

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

**TRI COUNCIL MINUTES**

February 23, 2026

The combined in-person/virtual TRI Council meeting of the Councils of the Township of Armour, the Township of Ryerson and the Village of Burk's Falls was held on Monday, February 23, 2026 at 7:00 p.m. at the Young at Heart Community Centre.

Those in attendance were:

Township of Armour Council present included Mayor Rod Ward; Councillors Jerry Brandt, Wendy Whitwell and Dorothy Haggart-Davis; Staff: Dave Gray, CAO, Charlene Watt, Clerk, Alison McGregor, Treasurer and Amy Tilley, Waste Management Administrator.

Village of Burk's Falls Council present included Mayor Chris Hope, Councillors Nancy Kyte, Ryan Baptiste, Sean Cotton and Ashley Brandt; Staff: Denis Duguay, CAO/Clerk, Camille Barr, Senior Administrative Assistant, Graham Smith, Arena Manager and Christina Merrick, Assistant Arena Manager.

Township of Ryerson Council present included Deputy Mayor Glenn Miller, Councillors Beverley Abbott, Dan Robertson and Delynne Patterson; Staff: Brayden Robinson, Treasurer, Nancy Field, Acting CAO/Clerk, Kelly Morissette, Administrative Assistant and Joe Readman, Fire Chief.

Guests: Nieves Guijarro, Diane Brandt, Laura Richardson, Steve Page, Jon Hind, Marie Stitt and Doreen Monk.

The meeting was called to order by Deputy Mayor Glenn Miller, acting as Chair for the meeting, at 7:00 p.m.

Deputy Mayor Glenn Miller welcomed all of the participants.

**CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING:**

The notes of the regular meeting held on October 27, 2025 were approved as amended. Councillor Jerry Brandt noted a spelling error in Diane Brandt's name.

**DECLARATION OF PECUNIARY INTEREST:** None

**DISCUSSION ITEMS:**

**Budgets and Reports**

Arena

The Arena Manager and Assistant Arena Manager presented the 2026 final draft arena budget and a 2025 summary report. Highlights included that 2025 marked the strongest year for ice and hall rentals since the pandemic, increased hydro costs due to higher consumption and global adjustment rates, and ice plant repairs and maintenance pressures due to increased usage. Discussion ensued regarding hydro cost volatility, staffing and working alone mitigation strategies, long-term capital planning and the impact of no-charge and subsidized rentals. The Arena Manager reviewed the 10-year capital forecast, including the condenser replacement (2026), generator capital contract and demand regulators, arena man-gate safety upgrades, floor resurfacing and long-term ice plant and structural requirements. The Capital request impact for the 2026 Capital budget is \$168,323. The operating budget is increasing from \$356,515 to \$381,818, representing an increase of \$25,303 or 7.1%. The capital budget is increasing from \$132,100 to \$168,323, representing an increase of \$36,223 or 27.4%. Overall, the 2026 Arena Budget will increase from \$488,615 to \$550,141, reflecting a total increase of \$61,526 or 12.59%. The Township of Armour's contribution for 2026 is projected at \$183,380.

A capital surcharge was discussed on services and will be considered by the Village of Burk's Falls when they update their Fees and Charges By-law.

TRI Council discussed the budget. Questions were asked and answered.

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Waste Management

The Waste Management Administrator presented the 2026 final draft waste management budget and the 2025 landfill operational review report. Due to the changes to the recycling collection, the operating budget for Waste Management is increasing from \$251,800 to \$268,800 an increase of \$17,000 or 6.75%. The increase is reflected in finance/auditing, freight and landfill monitoring. The capital budget is decreasing from \$65,700 to \$16,440, a difference of \$49,260 or 75.0%. The capital difference is reflected in the compactor repair and pole barn repair accounts. Overall, the 2026 Waste Management Budget is decreasing from \$317,500 to \$285,322 a decrease of \$32,178 or 10.13%. Armour's contributions for 2026 is projected at \$139,099.

A sub-committee was suggested to assess the landfill site's layout, protocols for addressing lithium ion battery fires that are becoming more frequent and diverting construction waste.

TRI Council discussed the budget, questions were asked and answered.

Fire Department

The Fire Chief presented the 2026 final draft fire budget. The operating budget for the Fire Department is increasing from \$460,792 to \$521,042, representing an increase of \$60,250 or 13.08%. Due to the construction of the new fire hall, the capital budget is increasing from \$1,558,030 to \$3,828,934, an increase of \$2,270,904 or 145.75%. A potential NOHFC Fire Hall Grant was detailed in the amount of \$1,850,000 and a loan in the amount of \$1,850,000. Overall, the 2026 Fire Department municipal levies are increasing from \$542,522 to \$649,876, representing an increase of \$107,354 or 19.79%. Armour's contributions for 2026 is projected at \$310,901.

TRI Council discussed the budget, questions were asked and answered.

First Due Software

TRI Council reviewed the Fire Chief's report regarding the implementation and operational benefits of the First Due software platform for the Burk's Falls and District Fire Department. Discussion highlighted improvements to emergency reporting, records management, and overall operational efficiencies. TRI Council acknowledged that the purchase of First Due Software was included in the draft 2026 budget, and that the Fire Chief will enter into an agreement for its implementation and continued use, subject to final review of terms and conditions acceptable to the participating municipalities. Council acknowledged the first-year cost of \$17,150.00, which includes software acquisition, configuration, customization, and initial staff training, and reviewed the ongoing annual subscription cost of \$13,150.00 beginning in year two.

Update New Fire Hall

The Fire Chief provided an update on the new fire hall project. The land severance has been completed. Construction permits have been submitted and foundation work has commenced. The Township of Ryerson is awaiting final design renderings and there has been ongoing coordination with project partners.

The Fire Chief announced that Ransome Well Drilling will drill the well at no cost to the municipalities.

The loan for the new fire hall is at a fixed 25-year term and there has not been a grant announcement to date.

Council discussed project timelines and next steps.

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**Library Lease Report**

Mayor Chris Hope summarized the library lease report for TRI Council for informational purposes. The report outlined the financial and maintenance status of the municipal library building in the Village of Burk's Falls, explaining that recent rent increases were implemented to address a gap between below-market lease rates (previously under \$5 per square foot versus commercial rates exceeding \$20) and the true cost of operating and maintaining the facility. While the library is a vital community asset, rental income has not consistently covered annual operating expenses—projected at about \$9,343 in 2026—or contributed to long-term capital needs, such as the estimated \$381,500 in future repairs identified in the Asset Management Plan, which was developed with support from Watson & Associates Economists Ltd. to comply with Ontario Regulation 588/17. Past deficits have required municipal subsidies, and without a sustainable funding model, the Village faces risks including deferred maintenance, higher future repair costs, service disruptions, and increased budget pressure. Burk's Falls Council may consider either establishing a shared-service funding model with community partners or continuing to subsidize the library as a core public service to ensure its long-term sustainability.

**NEXT MEETING:**

The next meeting is scheduled for May 25, 2026 and will be hosted by the Township of Armour.

**ADJOURNMENT:**

The TRI Council meeting adjourned at 8:21 p.m.

**RESOLUTIONS:**

Resolution #TRI-2026-1 - Moved by Chris Hope, seconded by Delynne Patterson; That the TRI Council of the Township of Armour, Township of Ryerson and the Village of Burk's Falls approve the notes of the TRI Council meeting held on October 27, 2025, as amended. Carried

Resolution #TRI-2026-2 - Moved by Dorothy Haggart-Davis, seconded by Delynne Patterson; That the TRI Council of the Township of Armour, Township of Ryerson and the Village of Burk's Falls adjourn this regular TRI Council meeting at 8:21 p.m. until the next regular TRI Council meeting scheduled for May 25, 2026 to be hosted by the Township of Armour. Carried

Original signed by Rod Ward

Rod Ward, Mayor

Original signed by Charlene Watt

Charlene Watt, Municipal Clerk