

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

**Tuesday, February 03, 2025 – 1:00PM**

**Location:** Armour Township Office

**Attendance:** Armour Township: Councillor Wendy Whitwell, CAO Dave Gray  
Ryerson Township: Councillor Delynne Patterson, CAO Nancy Field  
Village of Burk's Falls: Deputy Mayor Sean Cotton CAO/Clerk Denis Duguay

**Meeting called to order at 1:01PM**

**No changes to the November 4, 2025 were requested by committee members.**

**Discussion Items:**

## **Sub-Committee Terms of Agreement review**

The final Draft Terms of Reference was reviewed individually by committee members prior to the meeting. The Sub-Committee discussed the process for passing the Terms of Reference. Each member Council will have the opportunity to review the draft prior to the Tri-Council meeting on February 23<sup>rd</sup>. Should all member councils agree, the Terms of Reference can be passed at the Tri-Council meeting by resolution of each council.

## **Service and Budget Updates**

### Landfill

A revised Landfill Budget was presented to the Committee with an approximate 10% decrease versus the budget presented in October, 2025. An update was provided regarding current policy considerations related to keeping staff and residents safe during periods of extreme weather; specifically, temperatures above 30 degrees and below -30 degrees.

### Fire

Various updates were provided regarding the new fire hall build. Ransome Well Drilling is donating a drilled well on the property. The build was reported as well underway, with framing planned in the near future. Sub-committee members requested that a verbal update regarding the build progress be provided at the Tri-Council meeting.

### Arena

An update was providing regarding the Arena Budget. The new budget will reflect savings related to the purchase of capital equipment.

### Library

Library Lease Discussion – a written report was provided by the Village of Burk's Falls which addresses various information requests related to the Library lease amount increase. Burk's Falls staff clarified that the figures provided were related to the Library portion of the building only. Various internal processes in the Village have been created or modified to improve reporting related to the Library building and assets which will improve transparency going

forward. Two options were provided in the report regarding resourcing the existing building which broadly included a partnership option and continuing the owner resourced option.

The committee discussed various points about the building and the report. Committee members recognized that both the Senior's Centre and the Library are of significant cultural importance for all three municipalities. Further discussion items included the history of funding for the building, including necessary improvements.

The committee discussed the need to consider planning consideration for both the new library concept as well as capital improvement/upkeep for the existing building.

### **10-Year Capital Planning**

The committee discussed the 10-year capital planning process that took place in 2022. Concerns were raised that the information gathered was not updated on an annual basis. The committee agreed to revisit this initiative in preparation for the 2027 budgeting season.

### **Water/Wastewater System**

The Village of Burk's Falls requested that the Councils of Armour and Ryerson determine if they wish to participate in the study and future planning of the water/wastewater system in Burk's Falls. The Village will circulate additional information to interested partners as it is available.

### **Agricultural Society Agreement**

Committee members were advised that the Village of Burk's Falls is creating a new agreement with the Agricultural Society (AS) that reflects current-day and future considerations. Information was circulated to committee members related to the AS usage of the arena's facilities. Committee members were informed that members of the AS are being consulted throughout this process.

### **Next steps**

- Collect feedback from member councils regarding Terms of Reference prior to the February 23<sup>rd</sup> Tri-Council Meeting.
- Begin preliminary review of the Arena & Landfill Agreements and address at upcoming meetings.
- Armour & Ryerson to communicate interest in participating in Water/wastewater system planning.

### **Next Meeting:**

Tuesday, March 10, 2026 @ 1:00 PM – Township of Ryerson Municipal Office

**Adjournment - 2:55PM**