

THE MUNICIPAL CORPORATION OF TOWNSHIP OF ARMOUR

Amended Agenda

July 8, 2025

PUBLIC MEETINGS: (Zoning By-law Amendments)

6:30 P.M. – ADDITIONAL PERMITTED USE IN M ZONE

6:45 P.M. – ADDITIONAL PERMITTED USES IN CH/MH ZONE

VIDEO RECORDING DISCLAIMER AND LAND ACKNOWLEDGEMENT: REGULAR MEETING AT 7:00 P.M.:

REGULAR MEETING AT 7:00 P.M.:

Confirmation of the minutes of the regular council meeting held on June 24, 2025 (1)

List of proposed resolutions (2)

DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF:

DELEGATIONS:

Joe Readman, Fire Chief – Mandatory Firefighter Certification Support Resolution (3)

Amy Tilley, Waste Management Administrator – July 2025 Report (4)

Dave Creasor, Roads Supervisor – July 2025 Report
– 2025 Roads Tenders and Awarding of Contracts (5)

Nell Thomas – Richard Thomas Memorial Park - Memorial Plaque (6)

Jamey Prentice – Proposed Subdivision S-01/24 (7)

ACCOUNTS FOR APPROVAL:

List of accounts for approval – July 2025 (8)

APPLICATIONS:

Site Plan Application – Johnstone - 868 Skyline Drive (9)

BY-LAW (S):

#43-2025 – To permit additional uses in the CH/MH Zone (10)

#44-2025 – To permit additional use in the M Zone (11)

#45-2025 – To confirm the proceedings of Council at its June 2025 meetings (12)

#46-2025 – To enter into a site plan agreement – 98 Doe Lake Peninsula (13)

REPORTS:

Planning Report – July 2025 (14)

Building Report – July 2025 (15)

Heritage Festival Report – July 2025 (16)

Financial Report – July 2025 (17)

Planning Board – Meeting of June 25, 2025 (18)

Eastholme Home for the Aged – June Report (19)

Library Building Committee Meeting with CAO – June 24, 2025 (20)

ACED – Director's Report, Student Engagement Report, Minutes of June 26, 2025 (21)

TRI Council Sub Committee Report

AHHC – Meeting of July 3, 2025

Other reports?

CORRESPONDENCE:

#22 TO #30

UNFINISHED BUSINESS:

Firehall Build – Award of RFP (31)

Firehall Build – Financial Commitment of Build Resolution (32)

NEW BUSINESS:

Staff Report – Replacement of Septic System at Municipal Office (report available at meeting)

CLOSED SESSION: IF REQUIRED

The purpose of this closed meeting under Section 239(2) (c) of the Municipal Act to discuss a proposed or pending acquisition or disposition of land by the municipality or local board.

DATES TO REMEMBER:

July 10, 2025 – DSSAB

July 12, 2025 – Heritage Festival & Firefighter Challenge

July 16, 2025 – Library Board

July 17, 2025 – Agricultural Society

July 21, 2025 – Historical Society

July 22, 2025 – Regular Council Meeting

Any member of the public who wishes to attend the Council meeting virtually may contact the Clerk by 4:00 pm on Tuesday, July 8, 2025 via telephone at

705-382-3332 or by email at clerk@armourtownship.ca





STAFF REPORT

Date: July 8, 2025
To: Council
From: Dave Gray, CAO
Subject: Emergency Septic System Replacement – Municipal Office (56 Ontario Street)

Recommendation:

That Council authorize the emergency replacement of the septic system at the Township of Armour Municipal Office located at 56 Ontario Street, in accordance with the Township's Procurement Policy, due to system failure and the need to maintain municipal operations. The cost of the replacement is expected to exceed \$35,000.

History:

On July 6, 2025, the Township has experienced extensive rainfall and severe flooding, which has impacted numerous municipal and private properties. On July 7, 2025, the septic system at the municipal office began showing signs of failure. Staff contacted a septic pumping service to inspect the tank.

Following the inspection, the tank was pumped. Within 30 minutes of being emptied, the tank had refilled to approximately half its capacity with water, indicating a significant failure of the weeping bed. This issue is compounded by the age of the tank and associated infrastructure, which is no longer functioning as designed. It was recommended to staff that the tank be monitored and pumped as required to ensure that it does not build up excessive pressure and back feed in to the building.

Given the essential role of the municipal office in supporting Township operations and public services, failure to address this issue immediately could result in service disruptions and potential structural or environmental damage to Township property.

Financial Considerations

It is anticipated that designing and installing a new system will exceed \$35,000. As per the Township's Procurement Policy, emergency procurement may proceed without a formal tender process with Council approval. Due to the critical nature of the issue, it is recommended that staff have the ability to replace the system as soon as possible.

It is recommended that the necessary funding be allocated from the capital reserve.

Others Consulted:

Doug Godin, Chief Building Official
Alison McGregor, Treasurer

Both staff members have reviewed the situation and support the emergency action being proposed.



CORPORATION OF THE TOWNSHIP OF ARMOUR

RESOLUTION

Date: July 8, 2025

Motion # 228

WHEREAS the septic system at the Armour Township Municipal Office, located at 56 Ontario Street, has been identified as failing and in urgent need of replacement; and

WHEREAS the failure of the system poses an immediate risk of disruption to municipal operations and may result in further damage to municipal property; and

WHEREAS the anticipated cost of the emergency replacement is expected to exceed \$35,000; and

WHEREAS the Township of Armour's Procurement Policy permits emergency expenditures in circumstances where immediate action is required to prevent damage to property and maintain essential services;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour hereby authorizes the emergency replacement of the septic system at 56 Ontario Street in accordance with the Township's Procurement Policy; and

FURTHER THAT the necessary funds be allocated for this purpose from the appropriate budget line or reserves as determined by the Treasurer.

Moved by:	Blakelock, Rod	<input type="checkbox"/>	Seconded by:	Blakelock, Rod	<input type="checkbox"/>
	Brandt, Jerry	<input type="checkbox"/>		Brandt, Jerry	<input type="checkbox"/>
	Haggart-Davis, Dorothy	<input type="checkbox"/>		Haggart-Davis, Dorothy	<input type="checkbox"/>
	Ward, Rod	<input type="checkbox"/>		Ward, Rod	<input type="checkbox"/>
	Whitwell, Wendy	<input type="checkbox"/>		Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated _____

Declaration of Pecuniary Interest by: _____

Recorded vote requested by: _____

<u>Recorded Vote:</u>	For	Opposed
Blakelock, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>	<input type="checkbox"/>
Haggart-Davis, Dorothy	<input type="checkbox"/>	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>	<input type="checkbox"/>