

# **TRI COUNCIL INFORMAL SUB-COMMITTEE MEETING** **MINUTES**

**Tuesday, August 05, 2025 – 1:30PM**

**Location:** Young at Heart Seniors Centre, 136 Yonge, Burk's Falls

**Attendance:** Armour Township: Councillor Wendy Whitwell, CAO Dave Gray  
Ryerson Township: Councillor Delynne Patterson, CAO/Treasurer Brayden Robinson  
Village of Burk's Falls: Deputy Mayor Sean Cotton (attended by Zoom)  
CAO/Clerk Denis Duguay

**Meeting called to order at 1:30 PM**

## **Discussion Items:**

### **Library Agreement review**

The committee revisited the agreement changes discussed at the previous meeting, redirecting the conversation to earlier concerns about council members' and members-at-large terms on the board. The focus was on the legality of enforcing capped term limits and the overall number of board members. Armour CAO mentioned that legal counsel had not provided a response in time for the meeting.

The committee then turned to the selection process for members-at-large. It was suggested that selections be made based on the individuals' skills, with the appointment process guided by a consensus among the partners.

The committee reviewed the section of the agreement outlining the current bookkeeping process and recommended transferring responsibility for bookkeeping to the library board in one year, allowing sufficient time for staff training. There was also a question raised about whether bookkeeping duties are included in the current job descriptions or should be considered in future updates, as job descriptions are currently under review. This review could potentially impact pay equity and the pay grid, highlighting the possibility of a service delivery review.

The discussion then expanded to the potential for more comprehensive training for councillors serving on the board, focusing specifically on the Library Act.

Following that, the conversation shifted to the funding formula in the agreement, exploring the feasibility of applying a uniform formula across all agreements in order to standardize the approach.

## **New Library Build**

The committee suggested including the topic of the new library build at the TRI-COUNCIL meeting in October, aiming to secure in principle commitments from all three partners, similar to the approach taken with the New Fire Hall project. Concerns were raised regarding the differences between a new library and a new fire hall, highlighting the importance of circulating a previously conducted “needs assessment” Strategic Plan.

## **Regional Services (Future of Almaguin)**

The committee discussed the future of Almaguin, focusing on the services that will be needed to meet the region’s evolving demands. They also explored how community integration education could help partners address these future needs. The conversation shifted to the importance of standardizing agreements that could serve multiple municipalities. Additionally, the committee considered the structure of a shared services group, discussing how it could be organized to foster greater collaboration and efficiency across the region.

## **Next Step: Shared Services Agreements**

### **Actions:**

- Funding formula (%) standard for all agreements
- Timeline for the new library build
- Partner concerns/comments regarding current Fire and Arena agreements
- Partner input for sub-committees to handle operational process for individual agreements (Fire, Library, Landfill, Arena).

Armour CAO, Dave Gray, will present the library agreement at the August TRI-COUNCIL meeting for approval from all partners.

## **Next Meeting:**

Monday September 15 @ 1:30 PM – Township of Armour Municipal Office

Adjournment  
3:05 PM