



The Corporation of the Township of Billings

Council Meeting Agenda

October 21, 2025 07:00 PM

Kagawong Park Centre

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Ian Anderson, Councillor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Veronique Dion, CAO/Clerk

Todd Gordon, Municipal Project Manager

Arthur Moran, By-Law, H&S, Emerg Mgmt

Harmony Hancock, Treasurer

Rovi Phanthoupheng, Deputy Clerk

1. Call to Order

2. Approval of Agenda

2.1 Confirm approval of the agenda

3. Disclosure of Pecuniary Interest

4. Adoption of Minutes

4.1 October 07, 2025 Regular Council Meeting Minutes

5. Delegation

5.1 Building Permit within Sixty six foot Shoreline Allowance

5.2 Museum Committee Proposal - Mariner's Park

6. Committee Reports and Minutes

- 6.1 Museum Committee Meeting Minutes - September 08, 2025
- 6.2 Volunteer Recognition Committee Meeting Minutes - Sept. 22, 2025 & Oct. 07, 2025

7. Municipal Officers and Staff Reports

- 7.1 Protective Services - Shipping Container By-law Report
- 7.2 Administration - Volunteer Recognition Ceremony Report

8. Financial Reports

9. Old Business

10. New Business

11. Correspondence Requiring Direction

- 11.1 Memorial Bench Request
- 11.2 Set backs to the lands where hunting is permitted
- 11.3 Township of Larder Lake - Request for Extension of Certification Deadlines under Ontario Regulation 343/22

12. Information

13. By-Laws and Agreements

14. Notice of Motions

15. Closed Session

- 15.1 Call to Order
 - Mayor Barker to call the meeting to order.
- 15.2 Approval of Closed Meeting Agenda
- 15.3 Approval of Closed Meeting Minutes
 - 15.3.1 Closed Meeting Minutes - October 07, 2025
- 15.4 Staff Reports

15.4.1 Confidential Report

15.4.2 Confidential Report

15.5 Adjournment

16. Report out of Closed Session

17. Confirmatory By-Law

18. Adjournment

18.1 Motion to Adjourn

19. Document Accessibility

Document Accessibility

The Township of Billings is committed to providing information in the format that meets your needs. We have made every attempt to make documents for this meeting accessible but there may still be difficulty in recognizing all the information. Please contact us if you require assistance and we will make every attempt to provide this information in an alternative format.

Please note that third party documents received and found within this document will not be converted to an accessible format by the Township of Billings. However, upon request, we will attempt to obtain these documents in an appropriate accessible format from the third party.

For assistance or to make a request please call (705) 282-2611 or email cao@billingstwp.ca.



The Corporation of the Township of Billings

Council Meeting Minutes

October 07, 2025 07:00 PM

Kagawong Park Centre

Council

Bryan Barker, Mayor

David Hillyard, Deputy Mayor

Ian Anderson, Councillor

Vince Grogan, Councillor

Michael Hunt, Councillor

Staff

Veronique Dion, CAO/Clerk

Todd Gordon, Municipal Project Manager

Harmony Hancock, Treasurer

Rovi Phanthoupheng, Deputy Clerk

1. Call to Order

Mayor Bryan Barker to call the meeting to order at 7:07 pm.

2. Approval of Agenda

2.1 Confirm approval of the agenda

Moved By Hunt

Seconded By Anderson

BE IT RESOLVED THAT the Township of Billings Council hereby approves the agenda as presented

Carried

3. Disclosure of Pecuniary Interest

4. Adoption of Minutes

4.1 Regular Meeting of Council Minutes - September 16, 2025

Moved By Anderson

Seconded By Hunt

BE IT RESOLVED THAT the September 16, 2025 Regular Meeting of Council minutes be adopted as presented.

Carried

5. Delegation

5.1 PSD Citywide Presentation on 2025 Asset Management Plan

Moved By Anderson

Seconded By Hunt

BE IT RESOLVED THAT the Township of Billings Council hereby accepts the virtual presentation of PSD Citywide on Township of Billings 2025 Asset Management Plan;
AND FURTHER THAT the Council receives and review for approval the 2025 Compliant Asset Management Plan;
AND FURTHER THAT the Council accepts the administration report AND THAT Council approves the Asset Management Plan 2025.

Carried

6. Committee Reports and Minutes

6.1 Parks, Recreation and Wellness Committee Meeting Minutes - May 26, 2025.

Moved By Hunt

Seconded By Hillyard

BE IT RESOLVED THAT the Township of Billings Council hereby receives the Parks, Recreation and Wellness meeting minutes.

Carried

7. Municipal Officers and Staff Reports

8. Financial Reports

9. Old Business

9.1 Kuku Hut Notice of Termination

Moved By Hunt

Seconded By Anderson

BE IT RESOLVED THAT the Township of Billings Council hereby receives the notice of termination;

AND FURTHER THAT Council directs staff to reviews the existing lease contract with Kuku Hut.

Carried

10. New Business

10.1 Tax Certificates and Letters of Conformity Policy

Moved By Hillyard

Seconded By Anderson

BE IT RESOLVED THAT the Township of Billings Council hereby receives and approves the Tax Certificates and Letters of Conformity Policy;

AND FURTHER THAT the Council directed staff to bring back user fees and carry out the policy and implement the necessary changes.

Carried

11. Correspondence Requiring Direction

11.1 Canada Post COO Alexandre Brisson response on Canada Post Red Flag Resolution

Moved By Anderson

Seconded By Hillyard

BE IT RESOLVED THAT the Township of Billings Council hereby receives the letter from Canada Post COO for discussion.

Carried

11.2 Letter to Council from Canadian Union of Postal Workers (CUPW) regarding Canada Post Mandate Review

Moved By Anderson

Seconded By Hillyard

BE IT RESOLVED THAT the Township of Billings Council hereby receives the letter from Canadian Union of Postal Workers regarding Canada Post Mandate Review for discussion and consideration.

WHEREAS the Federal Government has announced a planned Canada Post Corporation Review from October 1, 2025 to March 31, 2026 as follows:

- *Notionally, public consultations may be undertaken to consider the Canadian*

Postal Service Charter (2009) and to get a pulse on Canadians' needs and use of the postal service. Should engagement be necessary, the goal would be obtain [sic] views from Canadians and stakeholders to redefine the government's service-oriented vision for Canada Post, in a context where the postal industry landscape has changed, the needs of Canadians have evolved, and the volume of mail and letters has declined significantly to the point where Canada Post's sustainability has been undermined.¹

WHEREAS the current plan does not ensure that there will be any public consultation or engagement with all stakeholders, and the process and terms of reference for the mandate review have yet to be announced.

WHEREAS the recent Industrial Inquiry Commission report recommended service cuts in the form of post office closures and the reintroduction of the community mailbox conversion plans of the last Federal Conservative government.

WHEREAS it will be crucial for the mandate review to hear the views from municipalities on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the Canadian Postal Service Charter, home mail delivery, parcel delivery, keeping daily delivery, improving postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure that good jobs stay in their communities and that Canada Post can remain financially self-sustaining.

THEREFORE, BE IT RESOLVED THAT the Township of Billings Council formally writes the Minister of Government Transformation, Public Works and Procurement, Joël Lightbound, to demand that no mandate review takes place until Canada Post returns to stabilized operations, until the full impact of the stamp price increase is realized, and until parcel volumes reflect sectoral demand.

THEREFORE, BE IT RESOLVED THAT the Township of Billings Council will include in its letter to Minister Lightbound that any review of Canada Post and the Canadian Postal Service Charter must be done through a full and thorough transparent public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

THEREFORE, BE IT RESOLVED THAT the Township of Billings Council will make a written submission and/or participate in hearings to provide input in the upcoming mandate review of Canada Post.

AND FURTHER THAT this resolution be sent to:

- The office of Honourable Mark Carney, Prime Minister of Canada;
- The office of Honourable Jim B  langer, MP for Sudbury East-Manitoulin-Nickel Belt;
- The office of Honourable Bill Rosenberg, MPP for Algoma-Manitoulin
- The office of Honourable Raymond Cho, Minister of Seniors and Accessibility of Ontario;
- The office of Doug Ettinger, President and CEO of Canada Post;
- The office of Alexandre Brisson, Chief Operating Officer of Canada Post.

Carried

11.3 Letter of Opposition to the Georgian Bay Aspiring Geopark

Moved By Hillyard

Seconded By Anderson

BE IT RESOLVED THAT the Township of Billings Council hereby receives The Township of the Archipelago Letter of Opposition regarding the Georgian Bay Aspiring Geopark;

WHEREAS, the Aspiring Georgian Bay Geopark initiative has proposed to include Manitoulin Island within its boundaries, with the designation of "Zone 4: Tropical Seas";

AND WHEREAS, the proposed Aspiring Georgian Bay Geopark initiative has failed to undertake meaningful and adequate consultation with all municipalities and the First Nation communities on Manitoulin Island.

AND WHEREAS, the Township of Billings Council is committed to the long-term stewardship of our unique natural, cultural, and historical heritage, which is best managed through local governance.

AND WHEREAS, concerns have been raised that the geopark initiative primarily serves southern Ontario interests, does not properly represent Manitoulin Island, and may divert scarce public funds and economic development opportunities from the Island.

AND WHEREAS, communities on Manitoulin Island like the Town of Gore Bay, the Town of Northeastern Manitoulin and the Islands, and the United Chiefs and Councils of Mnidoo Mnising have indicated opposition to the geopark initiative due to these concerns.

THEREFORE, BE IT RESOLVED THAT the Township of Billings Council formally opposes the inclusion of Manitoulin Island within the boundaries of the proposed Georgian Bay Geopark and will not endorse or consent to the geopark initiative.

AND FURTHER BE IT RESOLVED THAT a copy of this resolution be sent to:

- The office of Honourable Jim Belanger, MP for Sudbury East-Manitoulin Nickel Belt;
- The office of Honourable Bill Rosenberg, MPP for Algoma-Manitoulin;
- The office of Honourable Filomena Tassi, Minister FedDev Ontario;
- The office of the United Chiefs and Councils of Mnidoo Mnising
- Members of the Manitoulin Municipal Association
- Canadian Commission for UNESCO

Carried

- 11.4 Letter from the Honourable Michael S. Kerzner, Solicitor General regarding a review of the OPP cost recovery model

Moved By Anderson

Seconded By Hunt

BE IT RESOLVED THAT the Township of Billings Council hereby receives the letter from Honourable Michael S. Kerzner regarding the OPP cost recovery model for discussion.

Carried

- 11.5 Municipality of Bluewater Resolution on Closure of Before and After School Programs

Moved By Hunt

Seconded By Hillyard

BE IT RESOLVED THAT the Township of Billings Council hereby receives the Municipality of Bluewater resolution on Closure of Before and After School Programs.

Carried

12. Information

13. By-Laws and Agreements

- 13.1 BY-LAW NO 2025-34 BEING A BY-LAW FOR THE PURPOSE OF CLOSING THAT PART OF THE ROAD ALLOWANCE BETWEEN LOT 20 AND 21, CONCESSION 8 BILLINGS, DESCRIBED AS PART 3 PLAN 31R-4348 OF THE TOWNSHIP OF BILLINGS

Moved By Hillyard

Seconded By Anderson

BE IT RESOLVED THAT By-Law No 2025-34; Being a By-Law for the purpose of closing that part of the road allowance between Lot 20 and 21 Concession 8 Billings, Described as part 3 Plan 31R-4348 of the Township of Billings be given a first, second and third and final reading and hereby passed this 7th day of October 2025.

Carried

13.2 BY-LAW NO 2025-35 BEING A BY-LAW TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH THE CENTRE FOR GEOGRAPHIC INFORMATION SYSTEMS

Moved By Anderson

Seconded By Hillyard

BE IT RESOLVED THAT By-Law No 2025-35; Being a By-law to authorize entering into an agreement with the Centre for Geographic Information Systems and the Township of Billings be given a first, second and third and final reading and hereby passed this 7th day of October 2025.

Carried

14. Notice of Motions

No notice of motions

15. Closed Session

Moved By Hunt

Seconded By Anderson

BE IT RESOLVED THAT the Township of Billings Council hereby moves into a Closed Session pursuant to s. 239(2)(d)] Labour relations or employee negotiations AND [s.239(3.1)] Educating or training members of the Council, a local board or committee, AND FURTHER returns to open session upon completion.

Carried

15.1 Call to Order

15.2 Approval of Closed Meeting Agenda

15.3 Approval of Closed Meeting Minutes

15.3.1 Closed Meeting Minutes - September 16, 2025

15.4 Staff Reports

15.4.1 Confidential Report

15.4.2 Confidential Report

15.5 Adjournment

16. Report out of Closed Session

Moved By Hunt

Seconded By Hillyard

BE IT RESOLVED THAT Mayor Barker reported a closed meeting was held to discuss Human Resources Review.

Carried

17. Confirmatory By-Law

17.1 By-law No 2025-36

Moved By Hunt

Seconded By Anderson

BE IT RESOLVED THAT By-Law No. 2025-36 Being the October 07, 2025 Confirmatory By-Law be read a first, second, third time and finally passed this 7th day of October 2025.

Carried

18. Adjournment

18.1 Motion to Adjourn

Moved By Anderson

Seconded By Hunt

BE IT RESOLVED THAT the Township of Billings Council hereby adjourns at 8:55 p.m.

Carried

19. Document Accessibility

Mayor – Bryan Barker

CAO/Clerk – Veronique Dion

From: Paul Sheppard <paul@psheppardandson.ca>
Sent: July 1, 2025 11:20 AM
To: Admin <admin@billingstwp.ca>
Subject: Building permit within sixty six foot.Shoreline allowance.

Good Afternoon. This is a request to come have a delegation/discussion with counsel.
regarding too getting a building permit Within the sixty six foot shoreline allowance at
648A oriel park road.

To get a permit done with in the shore line allowance it will require a zoning
amendment. which will occur costs.

I would like to come and speak to council in regards to this to see if you are in favor
before I proceed with the planning board or any plans at all. The owner has given me a
few suggestions of what he would like.

If you feel it not necessary for me to come, speak to counsel And just to proceed with
the planning board please advise.

Thank you for your time.

Regards

Paul sheppard



Delegation Request Form

The Clerk of the Township of Billings reserves the right to refuse or defer any delegation at any time. Delegations appear strictly for information purposes only. Any discussion or decision will be at the discretion of Council. Material provided will be uploaded to the public agenda subject to rules of procedure.

Request for Delegation (please print)

- ☒ on my own behalf; or
☐ on behalf of a group / organization / association, if so, please state name of group/ organization / association below.

Name(s) of Group/ Organization / Association: DAVE ~~FRITH~~ TREPAUIER

Name(s) of Speaker(s) (Maximum 2): PAUL SHEPPARD

Subject / Title of Presentation: BUILDING ON 66 FT SHORE LINE

Please describe below, the subject matter of the delegation

BUILD BOAT HOUSE ON 66' SHORE LINE

Equipment Required (projector, screen, laptop): N/A

Contact Information (will not be posted publicly):

Address: HWY 551 #1548 MINOEMOYA

Telephone: [REDACTED] Email: paul@psheppardandson.ca

Signature: [Signature]

As stated in the Live Stream Council Meeting Policy (By-Law 2024-32), any attendee who is invited to speak will be recorded and their voice and image will form part of the live stream.

Should an attendee invited to speak not wish to be recorded, they are required to make this request known to the CAO/Clerk prior to the meeting commencing. This request can be made either by emailing the Clerk a minimum of 4 hours prior to the meeting. Under special circumstances the Chair in consultation with the CAO/Clerk may waive the requirement and consider the request prior to the commencement of the meeting.

PROPOSAL: A FURTHER VISION FOR MARINERS PARK

Mayor and Council:

The Billings Museum Committee is proposing a completion of “MARINERS PARK” that started in 2013 and is seeking Mayor and Council’s approval to continue this project, hopefully with a start date in 2026.

” MARINERS PARK” is the outdoor area adjacent to the Old Mill situated on the waterfront, facing Mudge Bay, looking at the Austin H. Hunt Marina and the North Channel. It features historical artifacts and displays related to the maritime heritage of the region, making it a significant part of the village’s history. Given Kagawong’s strong connections to Great Lakes shipping, the Park serves as a tribute to the sailors, vessels and industries that played a role in the area’s development.

The Billings Museum Committee wants to encourage people to come, visit and learn about the Maritime history from the Old Mill Heritage Centre and then through this endeavour stay and enjoy the enhanced waterfront that presents history with marine artifacts.

On the west and east side of the Old Mill building , visitors will be welcomed at each entrance by a 6 x 12 wooden archway with wooden benches(see picture 1&2, sketches 3 &4) walking on a cement walkway (see picture 5 and sketch 6) with interpretive signage (see sketch 7) about the ships that came in to the Port of Kagawong and a marine flagpole (see sketch 8). A wooden shelter/pavilion (see picture 9 and sketch 10) will be built to preserve historical artifacts such as the boilers from the Everard and Carter tug and the anchor from the Everard. Also along this walkway will be the Norisle name plate and Mill Stones from the Pulp Mill.

For public safety and security, the entrances, pavilions and walkway will be lit using high efficiency dust to dawn downcast heritage lights on timber columns.

This should be a place for everyone to walk through and enjoy the historical story of the Port of Kagawong.

In order for “MARINERS PARK” to be successful, applying for grants is necessary and the Billings Museum Committee will put on fundraisers, do a campaign asking the public to support the project by making donations, work with potential corporate sponsors who have expressed an interest in this project and the support of Mayor and Council is always very much appreciated.

Should Mayor and Council approve this worthwhile project for “MARINERS PARK” , then the Billings Museum Committee will work with the Administrative Staff to fill in the details for engineering and tendering.

The Billings Museum Committee has wanted to complete this project and we are hoping that this is the right time.

Any questions, please contact: Wes Newburn (705) 210 - 0323, Brad MacKay (705) 210 – 0499

Thank you for your consideration at this time.

Looking forward to your reply.

The Billings Museum Committee



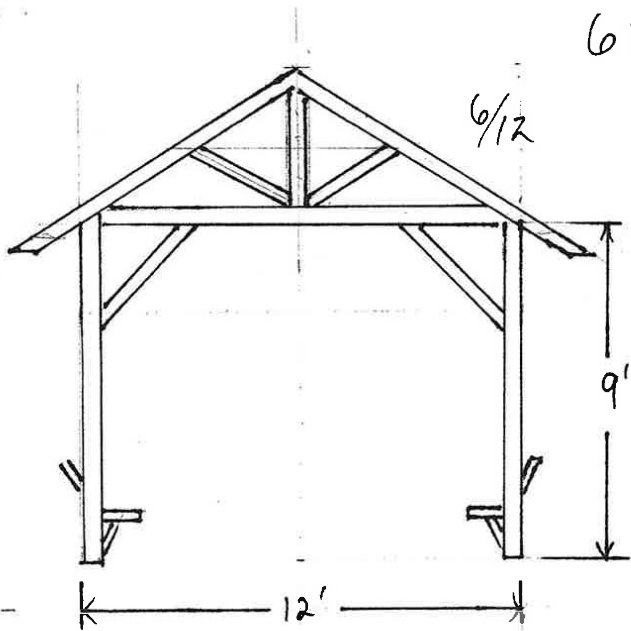
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Mail - Old Mill Heritage - Outlook

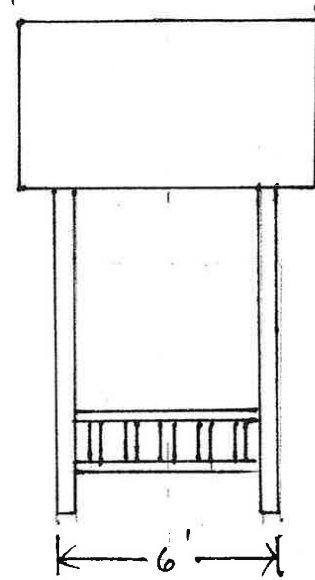
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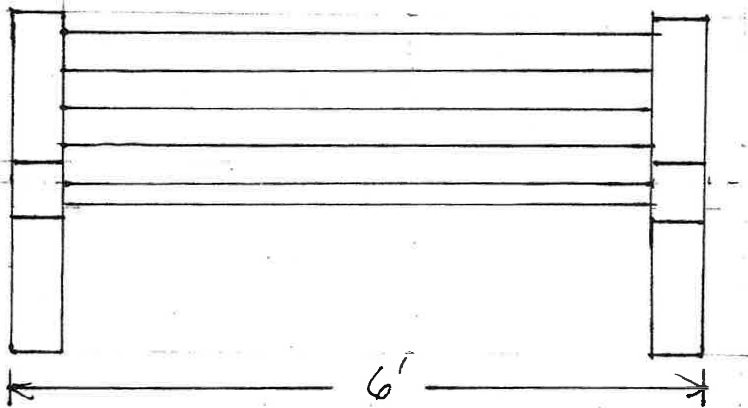


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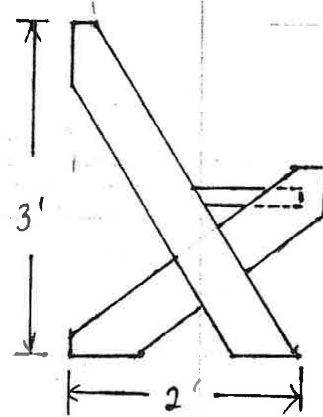


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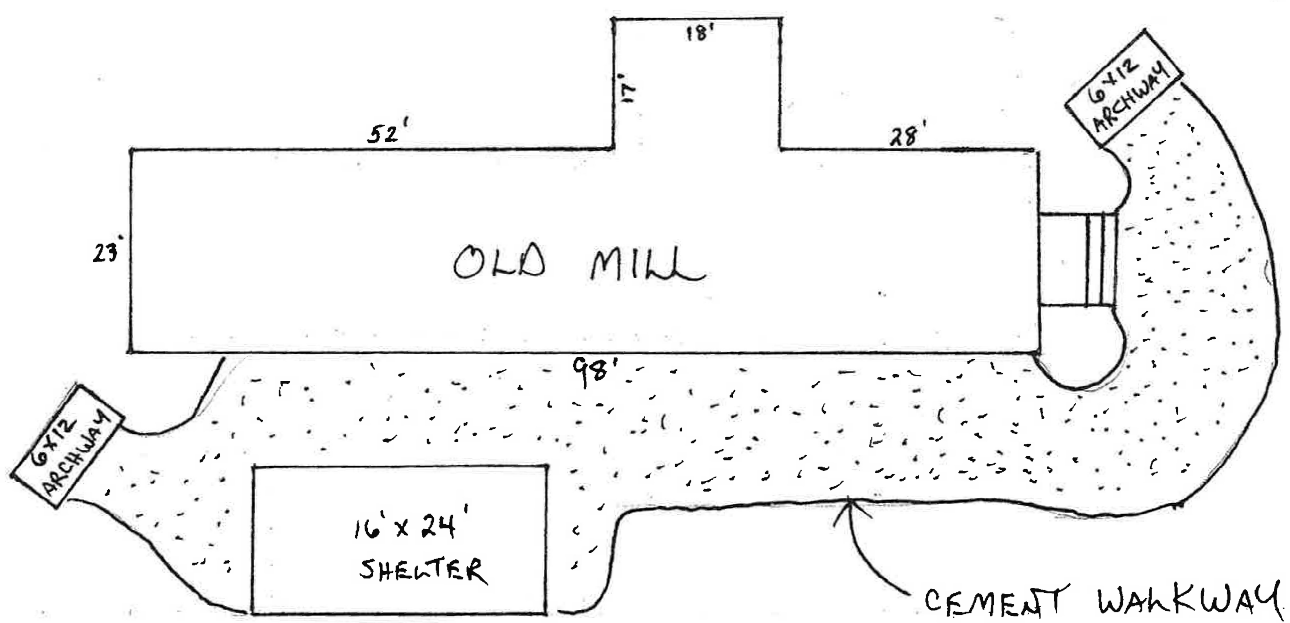
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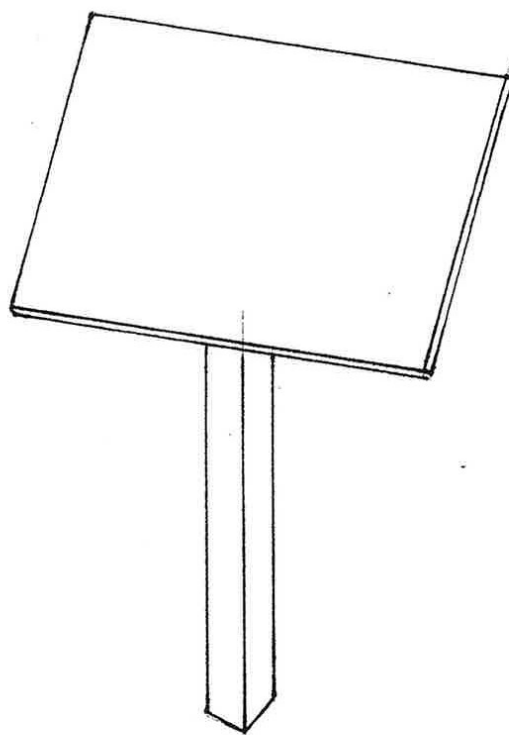
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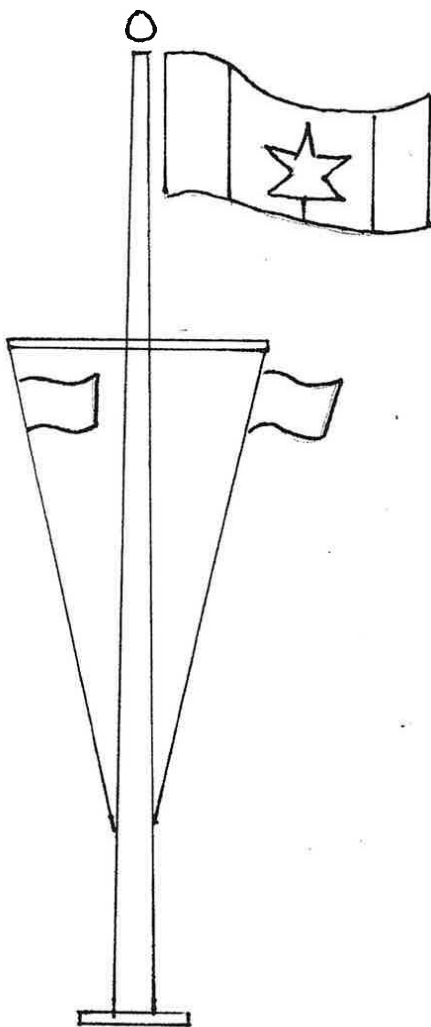
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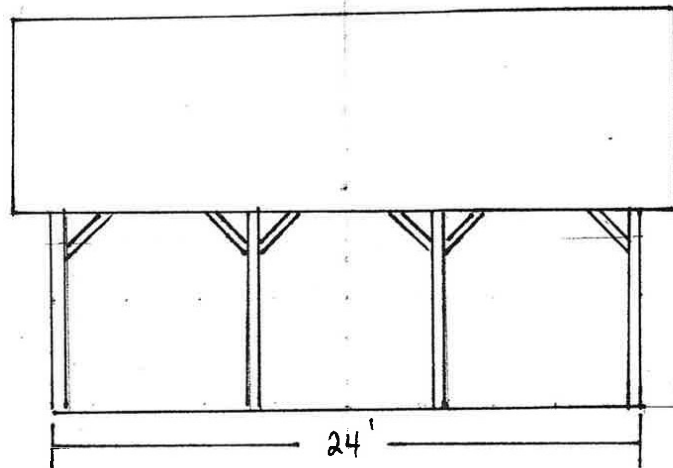
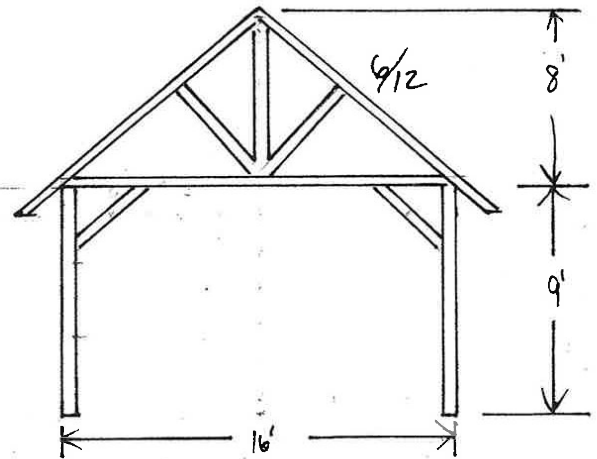
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B Bushey
Contracting
services inc.

16' x 24' SHELTER

10.





The Corporation of the Township of Billings
Museum Committee Meeting Minutes
Sep. 8, 2025, 5:30 p.m.

Present:

Michael Hunt – Chair
Barb Edwards
Dianne Fraser
Diane Larocque
Wes Newburn

Absent: Brad Mackay

Deb Faxman

Staff: Rick Nelson – Curator

Harmony Hancock – Recording Secretary

1. Call to Order

Councillor Michael Hunt Called the meeting to order at 5:29 pm

2. Approval of Agenda

Motion By: Dianne F and Diane L

To accept the Sep. 8, 2025, Museum Committee Agenda as presented.

Carried.

3. Disclosure of Pecuniary Interest

None.

4. Adoption of Minutes

Motion to adopt the minutes of the following Committee meeting:

4.1. Museum Committee Meeting Minutes – Monday Aug. 11, 2025.

Motion By: Barb and Wes

To accept the Aug. 11, 2025, Museum Committee Minutes as presented.

Carried.

5. Delegation

None.

6. Financial Report Aug. 2025

Motion By: Dianne F and Wes

To accept the Aug. 2025, Museum Financial Report as presented.

Carried.



7. Curator's Report – CU-2025-08-01

Motion By: Diane L and Wes

To accept the Aug. 2025, Museum Curator's Report as presented.

Carried.

8. Old Business – Priority Checklist

Review the items in Priority Checklist as a committee and add new details if received.

The priority checklist is a tool to be used to track all the past, current, and upcoming events/priorities of the committee allowing tracking and organization for each item. Let's work through the checklist and discuss.

9. New Business:

- **Hockey Theme for 2026 Exhibit**

10. Motion to approve expense:

Motion by Diane L and Barb to approve deposit of 50% of \$4,000 to reserve Phil Pritchard (The Keeper of the Stanley Cup) to come to the Kagawong for History Day in 2026.

11. Council Report:

Provided by Michael Hunt

12. Information

12.1. Next Meeting Date: Monday Oct. 6, 2025 @ 5:30pm

13. Adjournment

14.1 Motion to Adjourn

Motion By: Wes and Barb

THAT the Township of Billings Museum Sep. 8, 2025, Committee Meeting adjourns at 6:37 pm.

Carried.


Councilor Michael Hunt


Recording Secretary Harmony Hancock



The Corporation of the Township of Billings

Volunteer Appreciation Committee Minutes

September 22, 2025 02:00 PM

Kagawong Park Centre

Committee Members

Bryan Barker

Diane Larocque

Dianne Fraser

Sharon Alkenbrack

Stan Pierce

Rick Nelson

Staff

Veronique Dion

Rovi Phanthoupheng

1. Call to Order

Mayor Bryan Barker to call the meeting to order at 2pm.

2. Approval of Agenda

2.1 Confirm approval of the agenda

Moved By Dianne Fraser

Seconded By Stan Pierce

To accept the Sept. 22, 2025 Volunteer Appreciation Committee Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

None.

4. Adoption of Minutes

None.

5. Delegation

None.

6. Old Business - Priority Checklist

None.

7. New Business

Moved By Sharon Alkenbrack

Seconded By Diane Larocque

THAT the Committee hereby receives and discuss items listed on 7;

AND FURTHER THAT Mayor Bryan Barker be appointed as Chair and Mr. Rick Nelson be appointed as Deputy Chair;

AND THAT section 7.4 be deferred.

Carried

7.1 VAC Terms of Reference

CAO Veronique Dion request committee members to change the name to Volunteer Recognition Committee.

7.2 Volunteer Appreciation Committee Draft Policy

The committee has started the review of potential awards including the following and will be added in the final list;

- Firefighter Award (Employee/ Volunteer Recognition)
- Staff Award (Employee Recognition)

7.3 2025 Ontario Senior Achievement Awards

The committee choose to take part in the 2026 awards process.

7.4 Citizen of the Year

Differed

8. Information

8.1 Next Meeting Date

Next meeting will be on October 07, 2025 at 2pm, Kagawong Park Centre - Lower.

9. Notice of Motions

None.

10. Adjournment

Moved By Dianne Fraser

Seconded By Stan Pierce

THAT the Township of Billings Volunteer Appreciation (date) Committee meeting adjourns at 3:11 pm.

Carried

Mayor – Bryan Barker

Rovi Phanthoupheng, Deputy Clerk



The Corporation of the Township of Billings

Volunteer Recognition Committee Minutes

October 07, 2025 02:00 PM

Kagawong Park Centre

Committee Members

Bryan Barker

Diane Larocque

Dianne Fraser

Rick Nelson

Staff

Veronique Dion

Rovi Phanthoupheng

1. Call to Order

Mayor Bryan Barker to call the meeting to order at 1:58 pm.

2. Approval of Agenda

2.1 Confirm approval of the agenda

Moved By Rick Nelson

Seconded By Dianne Fraser

To accept the October 07, 2025 Volunteer Recognition Committee agenda as presented.

3. Disclosure of Pecuniary Interest

4. Adoption of Minutes

4.1 Volunteer Appreciation Committee Meeting Minutes - September 22, 2025

To accept the September 22, 2025 Volunteer Appreciation Committee Minutes as presented.

Deferred; printed copy of the meeting minutes to be presented on the next committee meeting.

5. Delegation

None.

6. Old Business

6.1 Volunteer Recognition Committee Terms of Reference

Moved By Diane Larocque

Seconded By Dianne Fraser

THAT the Committee receives and approves the Terms of Reference as final.

Carried

6.2 Volunteer Recognition Committee - Policy

Moved By Rick Nelson

Seconded By Dianne Fraser

THAT the Committee continues to review list of awards and recognition.

Carried

7. New Business

8. Information

8.1 Next Meeting Date

Moved By Dianne Fraser

Seconded By Rick Nelson

The next meeting date will be on October 21, 2025 at 2pm Kagawong Park Centre.

Carried

9. Notice of Motions

Does anyone have a notice of motion?

10. Adjournment

Moved By Rick Nelson

Seconded By Dianne Fraser

THAT the Township of Billings Volunteer Recognition Committee October 07, 2025 Committee Meeting adjourns at 3:03 p.m.

Carried

Mayor – Bryan Barker

Rovi Phanthoupheng, Deputy Clerk

COUNCIL REPORT

Department: Protective Services

Date: October 21, 2025

Report Number:

File: Shipping Container Bylaw

Attachment: Revised Shipping Container By-law

Recommendation: That the Council of the Township of Billings review and give first reading to the revised Shipping Container By-law.

Background:

- 1) April 15, 2025, the Council requested that the By-law Enforcement Officer prepare a by-law to regulate the use of shipping containers in the Township of Billings.
- 2) A draft by-law was presented and reviewed at the May 6, 2025, Regular Council meeting, where it was reviewed and recommended suggestions were made by Council.
- 3) The bylaw was revised and brought back to Council at the July 15, 2025, Regular Council meeting. The report bringing the by-law back to Council was deferred and that Council recommended that the bylaw be reviewed by the residents during a 30-day public consultation.
- 4) The public consultation participation was not very successful in eliciting many responses. (see attached report)
- 5) After the public consultation period I was in contact with the Manitoulin Planning Board (MPB) to discuss the changes that will need to be made to the Township Zoning by-law. Through these discussions, the MPB also recommended revisions to the Shipping Container
- 6) A copy of the revised by-law is attached and the revisions from Council recommendations and MPB are highlighted

Discussion:

- 1) Review and give first reading to the Shipping Container By-law.

Financial Impacts:

Fees from Shipping Container Permits and Building permits will be collected to offset administrative costs

Alignment to Strategic Plan:

This report aligns with the Strategic Plan provision to ensure good governance by fostering transparency, accountability and engagement through clear policies and effective communication.



Alignment to the CEEP:

There are not any alignments to the CEEP associated with this report.

Respectfully Submitted By:

Arthur Moran
Protective Services Coordinator

Reviewed By:

Rovi Phanthoupheng, Deputy Clerk

COUNCIL REPORT

Department: Protective Services

Date: October 21, 2025

Report Number:

File: Public Consultation Follow-up Report

Attachment: Public Consultation Data Collection Sheet

Recommendation: That the Council of the Township of Billings receive this report for information purposes to assist in reviewing the revised Shipping Container By-law

Background:

1) On July 15, 2025, a draft Shipping Container By-law was presented to Council for their review. Recognizing the impact of this by-law on residents and businesses, Council approved a 30-day public consultation period, during which feedback was encouraged.

2) The public consultation process consisted of the following:

a) Consultation period from July 22, 2025, to August 21, 2025.

b) Access to the draft copy of the draft by-law were available at:

- Hard copies at the Township Office
- digital copies available at www.billingstwp.ca

c) Feed-back methods included:

- Written submissions were delivered to the Township Office.
- email submissions were directed to bylaw@billingstwp.ca

d) The submission requirements included the following:

- the submitter's name
- the submitters contact information
- comments regarding the by-law.

Discussion:

1) During the public consultation period there were two submissions, (See attached consultation data collection).

2) As this by-law has a direct effect on the Township Zoning By-law (#2022-57), amendments to the Zoning By-law were produced and shared with the Manitoulin Planning Board for their review.

3) Based on the concerns raised and suggestions brought forward by residents and the Manitoulin Planning Board, there were revisions made to the bylaw.



Financial Impacts:

The financial impact of this bylaw will be realized when building permit fees or container permits fees are collected.

Alignment to Strategic Plan:

Ensure good governance by fostering transparency, accountability and engagement through clear policies and effective communication.

Alignment to the CEEP:

There is not any alignment to the CEEP associated with this report

Respectfully Submitted By:

Arthur Moran
Protective Services Coordinator

Reviewed By:

Rovi Phanthoupheng, Deputy Clerk

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

BY-LAW 2025-xx

BEING A BY-LAW TO REGULATE THE USE OF SHIPPING CONTAINERS/SEA CONTAINERS

WHEREAS The *Ontario Municipal Act 2001 c.25 section 8* provides that the powers of a municipality shall be interpreted broadly to confer broad authority on the municipalities to govern its affairs as it considers appropriate and enhance the municipalities' ability to respond to municipal issues; and

WHEREAS The *Ontario Municipal Act 2001 c. 25 section 11(3)* provides that a lower-tier municipality may pass by-laws respecting structures, including fences and signs; and

WHEREAS the Council of the Township deems it appropriate to pass a By-law for the purpose of regulating the uses of sea containers/shipping containers/transport trailers and truck boxes; and

WHEREAS the Council of the Township of Billings enacts as follows:

1.0 Short Title

1.1 This By-law may be cited as the **Shipping Containers By-law**

2.0 Definitions

In this By-law

2.1 "Council" means the elected Council of the Township of Billings.

2.2 "Habitable Purposes" means the use of a building, structure, or container for living accommodations, including sleeping, cooking, sanitation, or dwelling, but does not include temporary or incidental uses such as storage, office work, or commercial activity. For the purposes of this bylaw, shipping containers are not permitted for habitable purposes unless expressly authorized by the municipality in accordance with applicable building codes and zoning regulations.

2.3 "Natural Line of Sight" means an unobstructed line of vision between two points on adjoining properties or between a property and a public right-of-way, which exists as a result of the natural topography and vegetation of the land, and is not altered or obstructed by any artificial structure, including but not limited to shipping containers, buildings, fences, or man-made landscaping features.

2.4 "Non-Compliant Shipping Container" means a shipping container that:

- a. is located, installed, or used in contravention of this bylaw;
- b. has not received a required permit or approval from the Township; or
- c. poses a safety hazard or nuisance as determined by the Township.

2.4 "Permanent Use Permit" means a permit issued by the Township of Billings that allows for a Shipping Container to be permanently set on a property.

2.5 "Officer" means any Person or Persons appointed by the Council of the Township of Billings for the purposes of enforcing Township by-laws. and/or an officer of the Ontario Provincial Police. (O.P.P.)

2.6 "Person" means an individual, association, firm, partnership or corporation.

2.7 "Property Owner" means the registered owner of the lands or Premise or his or her authorized agent (Who, is authorized in writing) that is in legal control of the lands or Premise.

2.8 "Shipping Container" shall mean a reusable enclosed metal structure manufactured to be utilized in the transporting, shipping, and storing of goods and having the original intended benefit to be

transferred from one mode of transport to another without the requirement of being unloaded. This shall include intermodal shipping containers, sea containers, storage containers, transport truck trailers, and straight truck trailer boxes, but does not include any vehicle defined herein. This shall also include those containers where the original doors and/or door closures have been removed, added or altered leaving the container not fully enclosed. Any sea container that has been modified for habitable or occupiable purposes must conform to the Ontario Building Code.

2.9 “Structural Appendages” means any external or attached feature that extends beyond the main frame, walls, roof, or base of a shipping container, including but not limited to canopies, awnings, stairs, decks, ramps, railings, porches, overhangs, or similar structural additions, whether fixed or temporary, that alter the original form or footprint of the container.

3.0 “Temporary Use Permit” a permit that is issued, for a fee, by the Township of Billings that allows a Shipping Container to be on a property for a period not exceeding 180 days.

3.0 General Provisions

3.1 Shipping Containers shall only be placed on a property after a Temporary Use Shipping Container Permit, or a Permanent Use Shipping Container Permit has been issued by the Township of Billings.

3.2 Shipping Container Permits will only be issued upon receipt of the following information:

3.2.1 An approved Township of Billings building permit that is issued by the Township Chief Building Officer.

3.2.2 Picture(s) of foundation structure.

3.2.3 Picture(s) of the Shipping Container

3.4 Shipping Containers shall have all axles and wheel attachments removed.

3.5 Shipping Containers shall be set upon a solid base foundation or supporting base structure that will support the weight of the Shipping Container in a manner that prevents the Shipping Container from sinking into the ground or tipping over.

3.6 Shipping Containers are only permitted in the following designated township zones as identified in the Township of Billings Zoning By-law 2022-57:

3.6.1 General Commercial (C1)

3.6.2 Core Commercial (C2)

3.6.3 Tourist Commercial (TC)

3.6.4 General Commercial (M1)

3.6.5 Agricultural (A)

3.6.6 Rural (RU)

3.6.7 Waste Disposal Site (WD)

3.6.8 Shoreline Residential (SR) on lots that are a minimum of 1.0 acres in size.

3.6.9 Shipping Containers shall be placed on a property in accordance with Zoning By-law setbacks and in a manner that does not obstruct driveways, fire lanes, intersections or Natural Lines of Sight.

3.7 The number of Shipping Containers allowed on a property shall be dependant on the township zone that the Shipping Container is being located. The number of allowable Shipping Containers per property will be as follows:

3.7.1 Village Area (VA) x 0

- 3.7.2 Residential (R1) x 0
- 3.7.3 Open Space Recreation (OSR) x 0
- 3.7.4 Open Space Conservation (OSC) x 0
- 3.7.5 Pit and Quarry (Q) x 0
- 3.7.6 General Commercial (C1) on properties greater than 3 acres x 1
- 3.7.7 Core Commercial (C2) on properties greater than 3 acres x 1
- 3.7.8 Tourist Commercial (TC) x2
- 3.7.9 General Industrial (M1) x2
- 3.7.10 Agricultural (A) less than 5 acres x 1
- 3.7.11 Agriculture (A) greater than 5 acres x2
- 3.7.12 Rural (RU) properties less than 5 acres x 1
- 3.7.13 Rural (RU) properties greater than 5 acres x 2
- 3.7.14 Waste Disposal Site (WD) x3
- 3.7.15 Shoreline Residential (SR) on lots that are a minimum of 3.0 acres in size. X 1
- 3.7.16 Property sizes will be determined by dimensions identified on Township Property Information Documents

- 3.8 Shipping Containers shall not be used as a habitable space unless the Shipping Container is specifically designed for habitation and that it meets Ontario Building Code specifics.
- 3.9 Shipping containers will be painted a neutral, non-reflective colour and not have logos or other designs visible.
- 3.10 Shipping Containers will be kept in good condition and free of rust and graffiti.
- 3.11 Shipping Containers shall be kept free of Structural Appendages such as lean-tos, shelters or decks.
- 3.12 Shipping Containers being used as a commercial operation shall be permitted to have structural appendages such as lean-tos, shelters or decks.
- 3.13 Shipping Containers shall not be stacked.
- 3.14 Temporary Shipping Container Permits will be issued for properties with an active building permit, but for no longer of a period than 180 days.
- 3.15 Shipping containers that are located on properties within the Township of Billings prior to the passing and enactment of this By-law will be required to meet the requirements of this By-law within 180 days of the By-law enactment and be subject to the provisions of this By-law going forward from that date.

4.0 Prohibitions

- 4.1 No Person shall place a Shipping container onto a property without obtaining a Township of Billings Temporary Shipping Container Permit or a Permanent Use Shipping Container Permit.
- 4.2 No Person shall keep a Shipping Container on a property that has an expired Temporary Shipping Container Permit
- 4.3 No Person shall set or use a Shipping Container that has an under carriage, axle or wheels attached.
- 4.4 No Person shall have or set a Shipping Container on a property unless the Shipping Container is set on to a foundation or supporting base structure that prevents the container from tilting or sinking into the ground.
- 4.5 No person shall exceed the maximum allowable number of Shipping Containers per property as identified in Section 3.7 Of this By-law.
- 4.6 No Person set or use a Shipping Container in a Village Area (VA).

- 4.7 No Person shall place a Shipping Container on a Shore Line Road allowance.
- 4.8 No Person shall place a Shipping Container on an Unopened Road Allowance.
- 4.9 No Person shall have a Shipping Container that has not been painted a neutral or non-reflective color on a property.
- 4.10 No Person shall have a Shipping Container that is showing logos, designs, rust or graffiti on a property.
- 4.11 No Person shall use a Shipping Container for habitable purposes.
- 4.12 No person shall append any fixed structure to a Shipping Container.
- 4.13 No Person shall have stacked Shipping Containers on a property.
- 4.14 No Person shall attempt to obstruct or hinder an Officer who is exercising a power or duty under this By-law.
- 4.15 No Person shall obstruct or hinder an Officer who is exercising a power or duty under this By-law.
- Exemption: 3.11 Shipping Containers being used as a commercial operation shall be permitted to have structural appendages such as lean-tos, shelters or decks

5.0 Failure to Comply

5.1.1 If the property owner or occupant does not comply with the Notice of Non-Compliance within the specified period, the Township may, at its discretion:

- i. remove the non-compliant shipping container;
- ii. store the shipping container; or
- iii. dispose of the shipping container in accordance with applicable law.

5.2 Costs and Recovery

5.2.1 All costs incurred by the Township in removing, storing, or disposing of a non-compliant shipping container shall be the responsibility of the property owner.

5.2.2 The Township may recover such costs by:

- i. issuing an invoice to the property owner; and/or
- ii. adding the costs to the property tax roll as a special charge pursuant to **Section 446 of the Municipal Act, 2001, S.O. 2001, c. 25.**

5.2.3 Any unpaid costs shall constitute a lien on the property in accordance with applicable law.

5.3 Liability

5.3.1 The Township shall not be liable for any damage to a shipping container or its contents resulting from removal, storage, or disposal undertaken pursuant to this section.

6.0 Enforcements and Penalties

6.1 The provisions of this By-law shall be enforced by the By-law Enforcement Officer.

6.2 Any Person who contravenes the provisions of this By-law is guilty of an offence and, upon conviction, is subject to fine as provided by the *Provincial Offences Act* and to any other applicable penalties. (see appendix "A")

6.3 Each day that a violation continues constitutes a separate offense and is liable on a summary conviction of a penalty of not more than \$5,000 or as prescribed.

7.0 Severability

7.1 If any provision or part of this By-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part in particular circumstances, the balance of the By-law or its application in other circumstances, shall not be affected and shall continue in full force and effect.

8.0 Administration

8.1 This By-law shall be enforced within the boundaries of Billings Township.

8.2 This By-law will come into effect upon the final passing thereof.

8.3 This by-law repeals Billings Township Council Resolution 2011-224.

8.3 This By-law repeals section 4.1.7 of Billings Township Zoning By-law 2022-57.

9.0 Application

9.1 This By-law applies to all current and future property owners, tenants and commercial operations in Billings Township.

Read a first, second and third time in open council and enacted this day ?? o f??? 2025

Bryan Barker, Mayor

Veronique Dion, CAO/Clerk

**BY-LAW 2025-xx
SHIPPING CONTAINER BY-LAW
SCHEDULE "A"**

SET FINES SCHEDULE

PROVINCIAL OFFENCES ACT PART 1

ITEM	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	SET FINE
1	Place Shipping Container on property without a permit	4.1	\$700.00
2	Have shipping Container on property with expired permit.	4.2	\$700.00
3	Place Shipping Container with undercarriage, axle or wheels attached.	4.3	\$700.00
4	Set Shipping Container without foundation or supporting structure	4.4	\$700.00
5	Exceed maximum allowable number of Shipping Containers	4.5	\$700.00
5	Set Shipping Container in unauthorized Zone	4.6	\$700.00
6	Place Shipping Container on Shoreline Road Allowance	4.7	\$700.00
7	Place Shipping Container on Unopened Road Allowance	4.8	\$700.00
8	Have Improperly painted Shipping Container	4.9	\$400.00
9	Shipping Container displaying rust or graffiti	4.10	\$400.00
10	Use Shipping Container for habitable purposes	4.11	\$500.00
11	Append structure to Shipping Container	4.12	\$700.00
12	Have Stacked Shipping Containers on Property	4.13	\$400.00
13	Attempt to Hinder or Obstruct a By-law Officer	4.14	\$700.00
14	Hinder or Obstruct a By-law Officer	4.15	\$700.00

NOTE: The penalty provision for the offences listed above is section 5.5 of By-law 2025-XX, which a certified copy has been filed.

BY-LAW 2025-xx

**SHIPPING CONTAINER BY-LAW
SCHEDULE "B"**

Shipping Container Permit Fee Schedule

Permit Description	Permit Fee
Permanent Use	\$20.00
Temporary Use	\$50.00

**BY-LAW 2025-xx
SHIPPING CONTAINER BY-LAW
SCHEDULE "C"**



**SHIPPING CONTAINER
PERMANENT USE PERMIT**

PERMIT NUMBER:

ISSUED TO:

ADDRESS:

PROPERTY FILE No:

DATE OF ISSUE:

- 1) Has the applicant obtained a Township issued building permit? Yes ___ No ___
- 2) Has the applicant provided a picture(s) of the shipping container? Yes ___ No ___
- 3) Has the Applicant provided pictures(s) of foundation structure? Yes ___ No ___

DECLARATION

I hereby declare that I have reviewed and understand the shipping container standards and that I will comply with the following shipping container standards identified in By-law 2025- XX. These standards include the following:

- 1) Shipping Containers shall not be used as a habitable space unless the Shipping Container is specifically designed for habitation and that it meets Ontario Building Code specifications.
- 2) Shipping Containers shall be placed on a property in accordance with Zoning By-law setbacks and in a manner that does obstruct driveways, fire lanes, intersections or natural lines of sight.
- 3) Shipping containers shall be painted a neutral, non-reflective colour.
- 4) Shipping Containers shall be kept in good condition and free of rust and graffiti.
- 5) Shipping Containers shall not be stacked.
- 6) Appending structures shall not be attached to shipping containers.

Name (Print) Signature Date: _____

Issuer: _____
Name (Print) Signature

Permit Fee: \$20. 00

Non-Transferable

BY-LAW 2025-xx

**SHIPPING CONTAINER BY-LAW
SCHEDULE "D"**



**SHIPPING CONTAINER
TEMPORARY USE PERMIT**

PERMIT NUMBER:

ISSUED TO:

ADDRESS:

DATE OF ISSUE:

- 1) Has the applicant obtained a Township issued building permit? Yes ___ No ___
- 2) Has the applicant provided a picture(s) of the shipping container? Yes ___ No ___
- 3) Has the Applicant provided pictures(s) of foundation structure? Yes ___ No ___

DECLARATION

I hereby declare that I have reviewed and understand the shipping container standards and that I will comply with the following shipping container standards identified in By-law 2025- XX. These standards include the following:

- 1) Shipping Containers shall not be used as a habitable space unless the Shipping Container is specifically designed for habitation and that it meets Ontario Building Code specifications.
- 2) Shipping Containers shall be placed on a property in accordance with Zoning By-law setbacks and in a manner that does obstruct driveways, fire lanes, intersections or natural lines of sight.
- 3) Shipping containers shall be painted a neutral, non-reflective colour.
- 4) Shipping Containers shall be kept in good condition and free of rust and graffiti.
- 5) Shipping Containers shall not be stacked.
- 6) Appending structures shall not be attached to shipping containers.

----- Date: -----
Name (Print) Signature

Issuer: -----
Name (Print) Signature

Permit Fee: \$50.00
Non-Transferable



COUNCIL REPORT

Department: Administration

Date: October 21, 2025

Report Number:

File: Volunteer Recognition Ceremony

Attachment:

Recommendation: THAT Council receive the information as provided AND FURTHER THAT Council allocate \$2000 towards a volunteer recognition ceremony

Background: The Township has a new volunteer recognition committee which the Terms of Reference were adopted by Council at their October 7th Council meeting. The Committee has since started meeting and has an initial proposal for Council to consider.

Discussion: The Committee is looking to host a recognition event in mid-December. Preliminary planning includes a Wine and Cheese type event for approximately 100 attendees. Along with the volunteer recognition event would be the firefighter and employee service recognition.

The committee is requesting \$2,000 for the preparation of the event, the preparation of a plaque and recognition items for five volunteer categories.

Financial Impacts:

\$2,000

Alignment to Strategic Plan:

Enhance collaboration with community groups, volunteers and others

Alignment to the CEEP:

NA

Respectfully Submitted By:

Véronique Dion, CAO/Clerk

Reviewed By:

Rovi Phanthoupheng, Deputy Clerk

[REDACTED]

From: Dianne Fraser [REDACTED]
Sent: October 14, 2025 2:12 PM
To: Rovi Phanthoupheng
Subject: Memorial Bench

Follow Up Flag: Follow up
Flag Status: Flagged

October 14, 2025.

Township of Billings
15 Old Mill Road
Kagawong, On P0P 1J0

Att. Rovi Phanthoupheng
Deputy Clerk

Rovi,

Further to our conversation of today, I am writing to you on behalf of the Graham Family, who have been long-time residents of Kagawong and Billings Township, to make a request for the family to donate a memorial bench for the Kagawong Cedars Cemetery.

If it could be located in the corner of the cemetery where many of the Graham family are buried (Lyle & Minnie Graham, Allan & Lois Graham, Gerald & Dorothy Brunette, James & Norine Fisher, William & Edith Graham) that would work or, if there is somewhere that is more suitable, we are open to suggestions. The family wants a place to sit when they and others visit the resting place of loved ones.

The plan is to have a bench built by someone local (at our expense) and a memorial plaque attached to the bench: **IN REMEMBRANCE OF THE GRAHAM FAMILY.**

If this project is approved, the family would leave the installation of the bench to the Township.

If there are any questions, please contact me at [REDACTED] or call [REDACTED]

Thank you for your attention. Look forward to hearing from you.

Dianne (Graham) Fraser

From: Annette Hutcheon <Annette@ndlc.ca>
Sent: October 17, 2025 11:50 AM
To: Rovi Phanthoupheng
Subject: Memorial Bench for Emily Hutcheon
Attachments: Emily's Memorial Bench.jpg

Hello Rovi,

Further to our telephone conversation and the submitted 'dedication form', I would just like to ask that my request be put before Council on Tuesday Oct 21st, 2025.

As discussed, my daughter died Oct 7th, 2023. Kagawong has been her Happy Place for almost 30 years. It would be a huge comfort to have memorial bench placed in her memory on Kagawong beach (grassy area by Main St – where you have planted the new trees, by Dave's home) It would be good location also for others to sit and look out over the Bay. As the trees grow there would be a great place to sit in the shade by the Beach.

Please could you let me know Councils decision and the cost.

My preference would be a sturdy bench – similar to the one over by the lighthouse (also a memorial bench), in order to be resist weather and damage.

I have attached a very rough (sorry I'm no artist!) outline of approx. where I ask than t the bench be placed.

Please let me know if you need anything else.

Thank you in anticipation.

Best regards

Annette



Annette Hutcheon AMP
Mortgage Agent Level 2 | FSRA #M08002454
416-802-4760 | annette@ndlc.ca
www.annettehutcheon.ca

EXECUTIVE 2021
SALES ACHIEVEMENT 2020
EXECUTIVE 2022

Neighbourhood

APPLY NOW 355 Mapleview Drive West, Barrie, ON L4N 9E8
Neighbourhood Dominion Lending Centres Independently Owned & Operated (S.A.F.E.)

DOMINION LENDING CENTRES

Where would you like
Tup
Lut

Playhouse

Baker

DINES
HOUSE

BONET

Main Pt

Tues Next week

[REDACTED]

From: Gord Stack <[REDACTED]>
Sent: October 13, 2025 2:55 PM
To: Veronique Dion
Cc: Rovi Phanthoupheng
Subject: Re: coyote

Follow Up Flag: Follow up
Flag Status: Flagged

Please except this email as a letter to bring forward set backs for gun hunting! They're rifle hunting with in 100 yards of the road way where people walk the dogs and bikes daily!we find this extremely dangerous! As we are permanent residents! The close proximity of the shooting ! Terrifies us an our animals! They have 495 acres of land that they can hunt on! Why so close to the road. We would like them to move further from the road. Iam a hunter and we don't want to stop them I just want it to be safe! Thank you for you time please keep us informed.

On Wed, Oct 8, 2025 at 12:50 PM Veronique Dion <cao@billingstwp.ca> wrote:

Good afternoon Gord,

Please see attached by-law for guidelines on our coyote management program.

Also, our next Council meeting is scheduled for the 21st of October and another meeting on the 4th of November. Please send your letter in by the 15th of October if you would like for Council to consider a setback to the lands where hunting is permitted when they abut residential lands at the next meeting. For the November 4th meeting, we would need the letter by the 29th of this month.

Regards,



Véronique Dion



THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 FOURTH AVENUE, P. O. BOX 40, LARDER LAKE, ON P0K 1L0

PH: 705-643-2158 FAX: 705-643-2311

LARDERLAKE.CA

September 10, 2025

Jon Pegg
Ontario Fire Marshal
Ministry of the Solicitor General
25 Morton Shulman Avenue
Toronto, ON M3M 0B1

Subject: Request for Extension of Certification Deadlines under Ontario Regulation 343/22

Dear Fire Marshal Pegg,

On behalf of The Corporation of the Township of Larder Lake we are writing to express our support for the firefighter certification requirements outlined in Ontario Regulation 343/22. We recognize the importance of standardized training and certification in enhancing firefighter safety, service quality, and public confidence across the province.

When firefighter certification was first introduced in 2018, many rural municipalities voiced concern, noting that they do not offer the same level of fire protection services as larger municipalities or urban centres. The Province graciously responded by introducing legislation to allow municipalities to certify firefighters only to the services they actually provide. This flexibility is greatly appreciated and reflects a thoughtful understanding of the diverse realities across Ontario.

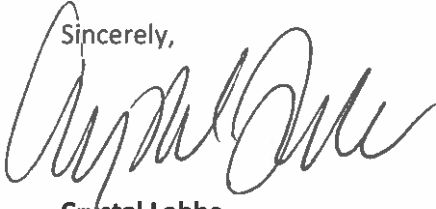
However, despite this accommodation, training programs for many of these service-specific certifications are still not available or are only in "pilot" while there remains a large demand for these programs. The Province cannot reasonably expect volunteer firefighters—many of whom work full-time jobs—to independently develop training programs that meet the standards required to pass certification exams. This places an undue burden on small municipalities and risks compromising the intent of the regulation.

We have enclosed a formal resolution passed by our Council, which outlines our concerns and respectfully requests that the province extend the certification deadline to a minimum of two years beyond the final release date of the Ontario Seal programs offered in the regulation to allow time for volunteer fire departments to access these training programs and achieve certification.

We also urge the Province to consider a phased adaptive approach to implementation, ensuring that all communities have equitable access to the necessary training resources.

We appreciate your leadership and commitment to fire service excellence and look forward to your support in helping Ontario municipalities meet these important standards in a realistic and sustainable manner.

Sincerely,

A handwritten signature in black ink, appearing to read 'Crystal Labbe', written in a cursive style.

Crystal Labbe

CAO/Clerk-Treasurer

Corporation of the Township of Larder Lake



THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 FOURTH AVENUE, P. O. BOX 40, LARDER LAKE, ON P0K 1 L0

PH: 705-643-2158 FAX: 705-643-2311

LARDERLAKE.CA

September 10, 2025

To whom it May Concern:

RE: Resolution #17, September 9, 2025 – Request for Extension of Certification Deadlines under Ontario Regulation 343/22

Please be advised that at the Township of Larder Lake's Regular Council Meeting held on Tuesday, September 9th, 2025, the following resolution was adopted:

Moved by: Councillor Kelly

Seconded by: Councillor Armstrong

CARRIED

WHEREAS Ontario Regulation 343/22 mandates that firefighters performing specific fire protection services be certified to a prescribed standard by July 1, 2026, with certain technical rescue disciplines requiring certification by July 1, 2028;

AND WHEREAS the Township recognizes and supports the value of the certification requirements mandated by the Province of Ontario, acknowledging that standardized training enhances firefighter safety, service quality, and public trust;

AND WHEREAS the Office of the Fire Marshal (OFM) and Ontario Fire College (OFC) are actively working to provide training and certification programs, including offering over 600 courses annually, yet some certification programs and testing resources remain under development or are not yet widely accessible, particularly in the Ontario Seal Programs;

AND WHEREAS many fire departments in Ontario are staffed predominantly by volunteer firefighters who balance full-time employment with their emergency service commitments;

AND WHEREAS the certification programs are still in development and the current availability does not adequately reflect the operational realities of volunteer fire departments, especially in rural communities, where training opportunities are limited and certification demands place undue pressure on personnel and municipal resources;

AND WHEREAS when firefighter certification was first introduced in 2018, smaller/rural Municipalities raised concerns that they do not provide the same level of fire protection services as larger municipalities or urban centres. The Province responded thoughtfully by introducing new legislation to allow municipalities to certify firefighters only to the services they actually provide. This flexibility is appreciated and reflects a fair and practical approach; however, training programs for many of these service-specific certifications are still not available.

AND WHEREAS it is unreasonable to expect volunteer firefighters—who already balance full-time employment and community service—to independently develop curriculums and training programs in-house that meet provincial standards and adequately prepare them for certification exams;

AND WHEREAS smaller rural volunteer fire departments often lack the necessary resources, certified personnel, and specialized expertise to independently develop training curriculums or qualify for learning contracts with the Ontario Fire College; and

AND WHEREAS these departments have long relied on the Ontario Fire College's course offerings and have been patiently awaiting the release of the Ontario Seal Programs, having noted preliminary pilot initiatives in Northern Ontario and anticipating a broader rollout of these programs in the near future;

AND WHEREAS rural municipalities would welcome the opportunity to engage in dialogue with the Office of the Fire Marshal to address current barriers and explore collaborative solutions;

THEREFORE BE IT RESOLVED THAT the Council of the **Township of Larder Lake** respectfully requests that the Province of Ontario, through the Ministry of the Solicitor General and the Office of the Fire Marshal, extend the compliance deadlines outlined in Ontario Regulation 343/22 to a minimum of two years beyond the final release date of the Ontario Seal programs offered in the regulation for all affected certification categories;

AND THAT the Province consider implementing a phased or regionally adaptive approach to certification deadlines, taking into account the availability of training programs and the unique challenges faced by volunteer fire services in Rural Ontario;

AND THAT this resolution be forwarded to the Minister of the Solicitor General, the Ontario Fire Marshal, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), the Ontario Association of Fire Chiefs (OAFIC), **John Vanthof** and all municipalities in Ontario for support and endorsement.

Sincerely,

A handwritten signature in black ink, appearing to read 'Crystal Labbe', written in a cursive style.

Crystal Labbe

CAO/ Clerk Treasurer

Rovi Phanthoupheng

From: Veronique Dion
Sent: October 17, 2025 11:08 AM
To: Rovi Phanthoupheng
Subject: FW: #EXTERNAL: FW: Township of Larder Lake - Request for Extension of Certification Deadlines under Ontario Regulation 343/22

From: Martin Connell <MartinConnell@mcdougallenergy.com>
Sent: October 16, 2025 2:25 PM
To: Veronique Dion <cao@billingstwp.ca>
Subject: RE: #EXTERNAL: FW: Township of Larder Lake - Request for Extension of Certification Deadlines under Ontario Regulation 343/22

Hi Veronique,

I agree with the letter and the deadline should be extended given the lack of resources and examiners available by the OFM to certify our FF's.

Regards,

Martin Connell

Territory Manager, Residential Sales

McDougall Energy Inc.

Station Tower, 421 Bay Street, Suite 301
Sault Ste. Marie, ON
P6A 1X3

C: (705) 348-1484
E: martinconnell@mcdougallenergy.com

McDougall
ENERGY



Platinum
member



BY-LAW NO 2025-37

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE TOWNSHIP OF BILLINGS

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under Section 9; shall be exercised by By-Law;

AND WHEREAS The Council for The Corporation of the Township of Billings deems it expedient that the proceedings of meetings of the Council be confirmed and adopted by By-Law;

NOW THEREFORE the Council of The Corporation of the Township of Billings enacts as follows:

1. THAT the actions of the Council of The Corporation of The Township of Billings at its Council Meeting held on October 21, 2025 in respect to each report, motion, resolution, or other actions recorded and taken by Council at its meetings, except where the prior approval of the Ontario Lands Tribunal is required is hereby adopted, ratified, and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. THAT the Mayor and CAO/Clerk, or such other official as deem appropriate are hereby authorized and directed to do all things necessary to give effect to the said action, of Council of the Township of Billings referred to in the proceeding section.
3. THAT the Mayor and CAO/Clerk are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of The Corporation of The Township of Billings to all such documents.
4. THIS By-Law shall come into full force and effect upon final passage.
5. THIS By-Law may be cited as the "October 21, 2025 Confirmatory By-Law"

READ a FIRST and SECOND TIME this 21st day of October, 2025

READ a THIRD TIME and FINALLY PASSED this 21st day of October, 2025

Bryan Barker, Mayor

Véronique Dion, CAO/Clerk