

MUNICIPAL CORPORATION OF TOWNSHIP OF ARMOUR

Agenda

January 27, 2026

REGULAR MEETING AT 7:00 P.M.:

Confirmation of the minutes of the regular meeting of January 13, 2026 (1)
List of proposed resolutions (2)

LAND ACKNOWLEDGEMENT

DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF:

DELEGATIONS:

Amy Tilley, Waste Management Administrator – January 2026 Report and Draft Budget (3)
Danika McCann, Recreation Co-ordinator – January 2026 Report (4)

ACCOUNTS FOR APPROVAL: NONE

APPLICATIONS:

Road Deviation Transfer – Strutt – Pickerel & Jack Lake Road (5)

BY-LAW (S):

8-2026 - to enter into an Agreement for Regional Economic Development Services (6)

REPORTS:

ACED – January 22, 2026 Meeting, 2025 Annual Report, 2026 Work Plan, Staff Report (7)
Regarding Non-Member Packages & November 27, 2025 Minutes

ACED – Draft 2026 Budget (*Resolution*) (8)

Almaguin OPP Board – January 14, 2026 Meeting, November 12, 2025 Minutes & Draft Budget (9)

DSSAB – 2026 Levy Schedule & 2025 Board Member Honorariums/Expenses Report (10)

Agricultural Society – January 15, 2026 Meeting

Historical Society – (*Resolution*) (11)

Library Board – January 21, 2026 Meeting (*Resolution*) (12)

CORRESPONDENCE:

#13 TO #18

UNFINISHED BUSINESS:

MMAH Letter – Township of Armour Septic Approvals – Registry Comments Pending (19)

NBMCA – Opposition to Septic Approvals by Township of Armour & Building Code Amendment (20)

Notice of Refusal – OPA (Amendment No. 4) & ZBA Applications – PowerBank/Creasor (21)

NEW BUSINESS:

2025 Council Statement of Remuneration and Expenses (*Resolution*) (22)

2026 Municipal Election: Key Dates (23)

CLOSED SESSION:

The purpose of this closed meeting is under Section 239(2) (b) of the Municipal Act is to discuss personal matters about an identifiable individual, including municipal or local board employees.

ADJOURNMENT:

DATES TO REMEMBER:

January 28, 2026 – Planning Board

February 6, 2026 – AHHC

February 11, 2026 – Council Meeting

February 14, 2026 – Valentine's Day

Any member of the public who wishes to attend the virtual Council meeting may contact the Clerk by 4:00 pm on Tuesday, January 27, 2026 via telephone at 705-382-3332 or by email at clerk@armourtownship.ca



(1)

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

January 13, 2026

The regular meeting of the Council of the Township of Armour was held on Tuesday, January 13, 2026 at 7:00 p.m. at the Katrine Community Centre.

Those in attendance were: Mayor Rod Ward; Councillors: Rod Blakelock, Jerry Brandt, Wendy Whitwell and Dorothy Haggart-Davis; Via Zoom: Councillor Rod Blakelock.

Municipal Staff: Charlene Watt (Municipal Clerk), Dave Gray (CAO), Alison McGregor (Treasurer), Danika McCann (Recreation Co-ordinator), Amy Tilley (Waste Management Administrator), Jason Newman (Manager of Municipal Law Enforcement) and Bryan Austin (Municipal Law Enforcement Officer).

Delegations: Dave Creasor (Roads Supervisor), Sam Soja (Municipal Senior Planner – TULLOCH Inc.), Connor Wright (Land Use Planner- Zelinka Priamo Ltd.) and Barry Burton (President of No Lithium Way – Citizens United).

Applicant Guest: Ina Lila (Director of Business, PowerBank Corporation).

Burk's Falls & District Fire Department, represented by Joe Readman (Fire Chief).

TRI Council Members: Village of Burk's Falls Mayor Chris Hope, Via Zoom: Village of Burk's Falls Councillor Ryan Baptiste and Township of Ryerson Councillor Delynne Patterson.

Guests that signed in: Elizabeth Hewitt, Grace McCoy, Marie Odorizzi, Steve Page, Laura Page, Alice Hewitt, Mark Armstrong, Doreen Monk, Yvon Dugas, Gina Price, Jim Price, Marie Stitt, Wanda Hill, Jim Shaw, Lorraine Burton, Dave Crowe, Brian Price, Doug Wright, Jim Shedden (Great North Arrow), Ashley Awan and Cassandra Balesdent, Brenda Balesdent.

Guests via Zoom: Ana Cultraro, Ashley Soundy, Carl Martin, Don Murphy, Douglas MacLean (Huntsville Doppler), Erik Chovance, James King (Graydon Smith MPP's office), Nieves Guijarro, Robert Baron, Robert MacFarlane (Zelinka Priamo Ltd.), Robert Miller, Sandra Anderson and Sarah Cooke (Almaguin News).

Mayor Rod Ward called the meeting to order at 7:00 p.m. The Mayor reported that Councillor Rod Blakelock is attending via Zoom.

VIDEO RECORDING DISCLAIMER:

Participants were informed that the meeting will be recorded to provide a record of discussions and agreements held within the meeting. By staying in the meeting, virtually or in-person, participants consented to being recorded. Participants also agreed to recordings being posted to YouTube or other distribution services.

INDIGENOUS LAND ACKNOWLEDGEMENT:

Council acknowledged the traditional lands of the Anishinaabe and recognized the historical and contemporary contributions of the local First Nations and the peoples of Turtle Island.

DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF:

No pecuniary interest and general nature thereof were declared.

CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

The minutes of the regular Council meeting held on December 16, 2025 were approved as circulated.

DELEGATIONS:

Dave Creasor, Roads Supervisor, presented his January 2026 report. In December 2025, the Roads Department completed 13 days of plowing, 6 days of sanding, and 3 days of ice blading, responding to an unusually early winter that began November 10 and included a significant freezing rain event from December 28–30 requiring heavy

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DELEGATIONS: cont'd.

sanding operations and public notices. Despite increased weather demands and a breakdown of a tandem plow truck on December 31, winter operations were maintained, no equipment slid off the road due to new tires and chains, and fleet maintenance continued throughout the month. Winter sand supplies declined from 2,500 to 800 tonnes, prompting the need for reserve sand and additional salt, with 2025 costs and usage highlighting that increased weather events are driving higher material needs and future tender costs. Questions were asked and answered.

Sam Soja, Municipal Land Use Senior Planner from TULLOCH Inc, presented a recommendation report to Council regarding the PowerBank Corporation and Dave Creasor Official Plan Amendment (OPA) and Zoning By-law Amendment (ZBA) applications for the proposed battery energy storage systems at 219 Peggs Mountain Road. An overview was given of the property and proposal, the land use planning analysis, and the recommendations to Council. The broad themes of public concerns were listed and summarized. The analysis concluded that the proposed battery energy storage systems (BESS) represented appropriate rural energy infrastructure, was consistent with provincial and municipal planning policy, and could be developed without unacceptable land use compatibility, environmental, or public safety impacts, provided appropriate site-specific controls and mitigation measures were implemented. The proposal was supported by numerous peer-reviewed technical studies, including an Environmental Impact Study, Vegetation Management Plan, Acoustic Assessment, and Hazard Mitigation Analysis. The Emergency Response Plan, Firefighter Training and Stormwater Management Report had not been finalized. Public and agency comments were considered and addressed through the planning analysis, technical studies, and the proposed zoning and site plan control mechanisms.

The Planner advised that Official Plan Amendment Application OPA-2025-01, to permit a battery energy storage system use on the subject lands, and Zoning By-law Amendment Application ZBA-2025-01 should be amended to support his recommendations.

Official Plan Amendment - The revisions included minor administrative and technical edits, improvements to the wording of the purpose of the amendment, insertion of the subject property's full legal description, clarification within the basis section to confirm conformity with Official Plan objectives, and reorganization of the amendment text to place it under a "Site-Specific Uses" section of the Official Plan. The Planner noted that the revisions were technical in nature and did not alter the purpose or effect of the Official Plan Amendment.

Zoning By-law Amendment - The Planner outlined recommended revisions to the proposed Zoning By-law Amendment to implement his planning recommendations and ensure the development proceeded in a manner consistent with the planning analysis and supporting technical studies. The revisions included insertion of the subject property's full legal description and the addition of site-specific zoning provisions to rezone the lands to Rural – Site-Specific Exception (Ru-108). The Planner recommended restricting the battery energy storage system facility to the location shown on the draft amending By-law's Schedule A, limiting the facility to a maximum rated power capacity of 4.99 megawatts and a maximum rated energy storage capacity of 19.96 megawatt-hours, restricting the height of buildings and structures to a maximum of 5 metres, and designating the lands as a Site Plan Control Area to secure the implementation of supporting studies, mitigation measures, and detailed site design requirements through a site plan agreement under Section 41 of the Planning Act.

A summary of public comments from the November 18, 2025 public meeting with the applicant's responses was referenced. Key concerns related to fire safety and emergency response, environmental impacts, siting and zoning, property values, municipal costs, and overall community benefit. The applicant outlined proposed mitigation measures, compliance with current safety and environmental standards, peer-reviewed technical studies, and commitments to fund required reviews, training,

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DELEGATIONS: cont'd.

and infrastructure. The report confirms that public input has been considered as part of the ongoing review of the Official Plan and Zoning By-law Amendment applications.

The Municipal Planner supported the applicant's proposed Official Plan Amendment and Zoning By-law Amendment in principle, but did not support approval of the original draft by-laws as submitted. The Planner recommended that both the OPA and ZBA be revised to incorporate site-specific policies and zoning provisions that reflect the planning analysis and the conclusions of the supporting technical studies.

Council inquired about the implications of the Provincial Planning Statement (PPS) with respect to emergency services and impacts beyond municipal boundaries. It was noted that municipalities are encouraged to co-ordinate with neighbouring municipalities and to mitigate cross-boundary impacts as appropriate.

Council questioned why the Official Plan Amendment and Zoning By-law Amendment applied to the entire approximately 83-acre property. It was explained that this approach is typical for an OPA; however, site-specific controls are generally recommended through the ZBA. While the application permits the battery energy storage system (BESS) on the subject lands, it includes restrictions on its location. It was further noted that associated components, including the proposed stormwater management facilities, hydro poles, and site access, would extend beyond the defined BESS footprint.

Connor Wright, Land Use Planner from Zelinka Priamo Ltd., representing PowerBank Corporation, presented an overview of the Official Plan Amendment and Zoning By-law Amendment applications for the proposed BESS at 219 Peggs Mountain Road. In the presentation it was stated that there is policy support under the Provincial Planning Statement, 2024 that encourages planning for climate change mitigation and resilience and supports the development of energy storage systems to meet current and future electricity needs. The proposal was also reviewed in the context of the Township of Armour Official Plan and Zoning By-law. PowerBank's planner was generally supportive of the amendments that were proposed by TULLOCH Inc.

Council inquired about the purpose and winter operability of a dry hydrant. The Applicant's Planner was unable to provide a response to these questions. Fire Chief Joe Readman subsequently explained the function of a dry hydrant and advised that, if properly installed, winter conditions would not impede its operation.

Council further inquired about the proposed location of the dry hydrant. Fire Chief Readman advised that the dry hydrant is proposed to be located at Katrine Beach on Ferguson Road, approximately 5 km from the subject property, and not on-site.

Barry Burton, President from No Lithium Way Citizens United Inc. spoke in opposition to the Official Plan Amendment and Zoning By-law Amendment applications for the proposed battery energy storage systems at 219 Peggs Mountain Road. No Lithium Way Citizens United Inc. disputed the two Planners recommendations and quoted PPS sections from the presentation. Concerns raised included public safety risks associated with recent BESS fires elsewhere; land use incompatibility with surrounding rural residential and agricultural properties; potential impacts to endangered bat species, and compliance with provincial and municipal environmental policies; proximity to a provincially significant archaeological site and the absence of an archaeological assessment; lack of consultation with Indigenous and environmental stakeholders; and reported lack of community support, including a petition with 901 signatures opposing the project. It was stated that the BESS site is within 650 metres of a Provincially Significant Archaeological Site. In 1998 the Ontario Government licensed the site giving it Borden Numbers BjGu-1-2, BjGu-1-3, and BjGu-1-4. It was explained that twenty-three artifacts were evaluated by two archaeologists and the fourteen best were donated to the Simcoe County Museum.

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ACCOUNTS FOR APPROVAL:

The list of accounts for January 2026 was approved by resolution.

APPLICATIONS:

Council reviewed consent application B-049/25, Part of Lot 21 Concession 4, for a lot addition on the property municipally known as 723 Skyline Drive from Mark and Susan Armstrong. Council discussed the application, the history of the property and passed a resolution supporting the application with conditions.

Council reviewed a Staff Report and supporting documentation from the Municipal Clerk requesting support to revise Condition #3 of Subdivision Application S-01/24 (Prentice) per the Applicant's Planner's request and MNRF comments. Council passed a resolution supporting the request to amend the Notice of Decision's condition.

Council reviewed official plan application OPA-2025-01 (Amendment No. 4) and zoning by-law amendment application ZBA-2025-01, Part Lot 3, Concession 6, to permit battery energy storage systems on the property municipally known as 219 Peggs Mountain Road from David Creasor and PowerBank Corporation.

Council reviewed the applications, including information presented by the delegations, the volume of written submissions received from residents opposing the battery energy storage system (BESS), and the recommendations provided by Planning staff. Council discussed the potential impacts of the proposal on the entire 83-acre property, noting that the proposed lease area for the BESS represents approximately 0.2 acres of the site.

Council noted the thoroughness of the planners submitted reports. Council noted that, as of the meeting date, the stormwater management plan, emergency response plan, and firefighter training documentation had not been finalized. Council was not satisfied that the requirements of the Provincial Planning Statement had been adequately addressed, particularly with respect to inter-municipal coordination and cross-boundary impacts; public safety and hazard management; the limitations of municipal emergency and fire services; infrastructure and service capacity; and regional response and joint oversight.

Council emphasized that planning matters with regional implications, including emergency management and infrastructure, should involve neighbouring municipalities. Council addressed the public, noting that while the Province is promoting this type of infrastructure and municipalities operate under provincial authority, Council was elected to represent the interests of local residents. Council further noted that the potential impacts of the proposal extend beyond the boundaries of Armour Township and expressed hope that conveying the concerns raised by the public would assist other municipalities in making informed, community-supported decisions.

Council acknowledged that BESS technology is expected to continue to evolve and that Council remains committed to acting in the best interests of its residents. Council recognized that significant public concerns had been raised, particularly regarding risks to volunteer firefighters, and agreed that such risks require careful consideration. Council noted that education and information provided on the proposal did not sufficiently address practical safety concerns. Public input consistently raised planning-related concerns that aligned with PPS and OP policy.

Following deliberation, Council passed resolutions, with recorded votes, to refuse the applications.

BY-LAWS:

By-law #1-2026 being a by-law to authorize temporary borrowing for 2026 was read in its entirety and passed by resolution.

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BY-LAWS: cont'd.

By-law #2-2026 being a by-law to provide for an interim tax levy, penalty charges and interest for 2026 was read in its entirety and passed by resolution.

By-law #3-2026 being a by-law to confirm the proceedings of Council at its December 2025 meetings was read in its entirety and passed by resolution.

By-law #4-2026 being a by-law to amend the official plan to permit battery energy storage systems on the property municipally known as 219 Peggs Mountain Road was read in its entirety and defeated.

By-law #5-2026 being a by-law to amend the zoning by-law to permit battery energy storage systems on the property municipally known as 219 Peggs Mountain Road was read in its entirety and defeated.

By-law #6-2026 being a by-law to delegate routine Council powers and duties to staff was read in its entirety and passed by resolution.

By-law #7-2026 being a by-law to stop up and close and convey the original shore road allowance in front of Part Lot 20, Concession 1, across the travelled road from 879 Three Mile Lake Road, fronting Three Mile Lake, designated as Part 1 on Registered Plan 42R-22892 was read in its entirety and passed by resolution.

REPORTS:

The Mayor presented his January 2026 Preparing for the Future in the Almaguin Highlands Report. The Mayor provided a New Year update outlining the Township of Armour's progress since November 2022 and priorities for 2026. The report focuses on six strategic areas: value for constituents, protection of natural assets, cooperation and shared services, health and wellness, economic development, and housing and growth. Council was advised of ongoing progress in regional service delivery, community and recreation investments, environmental initiatives, healthcare partnerships, economic readiness, and infrastructure planning. The report also emphasized a continued Almaguin Highlands regional approach to improve efficiency, resilience, and long-term sustainability.

Council reviewed the January 2026 Planning Report.

Council reviewed the January 2026 Building Permit Report, the Building Summary for 2025 and a comparison chart for building permits between 2021 and 2025.

Council reviewed the 2025 By-law Enforcement Services report, noting a return to more traditional service levels, year-end activity comparable to pre-pandemic years, ongoing compliance efforts, and continued winter monitoring. Council also acknowledged strong staff support, effective community and inter-agency collaboration—including mental health initiatives—and plans to further strengthen partnerships and training opportunities in 2026. Council reviewed the Annual AMPS Program Public Complaints Report for the 2025 reporting period and confirmed that no public complaints were received under the Administrative Monetary Penalty System. A resolution was passed to receive and approve the report in accordance with By-law #24-2025, Schedule F.

A verbal report was provided on the January 8, 2026 AHHC meeting and Council reviewed the minutes of the meeting held on November 6, 2025.

A verbal report was given on the January 8, 2026 DSSAB meeting.

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CORRESPONDENCE:

Council reviewed a request for a donation from The Salvation Army. Council passed a resolution approving the donation.

Council received a request from the Canadian Red Cross requesting a donation to help those going through a crisis in Canada and around the world. Council passed a resolution approving a donation.

Council reviewed an Ontario News Release advising that the province is investing in firefighter protection.

Council reviewed an Ontario News Release advising of regulations and statutes in force as of January 1, 2026.

Council reviewed the November 2025 Monthly Jobs Report and the December 2025 Labour Focus Report provided by The Labour Market Group.

Council reviewed a media release from MAHC advising that a new mammography unit will be coming to the Huntsville Hospital.

Council reviewed a media release from MAHC advising that Muskoka Algonquin Healthcare has implemented a partnership with Granite Ridge Retirement Residence to add transitional beds.

UNFINISHED BUSINESS:

Council reviewed 18 additional submissions from the public in opposition to the official plan and zoning by-law amendment applications by PowerBank Corporation for the proposed battery energy storage systems at 219 Peggs Mountain Road.

NEW BUSINESS:

Council reviewed a letter from the Association of Ontario Land Surveyors (AOLS) advising that plans of survey are professional products and should not be distributed to the public by municipalities without the consent of the authoring surveyor, noting concerns about legality, public misunderstanding, outdated information, and potential liability. AOLS recommends municipalities cease providing copies of survey plans and instead direct the public to the original surveying firm for appropriate access and explanation.

RESOLUTIONS:

Resolution #2026-1 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour approve the minutes of the regular council meeting held on December 16, 2025, as circulated. Carried

Resolution #2026-2 - Moved by Wendy Whitwell, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour approve the January 2026 accounts, in the amount of \$561,267.70 for payment, and the Mayor and the Treasurer are hereby authorized to sign cheques for same. Carried

Resolution #2026-3 - Moved by Dorothy Haggart-Davis, seconded by Jerry Brandt; That the Council of the Township of Armour hereby support the consent application B-049/25, Part Lot 21, Concession 4, 723 Skyline Drive submitted by Mark and Susan Armstrong for a lot addition subject to the following conditions:

- That the owner obtain approval of an Official Plan Amendment to recognize that the consent results in no new lot for development, as the severed parcel shall merge with the abutting benefitting lands, addressing non-conformity with Section 3.1.1(g) of the Official Plan and Section 51(24)(c) of the Planning Act.
- That the owner obtain approval of a Zoning By-law Amendment, similar in intent to By-law No. 5-2024 (Exception Rural RU-107), to recognize the lot addition as legally existing as of the date of consent approval and to bring the lands into conformity with Official Plan Amendment.

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RESOLUTIONS: cont'd.

- That the consent be approved for lot addition purposes only, and that the severed lands shall not be conveyed separately or developed independently and shall merge in title with the benefitting abutting lands.
- That a digital copy of the final reference plan be provided to the Township
- That the transfer of the severed lands be completed concurrently with or immediately following the required conveyance, such that the severed lands legally merge with the benefitting parcel and remain as one lot for all planning purposes. Carried

Resolution #2026-4 - Moved by Wendy Whitwell, seconded by Dorothy Haggart-Davis; Whereas a request has been made by Lanny Dennis Planning, to revise Condition #3 of Subdivision Application S-01/24 (Prentice) to require that a Zoning By-law Amendment be applied for and approved recognizing a minimum lot frontage of 61 metres for Lots 1–5, and the Ministry of Natural Resources and Forestry has advised that it does not review or comment on site-specific planning proposals where the municipality or planning board is the approval authority;

Now Therefore Be It Resolved That the Council of the Township of Armour supports the requested revision to Condition #3. Carried

Resolution #2026-5 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; Whereas the Applicants, PowerBank Corporation and David Creasor, have submitted an Official Plan Amendment Application OPA-2025-01 (Amendment No. 4) for Council's consideration;

And Whereas Council has reviewed the application pursuant to Section 17 of the Planning Act;

And Whereas Council has considered the written and/or verbal recommendations provided in the report prepared by TULLOCH Inc., dated January 13, 2026;

And Whereas Council has considered public submissions, including written and/or verbal representations received in respect of the application;

Now Therefore Be It Resolved That Council does not accept the application as presented by the Applicant;

And Be It Further Resolved That the application as presented by the Applicants is hereby refused.

<u>Recorded Vote</u>	<u>For</u>	<u>Opposed</u>
Blakelock, Rod	X	
Brandt, Jerry	X	
Haggart-Davis, Dorothy	X	
Ward, Rod	X	
Whitwell, Wendy	X	Carried

Resolution #2026-6 - Moved by Wendy Whitwell, seconded by Rod Blakelock; Whereas the Applicants, PowerBank Corporation and David Creasor have submitted a Zoning By-law Amendment Application ZBA-2025-01 for Council's consideration;

And Whereas Council has reviewed the application pursuant to Section 34 of the Planning Act;

And Whereas Council has considered the written and/or verbal recommendations provided in the report prepared by TULLOCH Inc., dated January 13, 2026;

And Whereas Council has considered public submissions, including written and/or verbal representations received in respect of the application;

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MINUTES

January 13, 2026

RESOLUTIONS: cont'd.

Now Therefore Be It Resolved That Council does not accept the application as presented by the Applicant;

And Be It Further Resolved That the application as presented by the Applicants is hereby refused.

<u>Recorded Vote</u>	<u>For</u>	<u>Opposed</u>
Blakelock, Rod	X	
Brandt, Jerry	X	
Haggart-Davis, Dorothy	X	
Ward, Rod	X	
Whitwell, Wendy	X	Carried

Resolution #2026-7 - Moved by Wendy Whitwell, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour have read and approve By-law #1-2026 being a by-law to authorize temporary borrowing for 2026 and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Resolution #2026-8 - Moved by Wendy Whitwell, seconded by Jerry Brandt; That the Council of the Township of Armour have read and approve By-law #2-2026 being a by-law to provide for an interim tax levy, penalty charges and interest for 2026 and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Resolution #2026-9 - Moved by Jerry Brandt, seconded by Wendy Whitwell; That the Council of the Township of Armour have read and approve By-law #3-2026 being a by-law to confirm the proceedings of Council at its December meetings and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Resolution #2026-10 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; That the Council of the Township of Armour have read and approve By-law #4-2026 being a by-law to approve an Official Plan amendment for Concession 6, Part Lot 3, known municipally as 219 Peggs Mountain Road to permit battery energy storage systems and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Defeated

Resolution #2026-11 - Moved by Wendy Whitwell, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour have read and approve By-law #5-2026 being a by-law to approve a Zoning By-law amendment for Concession 6, Part Lot 3, known municipally as 219 Peggs Mountain Road to permit battery energy storage systems and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Defeated

Resolution #2026-12 - Moved by Wendy Whitwell, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour have read and approve By-law #6-2026 being a by-law to delegate routine Council powers and duties to staff and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Resolution #2026-13 - Moved by Wendy Whitwell, seconded by Jerry Brandt; That the Council of the Township of Armour have read and approve By-law #7-2026 being a by-law to stop up and close and convey the original shore road allowance described as Part Lot 20, Concession 1, 42R-22892, Part 1, fronting Three Mile Lake, and to transfer ownership of said shore road allowance to the property across the travelled road known as Three Mile Lake Road, described as Part Lot 20, Concession 1, 42R-10845, Part 1, to be owned by the property owner of the adjacent land and that we authorize the

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RESOLUTIONS: cont'd.

Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.
Carried

Resolution #2026-14 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour receive and approve the Annual AMPS Program Public Complaints Report for the 2025 reporting period and acknowledges that no public complaints were received in respect of the Administrative Monetary Penalty System (AMPS) Program pursuant to By-law #24-2025, Schedule F. Carried

Resolution #2026-15 - Moved by Jerry Brandt, seconded by Wendy Whitwell; That the Council of the Township of Armour approve a donation in the amount of \$400 to The Salvation Army to support the work they do in our community. Carried

Resolution #2026-16 – Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; That the Council of the Township of Armour approve a donation, in the amount of \$1,000, to the Canadian Red Cross to support the work they do in our community. Carried

Resolution #2026-17 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour adjourn this regular council meeting at 9:10 p.m. until the next regular council meeting scheduled for January 27, 2026 or at the call of the Mayor or the Clerk. Carried

Rod Ward, Mayor

Charlene Watt, Municipal Clerk

LIST OF PROPOSED RESOLUTIONS FOR JANUARY 27, 2026

ITEM # ON AGENDA

(1)

That the Council of the Township of Armour approve the minutes of the regular council meeting held on January 13, 2026, as circulated.

ITEM # ON AGENDA

(3)

That the Council of the Township of Armour approves the 2026 Waste Management draft budget and directs staff to include the budget in the TRI Council meeting agenda of February 23, 2026.

ITEM # ON AGENDA

(5)

WHEREAS pursuant to the Municipal Act, 2001, the Township of Armour has authority to acquire land for highway purposes and to open and assume highways by by-law;

AND WHEREAS a portion of Pickerel & Jack Lake Road deviates from the original surveyed road allowance and currently crosses private lands owned by Edith Anne Strutt, being Part of Lot 7, Concession 11, Township of Armour, PIN 52138-0251;

AND WHEREAS the travelled portion of Pickerel & Jack Lake Road (identified as the red hatched area) and an adjacent small parcel of land (identified as the blue hatched area) are proposed to be transferred by Edith Anne Strutt to the Township of Armour, subject to a Reference Plan deposited in the Land Registry Office, for inclusion in the Township's road system through the appropriate by-law;

AND WHEREAS the original surveyed road allowance (identified as the yellow hatched area) is currently unopened and will be retained by the Township for future municipal purposes;

AND WHEREAS the Trustees/Executors of the Estate of Ethel Andrews has agreed to pay all surveying costs associated with the proposed land transfer, and each party shall be responsible for its own legal costs;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour hereby:

1. Supports the transfer of the travelled portion of Pickerel & Jack Lake Road (red hatched area) and the adjacent small parcel (blue hatched area) from Edith Anne Strutt to the Township of Armour, subject to legal and survey confirmation and the registration of a Reference Plan in the Land Registry Office;
2. Authorizes the preparation and passage of an appropriate opening by-law to include the transferred lands into the Township's road system in accordance with the Municipal Act, 2001;
3. Confirms that the unopened original surveyed road allowance (yellow hatched area) between Concessions 10 and 11 in Lot 7 shall remain in Township ownership and may be brought into the Township road system by future by-law if required, in order to provide frontage on an open public road, with access arising by virtue of such frontage and not by way of any private right or easement, to abutting lands including those of the Trustees/Executors of the Estate of Ethel Andrews;
4. Acknowledges that all surveying costs related to this matter shall be paid by the Trustees/Executors of the Estate of Ethel Andrews and that each party shall be responsible for their own legal expenses; and
5. Directs Township staff to take all necessary steps to complete the land transfer and road opening process in accordance with this resolution.

ITEM # ON AGENDA**(6)**

That the Council of the Township of Armour have read and approve By-law #8-2026 being a by-law to enter into an agreement for the provision of Regional Economic Development Services and to repeal By-law #36-2019 and that we authorize the Mayor and the Clerk to sign this by-law and affix the Seal of the Corporation thereto.

ITEM # ON AGENDA**(8)**

That the Council of the Township of Armour approve the draft 2026 ACED budget, in the amount of \$241,300, with the Township of Armour's contribution being \$26,783.

ITEM # ON AGENDA**(11)**

WHEREAS the Burk's Falls and District Historical Society has expressed interest to change the location of its monthly meetings from Fell Homes to the Township of Armour's Council Chambers;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour:

1. Approves the use of the Council Chambers to host the monthly meetings of the Burk's Falls and District Historical Society at no cost.
2. Confirms that meetings will be held on the third Monday of each month.
3. Directs that any changes to the meeting date must be approved by Township staff.
4. Acknowledges that the use of the Council Chambers is subject to availability and any applicable Township policies regarding the use of municipal facilities.

ITEM # ON AGENDA**(12)**

THAT the Council of the Township of Armour expresses its concerns with the amendment to the Canada Post Corporations Act within Bill C-15 that could result in the disappearance of a reduced rate of postage for library materials lent by a library to a borrower, including by means of an interlibrary loan.

AND THAT Interlibrary loans are an essential part of how libraries operate and they provide access to material for the millions of library users in Canada.

AND THAT as a small rural library, the Burk's Falls Armour and Ryerson Union Public Library depends on loans from other libraries to supplement its collection and relies on Canada Post to deliver those materials at a reduced rate.

AND FURTHER THAT if Canada Post is allowed to increase the postal rate that supports this service without oversight from Parliament or the Government of Canada, there could be a devastating effect, putting a strain on already tight library budgets and threatening the ability of libraries to offer this essential service that ensures access, equity and literacy for all.

NOW THEREFORE, BE IT RESOLVED THAT, the Council of the Township of Armour encourages the Federal Government to ensure that Canada Post continues to provide a library postal rate so that library services remain accessible for all of Canada through interlibrary loans.

ITEM # ON AGENDA**(13)**

That the Council of the Township of Armour supports the Village of Sundridge and calls upon the Federal Government to ensure that Canada Post continues to provide a library postal rate, in order to maintain equitable access to library services across Canada, including through interlibrary loan programs.

ITEM # ON AGENDA**(14)**

That the Council of the Township of Armour approve a donation in the amount of \$_____ to the Land of Lakes Public School to support the Grade 8 end-of-the-year trip.

ITEM # ON AGENDA**(15)**

That the Council of the Township of Armour hereby supports the Grenville 1 O.P.P. Detachment Board in advocating for enhanced school bus safety across Ontario, including provincial funding, legislative support, and the implementation of school bus stop-arm camera systems and complementary child-safety technologies; and further authorizes the Mayor to sign the form letter petitioning the Province of Ontario, noting that this letter was endorsed by the Grenville O.P.P. Detachment Board at its meeting held January 8, 2026, and is co-signed by representatives of the Municipality of North Grenville and the Village of Merrickville-Wolford.

ITEM # ON AGENDA**(22)**

That the Council of the Township of Armour approve the 2025 Council Statement of Remuneration and Expenses as presented by the Treasurer. Furthermore, that the statement be posted on the Township of Armour's website.

ITEM # ON AGENDA

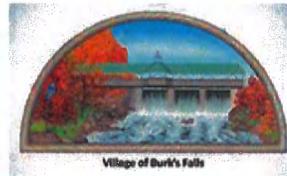
That the Council of the Township of Armour hereby move into closed session at _____ p.m. under Section 239(2) (b) of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees.

ITEM # ON AGENDA

That the Council of the Township of Armour hereby adjourn and move out of closed session at _____ p.m. and report.

ITEM # ON AGENDA

That the Council of the Township of Armour adjourn this regular council meeting at _____ p.m. until the next regular council meeting scheduled for February 10, 2026 or at the call of the Mayor or the Clerk.



(3)

TO: Mayors and Members of Council
FROM: Amy Tilley, Waste Management Administrator
DATE: January 27, 2026

Budget & Financial – Attachment A

- 2025 Actual and Draft 2026 for discussion and review.
 - Adjusted Overall Bag Count for 2025

Landfill Operational Review

- Landfill Utilization for 2025 – 1,858.6 cubic meters received, leaving 11,204.3 cubic meters of airspace. Annual rate of disposal (1,500 m³) = 7.5 years life expectancy.
- Two house demolitions in the fall of 2024 and three more in the spring of 2025 justify the increase in utilization for 2025.

Year	M ³ received	Airspace	Capacity
2025	1,858.6	11,204.3	7.5 years
2024	862.4	13,061.9	9 years
2023	1,251.4	13,924.3	9.5 years
2022	1,022.7	15,175.7	10 years
2021	1,031.8	16,198.4	10.5 years
2020	780.6	17,230.2	11.5 years
2019	1,368.4	18,010.8	12 years
2018	2,400.0	19,180.0	8 years
2017	2,400.0	21,580.0	9 years

- A total of 8,175.9 cubic meters of waste received in 7 years. Average fill rate = 1,168 m³ using average fill rate 2019 – 2025 would extend capacity to 9.5 years.
- Ministry of Environment, Conservation and Parks completed a site inspection in June of 2025 with the final report being received December 2, 2025. Minor recommendations for documentation and reporting. Twenty-four-page report available for review upon request.

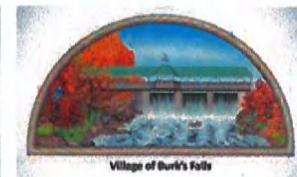


BAG TALLY	ARMOUR	BURKS FALLS	RYERSON	TOTAL OF ALL
TOTAL 2025	22,470	1,726	12,420	36,616
2025 % of TOTAL	61.367%	4.714%	33.920%	100%
TOTAL 2024	22,139	2,480	12,102	36,721
2024 % OF TOTAL	60.290%	6.754%	32.975%	100%
TOTAL 2023	21,193	1,866	11,516	34,575
2023 % OF TOTAL	61.296%	5.379%	33.307%	100%
TOTAL 2022	21,407	1,596	11,060	34,063
2022 % OF TOTAL	62.845%	4.685%	32.469%	100%
TOTAL 2021	23,661	1,248	10,648	35,557
2021 % OF TOTAL	66.544%	3.510%	29.946%	100%
TOTAL 2020	23,558	843	10,566	34,967
2020 % OF TOTAL	67.372%	2.411%	30.217%	100%

As of January 1, 2026, there are a total of 1,813 activated swipe cards for Armour & Ryerson. This tally does not include split cards.

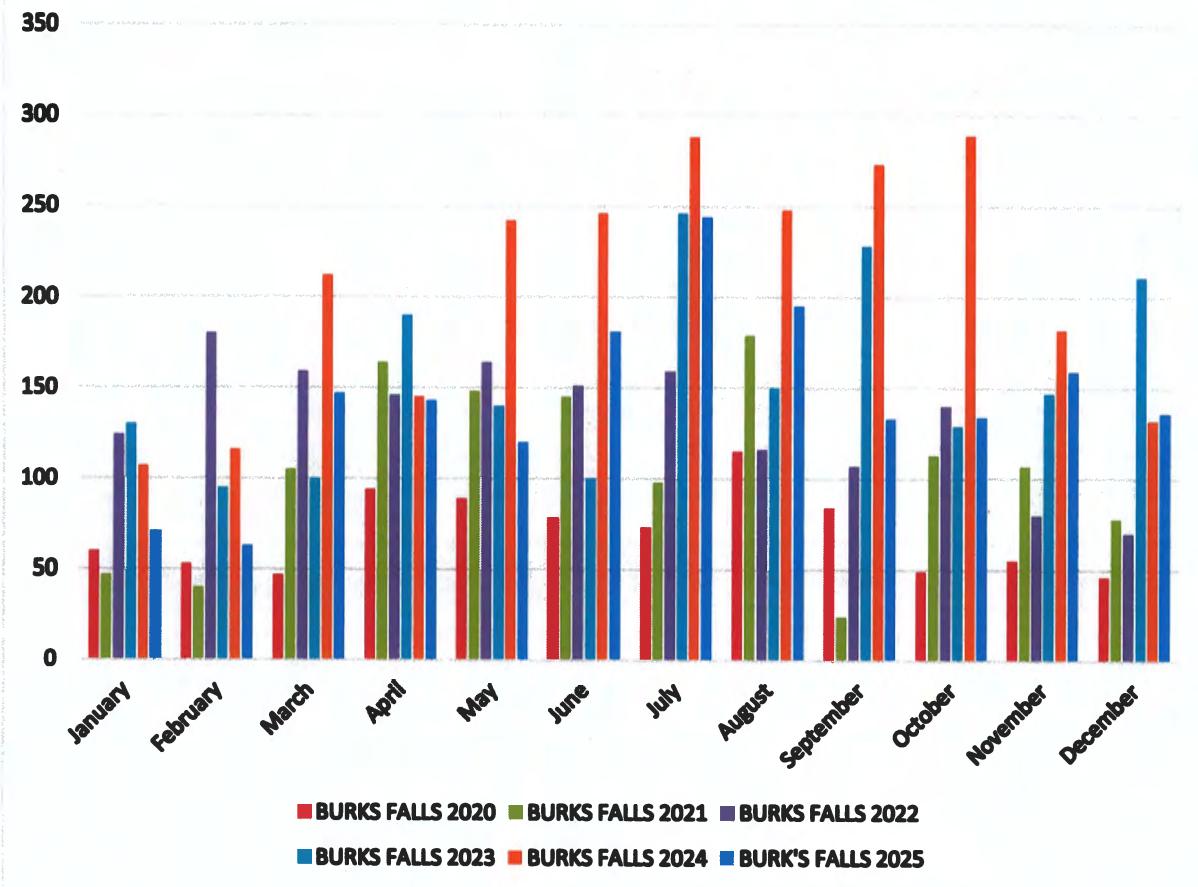
Balance Remaining 2025	Armour	Ryerson	Balance Remaining 2025
0 balance – 13.8%	155	40	0 balance – 5.9%
\$1 - \$22 – 13.3%	150	53	\$1 - \$33 – 7.6%
\$23 - \$45 – 19.3%	217	86	\$34 - \$67 – 12.4%
\$46 - \$68 – 18.1%	204	121	\$68 - \$101 – 17.6%
\$69 - \$89 – 16.2%	182	128	\$102 - \$134 – 18.6%
\$90 – 19.2%	216	261	\$135 – 37.9%
TOTAL	1,124	689	TOTAL
Never used	81	170	Never used
Deactivated	78	47	Deactivated
35 on Private (30 bags per)	1,050	2,025	45 on Private (45 bags per)
Bags from Private Hauler	1,220	1,823	Bags from Private Hauler

Met with the Private Hauler January 2026 to review client list in regard to overage. Package to be provided to Hauler for client updates. Some still have cards and are using them along with the Private Hauler. Letters to be distributed by Hauler to clients advising that card balance will be removed once confirmed by the letter of authorization.



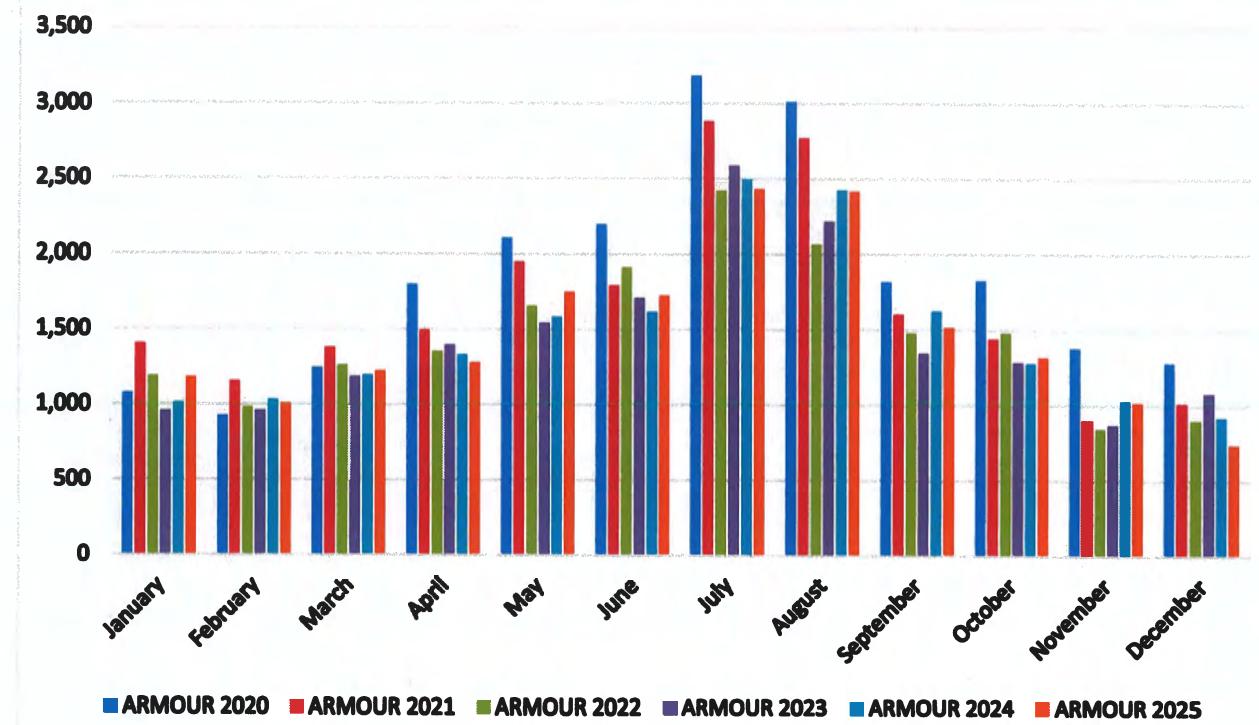
YEAR	DEACTIVATED	DEACTIVATED	YEAR
2025 – Armour	52	38	2025 - Ryerson
2024 - Armour	78	47	2024 - Ryerson
2023 - Armour	73	35	2023 - Ryerson
2022 - Armour	75	52	2022 - Ryerson
2021 - Armour	70	24	2021 - Ryerson
2020 - Armour	65	37	2020 - Ryerson
2019 - Armour	33	28	2019 - Ryerson
TOTAL DEACTIVE	446	261	TOTAL DEACTIVE

Burk's Falls Resident Bags

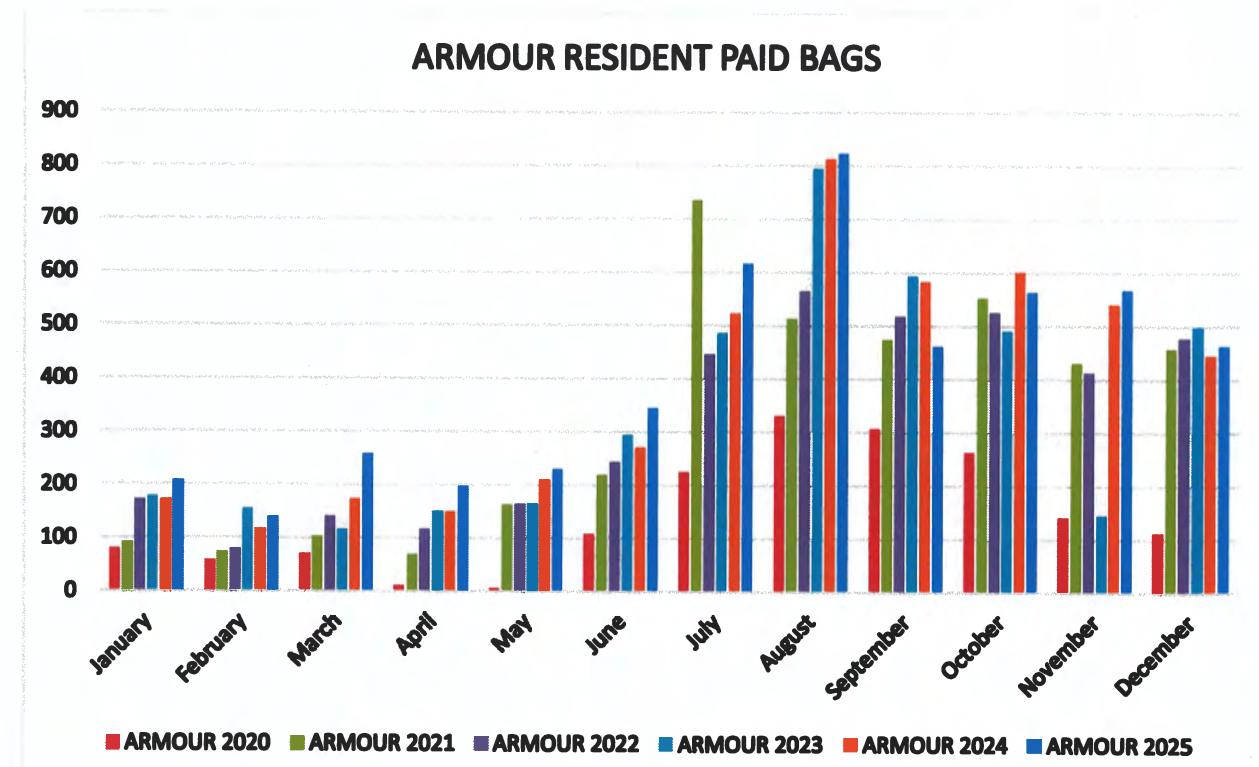




ARMOUR TOWNSHIP BAGS

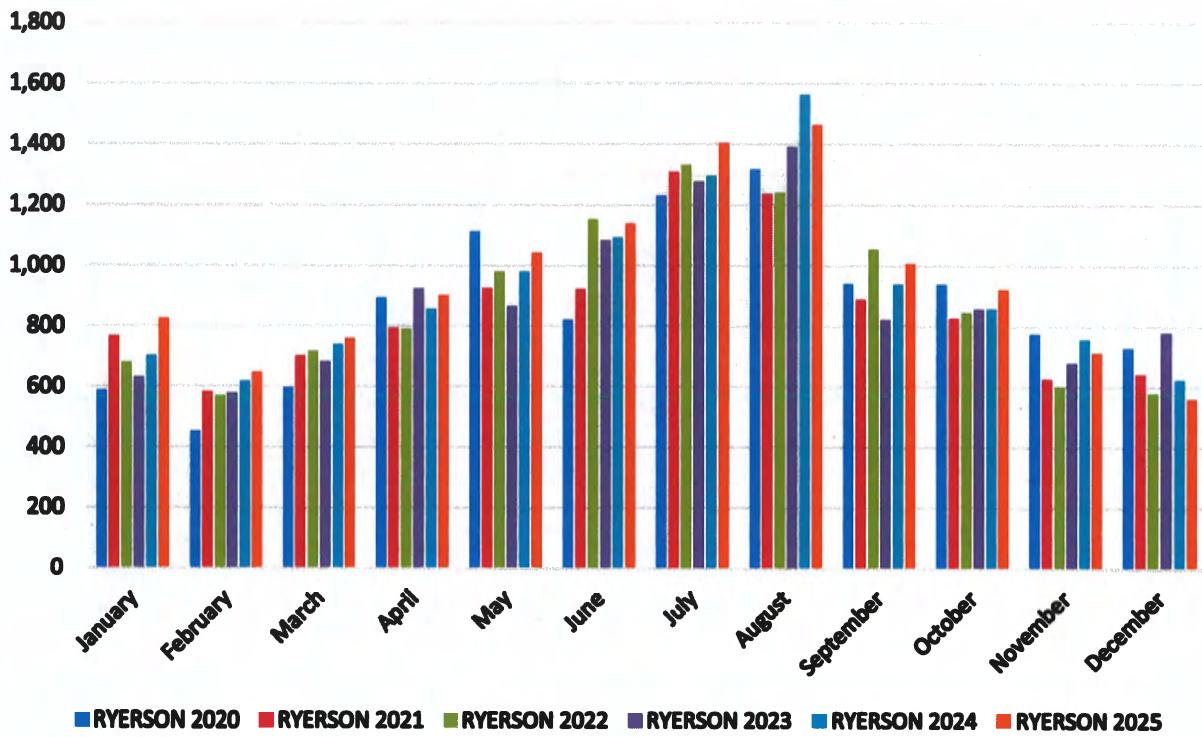


ARMOUR RESIDENT PAID BAGS

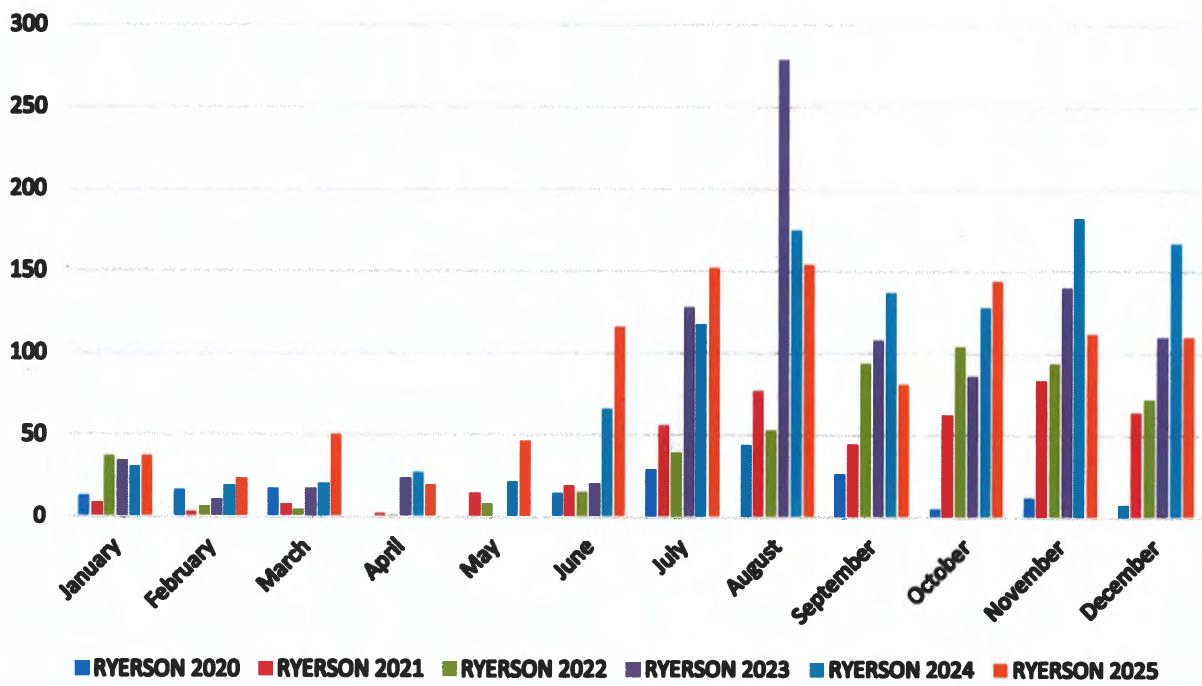




Ryerson TWP Bags



Ryerson Resident Bags





DIVERSION PROGRAMS 2025

DIVERSION PROGRAMS	2025	2024	2023
E-Waste	22.285 mt = \$3,342	20.095 mt = \$3,014	20.88 mt = \$3,131
Batteries	0.84 mt = \$125	0.87 mt = \$130	0.960 mt = \$145
Bulbs & Tubes	0.40 mt = \$60	0.410 mt = \$61	1,734 units
Scrap Metal	46.97 mt = \$4,177	40.68 mt = \$3,426	35.59 mt = \$2,140
Mattresses	380 units	235 units	0

DIVERSION PROGRAMS	2022	2021	2020
E-Waste	19.12 mt = \$2,917	20.765 mt = \$3,114	19.40 mt = \$3,664
Batteries	0.412 mt = \$62	0.839 mt = \$0	0.693 mt = \$0
Bulbs & Tubes	2,859 units	2,659 units	2,196 units
Scrap Metal	28.51 mt = \$1,751	44.87 mt = \$2446	50.95 mt = \$2,808
Mattresses	0	0	0

BLUE BOX	2025		2024		2023	
PRODUCT	Metric ton	Amount	Metric ton	Amount	Metric ton	Amount
OCC/OBB	92.77	\$3,440	48.81	\$8,765	51.09	\$5,321
Mixed Container	97.68	0	99.63	\$7,768	115.30	\$3,646
TOTAL	190.45	\$3,440	148.44	\$16,533	166.39	\$8,877

BLUE BOX	2022		2021		2020	
PRODUCT	Metric ton	Amount	Metric ton	Amount	Metric ton	Amount
OCC/OBB	61.58	\$10,616	61.63	\$10,506	81.14	\$6,368
Mixed Container	122.60	\$27,430	136.15	\$31,679	112.78	\$1,792
TOTAL	184.18	\$38,046	197.78	\$42,185	193.92	\$8,160



Blue Box Transition – January 1, 2026

- Blue Box Post Transition – moving into 3, 1-year terms of contract with Circular Materials and Reverse Logistics Group. Secured fair contract price after negotiations.
- As previously discussed in 2025 other concerns to address –
 - effect on traffic flow – **Recommending a sub-committee to review site configuration and condition of assets. Site meeting to kick off committee objectives March 2026.**
 - ability to monitor contamination as an individual municipality when using front loading truck and consolidating with other materials from other municipalities. **Ensured during negotiations that “as long as we try our best, there will be no issues with the clause.”**
 - hauling contractor access – increased liability if only collecting during public hours. To be further discussed with RLG. Definitely no access during operating hours after April 1, 2025. **This has not been confirmed, but staff have been directed to contact Administrator if driver insists on servicing during busy hours.**
 - signage and communication to residents regarding changes – flyer distribution at site. **All questions/inquiries should be directed to Emterra/Circular Materials based on the nature of the question. Residents should be directed to the Circular Materials website where they can search for the municipality and find out more about what is accepted and why the program transitioned.**
 - <https://www.circularmaterials.ca/resident-communities/armour/>
 - <https://www.circularmaterials.ca/resident-communities/ryerson/>

Find your depot

TRI R LANDFILL & RECYCLING CENTRE

141 Chetwynd Road (A Landfill Pass is mandatory and required for access)

Waste Management Administer: Amy Tilley

705-382-3332 Ext. 112

www.trir.ca

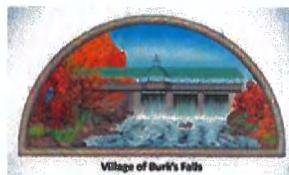
Operating hours:

LANDFILL HOURS

SUMMER (May 1st – August 31st): Thursday – Monday Open 10am – 5pm / Closed Tuesdays and Wednesdays

WINTER (September 1st – April 30th): Thursday – Monday Open 10am – 4pm / Closed Tuesdays and Wednesdays

Closed on Holidays: New Years Day, Family Day, Good Friday, Easter Monday, Canada Day, Truth and Reconciliation Day, Remembrance Day, Christmas Day, Boxing Day



- <https://www.circularmaterials.ca/resident-communities/burks-falls/>

Questions?

For questions related to:

- Replacement recycling containers.
- Missed collections.
- What you can recycle.

Please contact:
Emterra

✉ customerscareont@emterra.ca

📞 1-888-597-1541

For concerns or other recycling-related questions, please contact Circular Materials:
customerservice@circularmaterials.ca
1-877-667-2626

Recycling resources

Learn more about recycling collection in Burk's Falls.

2025 Recycling Calendar



Below are some of the accepted materials for recycling:

Paper and fibre



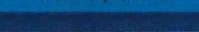
Cardboard and boxboard



Paper laminate packaging



Flexible plastics



Containers



Plastic containers



Metal



Glass containers



Foam packaging



Learn more:
circularmaterials.ca/ON



2026 TRI R WASTE MANAGEMENT BUDGET

	Account #	Description	2023 ACTUAL	2024 ACTUAL	2025 BUDGET	2025 ACTUAL	2026 DRAFT BUDGET
TRI R WASTE MANAGEMENT OPERATING REVENUE							
1	15-341-000	TRI R Landfill Tipping Fees	\$176,335	\$101,098	\$75,000	\$88,241	\$75,000
2	15-341-001	TRI R - 2023 Filters - Foodcycler	\$560	\$220	\$250	\$70	\$250
3	15-341-002	TRI R - Landfill Tipping Fees - Municipal Payments	\$0	\$86,070	\$85,000	\$87,042	\$85,000
4	15-341-003	TRI R - Short -Term Rental Kits	\$0	\$0	\$0	\$390	\$300
5	15-342-000	TRI R - Recycling - Diversion Rebates	\$11,108	\$20,391	\$11,000	\$11,372	\$5,600
6	15-344-000	TRI R - Recycling - Sale of Blue Boxes	\$33	\$121	\$150	\$50	\$0
7	15-540-000	TRI R - Govt. Grants Recycling Operating	\$70,970	\$68,392	\$0	\$2,162	\$0
8	15-541-000	TRI R - Circular Materials Contract	\$0	\$0	\$47,000	\$49,451	\$42,670
9	TRI R WASTE MANAGEMENT TOTAL REVENUE		\$259,005	\$276,292	\$218,400	\$238,778	\$208,820
TRI R WASTE MANAGEMENT OPERATING EXPENDITURES							
10	16-451-000	TRI R - Salaries & Benefits	\$331,833	\$281,313	\$340,000	\$354,080	\$340,000
11	16-451-001	TRI R - Training, Health & Safety	\$1,843	\$1,006	\$4,500	\$4,162	\$4,500
12	16-452-000	TRI R - Supplies	\$738	\$1,192	\$2,000	\$2,254	\$2,000
13	16-454-000	TRI R - Skid & Packer Fuel	\$8,391	\$7,368	\$9,000	\$7,624	\$9,000
14	16-455-000	TRI R - Insurance	\$7,266	\$8,373	\$9,200	\$9,198	\$9,600
15	16-455-002	TRI R - Audit & Accountant Fees	\$4,447	\$11,378	\$4,900	\$4,900	\$8,100
16	16-456-000	TRI R - Hazardous Waste Disposal	\$2,375	\$1,335	\$2,000	\$3,554	\$2,500
17	16-460-000	TRI R - Dozer/Site Maintenance	\$113	\$334	\$2,000	\$3,218	\$2,000
18	16-460-005	TRI R - Contracted Services	\$5,363	\$9,601	\$5,000	\$28,680	\$5,000
19	16-461-000	TRI R - Office & Advertising	\$1,323	\$3,099	\$2,500	\$3,478	\$2,500
20	16-461-001	TRI R - Bank Charges	\$3,453	\$4,163	\$4,000	\$4,436	\$4,200
21	16-462-000	TRI R - Payment in Lieu of taxes	\$3,639	\$3,668	\$3,800	\$3,656	\$3,800
22	16-464-000	TRI R - Monitoring	\$24,207	\$21,898	\$24,000	\$21,694	\$22,000
23	16-465-000	TRI R - Equipment Maintenance	\$8,063	\$32,103	\$35,000	\$36,791	\$35,000
25	16-476-000	TRI R - Freight	\$15,636	\$21,689	\$8,000	\$14,024	\$12,000
26	16-476-005	TRI R - Processing Fee	\$31,556	\$30,135	\$4,300	\$5,446	\$5,500
28	16-478-000	TRI R - Building Maint.	\$90	\$183	\$1,000	\$216	\$1,000
30	16-480-000	TRI R - Natural Gas	\$3,009	\$2,333	\$3,000	\$2,237	\$3,000
31	16-481-000	TRI R - Hydro & Telephone	\$3,186	\$3,234	\$3,000	\$2,032	\$3,000
34	16-486-000	TRI R - Winter Maintenance	\$1,948	\$1,741	\$3,000	\$3,577	\$3,000
35	TRI R WASTE MANAGEMENT TOTAL OPERATING EXPENDITURES		\$475,690	\$468,032	\$470,200	\$515,258	\$477,700
36	TRI R WASTE MANAGEMENT NET OPERATING EXPENDITURES		\$216,685	\$191,740	\$251,800	\$276,479	\$268,880

2026 TRI R WASTE MANAGEMENT BUDGET

	Account #	Description	2023 ACTUAL	2024 ACTUAL	2025 BUDGET	2025 ACTUAL	2026 DRAFT BUDGET
TRI R WASTE MANAGEMENT CAPITAL REVENUE							
37	15-343-000	TRI R - Sale of Equipment - COMPACTION BIN	\$1,200	\$0	\$0	\$0	\$8,000
38	15-649-001	TRI R - Food Cycler Sales	\$0	\$0	\$0	\$0	\$0
39	TRI R WASTE MANAGEMENT TOTAL CAPITAL REVENUE		\$1,200	\$0	\$0	\$0	\$8,000
TRI R WASTE MANAGEMENT CAPITAL EXPENDITURES							
40	16-489-002	TRI R - Landfill - Landfill Compactor Repair	\$0	\$0	\$50,000	\$42,643	\$15,000
41	16-489-003	TRI R - Landfill - Mattress Shred & Disposal	\$0	\$15,620	\$0	\$0	\$0
42	16-489-004	TRI R - Recycling - Compaction bins	\$12,000	\$0	\$0	\$0	\$0
43	16-489-005	TRI R - Recycling - Pole Barn Repair	\$0	\$0	\$15,000	\$8,834	\$9,000
44	16-489-006	TRI R - Landfill - Equipment Repairs	\$13,941	\$0	\$0	\$0	\$0
45	16-489-503	TRI R - Food Cycler (2022 Pilot) (2023 Filters)	0	\$490	\$700	\$700	\$440
46	TRI R WASTE MANAGEMENT TOTAL CAPITAL EXPENDITURES		\$25,941	\$16,110	\$65,700	\$52,177	\$24,440
47	TRI R WASTE MANAGEMENT NET CAPITAL EXPENDITURES		\$24,741	\$16,110	\$65,700	\$52,177	\$16,440
48	TRI R WASTE MANAGEMENT NET EXPENDITURES		\$241,426	\$207,850	\$317,500	\$328,656	\$285,320
49	TRI R WASTE MANAGEMENT CONTRIBUTIONS BY MUNICIPALITY			2023 budgeted 15% Plus % of Bags	2024 budgeted 15% Plus % of Bags	2025 budgeted 15% Plus % of Bags	2025 ACTUAL 15% Plus % of Bags
50	Armour	15% of Net Expenditures	\$36,214	\$31,178	\$47,625	\$49,298	\$42,798
51	2025 total bags 36,616 - 22,470 = 61.367% OF TOTAL BAGS		\$81,393	\$68,922	\$105,280	\$108,979	\$96,301
52		TOTAL CONTRIBUTION	\$117,607	\$100,100	\$152,905	\$158,277	\$139,099
53	Burks Falls	15% of Net Expenditures	\$36,214	\$31,178	\$47,625	\$49,298	\$42,798
54	2025 total bags 36,616 - 1,726 = 4.714% OF TOTAL BAGS		\$7,165	\$7,721	\$11,794	\$12,209	\$7,397
55		TOTAL CONTRIBUTION	\$43,379	\$38,899	\$59,419	\$61,507	\$50,195
56	Ryerson	15% of Net Expenditures	\$36,214	\$31,178	\$47,625	\$49,298	\$42,798
57	2025 total bags 36,616 - 12,420 = 33.920% OF TOTAL BAGS		\$44,226	\$38,076	\$57,551	\$59,573	\$53,229
58		TOTAL CONTRIBUTION	\$80,440	\$69,253	\$105,176	\$108,872	\$96,027
59	TOTAL OF ALL CONTRIBUTIONS		\$241,426	\$208,252	\$317,500	\$328,656	\$285,322
60	Final 2025 Garbage bag count for total contribution by municipality. 2025 total bags = 36,616 (Armour = 22,470 (61.367%) Burks Falls = 1,726 (4.714%) Ryerson = 12,420 (33.920%))						



STAFF REPORT

Date: January 19, 2026

To: Council

From: Danika McCann – Recreation Coordinator

Subject: January Update

1. Winter Karnival Update

At our meeting on January 5, 2026, the Winter Karnival Committee reviewed all aspects of the upcoming Winter Karnival. A few activities and schedules have been adjusted to better support the three long event days. These changes are intended to ease the workload on volunteers while maintaining the same high-quality experience for attendees.

Committee members are currently canvassing for donations and sponsorships to help ensure the Winter Karnival continues to be a successful community event and fundraiser.

2. Amilia SmartRec Program Update

The Recreation Department will be launching the Amilia SmartRec platform as a soft launch with our Day Camp program on January 20, 2026.

The system has proven to be very user-friendly and has allowed for a smooth transition so far. Staff have completed many hours of training, primarily focused on the Activities and Program Registration components of the platform. Additional training is still required for other features, such as facility rentals and amenities, which will be rolled out in future phases.

3. Summer Day Camp Registration

Registration for Summer Day Camp will open on January 20, 2026.

- Pricing has remained the same from the previous year.
- Participation numbers are expected to be similar to 2025.
- In 2025:
 - 118 different children attended
 - 1,043 of 1,110 available spaces were filled
 - This resulted in 94% program capacity

These numbers indicate continued strong demand for the Day Camp program.

4. Incident Reports – Katrine Community Centre

Two incidents occurred on Katrine Community Centre premises. Both incident reports were completed and shared with Dave Gray, CAO, and have been addressed accordingly.

1. Ice Rink Trespassing

- An individual jumped the gate after the rink was closed.
- No damage was reported.

2. Sports Shed Break-In

- The lock was broken and the door was damaged and pulled off its hinges.
- No items appear to have been stolen.
- Similar incidents have occurred in the past and are often associated with individuals seeking shelter.

5. Program Updates

• Handmade Workshop (January 10 & 11, 2026)

The workshop was a great success, with strong attendance and very positive feedback. Many participants have already expressed interest in returning for next year's session.

• Cornhole League

Cornhole will resume on February 5, 2026, running for 12 weeks. This program continues to be very successful and provides both recreational and financial benefits to the Recreation Department.

KATRINE WINTER KARNIVAL

FEB 20-22, 2026

Family Bowling



Feb 20th

6:30PM \$12

@ Riverbowl, Burks Falls

Register: Call or Text Marina
705-787-8780

Family Dance

Feb 20th

8:00PM, Entry by
Donation

@ Katrine Community
Centre

Danika's DJ'ing, Bar, Late Night
Snack

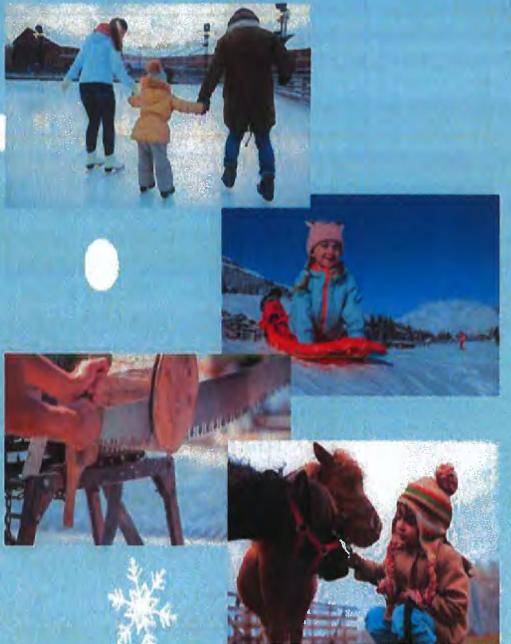
Silent Auction, Elimination Draw,
Bowling Prizes

Friday

(Please see all 3 flyers for full details)

KATRINE WINTER KARNIVAL

FEB 20-22, 2026



Outdoor Activities

Feb 21st

11AM-3PM: Crooked Creek Ranch
Pony Pal Corral

11AM-12:30PM: Northern Rhodes
Wood Carving Demo

12:30-1:30PM: Log Saw & Nail
Driving Competition

All Day: Toboggan Party

All Day: Public Skating

Stay warm by the fire

Indoor Activities

Feb 21st

11AM-3PM: Face Painting

11AM-1:30PM: Tobin Spring

1:30PM: Toilet Paper Snowman
Competition

2PM-5PM: Don & Friends

5PM: Donut Eating Contest

4PM-6PM: Spaghetti Dinner
Adults-\$10

Kids 10 & under-\$5

Kids 5 & under-FREE

5:30PM: Elimination Draw Results

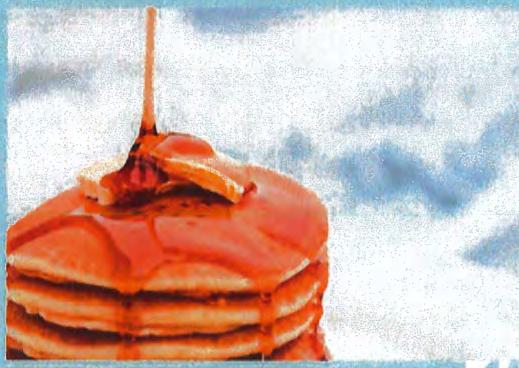
Food Booth, Bar, Silent Auction, Elimination Draw

Saturday

(Please see all 3 flyers for full details)

KATRINE WINTER KARNIVAL FEB. 20-22, 2026

Family Pancake Breakfast



Feb 22nd
9AM-12:30PM
Adults \$10,
Kids 10 & Under \$5
Kids 5 & under FREE



Silent Auction

Feb 22nd
10AM Silent Auction
Ends
10:15AM Silent
Auction Winners
Announced

Sunday

(Please see all 3 flyers for full details)

Armour Recreation & Katrine Community Centre
Monthly Meeting
January 26, 2026
5pm – Katrine Community Centre
Agenda

- 1. WELCOME**
- 2. UPDATES AND GENERAL INFORMATION ITEMS**
 - a) Karnival 2026
 - a. Donations
 - b. Dinner
 - c. Pancake Breakfast
 - d. Entertainment Update
 - b) Heritage Festival 2026
 - a. Date
 - b. Fire Department Update
 - c. Meeting Schedule
 - c) Rebranding
 - d) New Business
 - e) Next Meeting – March 2, 2026



E.J.WILLIAMS

SURVEYING LIMITED

(5)

Edward J. Williams B.Sc., O.L.S.
Peter N. Aubrey, B. Tech, O.L.S.

Please Reply To:
Huntsville Office

Via email to clerk@armourtownship.ca

January 7, 2026
File: 1835-25BF

The Mayor and Members of Council
Township of Armour
P.O. Box 533, 56 Ontario St
Burk's Falls, ON
POA 1C0

Dear Mayor and Members of Council:

Re: Strutt transfer to Estate of Ethel Andrews

Further to my presentation to you at the Council Meeting of October 28th, 2025 and my meeting November 5th onsite with Dave Creasor and the Andrews Family, the following proposal was discussed and agreed to by all parties.

Edith Strutt will transfer to the Township the lands hatched in red and blue on the accompanying sketch revision dated November 7, 2025. These lands will be formally brought into the Township Roads system by by-law. The lands hatched in yellow, being part of the original road allowance between Concessions 10 and 11 in front of Lot 7, contains an old road bed, and these lands will also be brought into the Township Roads system. This will result in the Andrews property having frontage on an open municipal road and give them access in perpetuity to their lands.

The Andrews will be responsible for the costs associated with preparing the survey and acquiring the lands hatched in red and blue from the Strutts to be conveyed to the Township. The Andrews, Edith Strutt and the Township will each be responsible for their own legal fees.

I trust the foregoing is self-explanatory, however, should you have any questions or require anything further, please let me know.

Yours very truly,

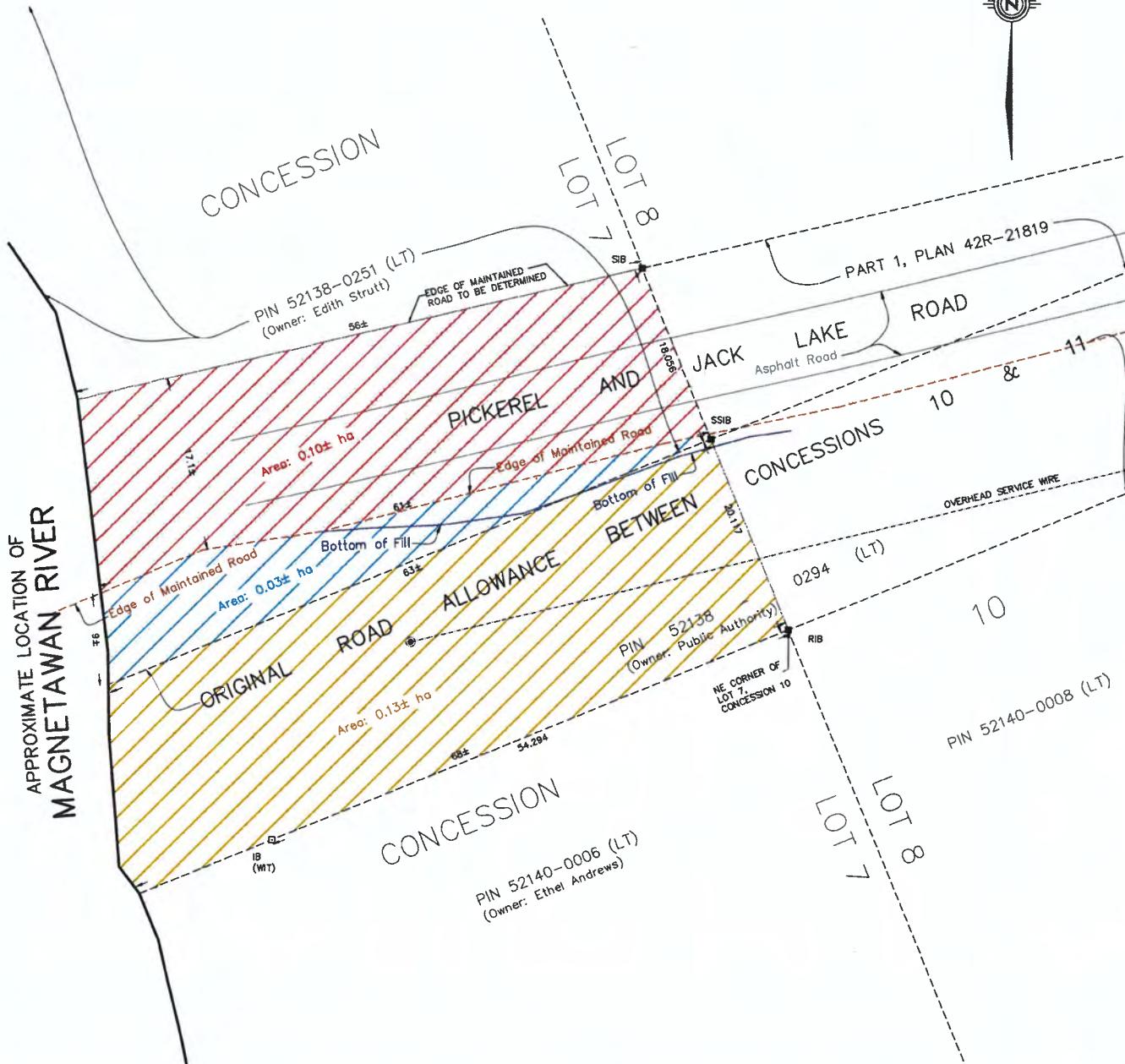
E.J. Williams, B.Sc., O.L.S.
EJW:dlr
Encl.

MAIN OFFICE
387 Muskoka Rd 3 N.
Huntsville, ON P1H 1C5
(705) 789-4171
(Fax) 789-1097
email: info@ejwilliamssurveying.com

SOUTH RIVER OFFICE
Box 10, 283 Hwy #124
South River, ON POA 1X0
(705) 386-2291
(Fax) 386-2931

NOTES & RECORDS OF:

E. Bazett, O.L.S.	1885-1928
J.J. Haigh, O.L.S.	1946-1986
Keith I. Beacom, O.L.S.	1958-1981
Dearden, Stanton, Stones & Strongman Limited, O.L.S.	1981-1993
J.R. Hiley, O.L.S.	1958-1971
Eero Halinen Limited, O.L.S.	1971-2003



SKETCH FOR DISCUSSION PURPOSES

PREPARED FOR TIM ANDREWS

SCALE = 1 : 300



THE INTENDED PLOT SIZE OF THIS PLAN IS 558mm IN WIDTH
BY 432mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1 : 300

LEGEND

 DENOTES WOOD POLE
 DENOTES GUY ANCHOR
 DENOTES SURVEY MONUMENT FOUND
 DENOTES SURVEY MONUMENT PLANTED
 DENOTES STANDARD IRON BAR
 DENOTES SHORT STANDARD IRON BAR
 DENOTES DOUBLEDOWN IRON BAR
 DENOTES IRON BAR
 DENOTES LANDS TO BE TRANSFERRED FROM STRUTT
 TO THE TOWNSHIP OF ARMOUR
 DENOTES LANDS TO BE TRANSFERRED FROM STRUTT
 TO ANDREWS
 DENOTES LANDS TO BE TRANSFERRED FROM THE TOWNSHIP
 OF ARMOUR TO ANDREWS PER SECTION 66(1) OF THE
 MUNICIPAL ACT S.D. 2001

METRIC

DISTANCES SHOWN ON THIS SKETCH ARE IN METRES AND CAN BE
CONVERTED TO FEET BY DIVIDING BY 0.3048

INFORMATION SHOWN HEREON IS BASED ON FIELD WORK TO DETERMINE
BOTTOM OF FILL. ADDITIONAL INFORMATION HAS BEEN COMPILED FROM
UNDERLYING PLANS OF SURVEY.

LEGAL DESCRIPTION:

PIN 52138-0251 (LT)
- PART OF LOT 7, CONCESSION 1
- AS IN R068306
- TOWNSHIP OF ARMOUR
- DISTRICT OF PARRY SOUND

3	REVISE AREAS	NOVEMBER 7, 2025	EJW
3	REVISE LEGEND AND HATCHES	OCTOBER 7, 2025	EJW
2	UPDATE HATCHES AND AREAS	MARCH 28, 2025	EJW
1	RELEASED FOR COMMENT	NOVEMBER 21, 2023	PNA
No.	REVISION	DATE	APPROVED

CAUTION: THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.

CAUTION: THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.

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EJW WILLIAMS
SURVEYING LIMITED

ONTARIO LAND SURVEYORS PLANNERS

HUNTSVILLE & SOUTH RIVER
Main Office: 387 Muskoka Rd 3N P1H 1C5
Huntsville, Ontario
Phone: 705-789-4171
Fax: 705-789-1097
Email: info@williamsurveying.com

Charlene Watt (Deputy Clerk)

From: Ted Williams <ted@ejwilliamssurveying.com>
Sent: January 19, 2026 9:51 AM
To: Charlene Watt
Cc: Kathy Kujala
Subject: RE: Strutt transfer to Ethel Andrews Estate

Hi Charlene:

The Township right now doesn't always maintain their opened roads from limit to limit. This would be a similar situation. The ownership would allow the township to use the land for bridge reconstruction, say for a diversion or laydown area. The Andrews would be responsible for their own driveway, and their lot would then be zoning compliant.

I should be able to attend the meeting on the 27th.

Let me know if you have any questions,

Ted.

=====

Ted Williams B.Sc. O.L.S.
E.J. Williams Surveying Limited
705-789-4171

From: Charlene Watt <clerk@armourtownship.ca>
Sent: January 19, 2026 9:30 AM
To: Ted Williams <ted@ejwilliamssurveying.com>
Subject: RE: Strutt transfer to Ethel Andrews Estate

Hi Ted,

One question about the proposal, does this mean that if the original road allowance is brought into the Township Roads system, that the Roads Department will need to restore the old road bed and provide services (snow plowing, grading, ditching, etc) to this area?

If not, what about the new driveway, is the Roads Department responsible to clear the original road allowance to the travelled road or will the property owner be creating the driveway across the original road allowance?

Looking to clarify what additional costs the Township would be incurring in regards to the original road allowance with having to bring this parcel of land into the Township Roads system.

Thanks,

Charlene Watt

Municipal Clerk, Dipl.M.M.
Township of Armour
PO Box 533, 56 Ontario Street
Burk's Falls, Ontario P0A 1C0

Telephone: 705-382-3332

Fax: 705-382-2068

Website: www.armourtownship.ca

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From: Ted Williams <ted@ejwilliamssurveying.com>

Sent: January 16, 2026 4:15 PM

To: Charlene Watt <clerk@armourtownship.ca>; Kathy Kujala <kathy@ejwilliamssurveying.com>

Subject: RE: Strutt transfer to Ethel Andrews Estate

Hi Charlene:

What I was trying to convey there is that the Andrews are paying all the costs except legal fees.

Therefore, the Township would get the surveyed land (red and blue hatching) at no cost, however, the Township would be responsible for their own legal fees.

Does that make sense?

Thanks,

Ted.

=====

Ted Williams B.Sc. O.L.S.

E.J. Williams Surveying Limited

705-789-4171

From: Charlene Watt <clerk@armourtownship.ca>

Sent: January 12, 2026 3:23 PM

To: Kathy Kujala <kathy@ejwilliamssurveying.com>

Subject: RE: Strutt transfer to Ethel Andrews Estate

Hi Kathy,

Please clarify the following statement in the letter:

The Andrews will be responsible for the costs associated with preparing the survey and acquiring the lands hatched in red and blue from the Strutts to be conveyed to the Township.

The paragraph above this statement states:

Edith Strutt will transfer to the Township the lands hatched in red and blue on the accompanying sketch revision dated November 7, 2025.

Thanks,

Charlene Watt

Municipal Clerk, Dipl.M.M.

Township of Armour

PO Box 533, 56 Ontario Street

Burk's Falls, Ontario P0A 1C0

Telephone: 705-382-3332

Fax: 705-382-2068

Website: www.armourtownship.ca

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From: Kathy Kujala <kathy@ejwilliamssurveying.com>

Sent: January 7, 2026 3:10 PM

To: Charlene Watt <clerk@armourtownship.ca>

Cc: tim035 tim035 <tim035@sympatico.ca>; RGalloway@dllaw.ca

Subject: Strutt transfer to Ethel Andrews Estate

Good afternoon,

Firstly, I must apologize as we just realized this wasn't sent out before the new year. Please see our attached letter regarding the council meeting attendance on October 28th, 2025 with Sketch.

Thank you and should you have any questions, please do not hesitate to contact us.

Kathy

Kathy Kujala, Office Manager – Project Administrator

E.J. Williams Surveying Limited

387 Muskoka Rd. 3 N., Huntsville, ON

P1H 1C5

(705) 789-4171; (fax) 705-789-1097

kathy@ejwilliamssurveying.com

Huntsville – South River

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

BY-LAW # 8-2026

Being a by-law to enter into an agreement for the provision
Regional Economic Development Services

WHEREAS Section 20(1) of the *Municipal Act*, S.O. 2001, Chapter 25 as amended, authorizes a municipality to enter into an agreement with one or more municipalities to jointly provide, for their joint benefit, any matter which all of them have the power to provide;

AND WHEREAS Section 20(2) of the *Municipal Act*, S.O. 2001, Chapter 25 as amended, allows a municipality to provide the matter in accordance with the agreement anywhere that any of the municipalities or local bodies have the power to provide the matter;

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

1. That the Township of Armour is hereby authorized to enter into an Agreement, attached as Schedule A and being part of this by-law, with the Township of Perry, The Township of McMurrich Monteith, the Village of Sundridge, the Almaguin Highlands Chamber of Commerce, the Township of Strong, and the Township of Joly to jointly operate economic development services; and
2. That the Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
3. That this By-law shall come into force and take effect on February 1st, 2026.

Read in its entirety, approved,
signed and the seal of the
Corporation affixed thereto and
finally passed in open Council
this 27th day of January, 2026.

Rod Ward, Mayor

Charlene Watt, Municipal Clerk

Schedule A of By-law # 8-2026

TWO-YEAR INTERIM JOINT SERVICE AGREEMENT

This Agreement made effective this 1st day of February, 2026

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF PERRY

(Hereinafter referred to as "Perry")

- and -

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF MCMURRICH
MONTEITH**

(Hereinafter referred to as "McMurrich Monteith")

- and -

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

(Hereinafter referred to as "Armour")

- and -

THE CORPORATION OF THE VILLAGE OF SUNDREDGE

(Hereinafter referred to as "Sundridge")

- and -

THE ALMAGUIN HIGHLANDS CHAMBER OF COMMERCE

(Hereinafter referred to as "the Chamber")

- and -

THE CORPORATION OF THE TOWNSHIP OF STRONG

(Hereinafter referred to as "Strong")

- and -

THE CORPORATION OF THE TOWNSHIP OF JOLY

(Hereinafter referred to as "Joly")

WHEREAS the Municipal Act, S.O. 2001,c.25, S.20(1), allows a municipality to enter into an agreement with one or more municipality to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their boundaries;

AND WHEREAS the Municipal Act, S.O. 2001,c.25, S.20(2), allows a municipality to provide the matter in accordance with the agreement anywhere that any of the municipalities or local bodies have the power to provide the matter;

AND WHEREAS Perry, Armour, McMurrich/Monteith, Sundridge, the Almaguin Highlands Chamber, Strong, and Joly wish to jointly provide economic development services to the region;

AND WHEREAS the above-named member organizations recognize municipalities or other parties listed below as non-voting members based on their support of the delivery of economic development services or programs by providing a donation in support of the annual budget.

Non-voting members:

The Township of Ryerson.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of good and other valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada now paid by each of the parties hereto to each of the other parties hereto, the receipt whereof is hereby acknowledged, the parties hereto hereby covenant, promise and agree with each other as follows:

DEFINITIONS

1. In this Agreement including in the recitals above,

- (a) “**ACEDDB Meeting**” means a meeting between the appointed representatives of each Member Party, with a quorum of half the representatives plus one;
- (b) “**Act**” means the *Municipal Act*, 2001, S.O. 2001, c.25;
- (c) “**Administer**” means to provide the Economic Development Services to the public in accordance with Applicable Law, and “**Administration**” has the same meaning;
- (d) “**Administering Municipality**” means the Member Party that has been chosen by the Member Parties to administer the Economic Development Services;
- (e) “**Administrative Services**” means those services as set out in section 8 of this Agreement;
- (f) “**Agreement**” means this Joint Service Agreement and all Schedules and Exhibits attached to this Agreement;
- (g) “**Almaguin Community Economic Development**” (ACED) is the name given to the regional economic development entity formed by the participating Member Parties.
- (h) “**Almaguin Community Economic Development Department Board**” (ACEDDB), is a committee composed of appointed representatives from all of the Member Parties who have agreed to participate and fund the Almaguin Community Economic Development (ACED).
- (i) “**Almaguin Community Economic Development Department (ACEDD)**” performs the work needed to strengthen the local economy and diversify the municipal tax base. They recruit new businesses, retain existing ones, and assist businesses when they can expand operations locally.
- (j) “**Applicable Law**” means any applicable statute, ordinance, decree, regulation or by-law or any rule, circular, directive, license, consent, permit, authorization, concession or other approval issued by any Government Authority which has appropriate jurisdiction;
- (k) “**Business Days**” means any day other than a Saturday, Sunday or statutory holiday;
- (l) “**Calendar Days**” means consecutive days, including Saturday, Sunday or statutory holiday;
- (m) “**Capital Expenditure**” means any expenditure related to machinery, equipment, vehicles and furniture reported as a tangible capital asset on the audited financial statement of the Economic Development Services;
- (n) “**Capital Items**” means machinery, equipment, vehicles and furniture required to provide Economic Development Services;
- (o) “**Director of Economic Development**” (the Director) means the municipal employee hired to manage the ACEDD.
- (p) “**Economic Development Services**” means all services related to the provision of economic development;
- (q) “**Emergency**” means any unplanned event, activity, circumstance that constitutes a threat to the operation of the Service and/or requires the stoppage of the delivery of the Economic Development Services, in whole or in part and may include both person-caused and natural-caused events, activities and circumstances;
- (r) “**Expenditure**” means any funds used by the Administering Municipality to obtain new assets, improve existing ones or reduce a liability;

- (s) **“Government Authority”** means any government, regulatory authority, ministry, board, department, court or other law, regulation or rule-making entity, having jurisdiction or authority over the matter in issue, but excludes a municipality or any of its local boards;
- (t) **“Member Party(ies)”** means each organization or municipality which is party to this agreement;
- (u) **“Net Cost”** means all operating, capital and real property capital expenditures for Economic Development Services less all revenues generated by the Economic Development Services including, but not limited to, government grants, user fees, rents, sales and donations and “Net Costs” has the same meaning;
- (v) **“Non-voting member”** means a municipality or organization which makes a yearly contribution to ACED but does not have a vote on the ACED Board. The yearly contribution would not exempt the municipality or organization from the ACED fees for services.
- (w) **“Real Property”** means land, land improvement and any building or buildings erected upon the land used to provide Economic Development Services;
- (x) **“Real Property Capital Expenditure”** means any expenditure related to land, land improvements and buildings reported as a tangible capital asset on the audited financial statements of the Economic Development Services;
- (y) **“Report”** means that Report referred to in clause 8(f) of the Agreement, in the form required by the Administering Municipality and “**Reporting**” has the same meaning;

TERM OF THE AGREEMENT

1. This Agreement takes effect when approved by all Member Parties and will expire on December 31, 2027.
2. If one of the Member Parties requests a renegotiation of this Agreement, this Agreement will remain in place until a new agreement is in force and effect unless the expiry date of this agreement is reached prior to the end of the negotiation.
3. Upon receipt of a notice of withdrawal from another Member Party, a Member Party shall call an ACEDDB Meeting to discuss such notice and to consider steps that may be taken to either engage the dispute resolution provisions of this Agreement or to terminate this Agreement and prepare for dissolution related to the Economic Development Services. Should remaining member parties agree to continue sharing ACEDD services in the absence of the withdrawing party, the ACEDD shall not be dissolved; however, the withdrawal provisions under schedule B shall apply to the withdrawing party.

ECONOMIC DEVELOPMENT SERVICES

Ownership, Operation and Maintenance

4. The Administering Municipality shall operate and maintain the assets associated with the Economic Development Services it administers in good condition and in accordance with Applicable Law.
5. “ACEDDB has the authority, by resolution, to amend this agreement to add or subtract “Member Party(ies)”, when an organization or municipality wishes to join or leave ACED.”

Administration, Cost Sharing, Oversight and Reporting

6. The Administering Municipality for the Economic Development Services shall be The Municipal Corporation of the Township of Armour.

7. For the purposes of this Agreement, the Administrative Services to be provided by the Administering Municipality are as follows:
 - (a) Operation in compliance with Applicable Law;
 - (b) Staffing, through employees, contractors or agents, as the Administering Municipality deems appropriate within budget restraints, in accordance with its policies and procedures and Applicable Law;
 - (c) Ensure that policies and procedures are in place with respect to procurement, employment, health and safety, asset management, fees and charges, and record retention, all in compliance with Applicable Law;
 - (d) Reporting to and communicating with any government ministry or agency, including but not limited to the Ontario Ministry of the Environment and Climate Change, the Ontario Ministry of Municipal Affairs, the Office of the Fire Marshal of Ontario and the Ontario Ministry of Finance, as may be required by Applicable Law;
 - (e) Maintain financial records and report to the other Member Parties as required by this Agreement with respect to budgets, revenues, expenses, audits and other financial activities; and
 - (f) Reporting, on a monthly basis, in the form required by the Administering Municipality, to the other Member Parties.
8. The Administering Municipality shall not charge any additional fees to the other Member Parties to Administer the Economic Development Services.

BUDGETS AND FINANCIAL REPORTING

9. The Director shall prepare, on an annual basis, a draft operating and a capital budget for the Economic Development Services.
 - (a) Such draft budgets shall be presented at the October ACEDDB Meeting of each calendar year and once reviewed, shall be presented for consideration to each Member Party. Each Member Party shall report to the other Member Parties the outcome of such consideration within ten (10) Business Days of the date of each Member Party's next regular meeting.
 - (b) Based on the comments received the Director shall prepare a final budget proposal and forward it to the other Member Parties by the last Friday in January of each year.
 - (c) Each Member Party shall bring a resolution to the February ACEDDB Meeting indicating whether or not it supports the budget.
 - (d) The yearly budget must receive approval from a majority of the Member Parties before it can be implemented.
10. If a majority of the Member Parties do not agree to a proposed budget, the contributions from all Member Parties to the budget shall not change from the most recently approved budget until a majority of the Member Parties agree to the proposed budget.
11. From the time the annual budget is approved by a majority of the Member Parties, the Administering Municipality, shall provide, every six (6) months thereafter, in writing, a budget-to-actual report to the ACEDDB.
12. Once the budget is approved by a majority of the Member Parties the following will apply:
 - (a) Any change(s) to the approved budget which would increase the net total of the approved budget shall require the approval of a majority of the Member Parties in order to be implemented. The Member Party requesting such change shall notify the other Member Parties with an explanation of the

requested change and shall request that an ACEDDB meeting be held within fifteen (15) Calendar Days of such request.

- (b) An overspending of the budget does not constitute a change to the budget but shall be reported by the Director to the ACEDDB with an explanation of and reason(s) for the overspending.
- 13. The Administering Municipality is responsible to ensure that its auditor carries out an audit, on an annual basis, and it shall provide a copy of its audited financial statements to the other Member Parties within ten (10) Business Days after they are placed on an agenda to be considered by the Administering Municipality.

ADMINISTRATION OF COST SHARING

- 14. The Net Cost of the Economic Development Services shall be shared annually as set out in **Schedule “A”** to this Agreement.
- 15. The Administering Municipality shall invoice the other Parties quarterly for their share of the Economic Development Services and such invoices are due within thirty (30) Calendar Days.
- 16. After the annual audit is complete the Administering Municipality shall either invoice or refund the other Member Parties the difference between the budgeted amount paid by each Member Party and the actual amount to be paid as determined by the audit.
 - (a) The ACEDDB may, by a majority vote, divert any operating surplus to the ACED reserve held by the Administering Municipality which can be applied to future budgets, programs, or as applicant contributions to shared funding agreements.

INSURANCE

- 17. During the term of this Agreement, the Administering Municipality shall obtain and maintain in full force and effect, general liability insurance issued by an insurance company authorized by law to carry on business in the Province of Ontario, providing for, without limitation, coverage for personal injury, public liability, environmental liability and property damage. Such policy shall:
 - (a) Have inclusive limits of not less than five million dollars (\$5,000,000.00) for injury, loss or damage resulting from any one occurrence;
 - (b) Name the other parties as an additional insured with respect to any claim arising out of the obligations under this Agreement; and
 - (c) Include a non-owned automobile endorsement.
- 18. During the term of this Agreement, the Administering Municipality shall obtain and maintain in full force and effect, automobile liability insurance in the amount of two million dollars (\$2,000,000.00) for injury, loss or damage resulting from any one occurrence.
- 19. If the Administering Municipality receives a notice of claim, action, application, order, or any other insurance or legal proceeding, it shall, within five (5) Business Days provide a copy of such to the other Member Parties.

EMERGENCY SITUATIONS

- 20. From time to time Emergencies may arise and in such circumstances the Member Parties shall cooperate to the best of their abilities with regard to public communication about the impact of the Emergency and the Administering Municipality shall take the lead on the response to the Emergency.

RESOLUTION OF DISPUTES

21. Where a disagreement or dispute arises between any or all of the Member Parties with respect to the interpretation, construction, meaning or effect of this Agreement an ACEDDB Meeting shall be scheduled by the Administering Municipality for the sole purpose of discussing the disagreement or dispute in an attempt to resolve such disagreement or dispute.
22. The Member Parties shall resolve any disagreement or dispute by a majority vote of the Member Parties.

TERMINATION OF AGREEMENT/WITHDRAWAL

23. If any Member Party wishes to withdraw from participation in the shared delivery of Economic Development Services and wishes to terminate the Agreement it shall first bring a notice of intention to the Board for consideration and discussion. Municipalities wishing to withdraw must provide a minimum of one (1) year notice in writing to the administrating municipality.
24. If notice to terminate this Agreement/withdraw from the shared delivery of Economic Development Services is given, the Member Party giving such notice may reverse such decision within the one-year notice period.

DISSOLUTION

25. If one or more of the Member Parties wishes to be removed from the sharing of Economic Development Services such that this Agreement is terminated and the shared Services arrangement is dissolved, in accordance with the provisions of this Agreement, the assets and liabilities shall be distributed in accordance with the provisions set out in **Schedule “B”** to this Agreement.

NOTICE

26. Any notice or communication required or permitted to be given pursuant to this Agreement shall be in writing and shall be deemed to have been properly given when delivered personally, by facsimile transmission, or by electronic mail with the sender's name, address, electronic mail address and telephone number included and confirmation of receipt is provided (which confirmation shall not be unreasonably withheld by any Member Party) as follows:

Township of Perry
Attention: Clerk
1695 Emsdale Road, P.O. Box 70
Emsdale, ON P0A 1J0
Fax: 705-636-5759
info@townshipofperry.ca

Township of Armour
Attention: Clerk
56 Ontario St, P.O. Box 533
Burk's Falls, On P0A 1C0
Fax: 705-382-2068
clerk@armourtownship.ca

Township of McMurrich Monteith
Attention: Clerk
3 William Street,
Sprucedale, ON P0A 1Y0
Fax: 705-685-7901
clerk@mcmurrichmonteith.com

Village of Sundridge
Attention: Clerk
110 Main Street, Box 129
Sundridge, ON P0A 1Z0
Fax: 705-384-
admin@sundridge.ca

Almaguin Chamber of Commerce
Attention: Executive Director
113B Yonge Street, Box 544
Burk's Falls, ON P0A 1C0
almaguinhIGHLANDSCHAMBER@gmail.com

Township of Strong
Attention: Clerk
28 Municipal Lane, Box 1120
Sundridge, ON P0A 1Z0
Fax: 705-384-7874
clerk@strongtownship.com

Township of Joly
Attention: Clerk
871 Forest Lake Road
Sundridge, ON P0A 1Z0
Fax: 705-384-0845 | Email: clerk.administrator@townshipofjoly.com

27. Any notice or communication delivered personally shall be deemed to have been received by the addressee on the day upon which it is delivered. Any notice delivered or sent by facsimile or electronic mail transmission shall be deemed to have been received by the addressee on the next business day after the notice is sent by facsimile or electronic mail transmission. Any Member Party may change its notice information for the purpose of this Agreement by directing a notice in writing of such change to the other Member Parties at the above addresses and thereafter such changed information shall be effective for the purposes hereunder.

FORCE MAJEURE

28. Whenever and to the extent that the Administering Municipality is unable to fulfil, or is delayed or restricted in the fulfilment of, any obligation hereunder in respect of the supply or provision of Economic Development Services because of circumstances beyond its reasonable control, the Administering Municipality shall be relieved from the fulfilment of such obligation so long as such cause continues. In such event the Administering Municipality will immediately notify the Member Parties, and each will work together to communicate with the public and explore options for the provision of the Economic Development Services.

GENERAL PROVISIONS

Severability and Jurisdiction

29. If any provision of this Agreement is determined by a Court of competent jurisdiction to be illegal or beyond the power, jurisdiction, or capacity of any Member Party bound hereby, such provision shall be severed from this Agreement and the remainder of this Agreement shall continue in full force and effect and in such case, the parties agree to negotiate in good faith to amend this Agreement in order to implement the intentions as set out herein. It is agreed and acknowledged by the Member Parties that each is satisfied as to the jurisdiction of each Member Party to enter into this Agreement. The Member Parties agree that they shall not question the jurisdiction of any Member Party to enter into this Agreement nor question the legality of any portion hereof, nor question the legality of any obligation created hereunder and the Member Parties, their successors and assigns are and shall be estopped from contending otherwise in any proceeding before a Court of competent jurisdiction or any administrative tribunal.

Legislative Change

30. References in this Agreement to any legislation (including but not limited to regulations and by-laws) or any provision thereof include such legislation or provision thereof as amended, revised, re-enacted and/or consolidated from time to time and any successor legislation thereto.

Entire Agreement

31. This Agreement constitutes the entire agreement between the Member Parties hereto with respect to the subject matter hereof and supersedes any prior agreements, undertakings, declarations or representations, written or verbal, in respect thereof.

Laws of Ontario

32. This Agreement shall be interpreted under and is governed by the laws of the Province of Ontario.

Headings and Wording

33. The inclusion of headings in this Agreement are for convenience of reference only and shall not affect the construction or interpretation of this Agreement.

34. In this Agreement, unless the context otherwise requires, words importing the singular include the plural and vice versa and words importing gender include all genders.
35. Any section, clause or provision in this Agreement shall be deemed to be severable should it be declared invalid by a court of competent jurisdiction and said severed section, clause or provision shall not be taken to invalidate the remaining provisions of this Agreement.
36. It is agreed that the Member Parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the Member Parties, and no presumption or burden of proof shall arise favouring or disfavouring any Member Party by virtue of the authorship of any of the provisions of this Agreement.
37. This Agreement shall not be modified or amended except with the written consent of a majority of Member Parties and no modification or amendment to this Agreement binds any Member Party unless in writing and executed by the Member Party intended to be bound.
38. No Member Party shall assign or transfer any of the rights, benefits and obligations in or under this Agreement without the prior written consent of the other Member Parties. Any such assignment shall not relieve any Member Party of its obligations herein. This agreement shall be binding upon and ensure to the benefit of the parties and their successors and permitted assigns and heirs.
39. No Member Party shall call into question, directly or indirectly, in any proceedings whatsoever, in law or in equity, before any court or before any administrative tribunal, the right of the Member Parties, or any of them, to enter into this Agreement, or the enforceability of any term, agreement, provision, covenant or condition contained in this Agreement, and this clause may be pled as estoppel as against any such Member Party in such proceedings.
40. The Schedules attached hereto which form part of this Agreement are as follows:

Schedule "A" - Costing Sharing

Schedule "B" - Dissolution of Assets

The Remainder of this page has been left intentionally blank

IN WITNESS WHEREOF the parties hereto have hereunto executed this Agreement, made and effective as of the _____ day of _____, 2026.

**The Corporation of the
Township of Perry**

Mayor

Clerk

**The Corporation of the
Village of Sundridge**

Mayor

Clerk

**The Almaguin Highlands
Chamber of Commerce**

President

**The Corporation of the
Township of Joly**

Mayor

Clerk

**The Municipal Corporation of
the Township of Armour**

Mayor

Clerk

**The Corporation of the
Township of Strong**

Mayor

Clerk

**The Corporation of the
Township of McMurrich/Monteith**

Mayor

Clerk

SCHEDULE A
COST SHARING & FUNDING

OPERATING BUDGET COST SHARING

The annual Net Operating Cost of the Economic Development Services shall be divided between Member Parties according to an equal flat-rate percentage of each municipality's prior year taxation tax levy.

The Contribution for the Almaguin Highlands Chamber of Commerce shall be fixed at \$10,000 each year unless otherwise agreed upon in writing by each party.

ADDITIONAL FUNDING

Donations: Non-member municipalities may at their discretion provide annual donations to support the activities of ACED. These donations do not entitle non-members to a vote nor inclusion in regional ACED programs or services. Inclusion of non-member municipalities in programs or services shall be at the discretion of the ACEDDB. Donating municipalities may be recognized as non-voting members of the ACEDDB at the discretion of the Board.

Service Fees: The Administrating Municipality has, per the direction of the ACEDDB, adopted various fees for services provided by ACED staff to non-member municipalities and/or businesses or organizations in non-member municipalities. Through this agreement, these fees may be revised and amended by the ACEDDB from time to time. Final amendments will be implemented by the Administrating Municipality.

SCHEDULE B

DISSOLUTION & WITHDRAWAL

DISSOLUTION OF ACEDD

Upon dissolution of shared Economic Development Services or termination of the Agreement, the assets for the Economic Development Services shall be evaluated and liquidated. The proceeds from the liquidation of the assets shall be distributed to the Member Parties on the same share basis as the cost sharing described in Schedule A.

WITHDRAWAL OF ACEDD MEMBER PARTY

Upon the withdrawal of an ACEDD Member Party, the withdrawing party shall not be entitled to any of the assets or future liabilities of ACEDD.



Board Meeting Agenda

Date: Thursday, January 22, 2026

Time: 6:00PM

Location: Strong Township Office – 28 Municipal Ln, Sundridge

Join Zoom Meeting

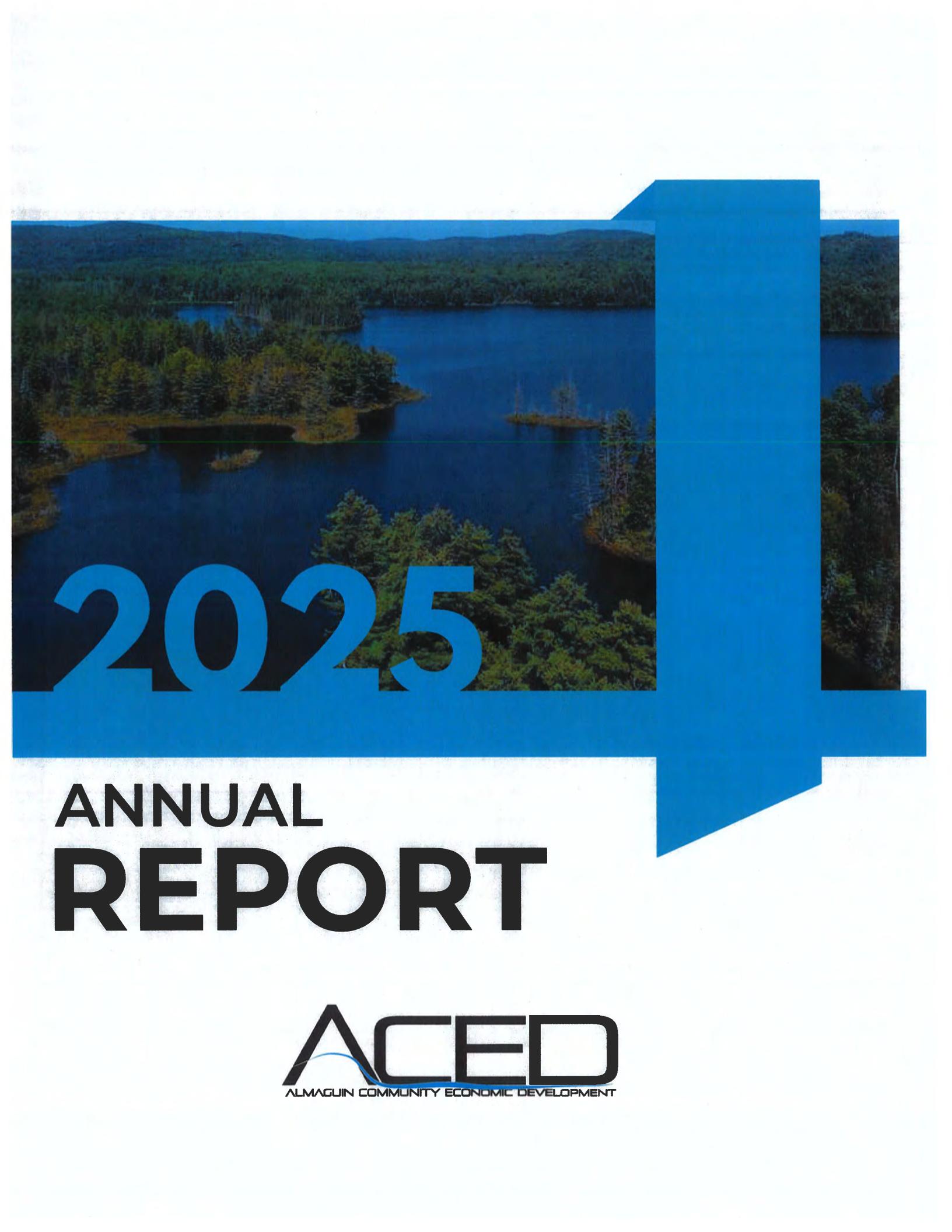
<https://us02web.zoom.us/j/83210291586?pwd=BZsGMuaMA4Xjt3BtCFZleBgWOa71sR.1>

Meeting ID: 832 1029 1586

Passcode: 933750

AGENDA

1. Call to Order
2. Acceptance of the November 27, 2025, ACED Meeting Minutes (Resolution 2026-01)
3. Round Table Introductions (if required)
4. Staff Report
 - a. Discussion Items
 - i. 2025 ACED Annual Report (Resolution 2026-02)
 - ii. 2026 ACED Workplan (Resolution 2026 -03)
 - iii. Recommendation - Recorded ACED Meetings (Resolution 2026-04)
 - iv. 2025 ACED Surplus (Resolution 2026-05)
 - v. Staff Report: ACED Non-Member Municipal Service Packages (2026-06)
5. Round table comments or updates from Board Members
6. FedNor Updates
7. MND Updates
8. Next Meeting Date: February 26, 2026
9. Adjournment (Resolution 2026-07)



2025

**ANNUAL
REPORT**



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Introduction

The Almaguin Community Economic Development (ACED) department is pleased to present the 2025 ACED Annual Report for the review and consideration of ACED's members, municipal partners, and regional stakeholders. ACED remains a regionally inclusive economic development services organization, committed to supporting the long-term economic and social prosperity of the Almaguin region. Our work continues to focus on taking strategic action while stewarding strong, collaborative relationships between municipalities, businesses, community organizations, and economic development partners.

Economic development is a broad and evolving matter, shaped by local context, community priorities, and changing economic conditions. ACED recognizes that its definition and application can vary across the region. For this reason, ACED's work in 2025 was guided by evidence-based research, established strategic frameworks, and ongoing input from member municipalities and partners. This approach ensures that initiatives reflect shared priorities and deliver meaningful value at both the regional and local levels.

Each year, ACED staff develop a work plan that outlines key focus areas, performance targets, and strategic rationale for the year ahead. This work plan serves as a foundation for accountability and progress, while allowing flexibility to respond to emerging opportunities and challenges. Throughout 2025, the ACED Board continued to play an active role in guiding this work through regular meetings, discussion periods, and collaborative decision-making.

The 2025 Annual Report highlights the outcomes of this collective effort. It reflects a year of continued service delivery, regional collaboration, and intentional groundwork to support future growth, investment, and community resilience across Almaguin.

Exiting Director's note

I am writing this final Director's note with a mix of emotions as I reflect not only on the 2025 year, but my history with ACED and BACED over the last thirteen years. The first of which is a profound sense of gratitude for having been afforded the opportunity to work with so many diverse, progressive, and committed community builders throughout my time in my various roles. The second emotion I find myself feeling is a sense of excitement for what the future will bring under a new agreement and new leadership. While it is true that the journey we have walked to date has been full of twists, turns, success, and learning opportunities, I remain steadfast and bold in my confidence that all of Almaguin benefits through enhanced collaboration made possible by strong, productive relationships. 2025 was an opportunity for ACED to reflect on the organization and rethink many facets of how services are delivered, how we ensure equity and equality, and how we ensure that our partners priorities are both reflected and embraced in the work that we do. It has been encouraging to see the ACED Board discuss and deliberate strategies for ensuring the growth and sustainability of ACED. To me, this is a

reflection of a strong common will among communities and individuals who have demonstrated their immense passion for and investment in driving positive economic growth time and time again. It is with that kind of support that mountains get moved. I am confident that with our continued collaborative efforts ACED and its regional impact will continue to grow.

New Directors Note

As I step into the role of Director at the beginning of 2026, this Annual Report offers a chance to reflect on the work completed in 2025 from my perspective as Economic Development Officer. It was a year defined by steady progress, strong collaboration, and meaningful on-the-ground support for businesses, municipalities, and partners across the region. Much of this work focused on maintaining core services, advancing long-standing regional initiatives, and strengthening relationships that are foundational to economic development success. I am grateful for the leadership and direction provided throughout 2025, and for the trust placed in me to support this work during a period of transition. Looking ahead, 2026 represents both continuity and opportunity. As Director, my focus will be on building upon the strong foundation already in place, ensuring ACED remains responsive to community needs, and advancing strategic initiatives that position the region for long-term resilience, growth, and shared success.

Guiding Direction

ACED develops their annual plans and initiatives under the direction of the following guiding documents which have been created through comprehensive consultation and using a wealth of data and evidence-based research. These plans are listed below for reference:

[The 2018 RED Plan](#)

[The 2020 Ag Strategy](#)

[The 2021 Brand Strategy](#)

[The 2016 BR&E Report](#)

Collaborative Foundation

Developing and stewarding strong relationships with economic development stakeholders across the region is a core function of the ACED department. These partnerships strengthen initiatives through shared resources, expertise, and networks, delivering direct benefits to local businesses and communities. They also help reduce costs and improve overall efficiency, with collaboration continuing to serve as a cornerstone of regional economic development success.

2025 project partners include (in no particular order):

Almaguin's Municipalities

Almaguin Highlands Chamber

FedNor

O.M.N.D.

O.M.A.F.R.A.

NECO Community Futures

Almaguin Brand Ambassadors

The Business Centre NPS

Explorers' Edge / RTO 12

Explore South River

Women's Own Resource Centre

The Labour Market Group

Discovery Routes Trails Org.

I.I.O.N

N.O.H.F.C.

Almaguin Highlands Secondary School

A.H. Health Council

Regional Results Report

Key Performance Indicators

Work Plan Item KPI Description	2023 Result	2024 Result	2025 Result	Notes
1.0 - Business Support				
A. Core Business Support				
Businesses Supported (Unique)	51	61	46	
Total Interactions	85		58	
Jobs Created	24	13	10	Note 1
Jobs Retained	15	15	12	
Program Referrals	32		36	
B. Business Support Events				
Events Hosted/Supported	6	5	7	
Business Attendees	120	200	190	
C. AHCC Partnerships				
Membership Increase	20%	7%	0%	Note 2
2.0 Community Development				
A. Organization Support				
Organizations Supported	1	3	4	
B. Regional Recreation Support				
Programs / Facilities Supported	4	10	3	
Applications Supported	3	5	1	
3.0 Economic Capacity Building				
A. Long term housing				
Recommendations Made	N/A	12	N/A	Note 3
B. Transportation Development				
Initiatives Supported	2	2	3	
Marketing Initiatives				
C. A.H.S.S. Student Engagement				
Initiatives created / launched	2	3	3	Note 4

Work Plan Item KPI Description	2023 Result	2024 Result	2025 Result	Notes
4.0 Marketing & Promotion				
A. Brand Strategy Implementation				
Brand Ambassadors Onboarded	41	20	14	
Brand Ambassadors Retained	41	41	60	

Notes:

Note 1: Job creation and retention statistics reflect data collected locally and data provided by supportive agencies that serve the region. This information is intended as a high level-view of known activity rather than a statement of ACED's contributions to individual businesses. ACED does not directly fund businesses; however, it is assumed that through information sharing and direct referrals that ACED plays a supportive role that supports job creation.

Note 2: AHCC experienced both membership growth and attrition during the reporting period. They were left with the same total amount of members from 2024 at the end of the year, accounting for the gains and losses. ACED is not directly responsible for membership increases for the AHCC; rather, through the cooperative relationship with the AHCC, ACED supports events and initiatives both in partnership with, and that benefit, AHCC members. The creation of a staff position for the AHCC has enabled increased

focus on attracting new members, retaining members, and monitoring membership activity.

Note 3: The Long-Term Housing Strategy Recommendations were completed in 2024. Quarterly meetings take place to discuss progress and provide updates, but no new recommendations were made in 2025.

Note 4: In 2025, 3 initiatives were completed – The Life Skills Workshop, The Longitudinal Study, and The Summer Company Presentations with the Business Centre. Due to scheduling conflicts, The Career Accelerator Event did not take place.

Note 5: Explore Almaguin saw a huge uptick in original content being developed daily for Instagram, Facebook and content articles on Explore Almaguin due to the new CMO who was very motivated to create and develop new content.

Note 6: Due to weather and timing of the event, we saw a lower attendance for the RED Gala than in previous years. The December event date was selected based on the Keynote speakers' availability.

2025 RESULTS HIGHLIGHTS

2025 Highlights Infographic (See below)

Attachments

Appendix 1 – 2025 AHSS Student Engagement Report

Appendix 2 – Wrap Up Almaguin Shop Local Results

REGIONAL RESULTS HIGHLIGHTS 2025

The following infographics highlight key accomplishments of the Almaguin Community Economic Development (ACED) department.

CORE ACTIVITIES

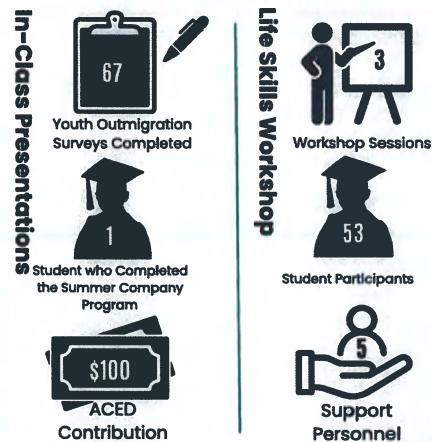


2025 PROGRAMS

ALMAGUIN SUMMER STAR PARTY



AHSS ENGAGEMENT



CHAMBER SUPPORTS AND PARTNERSHIPS



PUBLIC & COMMUNITY GRANTS



SUPPORTS FROM THE BUSINESS CENTRE



SUPPORT ORGANIZATIONS



MUNICIPAL SUPPORT



*Figures represent 2025 actual and projected data shared from partner support agencies pertaining to Almaguin business projects. ACED refers business clients to these organizations based on their needs and eligibility.



REGIONAL RESULTS HIGHLIGHTS 2025

The following infographics highlight key accomplishments of the Almaguin Community Economic Development (ACED) department.

EXPLOREALMAGUIN.CA



Events Promoted on the Website



Articles Written



New Pages Created on the Website



Business Directory listings enhanced



Tourism Pieces of Content Developed

2025 SHOP LOCAL CAMPAIGNS

Summer Shop Local (July 2- July 31)

23727 Views

407 Engagement



2 Separate Social Media Campaigns



ACED Contribution

Wrap Up Almaguin Campaign (November 24- December 14, 2025)

37 Businesses Directly Supported



Ballots Submitted



ACED Contribution

SOCIAL MEDIA STATISTICS

ACED Facebook



FB Likes
3% growth since 2024

45

Number of Original Posts

7,015 Total Views

Almaguin Tourism Facebook



FB Likes
7% growth since 2024

135

Number of Original Posts

445,008 Total Views

Explore Almaguin Instagram



IG Likes
37% growth since 2024

96

Number of Original Posts

168, 154 Total Views

2 Brand Event Hosted

3 Co-Creation Labs Hosted with Explorers' Edge

15 Tourism Assets Created

74 Brand Ambassadors Registered

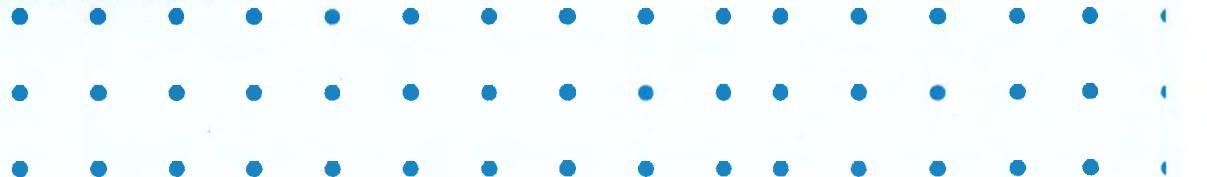




Draft

AHSS Student Engagement Report

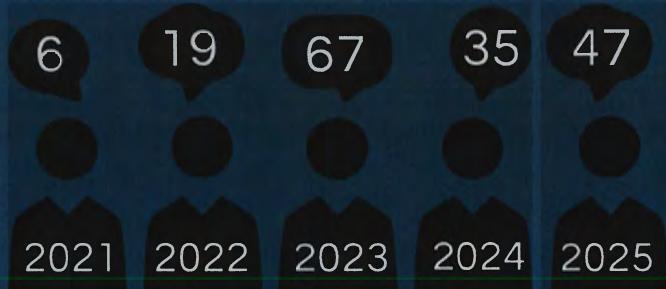
2025



LONGITUDINAL SURVEY RESULTS

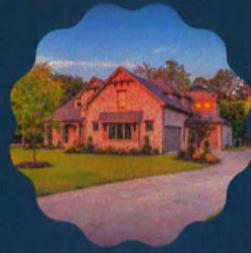
March-June 2024

Number of Completed Surveys



Length of Time Residing in Almaguin

(Average/Median)



30% of Students in 2025 have moved to the area within the past 5 years.

How Would You Rate Your Experience Living in Almaguin?

Comments included that they find the communities friendly and the area beautiful, but it also feels isolated with limited opportunities.



0- Very Dissatisfied 1- Dissatisfied 14- Neutral 22- Satisfied 10- Very Satisfied

Top 5 Activities Enjoyed in the Region



Spending Time at the Lake
75%



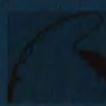
Spending Time with Family and Friends
75%



Events, Festivals and Fairs
40%



Winter Activities
49%



Fishing
53%

LONGITUDINAL SURVEY RESULTS

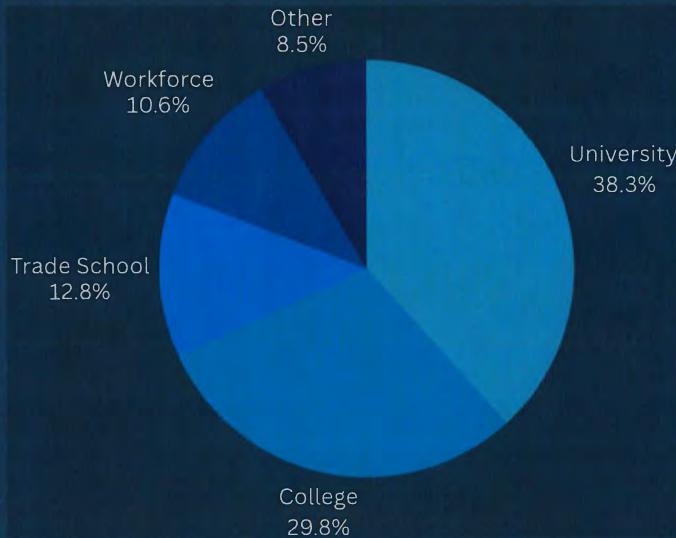
Top 6 Fields Being Pursued by Students After Graduation

Construction/Trades	15%
Medical/Health Services	11%
Arts & Entertainment	11%
Education or Government	8%
Professional Services - i.e. lawyer, accountant, etc.	8%
Personal Services -i.e. hairstylist, esthetician, massage therapy, etc.	6%



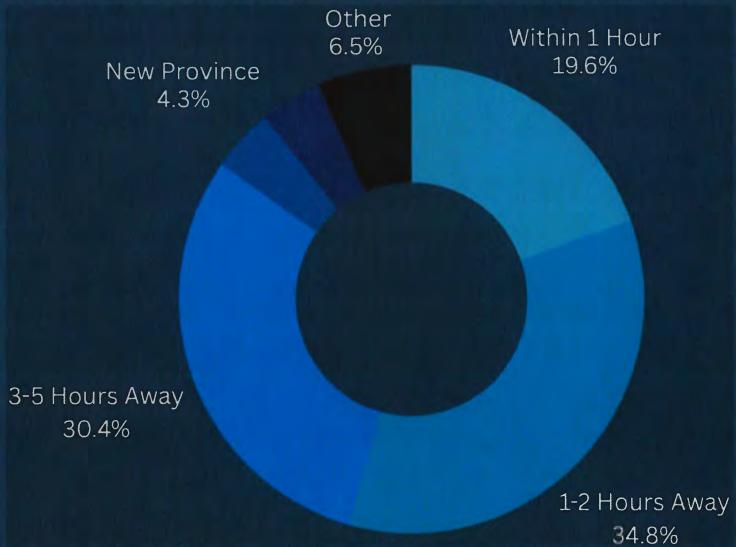
2025 saw a larger variety in career paths, including by-law, media studies, fire fighting, truck driving, and a increase in students interested in the Trades.

Post Secondary Plans



Both 2024 and 2025 saw a majority of students choosing University. 2025 saw almost 13% of students choosing to pursue Trade School, compared to 0% in 2024. The 'Other' response was mostly students choosing to take a gap year, with 1 student pursuing the military.

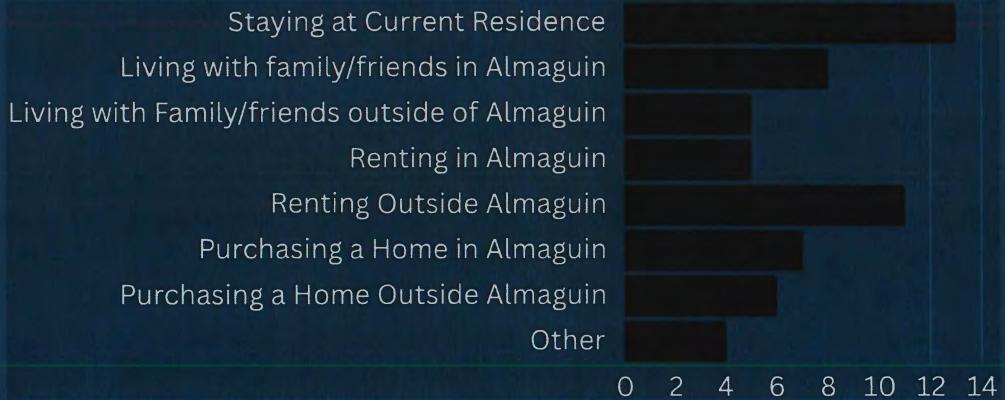
Commute for Post Secondary Education



Similar to past results, majority of students chose a post-secondary institution within Ontario a few hours away.

LONGITUDINAL SURVEY RESULTS

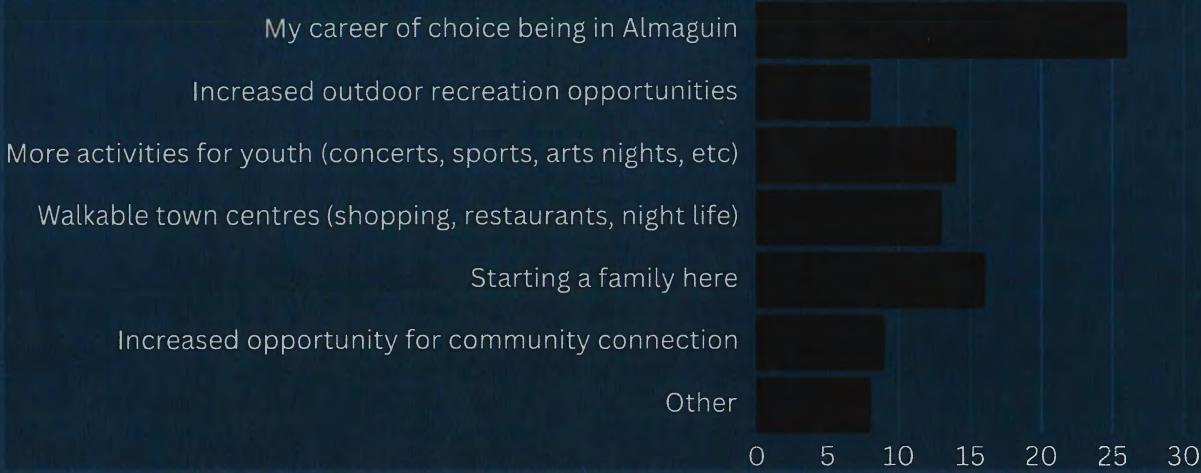
Planned Living Arrangements After Graduation



How Do You Plan on Staying Connected with the Region?

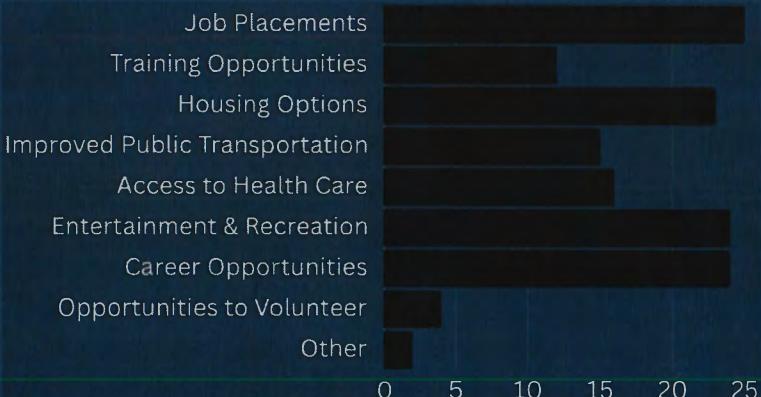


What Would Encourage You to Stay In the Region?



LONGITUDINAL SURVEY RESULTS

What Type of Support Would You Like to See From The Community?



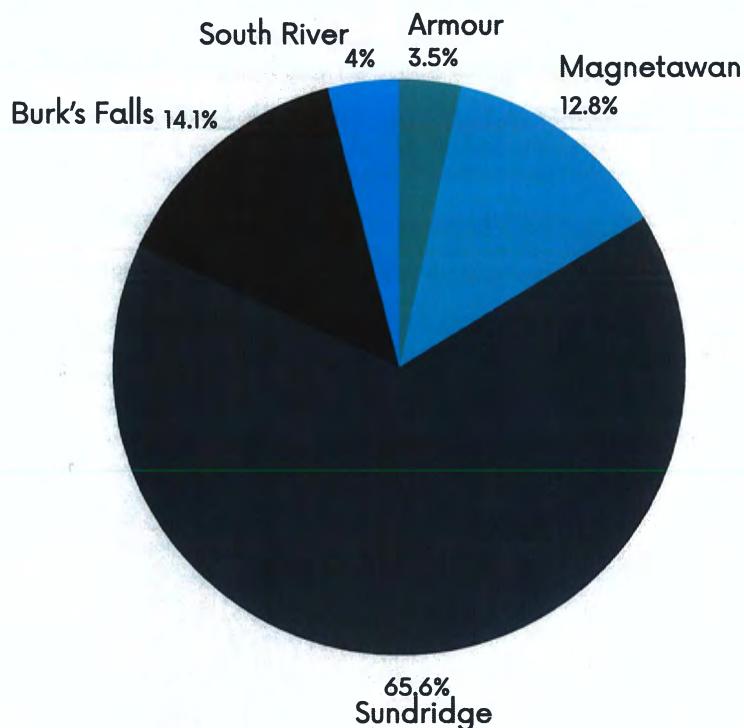
Observations from the Survey

1. There is a significant number of students who have moved to the area within the last 5 years.
2. Most students enjoy living in Almaguin, and those who don't find that there is a lack of activities and minimal job opportunities for youth in the community.
3. 2025 saw an increase in students interested in pursuing construction/trades, and a greater variety of potential career paths.
4. Most students stated they would stay in Almaguin if their career of choice was available. There also seems to be an increase in young people wanting to buy houses or start families here, and some students feel like Almaguin is a good area for both.
5. Areas for ACED and Municipalities to focus on:
 - Helping students find jobs in the area
 - Attracting job positions in the medical and health fields to Almaguin
 - Encouraging student placements with construction/trades companies
 - Developing recreation or events targeted towards young adults
 - Looking into both increased transportation and housing options for students/recent graduates
 - Life skills workshops to help create financially responsible young people capable of home ownership in the near future.



The following infographics highlight some of the key findings from the Christmas Shop Local Campaign.

Participation in Each Town



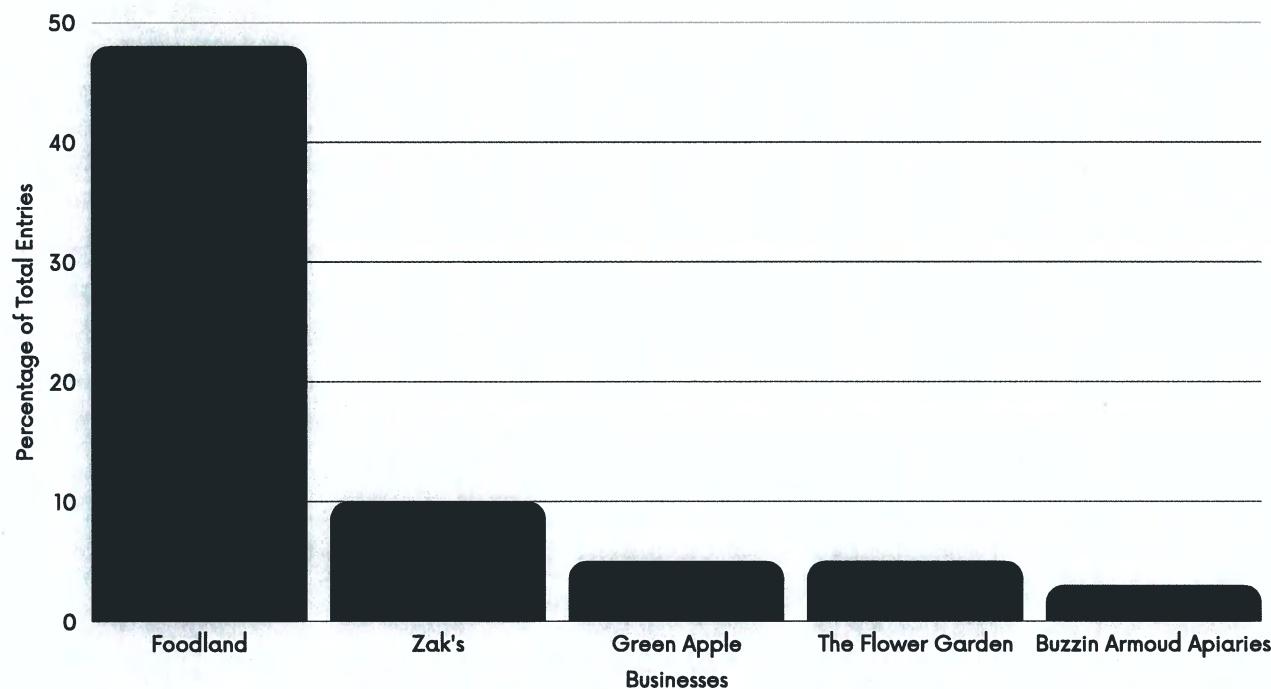
Total Entries



New Emails for Newsletter



Top 5 Businesses Who participated





2026 ACED DEPARTMENT
WORK PLAN

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Introduction	2
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2.0 Community Development.....	4
3.0 Economic Capacity Building	5
4.0 Marketing and Promotion.....	7
5.0 Special Events & Projects	9

INTRODUCTION

The 2026 ACED Workplan (the plan) outlines the department's priorities and direction for the year ahead. It reflects a period of new leadership and intentional transition, while ensuring continuity in service delivery and support to member municipalities.

Key objectives for 2026 include maintaining ACED's core services, updating the 2018 Regional Economic Development Strategic Plan, and advancing in-progress regional initiatives. A renewed focus will also be placed on rotational in-office municipal visits, helping to strengthen communication, improve local supports, and ensure ACED's work remains responsive to community needs.

Developed in collaboration with member municipalities and partner organizations, this workplan is grounded in shared priorities and guiding strategies. It provides a clear, focused framework to support stability during transition while positioning the region for long-term economic success.

DEFINITIONS

ACED	Almaguin Community Economic Development
ACT	Almaguin Community Transportation Committee
AHCC	Almaguin Highlands Chamber of Commerce
AHTF	Almaguin Housing Task Force
Brand Strategy	2020 Almaguin Highlands Regional Brand Strategy
BR&E	Business Retention & Expansion
DoED	Director of Economic Development
ED	Economic Development
EDO	Economic Development Officer
FedNor	Federal Economic Development Agency for Northern Ontario
TBC	The Business Centre Nipissing Parry Sound
RED Plan	2018 Almaguin Highlands Regional Economic Development Strategic Plan

THE PLAN

All work plan action items have been categorized into five primary themes that represent the objectives and core functions of the ACED Board and Department. Specific action items for each theme have been derived from ongoing efforts and/or evidence-based research as referenced in the following guiding documents:

[The 2018 RED Plan](#)

[The 2020 Ag Strategy](#)

[The 2021 Brand Strategy](#)

[The 2016 BR&E Report](#)

An index of performance targets can be seen in Appendix B.

1.0 BUSINESS SUPPORT AND DEVELOPMENT

Business support and development encompass all activities intended to support businesses in any capacity. This includes but is not limited to start up, expansion, general business support, online presence building, networking, and site selection. These services will be marketed throughout the region; however, services will be provided to non-member municipalities using the fee structure that was presented and adopted at the December 2023 ACED meeting.

A. BUSINESS SUPPORT

TIMELINE: CORE/ONGOING

Supporting businesses and entrepreneurs as they pursue opportunities and navigate challenges has long been a core function of ACED and its predecessor initiatives. That work continues in 2026. ACED will strengthen its local presence by improving the flow of timely, relevant information—such as new businesses and emerging opportunities—through targeted outreach and expanded network development. Key actions include:

- i. Business directory updates (Annual).
- ii. Asset inventory updates (Quarterly).
- iii. Rhythmic organic social media spotlights & mentions including testimonials where available.

B. BUSINESS SUPPORT EVENTS

COST: \$4,000

TIMELINE: ONGOING

ACED will have three focus areas for business support and networking events in 2026.

- i. Supporting, promoting and cobranding with AHCC-led networking events.
- ii. Continuing to provide Almaguin Brand Ambassador training & workshop sessions based around social media, content writing, and marketing tactics that enhance co-promotion.
- iii. Working in partnership with the AHCC and TBC to provide targeted skills development workshops tailored to the needs of the trades industry.



C. AHCC PARTNERSHIPS

TIMELINE: CORE

Staff will continue to work with the AHCC Board to implement their core programming and continue to build capacity throughout the region. Specific action items include:

- i. Assist the Chamber when requested, as it aligns with our goals and objectives.
- ii. Providing promotional support for the Chamber's Business Awards initiative and helping administer the nomination and voting process.

D. PROMOTING BUSINESS SERVICES COST: \$500

TIMELINE: CORE

ACED will prioritize clear, consistent communications that promote core business services and encourage both new and existing businesses to explore available opportunities. This focus continues in 2026, with an emphasis on targeted, paid promotional advertising to increase awareness and reach.

- i. Developing additional ACED content that highlights services available to businesses and community organizations.
- ii. Leveraging municipal in-office days to encourage one-on-one business meetings and main street walk-throughs to engage directly with local businesses.
- iii. Delivering monthly business-focused email newsletters featuring programs, funding opportunities, and ACED services, alongside an annual survey to gather feedback and assess value.

2.0 COMMUNITY DEVELOPMENT

Community development activities are organized into two core areas: supporting community and recreation-based organizations and assisting with community and recreation projects led by municipalities and partner organizations.

A. COMMUNITY ORGANIZATION SUPPORT

TIMELINE: CORE

Since ACED's inception, coordinated, multi-organization initiatives have faced challenges in achieving consistent outcomes. As a result, engagement with community organizations has largely occurred on a case-by-case basis. ACED will continue focus on increasing awareness of the services and supports available to community groups.

- i. Directly connect with each community organization to discuss supports available to them.
- ii. Developing a survey for community organizations to identify needs, priority areas, and volunteer opportunities, with identified roles promoted through ACED's monthly email newsletter and social media channels.



B. REGIONAL RECREATION & FACILITIES SUPPORT

TIMELINE: CORE

Public-sector funding programs continue to support community facility enhancement projects, including the NOHFC Community and Rural Enhancement streams. ACED staff have successfully supported several projects through targeted grant-writing assistance, and this work will continue in 2026.

At the request of municipalities, ACED will provide grant-writing and application coordination support for community-specific projects. Key supports include:

- i. Providing direct application-writing support for municipal projects, where requested.
- ii. Coordinating application components such as partnership development, supporting documentation, and related requirements.
- iii. Supporting municipal staff with program development, as needed.

3.0 ECONOMIC CAPACITY BUILDING

Economic capacity building includes activities designed to strengthen the region's ability to attract investment. While outcomes may not be immediately tangible, these initiatives lay critical groundwork—improving investment readiness, supporting future initiatives, and positioning the region for long-term growth.

A. ALMAGUIN HOUSING TASK FORCE

TIMELINE: ONGOING

In 2025, the Almaguin Housing Task Force transitioned its function to include implementation, monitoring, and advocacy. Through 2026, the AHTF's focus will be to continue monitoring local, provincial and federal trends to ensure that regional stakeholders remain up to date on housing related initiatives and information. Additionally, the AHTF will encourage and support the implementation of the recommendations set out in the Recommendations and Summary report. This will be achieved through executing the following action items:

- i. Growing and maintaining communication within the AHTF stakeholder network.
- ii. Establish a situational scanning framework and rhythm.
- iii. Monitoring and evaluating local initiatives related to development and recommendation adoption.

B. TRANSPORTATION

TIMELINE: 2026

Staff will continue to support regional transportation initiatives developed over the past few years, including Carpool Almaguin, the Community Bus Partnership, and the return of Ontario Northland's Northlander train service.



- i. Promoting Carpool Almaguin lots as regional assets that support ridesharing and related activities through targeted digital marketing and creative content.
- ii. Support the Almaguin Community Transportation (ACT) Committee. Through 2025, the Committee was established to investigate matters related to local transportation enhancement and strategy development. Through 2026, ACED's focus will be to continue supporting the Committees functions while solidifying a lead municipality/organization and encouraging enhanced stakeholder participation. Moving forward, partner/stakeholder engagement will be required to implement ACT initiatives. Specifically, ACED will assist with:
 - a. Establishing a lead municipality which will enable access to funding opportunities. This includes supporting partner/stakeholder coordination for joint projects of mutual benefit.
 - b. Serving as secretary for the ACT group and assisting with stakeholder communications and record/information keeping.
 - c. Coordinate procurement of professional services for feasibility studies and other research projects where required.
 - d. Assisting with identifying funding opportunities and application coordination.
- iii. Encouraging public- and private-sector initiatives that leverage economic opportunities associated with the return of the Northlander train service by:
 - a. Engaging the brand ambassador network and business community to explore product development opportunities.
 - b. Creating, sharing, and disseminating content related to the return of train service and associated initiatives.
 - c. Developing a marketing plan to encourage travel to Almaguin via the Ontario Northland train

C. AHSS STUDENT ENGAGEMENT

COST: \$200

TIMELINE: Q1 AND Q4

Building on the strong relationship developed with AHSS staff and faculty, ACED will continue its presence in the school to support entrepreneurial learning, civic engagement, and ongoing participation in the longitudinal study launched in 2021. Staff will also collaborate with partner organizations to promote and deliver relevant programs and opportunities for students. Specific objectives include:

- i. Promoting and supporting student participation in the Business Centre's Summer Company program.
- ii. Continuing the graduating class exit interview process to identify opportunities to retain or re-attract youth.



- iii. Exploring opportunities for a regular in-school presence through presentations on entrepreneurship, volunteerism, and topics aligned with curriculum needs.
- iv. Working with students to highlight and promote volunteer opportunities within local organizations.
- v. Delivering a “Life Skills” workshop series covering topics such as taxes, mortgages, credit scores, and money management.
- vi. Collaborating with local skilled trades to host a job fair highlighting trades and construction career opportunities in Almaguin.

D. ALMAGUIN R.E.D. STRATEGIC PLAN UPDATE COST: \$2,000 TIMELINE: 2026-2027

By the end of 2024, most recommendations identified in the 2018 Regional Economic Development (RED) Plan had been addressed through ACED’s activities. In 2025, progress toward a formal update was intentionally paused due to organizational transitions. In 2026, ACED will refocus efforts on establishing a new strategic direction and pursuing funding opportunities to support the engagement of a consultant to lead the strategic planning update. Key actions include:

- i. Designing and undertaking a comprehensive community consultation process, including public surveys, key informant interviews, and targeted focus groups.
- ii. Preparing an updated economic situational analysis, building on the framework established in the 2018 RED Plan.
- iii. Leading the development of a renewed regional economic development strategy that reflects the priorities of the ACED Board, member municipalities, and residents, with consultant support where feasible.

4.0 MARKETING AND PROMOTION

Marketing and promotion activities support the visibility of the region and its economic assets. This includes tourism promotion, business and shop-local initiatives, digital storytelling, website and content development, and coordinated regional marketing efforts.

A. BRAND STRATEGY IMPLEMENTATION COST: TBD TIMELINE: ONGOING 2026

With external funding agreements concluded in 2024, ACED will continue to advance brand implementation using existing assets and partnerships, with a focus on practical, high-impact applications.

Key actions include:



- i. Continuing to organize and deliver Brand Ambassador training to support consistent regional messaging.
- ii. Refreshing and repurposing existing brand content, including seasonal video and visual assets, for targeted digital campaigns.
- iii. Advancing physical brand implementation and wayfinding initiatives, as outlined in Workplan Item 5B.
- iv. Expanding the use of local storytelling by featuring business owners, residents, and community champions across digital platforms.

B. TOURISM PROMOTION

COST: \$2,000* **TIMELINE: CORE**

***BRAND STRATEGY COST CATEGORY:** Brand Awareness & Regional Asset Development

In 2026, tourism promotion will focus on growing audience engagement, improving content consistency, and strengthening partnerships that amplify regional reach. Priority will remain on four-season experiences, with increased emphasis on trip planning, storytelling, and niche markets.

Key actions include:

- i. Partnering with local businesses to develop experience-based itineraries, short-form video content, and feature articles that encourage longer stays and regional spending.
- ii. Coordinating with ATV clubs, snowmobile clubs, trail organizations, and event hosts to improve the accuracy, visibility, and volume of tourism offerings.
- iii. Leveraging existing Spotlight Almaguin photography and B-roll footage to create refreshed digital content and targeted campaigns.
- iv. Collaborating with Explorers' Edge, Discovery Routes, and Northern Ontario Tourism on product development, non-traditional tourism experiences, and joint marketing initiatives.
- v. Focusing on Almaguin's natural assets, such as dark sky viewing areas, as a means to promote low-cost or individual travel experiences. ACED will seek partnership opportunities to co-host small, intimate events focused on these niche areas.
- vi. Introducing themed micro-campaigns (e.g., shoulder-season travel, rail-based travel tied to the Northlander, or culinary and craft experiences) to test new markets and audiences.

C. SHOP IN ALMAGUIN CAMPAIGNS

COST: \$1,000 **TIMELINE: SUMMER/WINTER**



ACED will continue to promote local shopping and dining through coordinated “Shop in Almaguin” campaigns, with a stronger focus on storytelling and business collaboration.

Key actions include:

- i. Delivering seasonal shop-local campaigns that highlight multiple businesses through shared promotions and digital content.
- ii. Piloting short-term promotional tools such as digital shop-local guides, themed shopping weekends, or interactive social media features.
- iii. Aligning shop-local messaging with municipal events, tourism promotions, and regional marketing efforts to maximize reach and impact.

5.0 SPECIAL EVENTS & PROJECTS

Special events and projects are designed to showcase regional assets and strengthen awareness of Almaguin’s economic and community strengths. In 2026, the focus will balance signature event delivery with the promotion of safe, accessible, and well-coordinated initiatives across the region.

A. RED GALA

COST: \$3,000

TIMELINE: Q4

ACED will continue to deliver the RED Gala as a signature economic development showcase event. The event will bring together regional stakeholders to promote the Almaguin brand, celebrate economic and community development successes, and support meaningful networking. Financial, planning, and marketing support from regional partner organizations will continue to be pursued to enhance event delivery.

B. PHYSICAL BRAND ROLL-OUT

COST: \$200,000*

TIMELINE: 2026

ACED has applied for funding through FedNor’s Northern Ontario Development Program and the Province’s Rural Ontario Development (ROD) funding stream to support the physical rollout of the Almaguin brand across the region. Preliminary planning, including a regional signage audit, was completed in 2024, and draft signage concepts and an installation framework were presented to the ACED Board in late 2024.

Pending funding approval, 2026 activities will include:

- i. Issuing a Request for Proposals (RFP) to engage qualified companies for the design, fabrication, and installation of signage and branded fixtures.



- ii. Working with local municipalities to refine signage locations, priorities, and community-specific needs.
- iii. Coordinating with municipal roads crews to support efficient and safe installation where appropriate.

** Project contingent on the approval of funding.*



Staff Report: ACED Non-Member Municipal Service Buy-In Packages

Purpose

The purpose of this report is to present a proposed fee schedule and service buy-in structure for non-member municipalities wishing to access specific Almaguin Community Economic Development (ACED) services. This modular model allows municipalities to select individual service packages based on local needs without entering the full shared-services levy model.

Background

ACED currently provides economic development, business support, tourism marketing, community development, and strategic planning services to its member municipalities under a shared-services agreement. ACED was formed to provide these services throughout the Almaguin Highlands region (primarily in the East Parry Sound District, although some interest in various services has been shown in neighboring regions' communities). At the outset, the goal was to establish partnerships and investment from all municipalities; however, ACED was formed with 10 initial partners as well as generous support from the FedNor CHINO program.

From 2019 to 2023 ACED provided services to all communities under the pretense that the majority of economic activity in the region has the potential to benefit multiple communities. Ex: a manufacturer in one village may, through paid wages, support the local economy in a neighbouring community. Additionally, FedNor's financial contribution along with municipal contributions ensured that ACED was sufficiently resourced. Throughout the initial years, the ACED Board continued to encourage non-member municipalities to consider membership. The Board introduced various fees for service for non-member municipalities as well as businesses within non-member municipalities. These fees for service have generated some incremental income for ACED as well as provided some non-members with opportunities to engage in programs and services of interest, such as shop local campaigns and other marketing efforts.

The packages and fee modifications proposed in this document are intended to provide a more 'solution based' approach to procuring services versus the former 'a la carte' fees for service structure.

Managing Expectations

The fees identified in this report are based on projected time requirements, inbound calls, historical support requests, and average annual workload patterns. These fees represent the cost to secure access to ACED services, not a guaranteed minimum number of hours. Municipalities may use more or fewer hours than estimated depending on the nature and frequency of support requests. ACED will make reasonable efforts to respond to all requests; however, utilization levels vary significantly between municipalities and are not uniform. Additional charges, such as mileage or other travel costs, will apply based on the nature of the services provided.

Proposed Buy-In Service Packages

Fee Schedule Overview

Package Name	Estimated Annual Cost	Cost Basis / Breakdown
Website & Regional Presence Package	<u>Tier 1:</u> \$900	Approx. 20 hrs/year of updates & postings at \$45/hr - under 50 businesses on the directory
	<u>Tier 2:</u> \$1,125	Approx. 25 hrs/yr of updates & postings at \$45/hr - over 50 businesses on the directory
2. Tourism & Regional Marketing Package	\$2,025	Approx. 45 hrs/year for content & campaigns at \$45/hr
Shop Local Campaign Inclusion Package	<u>Tier 1:</u> \$1000	Under 20 businesses/year included in campaign + campaign coordination, content development & outreach
	<u>Tier 2:</u> \$1,500	20+ businesses/year included in campaign + campaign coordination, content development & outreach
Business Support Access Package	<u>Tier 1:</u> \$2,250	Access for services to under 50 businesses Approx. 30 hrs/year at \$75/hr
	<u>Tier 2:</u> \$3,000	Access for services for over 50 businesses Approx. 40 hrs/year at \$75/hr
Community & Municipality Support Package	\$2,250	30 hrs /year for grants & development support at \$75/hr

Strategic Planning Participation Package	\$1,875	25 hrs of consultation & planning inclusion, including reporting at \$75/hr
Regional Wayfinding & Signage Package	\$1,500 (buy-in available to the Villages of South River and Burk's Falls)	20 hrs of Admin & design coordination at \$75/hr; capital will be pulled from surplus and funding through grants for 2025 ACED members

Appendix A: Detailed Cost Formulas

Cost estimates for each package were calculated using ACED's approved hourly service rates:

- \$45/hour – Marketing, communications, administrative updates
- \$75/hour – General business support consultations
- \$75/hour – Funding and grant application support
- \$0.72/km – for mileage associated with services

Formula used:

Estimated Annual Cost = (Estimated Hours Required × Applicable Hourly Rate (includes staff time, professional development, departmental administrative fees))

Appendix B: Inclusions, Hour Assumptions and Justifications

Hour assumptions were derived from:

- Volume of past inbound support requests
- Historical time tracking by ACED staff
- Industry benchmarks for municipal economic development workload
- Typical annual demand from similarly sized municipalities

1. Website & Regional Presence Package

Ensures your municipality is included in all core regional digital infrastructure.

Includes:

- Inclusion on ExploreAlmaguin.ca community pages
- Municipal event listings
- Community program listings
- Inclusion in the quarterly Seasonal Regional Newsletter
- Access to regional branding assets where applicable

Suggested Fee: \$900 – \$1,200 / year

Justification for the Fee:

- ACED staff currently bill administrative or marketing work at \$38.71/hour (Service Fee Schedule).
- Maintaining a municipal presence (updates, event uploads, communications, data entry) averages 20-30 hours/year of staff time.
- Tiers were broken down based on number of businesses within a municipality, and the associated time expected to maintain presence.
- A flat fee creates predictable budgeting for both ACED and the municipality.

2. Tourism & Regional Marketing Package

For municipalities that want to be included in tourism initiatives but do not require business support or strategic planning.

Includes:

- Inclusion in regional tourism marketing campaigns
- Social media features on Explore Almaguin platforms
- Tourism asset promotion (trails, beaches, amenities, attractions)
- Participation in tourism initiatives with partner agencies (RTO12, Chambers, etc.)

Suggested Fee: \$2,000– \$3,000 / year

Justification for the Fee:

- Tourism marketing requires content creation, photography, copywriting, and distribution.
- Average resource commitment: 45–65 hours annually.
- The upper range supports enhanced regional reach and ensures equity across participating municipalities.

3. Shop Local Campaign Inclusion Package

A dedicated package for Summer and Christmas Shop Local Campaigns but can also be applied to any shoulder-season shop local campaigns created through ACED.

Includes:

- Inclusion of municipal businesses in all regional Shop Local campaigns (seasonal, themed, sector-based)
- Campaign-specific municipality spotlights
- Inclusion in print, digital, and video content where applicable
- Opportunity for local businesses to be featured (profiles, highlights, photos)
- Access to branded Shop Local toolkit for distribution to businesses

Suggested Fee: \$1,000-\$1,500 / year

Justification for the Fee:

- Shop Local campaigns require staff time for:
 - business outreach
 - content development
 - campaign coordination
 - graphic design
 - distribution
- Typical staff time per participating municipality: 25–30 hours

- Tiers were broken down based on representation for more businesses, which is typical of Village centres.

4. Business Support Access Package

Allows a municipality to buy access for its businesses to ACED's business support services.

Includes:

- Direct access for all local businesses to ACED's:
 - one-on-one consultations
 - funding application support
 - planning/development guidance
 - referrals and letters of support
- Annual capped allotment of hours (e.g., 30-40 hours)
- Discounted hourly rate for additional hours

Suggested Fee: \$2,200-\$3,000

Justification for the Fee:

- Non-member businesses currently pay:
 - \$68.12/hour for business support
 - \$77.19/hour for funding application support
- Average business inquiries per municipality: 30-40 hours annually
 - Value = \$1,703-\$3,087 just for consultation hours
- Funding applications often add 10-20 hours of higher-rate work
 - Value = \$771-\$1,543
- Municipalities purchasing this package reduce individual business costs and improve economic outcomes.

5. Community & Municipal Support Package

A package for municipalities needing ACED's help with grants, community development, and local project support.

Includes:

- Grant-writing support for municipal projects
- Community development assistance (volunteerism programs, event support guidance)
- Fundraising support for community facilities
- Letters of support + project partner collaboration
- Up to 30 hours of community project work annually
- Additional hours can be billed at \$75/hour

Suggested Fee: \$2,250 / year

Justification for the Fee:

- Community development support often involves:
 - research
 - grant writing
 - project planning
 - stakeholder engagement
- Grant support requires significant time investment, billed at \$75/hour.
- Typical annual workload per municipality: 25-35 hours
 - Value = \$1,875-\$2,625
- This range keeps the cost fair and aligns with ACED's actual staff effort.

6. Regional Wayfinding & Signage Participation Package

Optional capital-oriented package – only available to South River or Burk's Falls, as project plans began in 2025 when the Villages were ACED members.

Includes:

- Eligibility to participate in regional signage projects
- Design support and unified branding
- Participation in purchasing partnerships
- Access to project coordination and procurement

Suggested Fee Structure:

- ✓ Annual participation fee: \$1,500 based on 20 hours of admin and coordination
- ✓ Included through grant funding and ACED surplus: project-specific capital cost contributions, based on:
 - number of signs
 - type of signage
 - fabrication + installation costs
 - shared procurement cost savings

Justification for the Fee:

- Signage initiatives represent large capital investments.
- Annual fee covers administrative coordination (design, procurement, regional consistency).
- Capital costs are included, as this project began in 2025 through a grant application to FedNor and ROD, and initial budgetary considerations for Burk's Falls and South River were included during the planning phase.

Appendix C: Municipal Buy-In Agreement Form

This form may be adapted for inclusion in municipal council agendas.

ACED NON-MEMBER MUNICIPAL SERVICE BUY-IN AGREEMENT

This Agreement is made between the Almaguin Community Economic Development (ACED) Department and the Municipality of _____.

The Municipality agrees to purchase the following service packages for the period of January 1 – December 31, 2026:

- Website & Regional Presence Package
- Tier 1
- Tier 2
- Tourism & Regional Marketing Package
- Shop Local Campaign Inclusion Package
- Tier 1
- Tier 2
- Business Support Access Package
- Tier 1
- Tier 2
- Community & Municipality Support Package
- Strategic Planning Participation Package
- Regional Wayfinding & Signage Package

The Municipality acknowledges that:

- Fees provide access to ACED services, not a guaranteed minimum number of hours.
- Actual service hours used may vary depending on demand and request complexity.
- ACED will make reasonable efforts to fulfill all requests within available staffing capacity.
- ACED will track and report hours of service provided to each municipality, which will allow for potential adjustments in estimated costs for following years.

Authorized Signatures:

Municipal CAO/Clerk

Date

ACED Director

Date

Appendix D: Managing Expectations Clause

ACED provides services to participating municipalities based on staff capacity, inbound request volume, and annual work planning. The purchase of service packages grants municipalities access to programs and expertise; however, it does not guarantee minimum hours of service delivery. Actual utilization may vary significantly from estimates. These estimates are intended only to provide transparency in fee calculations.

ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT (ACED)

MINUTES November 27, 2025

A regular meeting of the ACED Board was held at the Strong Township and virtually on November 27th, 2025 at 6:00 pm.

Present: Vicky Roeder-Martin, Township of McMurrich/Monteith
Sheri Norman, AHCC Representative
Margaret Ann MacPhail, Township of Perry
Luke Preston, Village of Sundridge
Rod Ward, Township of Armour
Robert Brooks, Village of South River
Marianne Stickland, Township of Strong
Dan Roberston, Township of Ryerson
Trista Porter, MND
Noel Walker, FedNor

Regrets: Chris Hope, Village of Burk's Falls
Tim Bryson, Township of Strong
Chris Nicolson, Township of Joly
Wendy Whitwell, Township of Armour

Staff: Dave Gray, Director of Economic Development
Courtney Metcalf, Economic Development Officer
Megan Yemm, Communications and Marketing Officer

Call to Order

The meeting was called to order at 6:00 pm.

Minutes

The minutes of the meeting of Thursday, October 23rd, 2025 were adopted as presented.

Round table introductions took place.

FedNor Update

Updates on the regional tariff response program and the regional economic development program took place.

Spoke to enjoying working with inter-industry/collaborative projects and how they support different sectors and how getting creative on how to solve problems can lead to shared and strategic solutions.

Director's Report

The Director covered the following items from the report:

1. An update on core activity tracking, which lists what the department has done over the past month was provided. These included business assistance, marketing, ACED website updates, social media activities, and communications.
2. Some of the updates in the report included:
 - a. Wrap Up Almaguin – the shop in Almaguin campaign launched on November 24th, and so far has had great engagement and participation from businesses.
 - b. RED Gala – the Gala takes place Tuesday, December 9th at the Sprucedale Community Centre.
 - c. ONR Brand Ambassador Session – Brand Ambassadors received a presentation from Ontario Northland regarding the return of passenger rail and marketing opportunities through their various platforms.
 - d. 2 Year Agreement Invitation – an update on which municipalities have signed resolutions in support, and which have declined the invitation, was provided to the board.
3. The Board moved into closed session.

Resolutions

1. 2025-34– Moved by Rod Ward; Seconded by Margaret Ann MacPhail
Be it resolved that the Almaguin Community Economic Development Board approve October 23, 2025, meeting minutes, as circulated. Carried
2. 2025-35 – Moved by Marianne Stickland; Seconded by Rod Ward
Be it resolved that the Almaguin Community Economic Development Board move into closed session at 7:14 p.m. under section 239(2) of the municipal act to discuss personal matters about an identifiable individual, including municipal or local board employees. Carried
3. 2025-36 – Moved by Sheri Norman; Seconded by Luke Preston
Be it resolved that the Almaguin Community Economic Development Board hereby move out of closed session at 7:27 p.m. Carried
4. 2025-37 – Moved by Marianne Stickland; Seconded by Luke Preston
Be it resolved that the Almaguin Community Economic Development Board have received a verbal report from the DoED regarding the Internal Job Posting for the Director of Economic Development Role and request that the Township of Armour proceed with extending the letter of offer to the successful candidate. Carried

Adjournment

5. 2025 - 38 – Moved by Rod Ward

Be it resolved that the Almaguin Community Economic Development Board adjourn the November 27th, 2025 ACED meeting at 7:32 p.m. Carried

The next meeting will be January 22nd, 2026, at 6:00 p.m. at the Strong Township Office. If this changes, members will be advised.

2026-01-15

2026 Budget Sheets - Actuals as of December 31, 2025
Regional Economic Development
Operating Budget - Page 1

GL Number	Description	2025 Actual	2025 Budget	2026 Department Estimate 8 partners	Notes		
	Revenues						
15-370-000	Municipal & Chamber Contributions				Note1		
	Armour	(\$31,808.00)	(\$31,808)	(\$26,783)			
	Burk's Falls	(\$19,142.00)	(\$19,142)	\$0			
	Joly	(\$8,664.00)	(\$8,664)	(\$7,366)			
	Perry	(\$43,055.00)	(\$43,055)	(\$32,188)			
	Ryerson	(\$5,000.00)	(\$5,000)	(\$5,000)			
	South River	(\$19,457.00)	(\$19,457)	\$0			
	Strong	(\$29,495.00)	(\$29,495)	(\$25,388)			
	Sundridge	(\$19,193.00)	(\$19,193)	(\$16,648)			
	Kearney	\$0	\$0	\$0			
	McMurrich/Monteith	(\$23,879.00)	(\$23,879)	(\$17,927)			
	Chamber of Commerce	(\$7,500.00)	(\$10,000)	(\$10,000)			
	Total Municipal & Chamber Contribution	(\$207,193.00)	(\$209,693)	(\$141,300)			
15-370-005	Events contributions	\$0.00	\$0	\$0			
15-370-008	Service Fees	(\$1,345.04)	\$0	\$0			
15-371-000	CIINO Funding	(\$94,771.00)	(\$100,000)	(\$100,000)			
15-371-002	FedNor - Harvest Spin/Staycation	\$0.00	\$0	\$0			
15-371-003	FedNor - Implement Brand Strategy	\$0.00	\$0	\$0			
15-371-005	OBIAA Funding - Intern	\$0.00	\$0	\$0			
15-371-007	NECO - Staycation Program	\$0.00	\$0	\$0			
15-371-008	NECO - Regional Relief & Recovery	\$0.00	\$0	\$0			
15-372-000	NOHFC Funding - Intern	\$0.00	\$0	\$0			
15-372-001	NOHFC - Almaguin Harvest Spin	\$0.00	\$0	\$0			
15-372-002	NOHFC - Almaguin Brand Strategy	\$0.00	\$0	\$0			
15-372-003	RED - Implement Brand Strategy	\$0.00	\$0	\$0			
15-373-001	MHSTIC - Reconnect Grant	\$0.00	\$0	\$0			
15-377-000	From (to) Surplus - ACED	\$0.00	\$0	\$0			
Total Regional Economic Development revenues		(\$303,309.04)	(\$309,693)	(\$241,300)	\$0	\$0	

2026 Budget Sheets - Actuals as of December 31, 2025
Regional Economic Development
Operating Budget - Page 2

GL Number	Description	2025 Actual	2025 Budget	2026 Department Estimate 8 partners	Notes	
	Expenditures					
16-801-000	Salaries & Benefits	\$247,823.59	\$266,593	\$196,000	See note 2	
16-804-001	Office Supplies	\$498.97	\$3,000	\$3,000		
16-804-002	Signage	\$0.00	\$2,000	\$2,000		
16-804-005	Audit & Accountant Fees	\$0.00	\$4,600	\$4,800		
16-804-007	Legal Fees	\$0.00	\$0	\$0		
16-804-010	Advertising & Promotion	\$2,322.47	\$4,500	\$6,000		
16-804-020	Telephone	\$2,306.05	\$2,500	\$2,000		
16-804-025	Website	\$2,118.86	\$2,000	\$2,300		
16-804-030	Events & Seminars	\$2,320.19	\$4,000	\$4,000		
16-804-040	Training & Workshops	\$3,664.49	\$5,000	\$4,500		
16-804-050	Travel	\$5,468.60	\$6,000	\$6,400		
16-804-065	Regional Projects	\$3,365.10	\$9,500	\$10,300		
16-804-066	Implement Almaguin Brand Strategy	\$0.00	\$0	\$0		
16-804-070	Transfer to EDC Reserve	\$0.00	\$0	\$0		
16-804-071	Staycation Program	\$0.00	\$0	\$0		
Total Regional Economic Development expenditures		\$269,888.32	\$309,693	\$241,300		
	Total Regional Economic Development	(\$33,420.72)	\$0	\$0		

Notes:

Note 1 Flat rate percent-to-levy amount (.008364692%)

Note 2 Salaries & benefits reduced by \$70,593, because of staffing change to two employees



ALMAGUIN HIGHLANDS OPP DETACHMENT BOARD
CONSEIL DU DÉTACHEMENT D'ALMAGUIN HIGHLANDS
DE LA POLICE PROVINCIALE

ALMAGUIN HIGHLANDS OPP DETACHMENT
DETACHEMENT D'ALMAGUIN HIGHLANDS DE LA POLICE PROVINCIALE

(9)

Almaguin Highlands O.P.P. Detachment Board

**Regular Meeting of the Board
Wednesday January 14th, 2026
5:00 p.m.**

**Township of Perry Municipal Office
(1695 Emsdale Road, Emsdale, ON)**

- 1. Call to Order**
- 2. Disclosure of Conflict of Interest**
(with reference to this Agenda and any previous meeting)
- 3. Adoption of Minutes**
 - 3.1. Regular Board Meeting Minutes – Wednesday, November 12th, 2025
- 4. Delegations - NIL**
- 5. Almaguin Highlands OPP S/Sgt Detachment Commander Updates and/or Reports**
 - 5.1. 2025 Q4 OPP Detachment Board Report {Res}
- 6. Board Business**
 - 6.1. Prescription Diversion Project {Res}
 - 6.2. Provincial Bail Notification Program {Res}
 - 6.3. Opposition to Closure of Cecil Facer Youth Centre {Res}
 - 6.4. Draft 2026 Board Budget {Res}
- 7. Correspondence and General Information**
 - 7.1. Inspector General Memo #8: Public release of the first Decisions by the Inspector General of Policing with accompanying Findings Reports
 - 7.2. Legislative and Regulatory Changes Effective January 1, 2026
 - 7.3. 2026 Spring Conference Information
- 8. By-laws – NIL**
- 9. Closed Session – NIL**

10. Other Business

11. Adjournment - Next Meeting: April 8, 2026

All information including opinions, presentations, reports, documentation, etc. that are provided at a public or open meeting are considered a public record.

This is the true original Agenda distributed to the OPP Detachment Board, copied for public handout, and placed in the Almaguin Highlands OPP Detachment Board File. Ref: OPP Detachment Board Agenda 2026 01 14



ALMAGUIN HIGHLANDS OPP DETACHMENT BOARD
CONSEIL DU DÉTACHEMENT D'ALMAGUIN HIGHLANDS
DE LA POLICE PROVINCIALE

ALMAGUIN HIGHLANDS OPP DETACHMENT
DÉTACHEMENT D'ALMAGUIN HIGHLANDS DE LA POLICE PROVINCIALE

Almaguin Highlands O.P.P. Detachment Board

**Regular Meeting of the Board
Wednesday November 12th, 2025**

5:00 p.m.

**Township of Perry Municipal Office
(1695 Emsdale Road, Emsdale, ON)**

Any and all Minutes are to be considered Draft until approved by the OPP Board at a Regular Meeting.

In Attendance:

Council Chambers:

Robert Sutherland, Chair & Community Representative, Krista Miller, Vice Chair & Community Representative, Board Members Kevin Noaik, Dan Robertson, Joe Lumley and, S/SGT Doug Vincer, Almaguin Highlands OPP Detachment Commander, Kim Seguin, Acting Secretary

Regrets:

Neil Scarlett

Members of the Public: n/a

Disclosure of Conflict of Interest

Nil

Resolution No. 2025-22

Moved by: Krista Miller

Seconded by: Joe Lumley

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby approves the Regular Board Meeting Minutes dated Wednesday, October 8th, 2025.

Carried

Item 4 Delegations

N/A

Item 5.1 2025 Q3 Opp Detachment Board Report

The board had a brief discussion with S/SGT Vincer on the report presented.

Resolution No. 2025-23

Moved by: Dan Robertson

Seconded by: Kevin Noaik

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby receives the 2025 Q3 OPP Detachment Board Report.

Carried

Item 6.1 Appointment of Acting Secretary

Resolution No. 2025-24

Moved by: Krista Miller

Seconded by: Joe Lumley

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby receives appoints Kim Seguin as Acting Secretary.

Carried

Item 6.2 Detachment Commander Performance Feedback Form33

The Almaguin Highlands OPP Detachment Board deferred the discussion to complete the form until after agenda item 6.4.

Item 6.3 2026 OPP Detachment Board Meeting Schedule

Resolution No. 2025-25

Moved by: Joe Lumley

Seconded by: Dan Robertson

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby establish the 2026 Meeting Dates for the Board as the second Wednesday of the month at 5:00pm on:

- January 14, 2026
- April 8, 2026
- July 8, 2026
- October 14, 2026

Carried

Item 6.4 Community Safety and Well-Being Plan Final

The Board reviewed the information presented for the Community Safety and Well-Being Plan.

S/Sgt Vincer left the meeting at 5:26pm so the board could discuss the performance feedback form.

Revisit Item 6.2 Detachment Commander Performance Feedback Form33

The Board discussed each item on the feedback form and collaboratively developed the feedback. The completed information will be forwarded to S/SGT Vincer by November 14th as requested.

The Meeting adjourned at approximately 5:55 p.m.

Dated this 14th day of January 2026.

original signed by Robert Sutherland

Robert Sutherland, Chair

original signed by Kim Seguin

Kim Seguin, Acting Secretary



ALMAGUIN HIGHLANDS OPP DETACHMENT BOARD
CONSEIL DU DÉTACHEMENT D'ALMAGUIN HIGHLANDS
DE LA POLICE PROVINCIALE

ALMAGUIN HIGHLANDS OPP DETACHMENT
DETACHEMENT D'ALMAGUIN HIGHLANDS DE LA POLICE PROVINCIALE

Almaguin Highlands O.P.P. Detachment Board

Regular Meeting of the Board
Wednesday January 14th, 2026
5:00 p.m.
Township of Perry Municipal Office
(1695 Emsdale Road, Emsdale, ON)

Any and all Minutes are to be considered Draft until approved by the OPP Board at a Regular Meeting.

In Attendance:

Council Chambers:

Robert Sutherland, Chair & Community Representative, Board Members Kevin Noaik, Dan Robertson, Joe Lumley and Neil Scarlett, S/SGT Doug Vincer, Almaguin Highlands OPP Detachment Commander, Beth Morton, Acting Secretary

Regrets:

Krista Miller, Vice Chair & Community Representative

Members of the Public: n/a

Disclosure of Conflict of Interest

Nil

Item 3 – Adoption of Minutes

Resolution No. 2026-01

Moved by: Dan Robertson

Seconded by: Neil Scarlett

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby approves the Regular Board Meeting Minutes dated Wednesday, November 12th, 2025.

Carried

Item 4 Delegations

N/A

Item 5 – Almaguin Highlands OPP S/Sgt Detachment Commander Updates and/or Reports

The Q4 OPP Detachment Board Report was presented to the Board.

Resolution No. 2026-02

Moved by: Kevin Noaik

Seconded by: Joe Lumley

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby receives the 2025 Q4 OPP Detachment Board Report.

Carried

Item 6 – Board Business

Item 6.1. Prescription Diversion Project – The Board discussed the correspondence received from the Joint Zone 1A OAPSB/OACP. The Detachment Commander provided thoughtful and relevant input on the matter which fostered a meaningful discussion among the board members. The following resolution was then considered.

Resolution No. 2026-03

Moved by: Kevin Noaik

Seconded by: Joe Lumley

Whereas the Joint Zone 1A OAPSB/OACP has circulated correspondence to the Almaguin Highlands OPP Detachment Board pertaining to the Prescription Diversion Project and has requested that the Board provide a letter of support.

Now therefore be it resolved that the Almaguin Highlands OPP Detachment Board hereby direct the Secretary to send a letter of support to The Honourable Vijay Thanigasalam, Associate Minister of Mental Health and Addictions and to The Honourable Graydon Smith, MPP Parry Sound-Muskoka.

Carried

Item 6.2 Provincial Bail Notification Program - The Board reviewed the correspondence received from the Joint Zone 1A OAPSB/OACP regarding the Provincial Bail Notification Program. The Detachment Commander offered valuable insight and perspective, which contributed to a constructive exchange and thorough discussion among Board members. The following resolution was then considered.

Resolution No. 2026-04

Moved by: Neil Scarlett

Seconded by: Dan Robertson

Whereas the Joint Zone 1A OAPSB/OACP has circulated correspondence to the Almaguin Highlands OPP Detachment Board pertaining to the Provincial Bail Notification Program and has requested that the Board provide a letter of support.

Now therefore be it resolved that the Almaguin Highlands OPP Detachment Board hereby direct the Secretary to send a letter of support to The Honourable Michael Kerzner Solicitor General, Ministry of the Solicitor General, The Honourable Zee Hamid, Associate Solicitor General for Auto Theft and Bail Reform, Ministry of the Solicitor General, and to The Honourable Graydon Smith, MPP Parry Sound-Muskoka.

Carried

Item 6.3 – Opposition of the planned closure of Cecil Facer Youth Centre - The Board discussed the correspondence received from the Joint Zone 1A OAPSB/OACP regarding opposition to the planned closure of the Cecil Facer Youth Centre. Members considered the potential impacts on youth justice, community safety, and local service capacity. The Detachment Commander provided operational insight, which assisted the Board in understanding the broader implications of the proposed closure and supported a balanced and informed discussion prior to consideration of the resolution.

Resolution No. 2026-05

Moved by: Kevin Noaik

Seconded by: Dan Robertson

Whereas the Joint Zone 1A OAPSB/OACP has circulated correspondence to the Almaguin Highlands OPP Detachment Board in opposition of the planned closure of Cecil Facer Youth Centre and has requested that the Board provide a letter of support.

Now therefore be it resolved that the Almaguin Highlands OPP Detachment Board hereby direct the Secretary to send a letter of support to The Honourable Michael Kerzner Solicitor General, Ministry of the Solicitor General and to The Michael Parsa, Minister of Children, Community and Social Services.

Carried

The Board reviewed and discussed the draft 2026 Board Budget, identifying several items for further consideration and potential update. These included anticipated costs associated with member attendance at the 2026 Spring Conference in Niagara Falls and future Zone 1A OAPSB meetings, which are expected to be held in Sudbury and Sault Ste. Marie. The Secretary advised that confirmation of the 2026 OAPSB membership fee is pending further information from OAPSB. The Detachment Commander also requested that the Board consider allocating funds for OPP Detachment staff appreciation and recognition initiatives, which may include the presentation of awards and a dinner, or the purchase of hockey jerseys for Detachment members participating in joint games with local high school students as part of a community outreach initiative. A suggested allocation of \$2,000 was discussed. The Board engaged in a productive discussion and agreed to seek input from the municipalities to be presented by each member with a final budget presented at the next meeting.

Resolution No. 2026-06

Moved by: Joe Lumley

Seconded by: Kevin Noaik

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby directs that the Secretary bring forward the 2026 Board Budget for approval at the April 8, 2026 Regular Meeting.

Carried

Item 7 – Correspondence and General Information

Resolution No. 2026-07

Moved by: Kevin Noaik

Seconded by: Dan Robertson

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby receives Items 7.1 to 7.3 Correspondence and General Information as outlined on the Agenda of Wednesday, January 14th, 2026.

Carried

10. Other Business

The Detachment Commander outlined that through TPON funding, a joint partnership between the Township of Armour and the Almaguin Highlands OPP has enabled the operation of the Festive Drive Ride Program, which has been a great success. This collaborative initiative enhanced road safety and demonstrated the positive impact of targeted funding on community well-being. In addition, TPON funding continues to support the CMHA/OPP program in partnership with the Village of Sundridge, allowing this valuable mental health and community outreach initiative to remain in place.

Additional information was provided regarding school engagement initiatives, with the Detachment Commander highlighting the ongoing annual hockey games as an effective way to build positive relationships, help students feel safe and comfortable with police presence in schools and fundraises for local organizations and the Food Bank. He also noted that a lockdown exercise was conducted in November to support emergency preparedness, emphasizing that these efforts contribute to students feeling safer in their school environments and with the OPP. Finally, discussion took place regarding the upcoming spring conference, and the Detachment Commander advised that it would be beneficial for one to two Board members to attend in order to support continued learning and effective governance.

The Meeting adjourned at approximately 6:05 p.m.

Dated this 8th day of April, 2026.

Robert Sutherland, *Chair*

Beth Morton, *Acting Secretary*



Regular Meeting of the Board

Wednesday January 14, 2026

Item 6.4 Draft 2026 Board Budget {Discussion}

OVERVIEW

As per Section 71 of the CSPA, an OPP Detachment Board shall prepare estimates, in accordance with regulations made by the Minister, of the total amount that will be required to pay the expenses of the board's operation, other than the renumeration of board members. Under Section 71, municipalities shall contribute their share of the costs to the OPP Detachment Board's budget.

The Acting Secretary has provided 'draft' items for discussion for the 2026 Almaguin Highlands OPP Detachment Board Budget.

The 2026 Insurance and Membership costs are estimated based on the 2025 costs and I hope to have solid numbers for the next meeting in April.

It was recommended that a budget of \$1,200 be established for the Provincial Appointee for 2025 and I have kept this consistent for 2026.

General Board costs are established at \$1,800 for 2026, but there was a discussion at a 2025 Meeting that one or two Board Members may wish to attend the Spring OAPSB Conference this year. There are also Zone Meetings that will be held later in the year possibly in Sudbury, Sault Ste. Marie and during the OAPSB Conference in June.

This is an election year, therefore the Board may want to also keep in mind that a new Board will be appointed following the 2026 Municipal Election when determining what sessions to attend in 2026.

Item	Description	Budget
OAPSB	2026 Membership Fee	\$3,904.30
OPP Board Insurance	2026 Insurance	\$3,888.00
Provincial Appointee Honorarium	2026 Provincial Appointee Honorarium	\$1,200.00
General Board Administration	Board-led programs, Seminars, Zone Meetings, Sponsorships, etc	\$1,800.00
2026 Draft Total		\$10,792.30

This report has been submitted to the Board for discussion purposes in order to provide direction to the Acting Secretary to bring forward a 2026 Budget to the next meeting.

District of Parry Sound Social Services
Administration Board
2026 Levy Apportionment Schedule

Municipality	Current Value Assessment	Apportionment	Levy Amount
Archipelago	2,208,056,400	13.691%	1,054,394.24
Armour	427,086,209	2.648%	203,942.82
Burks Falls	85,364,700	0.529%	40,763.47
Callander	595,342,609	3.692%	284,288.85
Carling	1,111,869,205	6.894%	530,941.37
Joly	70,431,500	0.437%	33,632.55
Kearney	413,167,100	2.562%	197,296.14
Machar	285,932,900	1.773%	136,539.09
Magnetawan	755,874,409	4.687%	360,946.23
McDougall	848,064,700	5.259%	404,969.07
McKellar	730,781,100	4.531%	348,963.63
McMurrich	264,319,518	1.639%	126,218.23
Nipissing	421,388,693	2.613%	201,222.13
Parry Sound	803,496,300	4.982%	383,686.70
Perry	523,137,500	3.244%	249,809.37
Powassan	363,521,377	2.254%	173,589.25
Ryerson	209,449,100	1.299%	100,016.43
Seguin	3,824,840,327	23.717%	1,826,443.21
South River	77,531,300	0.481%	37,022.86
Strong	311,997,100	1.935%	148,985.30
Sundridge	111,173,300	0.689%	53,087.63
Whitestone	664,494,801	4.120%	317,310.51
15,107,320,148		93.676%	7,214,069.08
Unincorporated Areas	1,019,903,800	6.324%	487,025.92
Total	16,127,223,948	100.000%	7,701,095.00

District of Parry Sound



Social Services
Administration Board

January 12, 2026

Township of Armour
56 Ontario Street
Burk's Falls, Ontario
P0A 1C0
Via email: clerk@armourtownship.ca

Attn: Clerk-Treasurer

In compliance with Section 284(3) of the *Municipal Act*, this letter is to serve as notification of the total Honorariums and Expenses received by your representatives who are Board Members for the District of Parry Sound Social Services Administration Board.

Board Members representing Area 4 – Town of Kearney, Village of Burk's Falls, Township of Armour, Township of Perry, Township of Ryerson and Township of McMurrich-Monteith, received the following in 2025:

<u>Board Member</u>	<u>Total Honorarium</u>	<u>Travel Expenses</u>
Jerry Brandt, Vice Chair	\$2,780.00	\$1,018.60
Sean Cotton	\$300.00	\$0.00

If you require any additional information or if your contact information requires updating, I can be reached at (705) 746-7777 ext. 5290 or jharris@psdssab.org.

Sincerely,

Jen Harris
Payroll Coordinator

Parry Sound Office
1 Beechwood Drive, Parry Sound, ON. P2A 1J2
705-746-7777 / 1-800-461-4464
www.psdssab.org

South River Office
16 Toronto Avenue, Box 1600, South River, ON. P0A 1X0
705-386-2358 or 1-800-661-3230
www.psdssab.org



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
Phone: 705-571-3308
Email: info@burksfallsdistricthistoricalsociety.com
www.burksfallsdistricthistoricalsociety.com
Like us on Facebook

Heritage Centres

Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

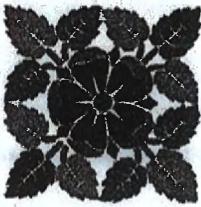
AGENDA

Monday, January 19, 2026
Fell Homes, Burk's Falls
Meeting - 7:00 p.m.

Call to Order

1. Introduction/Welcome
2. Approve/Amend Minutes of Monday, November 17, 2025
3. Treasurer's Report
4. Committee Reports
 - Update Wiseman's Corner Schoolhouse
 - Update Watt Century Farm House
 - Membership
 - Facilities and Functions Committee - Resolution
5. Correspondence
6. General Business
 - Annual General Meeting and Election of Directors Notice
 - Parry Sound Life Magazine Article by Andrew Hind (Jarv Osborne)
7. New Business
 - Potential Venue Change Update (Jarv Osborne)
8. Adjourn - Next Meeting Monday, February 16, 2026 at 7:00 p.m. (Family Day)

- RESOLUTION -



(12)

BURK'S FALLS, ARMOUR & RYERSON UNION PUBLIC LIBRARY

Box 620, 39 Copeland Street, Burk's Falls, Ontario P0A 1C0
Phone/Fax 705-382-3327

Scott Atchinson, MP
House of Commons
Ottawa, Ontario
K1A 0A6

Dear Mr. Atchinson,

I am writing in relation to changes to the Canada Post Corporations Act in Bill C-15, An Act to implement certain provisions of the budget tabled in Parliament on November 4, 2025.

I am concerned with the amendment to the Canada Post Corporations Act included within C-15. C-15 repeals Paragraphs 19(1)(d) to (g.1) of the Act. This section was the result of a Private Members' Bill (Bill C-321) which received Royal Assent in 2013 and was supported by all parties in the House of Commons. C-321 specifically amended the Canada Post Corporations Act to provide for a reduced rate of postage for library materials lent by a library to a borrower, including by means of an interlibrary loan. C-15 eliminates the provisions agreed to by the House of Commons and Senate in Bill C-321.

This change, if it is allowed to stand, will have a significant negative impact on libraries and the more than 8 million active library users across the country. Libraries in Canada have historically worked collaboratively to provide Canadians with timely, important intellectual and scholarly information. To achieve this, publicly funded libraries of all types depend on their ability to build networks among institutions to encourage borrowing and maximize the impact of their collections. In addition to sharing resources amongst libraries, individuals who are homebound or living in rural, remote, and Indigenous communities often rely on library materials being mailed through Canada Post.

Interlibrary loans are an essential part of how libraries in Canada operate and rely on the provisions of the Canada Post Corporation Act to provide access to materials for the millions of library users in Canada. If Canada Post can increase rates without any oversight from Parliament or the Government of Canada – as C-15 would permit – libraries across Canada will be devastated, put a strain on already surging library budgets and threaten their ability to offer this essential service for access, equity and literacy for all.

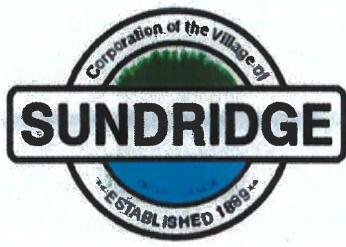
I am asking that you please raise this issue with Honourable Joël Lightbound, Minister of Government Transformation, Public Works and Procurement, in the House of Commons and strongly urge the government to withdraw this amendment to the *Canada Post Corporations Act*. To ensure that library products remain accessible for all of Canada through interlibrary loans, it is paramount that the amendment to the *Canada Post Corporations Act* does not pass.

Yours sincerely,

Nieves Guijarro, CEO

Burk's Falls, Armour & Ryerson Union Public Library

-RESOLUTION-



P.O. Box 129, 110 Main Street, Sundridge, Ontario, P0A 1Z0

Telephone (705) 384-5316
Fax (705) 384-7874
Email: clerk@sundridge.ca

(13)

January 19, 2026

The Honourable Joël Lightbound
Minister of Government Transformation, Public Works and Procurement
House of Commons
Ottawa, Ontario
K1A 0A6

Dear Minister Lightbound,

We are writing regarding changes made to the Canada Post Corporation Act in Bill C-15. These amendments could significantly impact libraries across Canada and the services that they provide to ensure that Canadians—especially those facing disability, distance, or limited local resources—can equitably access reading materials, information, and culture.

Division 2, section 197 of Bill C-15 no longer requires Canada Post to guarantee a reduced postal rate for library materials, including items sent through interlibrary loan.

Interlibrary loans are an essential part of how libraries in Canada operate and they rely on the provisions of the Canada Post Corporation Act to provide these services. If Canada Post was to increase rates without any oversight from Parliament or the Government of Canada this would put a strain on already stretched library budgets and threaten their ability to offer this essential service.

While both Canada Post and the federal government have stated that they are committed to continue reduced rates of postage for library materials, ensuring that these services are enshrined in legislation, rather than being controlled by Canada Post and would protect them from further change without consultation.

Sundridge is a small, rural community. Our residents and patrons benefit significantly from being able to share resources with other libraries.

- RESOLUTION -

www.sundridge.ca

We, therefore, respectfully call on the government to maintain statutory protections for reduced-rate library materials.

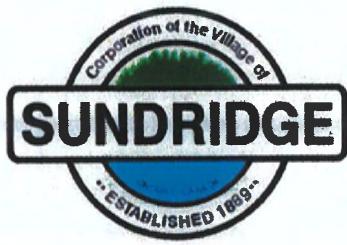
Sincerely,

Nancy Millar

Nancy Millar, Clerk Administrator

Encl/ Resolution # 2026-003 Canada Post's free and reduced distribution of library books

c.c. M.P.P. Graydon Smith
c.c. M.P. Scott Aitchison
c.c. The Township of Joly
c.c. The Township of Strong
c.c. The Village of South River
c.c. The Township of Machar
c.c. The Township of Armour
c.c. The Township of McMurrich/Monteith
c.c. The Municipality of Magnetawan
c.c. The Village of Burk's Falls
c.c. The Town of Kearney
c.c. The Township of Perry
c.c. The Township of Ryerson



P.O. Box 129, 110 Main Street, Sundridge, Ontario, P0A 1Z0

Telephone (705) 384-5316

Fax (705) 384-7874

Email: clerk@sundridge.ca

Village of Sundridge Council Resolution

January 14, 2026

Item (9.1)

Canada Post's free and reduced distribution of library books

Resolution #2026-003

Moved By: Vicki Whitmell

Seconded By: Fraser Williamson

THAT The Village of Sundridge Council expresses its concerns with the amendment to the Canada Post Corporations Act within Bill C-15 that could result in the disappearance of a reduced rate of postage for library materials lent by a library to a borrower, including by means of an interlibrary loan,

AND THAT Interlibrary loans are an essential part of how libraries operate and they provide access to material for the millions of library users in Canada.

AND THAT as a small rural library, the Sundridge Strong Union Public Library depends on loans from other libraries to supplement its collection and relies on Canada Post to deliver those materials at a reduced rate.

AND FURTHER THAT if Canada Post is allowed to increase the postal rate that supports this service without oversight from Parliament or the Government of Canada, there could be a devastating effect, putting a strain on already tight library budgets and threatening the ability of libraries to offer this essential service that ensures access, equity and literacy for all.

NOW THEREFORE, BE IT RESOLVED THAT, The Village of Sundridge Council encourages other municipal councils to contact their local MP and the Honourable Joël Lightbound, Minister of Government Transformation, Public Works and Procurement to strongly urge the government to ensure that Canada Post continues to provide a library postal rate so that library services remain accessible for all of Canada through interlibrary loans.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
Carried.			

January 2026

Dear, Armour Township

We are the grade 8 students of Land of Lakes Public school, and we are fundraising for our end of the year trip to Toronto.

We're currently organizing a Valentine's Day tea! It will take place on February 13th from 12-2 p.m. We are hoping people in the community will gather in our gym to enjoy coffee, tea, and baked goods, along with taking part in a silent auction.

We are asking local businesses if they are interested in donating items to be auctioned off at the event. Any donations would be greatly appreciated!

Also, if you would like to come by for our Valentine's day tea in the afternoon, we would love to have you join us.

If you wish to donate, please contact us at:

- Address: Land of Lakes public school, 92 Ontario St, Burk's Falls
- Drop off at the office or Email Whitney Graham or Jaclyn Hurley regarding pick up and drop off
 - Email: whitney.graham@nearnortschools.ca
 - Email: Jaclyn.hurley@nearnortschools.ca

Thank you for your time,

The Grade 8 class at Land of Lakes Public School

2025 - \$200 -

-DONATION -

YOU'RE INVITED TO:

THE VALENTINE'S DAY TEA

The Land of Lakes grade 8 students are hosting a Valentine's Day Tea.

Open to the community and school families.

We will also be holding a silent auction.

BE SURE TO COME AND CHECK IT OUT!

**All proceeds go towards the grade 8 year end trip.*

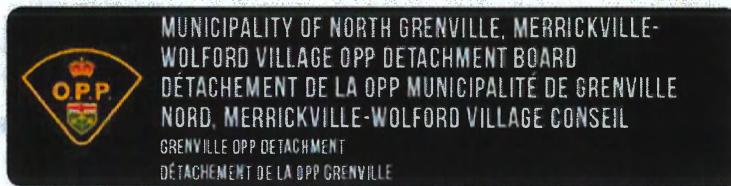


FRIDAY, FEBRUARY 13TH | 12-2

LAND OF LAKES PUBLIC SCHOOL, BURKS FALLS

**\$ 5.00 ADMISSION INCLUDES
TEA/COFFEE AND DESSERT**

Thank you for your support! Hope to see you there!



285 County Road 44, Box 130
 Kemptville, ON K0G 1J0
 T: 613) 258-9569
clerk@northgrenville.on.ca

January 2, 2025

The Honourable Doug Ford
 Premier of Ontario

The Honourable Prabmeet Sarkaria
 Minister of Transportation
 Province of Ontario

RE: Support for Enhanced School Bus Safety and the Implementation of Stop-Arm Camera Systems

Dear Premier Ford and Minister Sarkaria,

On behalf of the Grenville 1 O.P.P. Detachment Board, we are writing to express our strong support for enhanced school bus safety measures across Ontario, including the implementation of school bus stop-arm camera systems and other child-safety technologies.

Illegal passing of stopped school buses remains a persistent and dangerous problem in Ontario, occurring an estimated 30,000 times per day. These violations place children at serious risk and continue to result in preventable injuries and fatalities. Municipalities require additional tools to address this issue effectively and consistently.

The Grenville 1 O.P.P. Detachment Board supports provincial investment in and expansion of school bus stop-arm camera systems under Part XIV.3 (School Bus Camera Systems) of the Highway Traffic Act. These systems have proven effective in deterring dangerous driving behaviour, improving compliance, and enhancing accountability. Provincial funding and support would enable municipalities to implement these technologies equitably and at scale.

Grenville 1 O.P.P. Detachment Board also proudly supports the Let's Remember Adam – Stop for the School Bus campaign, launched in memory of Adam Ranger, a five-year-old child who tragically lost his life when a driver failed to stop for a school bus displaying its flashing lights and stop arm. Adam's story underscores the urgent need for stronger enforcement, public education, and modern safety solutions to protect children travelling to and from school.

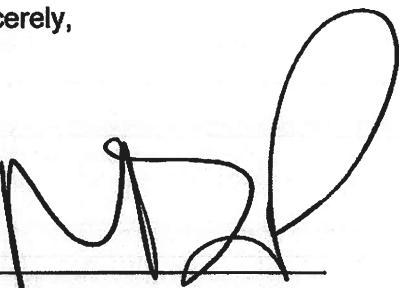
We respectfully call on the Province of Ontario to continue advancing this life-saving work by providing municipalities with the funding mechanisms, legislative support, and implementation guidance necessary to deploy stop-arm cameras and complementary safety technologies province-wide.

Protecting children is a shared responsibility. With provincial leadership and municipal partnership, we can take meaningful action to prevent further tragedies and ensure Ontario's roads are safer for students and families.

- RESOLUTION -

Thank you for your consideration and continued commitment to road safety.

Sincerely,



Mayor N. Peckford (Co-chair)
Municipality of North Grenville

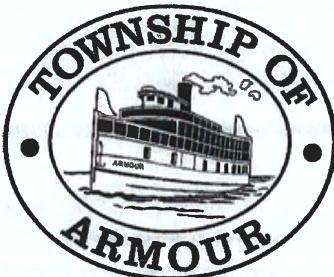


Mayor M. Cameron (Co-chair)
Village of Merrickville-Wolford

cc:

The Honourable Steve Clark, Government House Leader
Association of Municipalities of Ontario (AMO)
Ontario Municipalities

Enclosed: Co-signing Template



OFFICE OF THE MAYOR

DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
POA 1C0

(705) 382-3332
(705) 382-2954
Fax: (705) 382-2068
Email: rward@armourtownship.ca
Website: www.armourtownship.ca

January 27, 2026

The Honourable Doug Ford
Premier of Ontario

The Honourable Prabmeet Sarkaria
Minister of Transportation
Province of Ontario

Re: Municipal Support for School Bus Safety and Stop-Arm Camera Systems

Dear Premier Ford and Minister Sarkaria,

On behalf of the Council of the Township of Armour, I am writing to express our strong support for enhanced school bus safety measures across Ontario, including the implementation of school bus stop-arm camera systems and other child-safety technologies.

Illegal passing of stopped school buses remains a serious and widespread issue throughout the province, occurring an estimated 30,000 times per day. These violations place children at unacceptable risk and continue to result in preventable injuries and fatalities. Municipalities require effective, modern enforcement tools to address this dangerous behaviour.

The Township of Armour supports provincial investment in and expansion of school bus stop-arm camera systems under Part XIV.3 (School Bus Camera Systems) of the Highway Traffic Act. These systems have demonstrated success in deterring illegal passing, improving driver compliance, and strengthening accountability. Provincial funding and implementation support would help ensure municipalities of all sizes can deploy this technology equitably.

We also support the Let's Remember Adam – Stop for the School Bus campaign, launched in memory of Adam Ranger, a five-year-old child who tragically lost his life

when a driver failed to stop for a school bus displaying its flashing lights and stop arm. This tragedy highlights the urgent need for continued public education, enforcement, and the use of technology to better protect children travelling to and from school.

We respectfully call on the Province of Ontario to provide municipalities with the necessary funding tools, legislative support, and implementation guidance to advance school bus stop-arm camera systems and complementary child-safety initiatives across Ontario.

Protecting children on our roads is a shared responsibility. Through strong provincial leadership and municipal partnership, meaningful progress can be made to prevent further tragedies and enhance road safety for families across Ontario.

Thank you for your attention to this important matter.

Sincerely,

Rod Ward
Mayor
Township of Armour

cc:

The Honourable Steve Clark, Government House Leader
Association of Municipalities of Ontario (AMO)

North Bay Parry Sound District Health Unit

Direct Contact Information

Office of the Medical Officer of Health	Ashley Lecappelain, Executive Assistant ashley.lecappelain@healthunit.ca 705-474-1400 ext. 5272
Community Emergency Management Liaison	Louise Gagné, Executive Director, Community Services emergency.management@healthunit.ca 705-474-1400 ext. 5296 After Hours: 705-474-1400 x0 (answering service relays message for on-call response)
Environmental Health	Environmental Health Intake 705-474-1400 ext. 5400 environmental.health@healthunit.ca After Hours: 705-474-1400 x0 (answering service relays message for on-call response)
Communicable Disease Control	Communicable Disease Control 705-474-1400 ext. 5229 cdc@healthunit.ca After Hours: 705-474-1400 x0 (answering service relays message for on-call response)

NEWS RELEASE

Ontario Continues to Protect Health-Care Workforce in the North

Two new postsecondary programs in Northern Ontario are eligible for the Ontario Learn and Stay Grant

January 20, 2026

[Colleges, Universities, Research Excellence and Security.](#)

NORTH BAY — The Ontario government is continuing to deliver on its commitment to protect the province's health-care system by expanding the [Ontario Learn and Stay Grant](#) (OLSG) to include two new medical laboratory programs in Northern Ontario.

Building on the success of OLSG, students participating in the medical laboratory technology program at Canadore College and the medical laboratory science program at Confederation College will be able to have their tuition, books and other educational costs fully covered if they commit to working in Northern Ontario after graduation. This further bolsters Ontario's highly skilled health-care workforce in the North, helping more people conveniently connect to care, close to home.

"Through the Ontario Learn and Stay Grant, our government is bringing highly skilled health-care workers to communities and families that need them most," said Nolan Quinn, Minister of Colleges, Universities, Research Excellence and Security. "With two new OLSG-eligible medical laboratory programs in Northern Ontario, we're removing financial barriers to help passionate, dedicated students pursue a world-class education, while connecting more people to high-quality care in their community."

Both programs are slated to begin welcoming students in fall 2026. Students can learn more about the grant application, as well as information about other eligible programs and regions, at ontario.ca/learnandstay.

This expansion builds on the thousands of highly trained nurses, paramedics and medical laboratory technologists who have been or will be added to the workforce in high-need regions of the province with the support of OLSG. Since its launch in 2023, the government has invested more than \$171 million to support 12,700 learners across the province. This includes more than \$53 million invested in the North to train 3,850 future health-care workers.

“Our government is continuing to take bold action to ensure Northern Ontario has a strong health-care workforce now and for years to come,” said Sylvia Jones, Deputy Premier and Minister of Health. “With these two new medical laboratory programs under the Ontario Learn and Stay Grant, we are making it easier for people to access education and build their careers in the North, connecting more families to the care they need closer to home.”

As of January 2026, there are 200 OLSG students in nursing and paramedicine programs that have either begun or completed their local service commitments and are already delivering exceptional care in communities across Northern Ontario.

“Strengthening community health care is a strategic investment in Northern Ontario’s future,” said George Pirie, Minister of Northern Economic Development and Growth. “By expanding the Ontario Learn and Stay Grant, we’re helping train and retain health-care workers in the North, making it easier for people to put down roots, raise families, and build careers. This stability supports local businesses, attracts new workers, and will drive long-term growth across the North.”

The Ontario Learn and Stay Grant is a critical part of the Ontario government’s plan to protect the province’s health-care system and highly skilled workforce to ensure people and their families have access to high-quality health care, close to home.

Quick Facts

- Since 2023, the Ontario Learn and Stay Grant has supported over 11,400 students in nursing programs, over 940 students in paramedicine programs, and over 290 students in MLT programs.
- Applications for the Ontario Learn and Stay Grant will open in Spring 2026 for the 2026-27 academic year.
- Through the Ontario 2025 budget, the government invested \$261.7 million into the Ontario Learn and Stay program to continue supporting nurses, paramedics, and lab techs who commit to working in high need regions of the province.
- Through Budget 2025, the government is investing \$160 million to cover the educational costs of 4 cohorts of medical students who agree to practicing family medicine anywhere in the province.

Quotes

"The expansion of Ontario Learn and Stay Grant-eligible programs highlights the essential role colleges play in building a strong, local health-care workforce. Removing financial barriers for students in Northern Ontario helps ensure communities have access to the skilled medical laboratory professionals they need, close to home."

- Maureen Adamson
President and CEO of Colleges Ontario

NEWS RELEASE

Ontario Fast-Tracking Access to Six Breakthrough Cancer Drugs

First-in-Canada FAST program connecting patients to life-extending treatments up to a year sooner

January 22, 2026

[Health](#)

TORONTO —The Ontario government is continuing to lead the world in cancer care by approving access to six new life-extending cancer treatments through the [Funding Accelerated for Specific Treatments \(FAST\) program](#). This first-in-Canada initiative is fast-tracking access to breakthrough cancer drugs, giving patients in need faster access to life-changing treatment options. This bold initiative will continue to connect patients to life-saving cancer treatments almost a full year sooner, as part of the government's plan to protect Ontario's health-care system.

"For every Ontarian facing a cancer diagnosis, timely access to high-quality treatment can make all the difference," said Sylvia Jones, Deputy Premier and Minister of Health. "Through the FAST program, we're accelerating access to life-saving therapies across the province, bringing hope, peace of mind, and transformative care to those who need it most."

Since October 2025, six cancer drugs have now been accelerated for funding through the FAST pilot, giving cancer patients access to the following life-saving treatments:

- **TAGRISSO:** Used to treat lung cancer
- **SCEMBLIX:** Used to treat a type of leukemia
- **NUBEQA:** Used to treat prostate cancer

- **CALQUENCE**: Used to treat lymphoma
- **OPDIVO with YERVOY**: Combination therapy used to treat a type of colorectal cancer
- **OPDIVO with YERVOY**: Combination therapy used to treat a type of liver cancer

Building on this momentum, Ontario expects to fast-track additional cancer drug approvals in the coming months. Canadian patients currently wait nearly two years to access new publicly funded medicines – a full year longer than patients in other developed countries. The FAST program accelerates this process by expediting access to seven to ten high-priority cancer drugs every year, helping Ontario patients receive publicly funded treatments up to one year sooner.

FAST prioritizes medicines approved through Project Orbis, an international initiative that fast-tracks regulatory review for promising cancer therapies. This innovative approach puts patients first and ensures they can receive timely access to the life-changing treatments they need. By removing unnecessary delays, Ontario is leading the way in rethinking how cancer care can be delivered, here in Ontario and across the world.

Through [Your Health: A Plan for Connected and Convenient Care](#), Ontario continues to modernize the health-care system and expand access to critical services, ensuring patients receive the right care, at the right time.

Quick Facts

- The Ontario Drug Benefit (ODB) Program is one of the most generous drug benefit programs in Canada, providing coverage for approximately 5,900 drug products and therapeutic treatments on the ODB Formulary for approximately 9 million Ontarians.
- Drugs that are not listed in the ODB Formulary may be considered for coverage on a case-by-case basis through the Exceptional Access Program, which includes nearly 1,500 drugs, upon meeting specified criteria.
- The FAST program is a three-year pilot and will be evaluated to identify opportunities to improve patient experience, assess its scope and ensure long-

term sustainability.

- Last year, Ontario invested \$9.5 billion to support the Ontario Drug Benefit program, including approximately \$2.75 billion for cancer drugs and supportive therapies in the community.
- In January 2025, Ontario and the Government of Canada signed a three-year agreement to improve care for people with rare diseases. Ontario is receiving [\\$178 million through the National Strategy for Drugs for Rare Diseases](#) to enhance early screening, diagnostics, and access to treatments—building on the province's \$489 million investment over the past year to fund 55 rare disease drugs through its public drug programs.

Quotes

"Innovative Medicines Canada (IMC) applauds the Government of Ontario for delivering on its promise to accelerate access to life-extending cancer treatments for Ontarians. This announcement is an important milestone for patients and the health system alike. We look forward to working in partnership with Ontario to deliver a successful FAST program and to advance similar initiatives across the country. By leading the way on FAST, Ontario is setting a clear standard for the rest of the country — demonstrating how timely access to innovative medicines can be achieved, especially as Canada navigates the new U.S. policy on most-favoured nation drug pricing."

- Dr. Bettina Hamelin
President and CEO, Innovative Medicines Canada

Additional Resources

- [Ontario Connecting Patients to Life-Saving Cancer Drugs Faster](#)
- [Your Health: A Plan for Connected and Convenient Care](#)
- [Cancer Prevention and Care](#)

Related Topics

Health and wellness

Get help navigating Ontario's health care system and connecting with the programs or services you're looking for. [Learn more](#)

Media Contacts

Ema Popovic

Minister Jones' Office

ema.popovic@ontario.ca

Media Relations

Communications Branch

media.moh@ontario.ca

Accessibility

Privacy

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**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél.: 416 585-7000



234-2025-3694

January 13, 2026

Charlene Watt
Municipal Clerk
Township of Armour
clerk@armourtownship.ca

Dear Charlene Watt:

Thank you for your letter regarding the Township of Armour's request for delegation of authority to administer and enforce the Building Code Act, 1992 and Ontario's Building Code with respect to onsite sewage systems. The Ministry has also received the supporting Council Resolution dated July 22, 2025.

We appreciate the Township's interest in this matter. The Ministry acknowledges the concerns raised regarding the location of the North Bay Mattawa Conservation Authority office, which is approximately an hour away from the community. We understand that this distance may contribute to delays, increased costs for residents, and missed opportunities during the construction season. We also recognize the challenges associated with having two separate approval authorities, one for building permits and another for septic systems, which could further complicate the building permit process.

In order to transfer the enforcement of on-site sewage, systems regulated under the Building Code (i.e., Part 8 "Sewage Systems") from the North Bay Mattawa Conservation Authority to Township of Armour an amendment to the Building Code would be required.

The Ministry of Municipal Affairs and Housing is currently considering the matter. You are invited to review our [Environmental Registry of Ontario posting](#) on this topic and share any feedback you have. Feedback on the registry closes on January 22, 2026.

Once again, thank you for writing. Please accept my best wishes.

Sincerely,

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

c. Doug Godin, Chief Building Official, Township of Armour



Resolution No.

WHEREAS the Ministry of Municipal Affairs and Housing has posted Environmental Registry Notice No. 025-1387 ("Proposed administrative changes to Ontario's Building Code related to the transfer of enforcement authority of on-site sewage systems, and a proposed technical clarification");

WHEREAS under this proposal, the enforcement authority of sewage system regulated under Part 8 of the Building Code would be transferred from the North Bay-Mattawa Conservation Authority to the:

- Township of Perry
- Township of Seguin
- Township of McMurrich-Monteith
- Township of Armour
- Municipality of McDougall;

WHEREAS presently, the North Bay- Mattawa Conservation Authority (NBMCA) is responsible for issuing permits, and enforcement of septic system provisions, including conducting inspections, and issuing orders for remedial actions where necessary, and the NBMCA Board acknowledges and supports staff's ongoing efficient and customer-friendly attitude towards the enforcement of Part 8 of the Building Code in all municipalities;

WHEREAS the NBMCA is a regional authority with a strong understanding of enforcing septic system provisions in the Building Code, providing consistent, timely and cost-effective services throughout the Nipissing and Parry Sound Districts, limiting discrepancies from one jurisdiction to the next and being the "one-stop-shop" for licensed sewage system installers and developers in these districts when applying for sewage system permits;

WHEREAS the NBMCA has a positive impact on the residents/ratepayers with very quick delivery times on permits and inspections, well within the required timelines found in the Building Code, streamlining and expediting housing development processes while also providing strong customer service;

WHEREAS substantial time, resources and effort will be required to complete all aspects of proposed revisions to the Building Code, in all facets, which would divert resources from front-line service delivery and delay desired outcomes if approved;

THEREFORE, BE IT RESOLVED THAT the North Bay-Mattawa Conservation Authority Board of Directors:

1. Formally opposes the proposed revisions to the Ontario Building Code, as they pertain to the NBMCA and the Townships and Municipality outlined in Environmental Registry Notice 025-1387; and
2. Urges the Province of Ontario to reconsider the proposed revisions to row 7 of Table 1.7.1.1. "Enforcement of provisions of the Act and Code Related to Sewage Systems", which forms part of Sentence 1.7.1.1.(1) of Division C of the Building Code; and
3. Requests meaningful consultation with the NBMCA prior to any revisions; and
4. Requests that the province ensure that all proponents have sufficient staff and resources to effectively deliver the services, as two Townships mentioned in the revision are currently without a Chief Building Official; and
5. Requests that affected municipalities and the province take full responsibility for funding all aspects of implementing these changes, if approved, including the transfer of files to the:
 - Township of Perry
 - Township of Seguin
 - Township of McMurrich-Monteith
 - Township of Armour
 - Municipality of McDougall;

AND THAT copies of this resolution be forwarded to the Minister of Municipal Affairs and Housing, local Members of Provincial Parliament, and all Municipalities that fall under the jurisdiction of the NBMCA having authority to enforce Part 8 of the Building Code.

Date:

Moved by:

Seconded by:



Township of Armour

Notice of Refusal of Official Plan Amendment Application OPA-2025-01 (Amendment No. 4) and Zoning By-Law Amendment Application ZBA-2025-01, 219 Peggs Mountain Road (PowerBank/Creasor)

TAKE NOTICE that the Township of Armour on January 13, 2026 refused a request to amend the Official Plan pursuant to Section 17 of the Planning Act, R.S.O. 1990, c. P.13. ("Planning Act"), and refused an application to amend the Zoning By-law pursuant to Section 34 of the Planning Act, with respect to the lands known as 219 Peggs Mountain Road, Lot 3, Concession 6 Armour, save and except Part 1 and 2, Plan 42R22137 and Parts 1, 2 and 3, Plan 42R22689; Township of Armour.

1. The amendments were submitted by PowerBank Corporation and David Creasor and processed under files: OPA-2025-01 (Amendment No. 4) and ZBA-2025-01. The purpose of the Official Plan Amendment application was to amend the Township of Armour Official Plan to permit a Battery Energy Storage System ("BESS") as a permitted use in the Rural Community designation on the subject lands. The purpose of the proposed Zoning By-law Amendment was to amend the Township's Zoning By-law to permit a Battery Energy Storage System ("BESS") as a permitted use in the Rural zone on the subject lands.
2. A statutory public meeting was held on November 18, 2025 and Council considered 82 written and 13 oral submissions in making the decision. Two opposition submissions were petitions: one from No Lithium Way – Citizens United with 901 signatures, and one from Change.Org with 527 signatures. Please see "*November 18, 2025 PowerBank BESS Public Meeting*" at <https://www.armourtownship.ca/agenda-and-minutes> 21 additional oppositions were received after the meeting.
3. The applications were refused because Council determined that the proposal does not adequately address public safety and hazard management, emergency response planning, emergency services capacity, firefighter training, infrastructure, and inter-municipal and cross-boundary impacts. The application was absent of finalized emergency response planning, firefighter training, and stormwater management documentation.
4. Take notice that an appeal to the Ontario Land Tribunal in respect to all or part of the requested amendment to the Official Plan and/or Zoning By-law amendment application may be made by filing a notice of appeal with the Clerk either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at olt.gov.on.ca/e-file-service by selecting Township of Armour as the Approval Authority or by mail to 56 Ontario Street, P.O. Box 533, Burk's Falls, Ontario, P0A 1C0 no later than 4:30 p.m. on February 4, 2026. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day. The appeal fee of \$1,100 can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario. If you wish to appeal to the Ontario Land Tribunal (OLT) or request a fee reduction for an appeal, forms are available from the OLT website at olt.gov.on.ca. If the e-file portal is down, you can submit your appeal to clerk@armourtownship.ca. Any appeal must be accompanied by a certified cheque/money order in the amount of \$700.00 made payable to The Municipal Corporation of the Township of Armour.
5. Only specific stakeholders, including the applicant, the Minister, public bodies, a "specified person" (as defined under the *Planning Act*), and/or registered owner of any land to which the applications apply may appeal to the Ontario Land Tribunal (OLT). A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of a specified person or registered owner who is a member of the association or the group on its behalf.

No person or public body shall be added as a party to the Hearing of the appeal unless, before the By-laws were passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Ontario Land Tribunal, there are reasonable grounds to add the person or public body as a party.

More information is available for review at the Armour Township office during regular business hours or phone 705-382-3332. A copy of this Notice, email links, and additional information can also be found on the Armour Township website www.armourtownship.ca.

Dated at the Township of Armour, this 16th day of January, 2026.

Charlene Watt, Municipal Clerk
Township of Armour
56 Ontario Street, P.O.# Box 533, Burk's Falls, ON P0A 1C0

The Corporation of the Township of Armour
Council Statement of Remuneration and Expenses
For the Period of January 1st to December 31st 2025

Name	Elected Position	Period	Salary	Benefits	Expenses	Total
Rod Ward	Mayor	Jan 1 - Dec 31	\$21,284.00	\$1,473.24	\$2,969.94	\$25,727.18
Rod Blakelock	Councillor	Jan 1 - Dec 31	\$15,818.00	\$1,041.37	\$0.00	\$16,859.37
Gerald Brandt	Councillor	Jan 1 - Dec 31	\$15,818.00	\$308.41	\$100.00	\$16,226.41
	DSSAB	Jan 1 - Dec 31	\$2,780.00	\$0.00	\$1,018.60	\$3,798.60
			\$18,598.00	\$308.41	\$1,118.60	\$20,025.01
Dorothy Haggart-Davis	Councillor	Jan 1 - Dec 31	\$15,818.00	\$1,041.37	\$0.00	\$16,859.37
Wendy Whitwell	Councillor	Jan 1 - Dec 31	\$15,818.00	\$308.41	\$110.00	\$16,236.41
TOTALS			\$87,336.00	\$4,172.80	\$4,198.54	\$95,707.34

January 12, 2026

Alison McGregor - Treasurer

2026 Municipal Election: Key Dates

MAY 1, 2026

FIRST DAY TO FILE A NOMINATION

You will require:

- A signed nomination paper delivered to the clerk
- ID proving that you meet local eligibility criteria
- A form showing that 25 voters endorse your candidacy
- The nomination filing fee of either \$100 or \$200

AUGUST 21, 2026

FINAL NOMINATION DAY

- All candidates must file paperwork by 2 p.m.
- This is the last day for candidates to withdraw their nomination by providing written correspondence to the clerk by no later than 2 p.m.

AUGUST 24, 2026

CANDIDATES ARE CERTIFIED

- All candidates will be certified by the clerk by 4 p.m.
- Acclamations are announced

SEPTEMBER 1, 2026

VOTERS LIST IS FINALIZED

- Candidates now have access to the voter list. Members of the public can access the list, but only to confirm they are on it, and that their information is correct
- From now until election day, requests can be made to the clerk to amend the list to add or remove voters or amend voter information

OCTOBER 26, 2026

VOTING DAY

- While some municipalities may have already held advance polls since September 26, 2026, this is the official election day
- Voting places are open from 10 a.m. to 8 p.m. unless otherwise established by the clerk



"The most important thing for candidates is to understand the job. Many people get drawn into local politics over a single issue. The role is bigger than that. It is really about what you want growth to look like and thinking strategically about the future, not about micromanaging services."

– Former AMO President,
Mayor Lynn Dollin, Town of Innisfil