box for each hen;
 - f. be maintained in good repair and in a clean, dry, odour free, and sanitary condition, free from vermin;
 - g. be constructed and maintained to prevent any wildlife from harbouring underneath or within it or within its walls, and to prevent entrance by any other animal; and
 - h. ~~h~~provide a fully enclosed outdoor run area.
- 5.6 Any structure larger than 10 sq m may require a building permit.

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6. ENFORCEMENT

- 6.1. Every person who contravenes any provision of this By-Law is guilty of an offence and upon conviction shall be liable to a fine prescribed and recoverable under the provisions of the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended, for each offence committed.
- 6.1.6.2 Every instance of offence committed under this By-law shall constitute a separate offence. Each day that a contravention of this By-law continues constitutes a separate and distinct offence.

~~6.2-6.3.~~ The Administrative Monetary Penalty System By-law as amended applies to each administrative penalty issued pursuant to this Bylaw.

~~6.3-6.4.~~ No person shall hinder or obstruct, nor attempt to hinder or obstruct, either directly or indirectly, an Officer, an employee and/or agent of the Municipality in the lawful exercise of a power or duty under this By-Law.

~~6.4-6.5.~~ Each person who contravenes any provision of this By-law shall, upon issuance of a penalty notice in accordance with Administrative Monetary Penalty System By-law as amended, be liable to pay to the Municipality an administrative monetary penalty.

~~6.5-6.6.~~ Before the Officer and other appointed officials takes any action as a result of a complaint, the complainant shall give to the investigative Officer involved a written statement describing the incident, stating his or her name, address, telephone number, and date and time of incident.

~~6.6-6.7.~~ Upon registering a conviction for a contravention of any provision of this By-Law, the Provincial Offences Court may, in addition to any other remedy and to any penalty imposed by this By-Law, make an order prohibiting the continuation or repetition of the offence by the person convicted.

7. SEVERABILITY

7.1. Should a court of competent jurisdiction declare a part or whole of any provision of this By-Law to be invalid or of no force and effect, the provision or part is deemed severable from this By-Law, and it is the intention of Council that the remainder survive and be applied and enforced in accordance with its terms to the extent possible under law.

8. SCHEDULES

8.1. Schedules “A” and “B” shall be deemed to form part of this by-law.

9. AUTHORITY

9.1. This By-Law shall come into force and take effect on the day it is passed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS XXth DAY OF MONTH, 20~~25~~XX.

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MAYOR

CLERK

**SCHEDULE “A”
BACKYARD HENS BY-LAW BY-LAW 2025-XX
MUNICIPALITY OF MARKSTAY-WARREN**

PART 1 – PROVINCIAL OFFENCE ACT FINES (to be completed with final draft)

ITEM	Column 1 SHORT FORM WORDING	Column 2 PROVISION CREATING OR DEFINING THE OFFENCE	Column 3 SET FINES
1	Keep a hen on a rental property without written permission	Section 3. 32	100.00
2	Permit the keeping of a hen on a rental property without written permission	Section 3. 32	100.00
3	Fail to remove hens.	Section 3. 43	150.00
4	Keep more than five hens within town limits	Section 3. 54	100.00
5	Keep more than ten hens outside town limits	Section 3. 65	100.00

Backyard Hens By-law 2025-XX 7

6	Keep more than thirty hens outside town limits on < 5 acres	Section 3.7	100.00
76	Keep a rooster	Section 3. 86	250.00
87	Permit the keeping of a rooster	Section 3. 86	250.00
98	Allow a hen to run at large	Section 3. 97	100.00
109	Permit a hen to run at large	Section 3. 97	100.00
1110	Allow defecation outside of enclosure	Section 3. 108	100.00
1211	Permit defecation defecation outside of enclosure	Section 3. 108	100.00
13	Fail to remove manure	Section 3.11	150.00
14	Permit the failure of manure removal	Section 3.11	150.00
1512	Permit the sale of eggs, manure, meat or other products.	Section 3. 129	200.00
1613	Sell eggs, manure, meat or other products	Section 3. 129	200.00
1714	Advertising the sale of, eggs, manure, meat or other products	Section 3.1 30	200.00
1815	Permit advertising for the sale of eggs, manure, meat or other products	Section 3.1 30	200.00
1916	Dispatch a hen within town limits	Section 3.1 41	200.00
2017	Permit the dispatching of a hen within town limits	Section 3.1 41	200.00
2118	Keep a hen on a property or lot that is less than 0.11 acres	Section 3.10	
2149	Keep a hen in any non permitted yard	Section 3.1 52	100.00
2220	Permit the keeping of a hen in any non permitted yard	Section 3.1 52	100.00
23	Hinder or obstruct an officer	Section 6.4	500.00

NOTE: Penalty Provisions for the offences indicated above is Section ~~612~~ of the By-law 2025-XX, a certified copy of which has been filed.

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**SCHEDULE “B”
BACKYARD HENS BY-LAW BY-LAW 2025-XX
MUNICIPALITY OF MARKSTAY-WARREN**

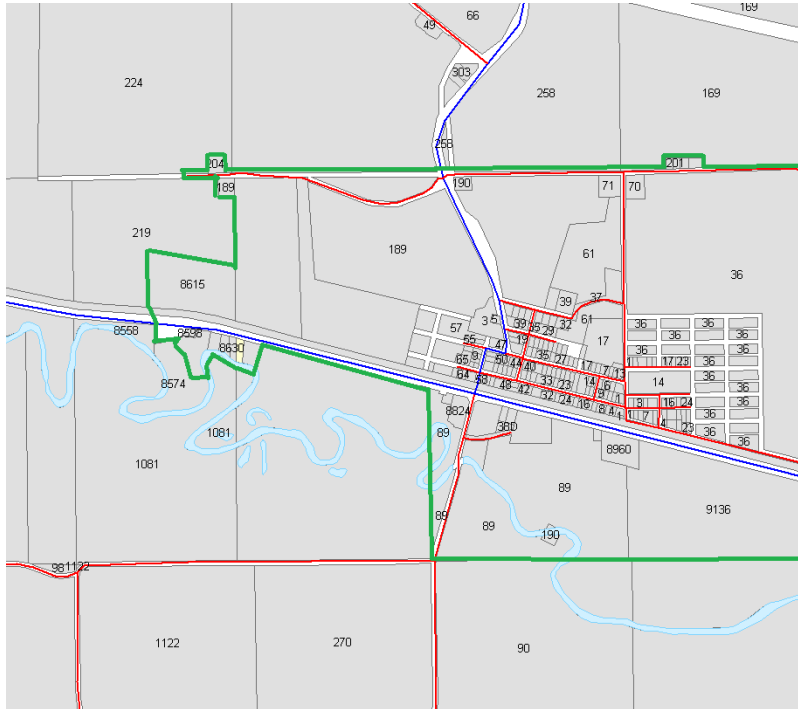
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WARREN

Backyard Hens By-law 2025-XX 9

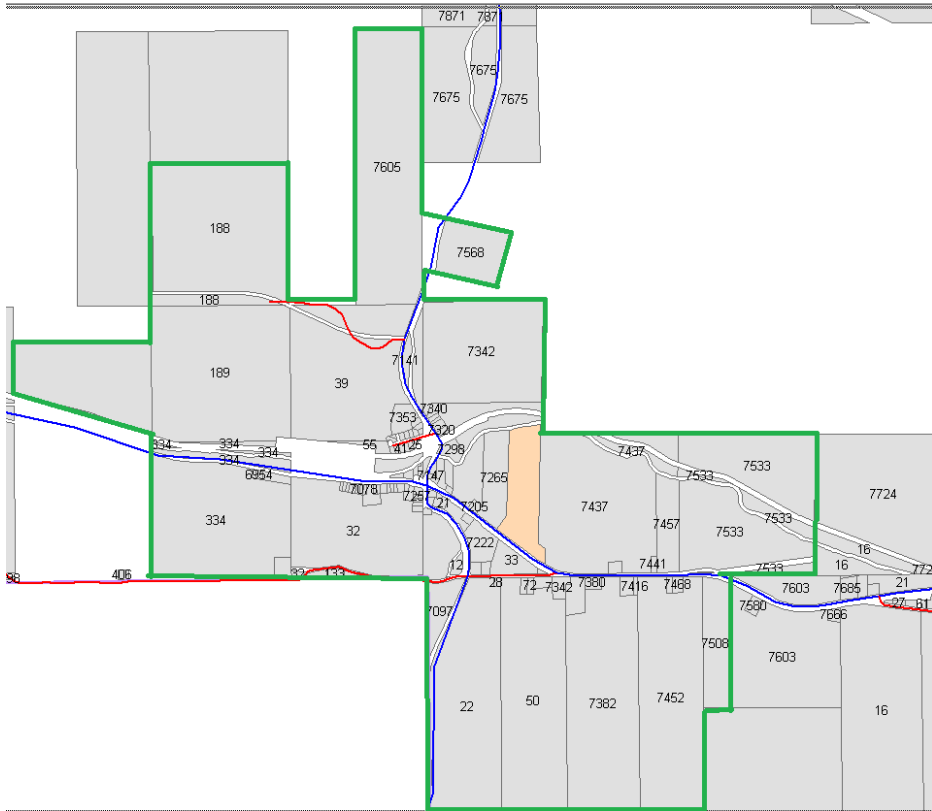


Town Limits shall include any property with frontage on the following roads:

Berube Lane
 Bertrand ~~Street~~
 Balfour ~~Street~~
 College ~~Street~~
 Mangan Lane
 Laurier Lane
 Rutland Avenue
 Stanhope Avenue
 St Thomas Street
 Sailsbury ~~Avenue~~
 Lafontaine ~~Street~~
 Arthur's Avenue
 Pine Poultry ~~Road~~
 Therrien Road

"TOWN LIMITS" - HAGAR

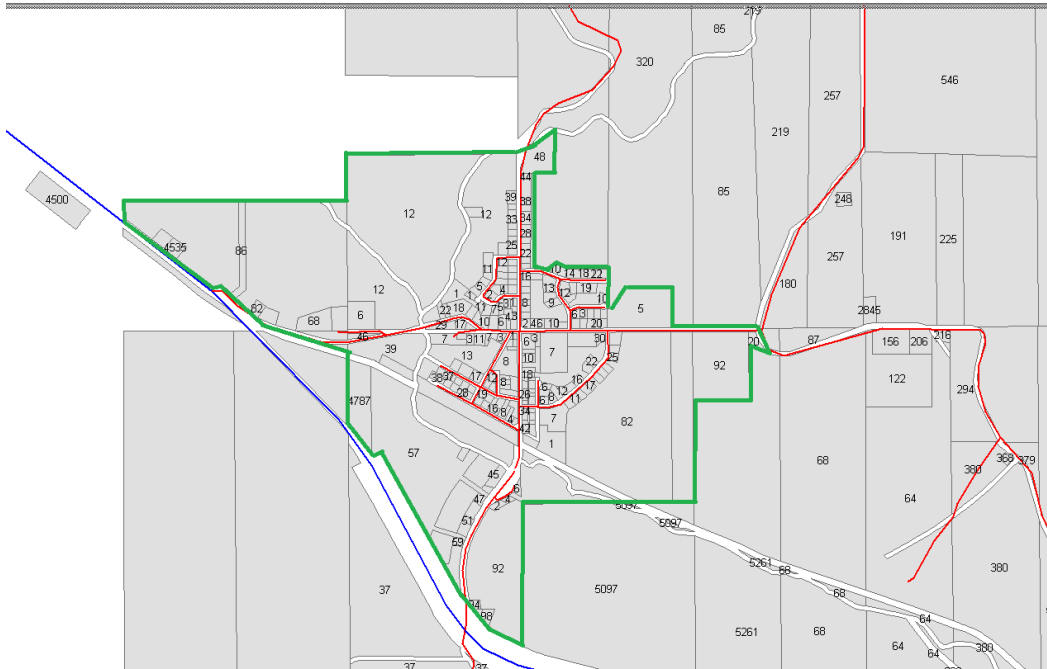
Backyard Hens By-law 2025-XX 10



Town Limits shall include any property with frontage on the following roads:

**Labine Road
St Jean Street
Noland Road**

“TOWN LIMITS” MARKSTAY



Town Limits shall include any property with frontage on the following roads:

Main Street South

Main Street North

Mountain Street

Front Street

Church Street

Hagar Street

Main Street North

Lucien Street

Millichamp Sstreet

McMaster Street

Pioneer Sstreet West

Pioneer Street East

Hill Street

Hawthorne Sstreet

Spruce Street

Birch Street

Rejean Street

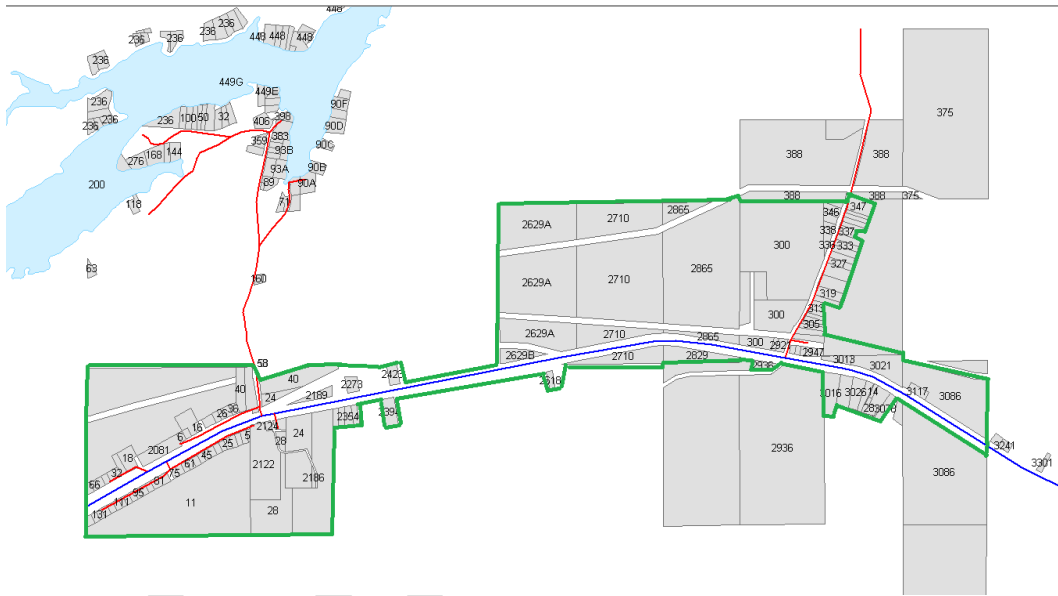
Rita Street

Rollande Street

Legion Street

Properties west of the intersection of ratter lake road and mekerrel road
 Properties east of the intersection of pioneer street west and hwy 17 E
 South of main street north and north road
 North of th intersection of main street south and hwy 17 E

“TOWN LIMITS” AWREY



Town Limits shall include any property with frontage on the following roads:

Gratton Street

Hinds Road

Awrey Street

Berton Street

Pinecrest Road

Sunset Road

Kukagami Lake Road (South)

Amell Road

TO: Council
FOR: Information
DEPARTMENT: Treasury
DATE: June 2025

SUBJECT : Tax Arrears for 2022+, 2023 and 2024

BACKGROUND

As requested by Council, Treasury has prepared a summary of property tax arrears for the years 2022+, 2023 and 2024. This summary reflects the status of arrears as of May 31, 2025, and is intended to provide Council with an up-to-date overview of outstanding tax balances.

Tax Year	Taxes	Interest	Total
2024	\$ 340,287.48	\$ 33,689.93	\$ 373,977.41
2023	\$ 69,843.18	\$ 9,620.13	\$ 79,463.31
2022+	\$ 101,527.78	\$ 49,293.38	\$ 150,821.16
Total	<u>\$ 511,658.44</u>	<u>\$ 92,603.44</u>	<u>\$ 604,261.88</u>

TO: Council
FOR: Decision
DEPARTMENT: Administration
DATE: June 16, 2025

SUBJECT : Recommendations from the Public Works Committee regarding Road Access Agreements

Purpose:

Staff requests support from Council to create Road Access Agreements with property owners seeking to develop existing lots that are currently accessed via unmaintained or seasonally maintained municipal road allowances.

Background:

Municipal staff have been approached by several residents who wish to develop properties accessed by driveways located on municipally owned road allowances that are either partially maintained or not maintained at all. Many of these properties have existed for decades, and in some cases, previously contained dwellings and accessory structures, although many are now vacant.

In recent months, there has been increased interest in developing these lands. However, a key issue identified by the Chief Building Official is whether these properties meet the requirement for legal road access, which is a condition of allowing a building permit to be issued as per the provisions in **Zoning By-law 2014-27**. Section **6.16 (b)** states: *No person shall erect any building or structure in any zone unless the lot upon which such building or structure is to be erected fronts upon an open public street or has access by a legal right-of-way which is registered on title or is accessed by water only.*

In addition to zoning concerns, there are issues related to municipal liability where municipal road allowances are not maintained but are being used as driveways to access these properties.



Analysis:

To support responsible development while protecting municipal interests, staff is requesting council to support the creation of Road Access Agreements with property owners seeking to develop existing lots accessed via unmaintained or seasonally maintained municipal road allowances. Through this process, staff would develop policy and procedure to increase the efficiency in dealing with these requests.

Staff would negotiate Road Access Agreements with property owners, outlining terms related to:

- Access responsibility and maintenance including turn arounds;
- Emergency and municipal service limitations;
- Signage provisions;
- Insurance expectations; and
- Any other relevant conditions

This approach would create a process for residents, provide consistency, and ensure municipal interests are addressed.

Staff have obtained preliminary legal advice and have confirmed that such agreements can be structured to allow development while protecting the Municipality from liability. All agreements will have legal review to ensure that the Municipality's interests are protected.

Recommendation:

That Council:

1. direct staff to create Road Access Agreements with property owners seeking to develop existing lots accessed via unmaintained or seasonally maintained municipal road allowances to be presented to council for final approval.
2. direct staff to develop a policy and process to allow residents with property accessed via municipally unmaintained or seasonally maintained road allowances to apply for Road Access Agreements.

TO:	Council
FOR:	Decision
DEPARTMENT:	Administration
DATE:	June 16, 2025

SUBJECT : Recommendations from the Public Works Committee

The PublicWorks Committee met on June 12, 2025.

There are four recommendations resulting from that meeting for Council's consideration.

- 1) THAT Council approve the ATCO quote in the amount of \$28,500 for the Landfill site shack.
- 2) THAT Council declare the existing shack surplus to be sold on GoveDeals
- 3) THAT Council use reserves to update the ardio system to a digital system at a cost of \$70,000.

**THE CORPORATION OF THE
MUNICIPALITY OF MARKSTAY-WARREN**

BY-LAW 2025-23

**Being a By-Law to appoint Mr. Vincent Whynott as
Fire Chief**

WHEREAS the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4 as amended permits Council to enact a By-law to establish and regulate a Fire Department,

WHEREAS Council passed By-law 1999-32 being a by-law to establish and regulate a fire department in which it establishes procedures to appoint required personnel;

WHEREAS Council deems it expedient to appoint Deputy-Fire Chief to fulfill the position of Fire Chief.

NOW THEREFORE, the Council of the Corporation of the Municipality of Markstay-Warren hereby enacts as follows:

1. THAT Vincent Whynott be appointed as Fire Chief for the Municipality of Markstay-Warren Fire Department and shall perform duties as outlined in the job description attached hereto and forming part of this by-law.
2. That any and all other by-laws inconsistent with this by-law are hereby repealed.
3. That this by-law shall come into force and take effect immediately upon the final passing thereof.

READ A FIRST, SECOND AND THIRD)	
)	_____
)	MAYOR
TIME AND FINALLY PASSED THIS)	
)	
16th DAY OF June, 2025)	_____
)	CLERK

**THE CORPORATION OF THE
MUNICIPALITY OF MARKSTAY-WARREN**

BY-LAW 2025-24

Being a By-Law to appoint a Treasurer

WHEREAS approved the appointment of a Treasurer;

AND WHEREAS Section 286(1) of the Municipal Act, 5.0. 2001, Chapter M.25, as amended, stipulates that a municipality shall appoint a treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality;

NOW THEREFORE, the Council of the Corporation of the Municipality of Markstay-Warren hereby enacts as follows:

1. THAT Jacinthe Rochon be hereby appointed as Treasurer for the Municipality of Markstay-Warren as of June 24th, 2025.
2. That any and all other by-laws inconsistent with this by-law are hereby repealed.
3. That this by-law shall come into force and take effect immediately upon the final passing thereof.

READ A FIRST, SECOND AND THIRD)	
)	_____
)	MAYOR
TIME AND FINALLY PASSED THIS)	
)	
16th DAY OF June, 2025)	_____
)	CLERK

THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN

BY-LAW 2025-17

Being a By-Law to provide for the indemnification and defence of Council and Employees of
the Corporation of the Municipality of Markstay-Warren against actions
and liability arising from their duties while acting on behalf of
the Municipality of Markstay-Warren.

WHEREAS Section 279 of the Municipal Act, 2001, as amended, authorizes Council to pass By-laws for paying any damages or costs awarded against Members of Council including the Mayor, Officers and Employees, for expenses incurred by them for assuming the defense costs incurred as a result of any action or other proceeding arising out of acts or omissions done or made by them in their capacity as members of Council, Officer or Employee of the Municipality of Markstay-Warren,

WHEREAS Section 14 of the Municipal Conflict of Interest Act provides that a municipality may indemnify members of a municipal council for costs or expenses incurred to defend a proceeding brought under the Municipal Conflict of Interest Act provided that the member of Council, Officer or Employee is found not guilty of the allegation brought under section 5 of the Act;

NOW THEREFORE the Council of the Municipality of Markstay-Warren enacts as follows:

1. DEFINITIONS:

1.1. In this By-Law, the following terms shall have the following meanings:

- (a) "Action" shall mean a civil, criminal or administrative action or proceeding commenced or threatened to be commenced seeking damages or some other remedy related to an alleged act or omission of an Employee, Mayor or Councillor acting in the course of their employment or office with the Municipality. Action is deemed to include any counterclaim or third-party claim, but shall not include a legal proceeding related to a grievance filed under the provisions of a collective agreement, or to disciplinary action taken by the Municipality as an employer, except insofar as the Employee or Officer, including the Mayor or Councillor, is exercising a bona fide management function;
- (b) "Council" shall mean the duly elected Council of the Municipality of Markstay-Warren;
- (c) "Councillor" shall mean an elected representative of the Municipality of Markstay-Warren or a former elected representative of the Municipality of Markstay-Warren Council who, during their term of office with the Municipality, did or failed to do an act which is alleged to be related to the Action commenced against the Councillor;
- (d) "Damages" shall mean all sums to be paid to satisfy any settlement or order of a court of competent jurisdiction, monetary penalties, fines and interest thereon;

- (e) "Employee" shall mean a Full-time, Regular, Part-time, Temporary, Contract staff or former staff; salaried Chief Administrative Officer/Clerk or former salaried Chief Administrative Officer/Clerk, Department Head or former Department Head, Immediate Supervisor or former Immediate Supervisor, including the Mayor or Councillor, who, during the term of their employment with the Municipality of Markstay-Warren, did or failed to do an act alleged to be related to the Action commenced against the Employee.
- (f) "Municipality" shall mean the Corporation of the Municipality of Markstay-Warren;

2. Exclusions

2.1. This By-Law does not apply to:

- (a) an Action or proceeding where the legal proceeding relates to a grievance filed under the provisions of a collective agreement or to disciplinary action taken by the Municipality as an employer;
- (b) an Action or proceeding arising from a Code of Conduct enacted pursuant to section 223.2 of the Municipal Act;
- (c) an Action or proceeding resulting from any dishonest, bad faith, fraudulent or criminal act committed by an Individual, including but not limited to abuse of public office, but this exclusion does not apply to any other individual who did not participate in such act or who did not have personal knowledge thereof;
- (d) an Action or proceeding resulting from an Individual gaining a personal profit or advantage to which they were not legally entitled, or the return by the individual of any money paid to them, if payment of such money is held to be in violation of law;
- (e) an Action or proceeding relating to conduct which falls outside the scope of the individual's duty or authority, unless the individual was acting in good faith and held an honest and reasonable belief that the conduct was within their duty or authority and was in the best interest of the Municipality;
- (f) an Action or proceeding involving sexual misconduct;
- (g) any expenses incurred by a Council member in obtaining legal advice to determine whether the member has a pecuniary interest in a matter which is the subject of a determination or consideration by Council or a Board as defined herein; and
- (h) any indemnification which is otherwise covered by insurance provided to the Municipality or the individual by any policy of insurance. Where partial coverage is provided, the indemnification pursuant to this By-Law shall only extend to that portion not covered by insurance.

3. Indemnification

3.1. Subject to the exclusions set out in Section 2 of this By-Law, the Municipality shall indemnify an individual in the manner and to the extent provided by Section 4 of this By-Law in respect of any civil or administrative action or proceeding, including appeals, by a third party for:

- (a) acts or omissions arising out of the scope of the individual's authority or duty, or within the course of an individual's employment or office if:
 - (i) the Individual was acting within the individual's scope of authority or duty;
 - (ii) the Individual acted honestly and in good faith; and
 - (iii) in the case of administrative action or proceeding, that is enforced by a monetary penalty, the Individual had reasonable grounds for believing that his or her conduct was lawful.
- (b) acts or omissions relating to the conduct which falls outside of the Individual's duty or authority, provided that:
 - (i) the Individual was acting in good faith and held an honest and reasonable belief that the conduct was within their duty or authority and was in the best interest of the Municipality; and
 - (ii) in the case of administrative action or proceeding, that is enforced by a monetary penalty, the Individual had reasonable grounds for believing that his or her conduct was lawful.

3.2. In the event that any determination is required as to whether an individual meets the requirements of this section, the Municipality solicitor shall provide a legal opinion in that regard, including advice on any terms and conditions that should apply to the indemnification of an individual.

4. Manner and Extent of Indemnification

4.1. The Municipality shall indemnify an individual who meets the requirements of Section 3.1 of this By-Law by:

- (a) assuming the cost of defending such individual in an action or proceeding;
- (b) paying any damages or costs, including a monetary penalty, awarded against such individual as a result of an Action or proceeding;
- (c) paying, either by direct payment or by reimbursement, any expenses reasonably incurred by such Individual as a result of an action or proceeding; and
- (d) paying any sum required in connection with the settlement of an action or proceeding to the extent that such costs, damages, expenses or sums are not assumed, paid or reimbursed under any provision of the Municipality insurance for the benefit and protection of such individual against any liability incurred by such individual.

5. Persons Served with Process

5.1. Where an individual is served with any process issued out of or authorized by any court, administrative tribunal or other administrative, investigative or quasi-judicial body, other than a subpoena, in connection with any action or proceeding the individual shall forthwith deliver the process or a copy thereof to the Chief Administrative Officer, who in turn shall deliver a copy thereof to the solicitor.

6. Lawyers Retained by Municipality's Insurers

6.1. Notwithstanding any other provision of this By-Law to the contrary, any lawyer retained by the Municipality's insurers from time to time to defend the Municipality in any action or

proceeding shall represent an Individual with respect to that action or proceeding unless the Municipality instructs such Individual otherwise.

6.2. Subject to Section 10 of this By-Law, the Municipality shall have the right to select and retain the lawyer to represent an individual and the Chief Administrative Officer shall:

- (a) advise such Individual of the lawyer selected to represent them; and
- (b) advise the Council of the final disposition of the matter, as applicable.

6.3. Subject to approval from the Chief Administrative Office, an individual may request approval to be represented by the lawyer of the Individual's choice by writing to the Chief Administrative Officer. Compensation will be in accordance with the Municipality's insurance policy.

7. Settlement

7.1. Council shall have the right to approve the settlement of any Action or proceeding.

8. Conduct of Defense

8.1. The use of an outside appropriate legal counsel may be retained having regard to:

- (a) whether the Solicitor has the required expertise;
- (b) whether the Solicitor can provide the commitment of time and resources which is required; and
- (c) whether the Solicitor is (are) or may be in a conflict-of-interest situation by virtue of conducting the defense of the individual.

9. Duty to Co-Operate

9.1. An individual involved in any Action or Proceeding shall co-operate fully with the Municipality, the Chief Administrative Officer, applicable Director as the case may be, and any lawyer retained by the Municipality to defend such Action or Proceeding, shall make available to the Chief Administrative Officer or such lawyer all information and documentation relevant to the matter as are within their knowledge, possession or control, and shall attend at all proceedings when requested to do so by the Chief Administrative Officer or such lawyer.

10. Failure to Comply with By-Law

10.1. If an Employee, Mayor or Councillor fails or refuses to comply with the provisions of this By-Law, the Municipality shall not be liable to assume or pay any of the costs, damages, expenses or sums arising from the Action or Proceeding and shall not be subject to the requirements of Sections 3 or 4 of this By-law.

11. Conflict

11.1. The Municipality maintains many different policies of insurance for both the Municipality,

Members, Officers and Employees. The provisions of this By-Law are intended to supplement the protection provided by such policies of insurance. In the event of conflict between this By-Law and the terms of such policy of insurance in place from time to time, the terms of such policy or policies of insurance shall prevail.

12. Appeals

12.1. Where an Individual seeks to appeal a judgment in a covered Action or Proceeding, the municipality shall have the sole discretion to determine whether an appeal should be pursued, and whether the cost of the appeal will be covered by this By-Law. If an Individual pursues an appeal without representation by the Municipality and is successful in that appeal, the Municipality shall have the sole discretion to determine whether the Individual shall be indemnified for his or her legal fees.

13. Reimbursement

13.1. Where an Individual is indemnified pursuant to the provisions of this By-law, the amount of the indemnity shall be reduced by the amount of any costs recovered by the Individual and where the indemnity has been paid, any costs recovered by the Individual shall be paid or assigned to the Municipality up to the amount of the indemnity.

14. Severability

14.1. If any sections, section or part of a section, of this By-Law are found by any Court to be illegal or beyond the power of Council to enact, such sections or section or part of a section shall be deemed to be severable and all other sections or parts of sections of this By-Law shall be deemed to separate and independent and shall continue in full force and effect.

15. SHORT TITLE

15.1 The short title of this By-Law shall be the “Indemnification By-Law”.

16. AUTHORITY

16.1 This By-law shall supersede and rescind any by-laws inconsistent with this By-law.

16.2 This By-Law shall come into force and take effect on the day it is passed.

READ A FIRST, SECOND AND THIRD)

TIME AND FINALLY PASSED THIS)

16th DAY OF JUNE 2025)

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MAYOR

CLERK

**THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN**

By-Law 2025-19

Being a By-Law to confirm the proceedings of Council

WHEREAS the Municipality of Markstay-Warren deems it desirable to confirm the proceedings of Council at its

1. Regular Council Meeting April 22, 2025
2. Regular Council Meeting May 20, 2025
3. Regular Council Meeting June 16, 2025

and each motion, resolution and other action passed and taken by the Council at its said meeting is, except where their prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

The Mayor of the Municipality and the proper officer of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approval where required and, except where otherwise provided, the Mayor and Clerk are hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

READ A FIRST, SECOND AND THIRD

TIME AND FINALLY PASSED THIS

16th DAY OF JUNE 2025

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MAYOR
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CLERK

TO: Council

FOR: Decision

DATE: June 16, 2025

SUBJECT: Motion from Councillor Bérubé

THAT we suspend the housing venture with Descon until we know the prices and amount of apartment units being built. It is not logical to go in blindly.

The price of 12.7 million is a hefty amount of money and should be studied in depth.

Prime Minister Carney is proposing grants to build prefabricated housing in the near future. Perhaps it would be logical to look into these grants.