

THE MUNICIPAL CORPORATION OF TOWNSHIP OF ARMOUR

Agenda

September 23, 2025

VIDEO RECORDING DISCLAIMER AND LAND ACKNOWLEDGEMENT:

REGULAR MEETING AT 7:00 P.M.:

- Confirmation of the minutes of the regular meeting of September 9, 2025 (1)
- List of proposed resolutions (2)

DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF:

DELEGATIONS:

- Amy Tilley, Waste Management Co-ordinator – Circular Material Resolution Response (3)

ACCOUNTS FOR APPROVAL: NONE

APPLICATIONS:

- Site Plan Application: 1857 Pevensey Road – Ogilvie (4)

BY-LAW(S):

- By-law #55-2025 - To enter into a lease agreement with Scoopalicious – DLP (5)

REPORTS:

- Building Report – September 2025 (6)
- DSSAB – Appointment of Sean Cotton to Represent Area 4 (7)
- Almaguin OPP Detachment Board – September 10, 2025 Meeting (8)
- Historical Society – Meeting of September 15, 2025 (9)
- Informal TRI Committee – Meeting of September 15, 2025 (10)
- Library Board – Meeting of September 17, 2025 (10a)
- ACED Meeting – September 18, 2025 (*Resolutions*) (11)
- Agricultural Society – Meeting of September 18, 2025
- Any other reports?

CORRESPONDENCE:

#12 TO #23

UNFINISHED BUSINESS:

- Library Agreement – Administrative Correction (*Resolution*) (24)
- Family Health Teams - Supporting Resolutions (25)
- MAOHT Health Human Resources Recruitment – Commitment Resolutions (26)

NEW BUSINESS:

- Donation Request – Annual Halloween Party (*Resolution*) (27)
- Proposal for Phase 2 Environmental Site Assessment – Peggs Mountain Road (*Resolution*) (28)
- Proposal for Municipal Planning Services – 2026/2027 (*Resolution*) (29)
- Meeting Rescheduling Notice – December 2025 Meetings (*Resolution*) (30)
- Public Notice – Fees and Charges By-law (31)
- Staff Report – Allocation of 2024 Accumulated Surplus (32)
- Staff Report – NPLR Bridge Replacement – Contingency Funds (*Resolution*) (33)
- Staff Report – Pickerel & Jack Lake Bridge – Emergency Repairs (*Resolution*) (34)

ADJOURNMENT:

DATES TO REMEMBER:

- September 24, 2025 – Planning Board Meeting
- September 26, 2025 – DPSMA Fall Meeting
- September 26, 2025 – First Installment of Final Taxes Due
- September 30, 2025 – Truth and Reconciliation Day (Office, Landfill and Garage Closed)
- October 2, 2025 – AHHC Meeting
- October 6, 2025 – KCC Meeting
- October 13, 2025 – Thanksgiving Day (Office, and Garage Closed – Landfill Open)
- October 14, 2025 – Regular Council Meeting



Any member of the public who wishes to attend the virtual Council meeting may contact the Clerk by 4:00 pm on Tuesday, September 23, 2025 via telephone at 705-382-3332 or by email at clerk@armourtownship.ca

(1)

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

September 9, 2025

The regular meeting of the Council of the Township of Armour was held on Tuesday, September 9, 2025 at 7:00 p.m. Those in attendance were: Mayor Rod Ward; Councillors Rod Blakelock, Wendy Whitwell, Dorothy Haggart-Davis and Jerry Brandt; Delegations: Amy Tilley, Waste Administrator, Dave Creasor, Roads Supervisor and Judy Kleinhuis, CPA, Doane Grant Thornton LLP; Guests: Ginette McCoy, Don Murphy and Darcy Prentice; Staff: Dave Gray, CAO, Alison McGregor, Treasurer and Charlene Watt, Municipal Clerk.

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.

CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS:

The minutes of the TRI Council meeting held on August 25, 2025 was approved as circulated.

The minutes of the regular Council meeting held on August 26, 2025 was approved as circulated.

DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF:

No pecuniary interest and general nature thereof were declared.

DELEGATIONS:

Amy Tilley, Waste Management Administrator, presented her September 2025 report and the monthly bag counts for 2025 with comparisons to previous years. An update was provided on the investigation of offering a liquor bottle return service. Council was asked to provide recommendations for the 2026 TRI R budget. Questions were asked and answered. A staff report was reviewed by Council regarding the post-transition negotiations with Circular Materials. Council had formally declined the extension to the contract made by Circular Materials through the Change Notice dated June 27, 2025. The Waste Management Administrator will be meeting with the Manager of Waste Diversion from the Ministry this week. Council passed a resolution to outline concerns regarding stranded municipal assets and requested collaborative engagement from the Ministry of the Environment, Conservation and Parks and Producer Responsibility Organizations. The resolution will be circulated to the appropriate ministries, Circular Materials and Ontario municipalities for support. A copy of the resolution will also be presented at the District of Parry Sound Municipal Association's fall meeting as well. Emerald Energy Waste has been in contact with the Waste Management Administrator and would like a delegation to Council or TRI Council to discuss incineration.

Dave Creasor, Roads Supervisor, presented his September 2025 report which detailed equipment usage and maintenance summaries, weather events and responses, summer operations, current construction projects, including the North Pickerel Lake Road Bridge replacement, Cogeco fiber project update and equipment status. The 2004 excavator is scheduled for replacement as part of the asset management plan. Currently, it is out of service due to persistent transmission issues and a rental excavator is being utilized to maintain operations. A proposal for its replacement will be presented to the Council for consideration in the coming months. The prefab bridge has been installed in eight sections for the North Pickerel Lake Road Bridge replacement and the pouring of wing walls is scheduled this week. Public notice for October 24, 2025 for the NPLR Bridge completion has been communicated by Township staff as the contractor has had interruptions with rains and the pedestrian

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

September 9, 2025

DELEGATIONS: cont'd.

railing is delayed. The expansion joint on the west side of the Pickerel and Jack Lake Road bridge at Richard Thomas Park is an emergency repair and must be completed before winter. A road closure will be required to facilitate the removal of the existing expansion joint and installation of a new one. Tulloch Engineering has collaborated with Watson Bowman to design and replace the expansion joint. This work is in the quoting phase. Watson Bowman is our sole supplier for this type of work due to the specialized nature of the product. Daily road closures are scheduled this week from 9:00 a.m. to 3:00 p.m. along Ferguson Road. The public has been advised. School buses will not be impacted. The closures will progress from culvert to culvert each day. Questions were asked and answered.

Judy Kleinhuis, CPA, CA, representing Doane Grant Thornton presented the 2024 consolidated financial statements, the 2024 Trust Funds financial statements, the 2024 TRI R Waste Management financial statements and the 2024 Almaguin Community Economic Development financial statements for the Township of Armour. Questions were asked and answered. Council passed a resolution to approve the draft financial statements.

ACCOUNTS FOR APPROVAL:

The list of accounts for September 2025 was approved by resolution.

APPLICATIONS:

Council reviewed a zoning by-law amendment application from Don Murphy and the Municipal Planner's report supporting the recommendation to revise the definitions of "Development" and "Lot Area" and modifications to the "Wetlands Protection Zone."

Council passed a resolution deeming the zoning by-law amendment application submitted by Don Murphy to be incomplete based on legal advice, as it did not include the prescribed information and material required under subsection 34(10.1) of the Planning Act and Schedule 1 of Ontario Regulation 545/06 and refused to accept or further consider the application, pursuant to subsection 34(10.3)(a) of the Planning Act and directed staff to notify the applicant in writing of Council's decision, and to advise the applicant of their right to challenge this decision to the Ontario Land Tribunal under the Planning Act.

BY-LAWS:

By-law #54-2025 being a by-law to confirm the proceedings of Council at its August meetings was read in its entirety and passed by resolution.

REPORTS:

Council reviewed the September 2025 Planning Report.

Council reviewed the written data from NBMCA on septic statistics within the Township for 2022, 2023, 2024 and 2025. It was requested that statistics be provided that include annual complaints, inspection requests, site visits and consent applications.

Council reviewed the draft minutes from the August 18, 2025 Historical Society's meeting.

A verbal report was given on the August 27, 2025 Planning Board meeting.

Council reviewed the Director's August Report, Almaguin Summer Star Party summary report, the transitioning to a two-staff department recommendation report, budget impacts and the ACED information package 2025. Support resolutions from partnering municipalities have been requested. The DoED will include the information at a future council meeting.

Council reviewed the draft TRI Council notes from the August 25, 2025 meeting.

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

September 9, 2025

REPORTS: cont'd.

A verbal report was given on the September 4, 2025 AHHC meeting. Council reviewed the Muskoka Almaguin Ontario Health Team's Health Human Resources Recruiter funding renewal request presentation and passed a resolution committing to three more years of funding. A verbal update was also given on the status of the AHHC survey that is currently circulating. There has been a lot of worthy data and information collected to date.

A verbal report was given on the September 8, 2025 KCC meeting.

CORRESPONDENCE:

Council reviewed a letter from the Municipality of Tweed petitioning all levels of government to take collaborative action in sustainable waste management in Ontario. Council passed a supporting resolution.

Council reviewed public notice from the Township of McMurrich/Monteith advising of a public meeting to amend their zoning by-law for building requirements within the municipality.

Council reviewed an email from the TD Summer Reading Club to the Armour, Ryerson, Burk's Falls Union Library congratulating the staff and facility on being awarded the 2024 Accessibly Award winner. Council commended the facility on the award.

Council reviewed a letter from the Burk's Falls and District Food Bank expressing appreciation for the Township's continual support and for allowing their participation at Heritage Festival. The Food Bank received over \$450 in donations at the event.

Council reviewed a news release from Ontario News advising that the Province is expanding RSV immunizations to protect more seniors this fall.

Council reviewed an email from the City of Kingston advising Council that the City is circulating a survey seeking public input in response to Armour Council's resolution regarding governance of family health teams in Ontario.

Council reviewed the July 2025 monthly jobs report and the August 2025 Labour Focus report from the Labour Market Group.

Council reviewed a news release from Ontario News advising that the Province is investing \$9.6 million in wetlands conservation.

Council reviewed a news release from Ontario News advising that the Province is bringing innovative new technologies to the healthcare system faster. *Health Innovation Pathway* will improve outcomes for patients while supporting made-in-Ontario healthcare solutions.

UNFINISHED BUSINESS:

Council reviewed resolution #2025-284 from the Township of Perry recommending the appointment of Sean Cotton as an Area 4 representative to the Parry Sound District Social Services Administration Board.

Council reviewed resolution #2025-199 from the Township of McMurrich/Monteith recommending the appointment of Sean Cotton as an Area 4 representative to the Parry Sound District Social Services Administration Board.

Council reviewed resolution #2025-236 from the Municipality of Brooke-Alvinston supporting the Village of Burk's Falls' request to the Province to suspend BESS installations until a comprehensive, science-based study is completed.

Council reviewed resolution #2025-249 from the Township of Champlain supporting the Township of Armour's resolution #248 regarding the governance of family health teams in Ontario.

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MINUTES

September 9, 2025

UNFINISHED BUSINESS: cont'd.

Council reviewed resolution #2025-221 from the Township of Strong supporting the Township of Armour's resolution #248 regarding the governance of family health teams in Ontario.

Council reviewed resolution #2025-196 from the Township of McMurrich/Monteith supporting the Township of Armour's resolution #248 regarding the governance of family health teams in Ontario.

NEW BUSINESS:

Council reviewed the agenda for the September 26, 2025 District of Parry Sound Municipal Association meeting. Mayor Rod Ward and Councillors Jerry Brandt, Wendy Whitwell and Rod Blakelock requested that they be registered for the meeting. The CAO and Treasurer will also be attending.

Council reviewed a report from AMO providing a policy update submission regarding the Build Canada Homes market sounding and the new process for inter-provincial labour mobility. AMO supports BCH's goals and emphasizes collaboration, the prioritization of affordable housing, calls for funding, the innovation of building technologies and cautions the federal government on cutting municipal development charges.

Council reviewed a staff report from the Clerk regarding the cleaning contract for the Doe Lake Municipal Park washrooms. Council discussed the operating season, costs and whether to open and maintain the current facility or to close the facility and provide portable washrooms instead. Council requested that Staff obtain additional information on the current contract, investigate the creation of a dog park and potential splash pad on the property and report back before a decision is made.

Council reviewed the possibility of developing a pedestrian walkway along Highway 520/Ontario Street in Burk's Falls. As a reference, images were shared of a sidewalk along Highway 60 in Huntsville, where the speed limit is 70 km/h. Council requested that Staff reach out to the Ministry of Transportation (MTO) to explore the necessary steps for initiating the development of a multi-use trail.

Council addressed a scheduling conflict between the Red Gala and the final regular Council meeting of the year. Staff were directed to issue a public notice advising that the December 9, 2025 meeting has been rescheduled to December 16, 2025 at 7:00 p.m.

CLOSED SESSION:

The purpose of the closed meeting under Section 239(2) (b) and (c) of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees, a proposed or pending acquisition or disposition of land by the municipality or local board.

A resolution was passed to move into closed session at 9:24 p.m.

A resolution was passed to move out of the closed session at 10:04 p.m. The Mayor reported on the items that were discussed in the closed session. A resolution was passed approving the vesting of the municipal tax sale property.

RESOLUTIONS:

Resolution #264 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour approves the minutes of the TRI council meeting held on August 25, 2025 as circulated. Carried

Resolution #265 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; That the Council of the Township of Armour approves the minutes of the regular council meeting held on August 26, 2025 as circulated. Carried

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

September 9, 2025

RESOLUTIONS: cont'd.

Resolution #266 - Moved by Dorothy Haggart-Davis, seconded by Jerry Brandt; WHEREAS the Province of Ontario, through the Ministry of the Environment, Conservation and Parks (MECP), transitioned the cost of the Blue Box Programs to a full producer responsibility (100% cost recovery) model, under Ontario Regulation 391/21 (Blue Box Regulation), made pursuant to the Resource Recovery and Circular Economy Act, 2016;

AND WHEREAS under the new framework, producers are individually and collectively responsible for operating and fully funding Blue Box collection systems, effective July 1, 2023, with municipal transition dates phased in through to 2026;

AND WHEREAS municipalities are no longer required to operate Blue Box collection systems after their designated transition date, resulting in the potential for stranded municipal assets, such as materials recovery facilities, vehicles, bins, depots, and other capital investments, which may not be compensated under the new regulatory framework;

AND WHEREAS the Council of the Township of Armour has historically, on behalf of the shared service partners, invested in waste diversion programs and infrastructure to meet provincial mandates and local service expectations;

AND WHEREAS the successful transition to the producer responsibility model requires clarity on asset management, fair compensation for stranded assets, and ongoing communication between municipalities, producers, and the Province to ensure a seamless transition for residents;

AND WHEREAS municipalities continue to have an interest in ensuring that Blue Box programs remain accessible, efficient, and effective for residents throughout and after the transition period;

AND WHEREAS the Municipal Corporation of the Township of Armour and its shared service partners have formally declined the extension to contract made by Circular Materials through the Change Notice dated June 27, 2025;

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

1. Requests that the Ministry of the Environment, Conservation and Parks, and Producer Responsibility Organizations (PROs), work collaboratively with municipalities to address the financial and operational risks of stranded assets;
2. Advocates for transparent processes, fair compensation, and timely communication to protect municipal investments and ensure service continuity for residents; and
3. Directs that a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, Chief Executive Officer of Circular Materials, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities for their information and support. Carried

Resolution #267 - Moved by Wendy Whitwell, seconded by Rod Blakelock; That the Council of the Township of Armour approve the 2024 consolidated financial statements, the 2024 Trust Funds financial statements, the 2024 TRI R Waste Management financial statements and the 2024 Almaguin Community Economic Development financial statements for the Township of Armour as presented by our auditors, Doane Grant Thornton. Furthermore, the Council authorize the Treasurer to sign the representation letters as presented by our Auditors. Carried

Resolution #268 - Moved by Rod Blakelock, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour approves the September 2025 accounts, in the amount of \$746,113.45 for payment, and the Mayor and the Treasurer are hereby authorized to sign cheques for same. Carried

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

September 9, 2025

RESOLUTIONS: cont'd.

Resolution #269 - Moved by Rod Blakelock, seconded by Jerry Brandt; WHEREAS the Township of Armour has received a zoning by-law amendment application submitted by Mr. Don Murphy, among other things proposing changes to the permitted uses within the Wetland Protection Zone;

AND WHEREAS pursuant to subsection 34(10.1) of the Planning Act, an applicant must provide the prescribed information and material as set out in Schedule 1 of Ontario Regulation 545/06;

AND WHEREAS the Township has determined that the application submitted by Mr. Murphy does not include all of the required information under Schedule 1, including but not limited to:

- A complete list and identification of all properties to which the Wetland Protection Zone applies including "a description of the subject land including such information as the municipality, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and street names and numbers" (Schedule 1, paragraph 9);
- The current use of land for each parcel (Schedule 1, paragraph 16);
- The identification and location of all existing buildings and structures (Schedule 1, paragraph 17);
- The frontage, depth, and area of each affected parcel (Schedule 1, paragraph 10);
- The current designation of the subject land in the applicable official plans, and an explanation of how the application conforms with the official plans (Schedule 1, paragraph 4);
- A proposed strategy for consulting with the public, including affected landowners (Schedule 1, paragraph 31.1);

AND WHEREAS, until such time as the required information and material have been submitted, subsection 34(10.3) of the Planning Act permits Council to refuse to accept or further consider the application, and confirms that the statutory time periods under subsections 34(11) and 34(11.0.0.0.1) do not begin;

AND WHEREAS the proposed zoning by-law amendment appears to have been drafted solely in the context of a specific subdivision proposal, without broader planning justification or consideration of township-wide implications, including how the proposed changes may affect other lands designated within the Wetland Protection Zone;

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

Deems the zoning by-law amendment application submitted by Don Murphy to be incomplete, as it does not include the prescribed information and material required under subsection 34(10.1) of the Planning Act and Schedule 1 of Ontario Regulation 545/06;

Refuses to accept or further consider the application, pursuant to subsection 34(10.3)(a) of the Planning Act;

Directs staff to notify the applicant in writing of Council's decision, and to advise the applicant of their right to challenge this decision to the Ontario Land Tribunal under the Planning Act. Carried

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

September 9, 2025

RESOLUTIONS: cont'd.

Resolution #270 - Moved by Rod Blakelock, seconded by Jerry Brandt; That the Council of the Township of Armour have read and approved By-law #54-2025 being a by-law to confirm the proceedings of Council at its August 2025 meetings and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Resolution #271 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; That the Council of the Township of Armour supports the extension of Health Human Resources Recruiter funding to the Muskoka Almaguin Ontario Health Team in the amount of \$1,000 per year for a further three-year term, covering the years 2026, 2027, and 2028. Carried

Resolution #272 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour supports the Municipality of Tweed's resolution #355 and requests that all levels of government as well as our manufacturing partners form a working group to ensure that our waste disposal issues can be resolved quickly, efficient and effectively with the use of incineration, more robust recycling programs and sustainable practices. Carried

Resolution #274 - Moved by Rod Blakelock, seconded by Wendy Whitwell; That the Council of the Township of Armour hereby move into closed session at 9:24 p.m. as per Section 239(2) (b) and (c) of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees, a proposed or pending acquisition or disposition of land by the municipality or local board. Carried

Resolution #276 - Moved by Wendy Whitwell, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour hereby adjourn and move out of closed session at 10:04 p.m. and report. Carried

Resolution #277 - Moved by Wendy Whitwell, seconded by Dorothy Haggart-Davis; That the Staff Report from the Treasurer dated September 9, 2025 be received and Council authorizes the vesting of the property described as Concession 11, Part Lot 6, RP 42R-3257, Part 1 and municipal roll 4919 000 003 02420 0000, into the name of the Township of Armour as per the provisions of the Municipal Act, 2001, following an unsuccessful tax sale on August 18, 2025, where no bids were received.

Furthermore, that the cost of vesting this property be financed through the existing operating budget and all outstanding tax arrears associated with the property shall be written off upon completion of the vesting process, in accordance with the Municipal Act, 2001. Carried

Resolution #278 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; That the Council of the Township of Armour adjourns this regular council meeting at 10:06 p.m. until the next regular council meeting scheduled for September 23, 2025 or at the call of the Mayor or the Clerk. Carried

Rod Ward, Mayor

Charlene Watt, Clerk

LIST OF PROPOSED RESOLUTIONS FOR SEPTEMBER 23, 2025

ITEM # ON AGENDA

(1)

That the Council of the Township of Armour approve the minutes of the regular council meeting held on September 9, 2025 as circulated.

ITEM # ON AGENDA

(4)

That the Council of the Township of Armour accept the application for site plan approval, submitted by David and Mary Ogilvie, Concession 14, Part Lot 31, 1857 Pevensey Road and fronting on the Magnetawan River and request the municipal planner proceed with drafting the site plan agreement.

ITEM # ON AGENDA

(5)

That the Council of the Township of Armour have read and approve By-law #55-2025 being a by-law to enter into a lease agreement with Lynn St. Martin operating as Scoopalicious, for part of Doe Lake Municipal Park and repeal By-law #37-2025 and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

ITEM # ON AGENDA

(11)

That the Council of the Township of Armour hereby agrees to be the lead/administrating municipality for the Almaguin Highlands Brand Alignment and Regional Signage Project. Furthermore, the Township of Armour agrees to be the lead municipality, on behalf of the Almaguin Community Economic Development Department and ACED partners, for an application for financial assistance from the Northern Ontario Development Program offered through FedNor. If the application is successful, the Township of Armour, through the ACED budget, agrees to contribute the required applicants share of \$25,000 plus any additional cost overruns.

ITEM # ON AGENDA

(11)

That the Council of the Township of Armour hereby agrees to be the lead/administrating municipality for the Almaguin Highlands Brand Alignment and Regional Signage Project. Furthermore, the Township of Armour agrees to be the lead municipality, on behalf of the Almaguin Community Economic Development Department and ACED partners, for an application for financial assistance from the Rural Ontario Development Program offered through the Ontario Ministry of Rural Affairs. If the application is successful, the Township of Armour, through the ACED budget, agrees to contribute the required applicants share of \$25,000 plus any additional cost overruns.

ITEM # ON AGENDA

(12)

That the Council of the Township of Armour supports the Municipality of Bluewater and urges the Province of Ontario to immediately implement other service delivery models that are being successfully modeled elsewhere in the province to address the Early Childhood Educator shortage.

ITEM # ON AGENDA

(13)

WHEREAS the Province posted ERO 0250923, Consultation on the Future of Community Natural Gas Expansion, seeking feedback from municipalities, Indigenous communities and other stakeholders on how Phase Three (3) could best support access to natural gas for community development.

AND WHEREAS expanding access to natural gas is identified as a tool to support affordability and economic growth in Ontario communities, with Phases One (1) and Two (2) estimated to enable

connections for approximately 17,000 buildings across 59 communities, and 16 projects completed to date.

AND WHEREAS the Federation of Northern Ontario Municipalities (FONOM) is working toward its housing and employment land goals that contribute to Ontario's broader objective to build at least 1.5 million homes by 2031 and recognizes that timely servicing solutions (including natural gas where appropriate) can help enable these targets.

AND WHEREAS Ontario's energy future relies on a balance of affordability, reliability, and sustainability by leveraging a mix of energy solutions—including natural gas, electricity, and emerging energy technologies, to meet growing community needs. And whereas natural gas continues to play a critical role in supporting energy affordability, economic competitiveness, and enabling housing and employment growth across the province.

THEREFORE, BE IT RESOLVED THAT the Council of the Township of Armour supports the Ministry's consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorses access to natural gas as an option to other energy solutions to advance The Township of Armour's housing, employment lands, and economic development objectives.

ITEM # ON AGENDA

(14)

That the Council of the Township of Armour supports the Municipality of St. Charles and requests the Government of Ontario support and approve the expansion of natural gas infrastructure to rural municipalities such as St. Charles by undertaking a review of the Ontario Energy Board's Profitability Index model to incorporate a Northern Cost Adjustment that fairly accounts for the higher costs of construction in Northern Ontario caused by terrain challenges such as bedrock and wetlands, as well as the realities of distance, climate, and lower population density, to ensure that rural and northern communities are not disadvantaged in accessing natural gas infrastructure;

AND BE IT FURTHER RESOLVED that the Township of Armour requests the Province to embed northern natural gas expansion as a priority in Ontario's Integrated Energy Plan and regional economic growth strategies.

ITEM # ON AGENDA

(15)

That the Council of the Township of Armour supports the Bluewater Recycling Association's correspondence regarding proposed amendments to the Resource Recovery and Circular Economy Act.

ITEM # ON AGENDA

(24)

That the Council of the Township of Armour approves an administrative amendment to Schedule A of By-law #52-2025, being a by-law to enter into a Library Agreement, specifically to revise the Dispute Resolution clause to state: 'If mediation fails, the dispute shall be referred to arbitration in accordance with the rules of the Ontario Arbitration Act.'

ITEM # ON AGENDA

(27)

That the Council of the Township of Armour approves a donation in the amount of \$_____ to the Burk's Falls Lions Club to support the annual children's Halloween Party.

ITEM # ON AGENDA

(28)

That the Council of the Township of Armour hereby approves the proposal submitted by Cambium Inc. to undertake a Phase Two Environmental Site Assessment for the municipal Peggs Mountain Road Development, at an estimated cost of \$13,040 (excluding HST), and further authorizes Tulloch Engineering to proceed with coordinating and managing the implementation of this assessment in accordance with the proposal.

ITEM # ON AGENDA

(29)

That the Council of the Township of Armour approve the renewal of the municipal planning services with Robert J. Miller as per the 2026/27 Planning Retainer Program described in his renewal letter of September 8, 2025.

ITEM # ON AGENDA

(29)

WHEREAS the Council of the Township of Armour has received a quote from Robert Miller, Land Use Planning Services, for planning services for the 2026–2027 term; and

WHEREAS Council recognizes the importance of maintaining openness, transparency, and accountability in the procurement of professional services;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour hereby acknowledges receipt of the quote submitted by Robert Miller, Land Use Planning Services;

AND FURTHER THAT staff be directed to issue a formal Request for Proposal (RFP) for planning services for the 2026–2027 term in accordance with the Township's procurement policy and in a manner that ensures an open, transparent, and competitive process;

AND FURTHER THAT Robert Miller be formally invited to participate in the RFP process, along with other qualified proponents to ensure a fair and competitive selection process.

ITEM # ON AGENDA

(30)

That the Council of the Township of Armour approves the rescheduling of the Tuesday, December 9, 2025 regular Council meeting to Tuesday, December 16, 2025 at 7:00 p.m. and the cancellation of the regular Council meeting scheduled for Tuesday December 23, 2025 at 7:00 p.m.

ITEM # ON AGENDA

(33)

WHEREAS the contractor for the North Pickerel Lake Bridge construction project has submitted a claim for an extension of time and additional compensation in the amount of approximately \$56,000, citing weather and flood-related delays; and

WHEREAS Township staff and the project engineers are currently reviewing the validity and scope of the claim; and

WHEREAS it is prudent to provide for a contingency within the project budget to address potential costs, if deemed appropriate upon completion of the review;

NOW THEREFORE BE IT RESOLVED THAT:

1. Council authorize a contingency allowance of up to \$56,000 related to the contractor's claim for additional costs, subject to final review and assessment by Township staff and project engineers; and
2. That should funds be required, they be drawn from the Township's Capital Reserves.

ITEM # ON AGENDA

(34)

That the Staff Report from the Roads Supervisor dated September 23, 2025, Emergency Repair for Pickerel and Jack Lake Road Expansion Joint be received and that Council authorize allowance of \$80,000 plus HST for costs related to the emergency expansion joint repair west side of Pickerel and Jack Lake Road bridge.

ITEM # ON AGENDA

That the Council of the Township of Armour adjourns this regular council meeting at _____ p.m. until the next regular council meeting scheduled for October 14, 2025 or at the call of the Mayor or the Clerk.



STAFF REPORT

DATE: September 23, 2025
TO: Mayor & Council
FROM: Amy Tilley, Waste Management Administrator
SUBJECT: Follow up to Resolution #266

RECOMMENDATION:

That Council receive this report, and provide direction to the Chief Administrative Officer and the Waste Management Administrator, in response to Circular Materials.

BACKGROUND:

Meeting Summary – Blue Box Transition Resolution #266

Attendees: CAO and Waste Management Administrator (Township of Armour);

Recycling Collection Contracts Specialist; Director, Common Collection System; Senior Manager, Common Collection System; Senior Manager, Common Collection System, Contracts (Circular Materials)

Purpose of Meeting

Following the circulation of Resolution #266 on September 9, 2025, Circular Materials requested a virtual meeting to review the resolution and discuss the issues raised.

Opening Discussion

The Director of the Common Collection System questioned why the resolution had been circulated rather than issuing a formal response to the Change Notice, which would typically trigger the contractual change management process (i.e., negotiations).

Municipal staff clarified that a response had been sent on **July 23, 2025**, to Circular Materials Procurement, in line with direction previously given by Operations at Circular Materials. This correspondence has not received acknowledgment or response from either department.

Issues Raised by Municipality:

Pre-Transition Issues: Challenges began prior to the January 1, 2025 transition date, particularly in addressing proposed changes with Reverse Logistics Group (RLG).



STAFF REPORT

Site Alterations: The municipality has already implemented alterations at the site to accommodate operational requirements, with no expectation that compensation will be provided.

Safety Issues: Ongoing operational and safety concerns have been raised with Reverse Logistics Group (RLG) and Emterra, acknowledged by RLG, but there has been no confirmation on accessing the site outside of operational hours. If the need arises in the winter, during severe weather, it has minimal affect, but during the summer months the trucks cause chaos with the residents and their vehicles trying to avoid the collection truck.

Response from Circular Materials

Circular Materials acknowledged the concerns and apologized for the lack of follow-up. It was noted that the issues should have been escalated to Circular Materials directly. The Director suggested that “a call to customer service could have brought attention to the issues, and perhaps a solution.”

This prompted clarification from the Waste Management Administrator, who expressed her understanding that the customer service channel was intended for residents, not municipalities. It was also added that previous working group materials directed municipalities to address concerns with their contract administrator at RLG. It was assumed that RLG kept Circular Materials abreast of the issues and concerns they received.

Additional Context

The Director of the Common Collection System referred to previous negotiations with the Waste Management Administrator, noting that these discussions had been necessary to correct cost reporting inaccuracies contained in the 2020 Datacall.

The discussion turned to the “Offer of Compensation” and the 65% reduction in fees for service, to which the Director of the Common Collection System corrected us on the reference to “*offer of compensation*”, posturing it as an “*opening point of negotiation*” rather than a final offer.

The Director began to bring the meeting to a close with 3 final points for discussion and clarification.

Schedule a meeting within the next 5 business days to ensure concerns are addressed regarding the:

- a) Daily operation of our depot site;
- b) Depot Operations Agreement extension; and



STAFF REPORT

- c) Requesting that the Township of Armour recognize the damaging statement made by circulating Resolution #266 and that a follow-up email to all parties included on the September 10, 2025 email communication kindly clarify the following:

“Upon meeting with Circular Materials, the Township of Armour is reaching out to clarify its understanding of the change management process currently underway. Please note that the:

- Change Notices issued by Circular Materials to eligible communities regarding the extension of depot services initiated the change management process. The purpose of the Change Notice is to begin the process to extend the current depot arrangement beyond the December 31, 2025 service end date.
- The Change Notices do not represent the finalized terms and conditions of the extended offer.
- Questions or concerns with respect to Change Notices are to be directed to operations@circularmaterials.ca to ensure that they are addressed.
- The Circular Materials Operations is available to work with communities to come to final terms for the extension.

All communities are encouraged to reach out to Circular Materials Common Collection System team at the email address above to work through the change management process.

Again, Circular Materials values our existing working relationship with all Ontario communities and is committed to continuing to build a fruitful relationship.”

OTHERS CONSULTED:

Dave Gray, CAO

Carrie Nash, Director, Common Collection System

Beth Sanderson, Senior Manager, Common Collection System

Rolando Velasquez, Senior Manager, Common Collection System, Contracts

Meghan Vidakovic, Specialist, Recycling Collection Contracts.



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: admin@armourtownship.ca

Website: www.armourtownship.ca

Date: September 9, 2025

Motion # 266

WHEREAS the Province of Ontario, through the Ministry of the Environment, Conservation and Parks (MECP), transitioned the cost of the Blue Box Programs to a full producer responsibility (100% cost recovery) model, under Ontario Regulation 391/21 (Blue Box Regulation), made pursuant to the *Resource Recovery and Circular Economy Act, 2016*;

AND WHEREAS under the new framework, producers are individually and collectively responsible for operating and fully funding Blue Box collection systems, effective July 1, 2023, with municipal transition dates phased in through to 2026;

AND WHEREAS municipalities are no longer required to operate Blue Box collection systems after their designated transition date, resulting in the potential for stranded municipal assets, such as materials recovery facilities, vehicles, bins, depots, and other capital investments, which may not be compensated under the new regulatory framework;

AND WHEREAS the Council of the Township of Armour has historically, on behalf of the shared service partners, invested in waste diversion programs and infrastructure to meet provincial mandates and local service expectations;

AND WHEREAS the successful transition to the producer responsibility model requires clarity on asset management, fair compensation for stranded assets, and ongoing communication between municipalities, producers, and the Province to ensure a seamless transition for residents;

AND WHEREAS municipalities continue to have an interest in ensuring that Blue Box programs remain accessible, efficient, and effective for residents throughout and after the transition period;

AND WHEREAS the Municipal Corporation of the Township of Armour and its shared service partners have formally declined the extension to contract made by Circular Materials through the Change Notice dated June 27, 2025;

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

1. **Requests** that the Ministry of the Environment, Conservation and Parks, and Producer Responsibility Organizations (PROs), work collaboratively with municipalities to address the financial and operational risks of stranded assets;
2. **Advocates** for transparent processes, fair compensation, and timely communication to protect municipal investments and ensure service continuity for residents; and
3. **Directs** that a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, Chief Executive Officer of Circular Materials, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities for their information and support, *and forward to Parry Sound District meeting*

Moved by:

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

Seconded by:

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

Carried / Defeated 2

Declaration of Pecuniary Interest by:

Recorded vote requested by:

Recorded Vote:

Blakelock, Rod
Brandt, Jerry
Haggart-Davis, Dorothy
Ward, Rod
Whitwell, Wendy

For	Opposed
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>



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

(705) 382-3332
(705) 382-2954
Fax: (705) 382-2068

Website: www.armourtownship.ca

APPLICATION FOR SITE PLAN AGREEMENT

Applicant's Name: David William Ogilvie + Mary Sue Ogilvie Roll No: 4919 000 003 30420 0000

☒
☐

Site Plan Agreement
Amendment to Site Plan

I/We hereby submit an application for approval of site plans and a Site Plan Agreement by the Township of Armour.

Dated this 02 day of September, 2025.

David Ogilvie
Signature

FOR OFFICE USE ONLY

Date Application Received: Sept. 8, 2025

Checked By: KH.

Fee Submitted: Yes - \$2,000

Cost Acknowledgement Agreement Signed: _____

Site Plan Agreement required pursuant to:

- ☒ Site Plan control, Section 41, Planning Act
- ☐ Rezoning
- ☐ Official Plan Amendment
- ☐ Southeast Parry Sound District Planning Board Decision
- ☐ Committee of Adjustment Decision
- ☐ Ontario Municipal Board Order
- ☐ Other (specify)

- RESOLUTION -

Name of Registered Owner (please print).

(If owner is a numbered company, please complete details below)

David William
Ogilvie

+ Mary Sue Ogilvie

Address:

[Redacted Address]

Telephone / Fax / Cell #s:

E-mail Address:

[Redacted Telephone / Fax / Cell #s and E-mail Address]

Numbered Company Authorization:

Please provide name and title for two signing officers for the company.

First Officer:

Name (Please print)

Title

I have the authority to bind the Corporation.

Signature

Second Officer:

Name (Please print)

Title

I have the authority to bind the Corporation.

Signature

Applicant (or authorized agent):

David William
Caulrie

+ Mary Sue Caulrie

Address:

[Redacted Address]

Telephone/Fax/Cell #s:

[Redacted Telephone/Fax/Cell #s]

Email Address:

[Redacted Email Address]

Unless otherwise requested, all communication will be directed to the applicant.

Registered Owner's Authorization:

As of the date of this application, I am the registered owner of the lands described in this application, and I have examined the contents of this application and hereby certify that the information submitted with the application is correct insofar as I have knowledge of these facts, and I concur with the submission of this application by:

who I have appointed as my agent.

Signature of Registered Owner

Date

Mortgagees(s): _____

Address: _____

Telephone/Fax Numbers: _____

Location of Site

Lot 31 Concession 14 Plan Number RP 42R19434 Lot # in Plan Part 1

Frontage (Name of Lake or Road): Pevensey Road

Existing Zoning: Ru (Rural), FP (Flood Plain)

Official Plan Designation: Rural Community, FP (Flood Plain)

Development Proposed: Construction of a Single Detached Dwelling and Garage.



THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**BY-LAW #55-2025**

Being a by-law to enter into a lease agreement with
Lynn St. Martin, operating as SCOOPALICIOUS

WHEREAS Section 9 of the *Municipal Act*, S.O. 2001, c. 25 provides that a municipality has the capacity, rights, powers & privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10 (2) 4 of the *Municipal Act*, S.O. 2001, c. 25, provides that by-laws may be passed for public assets of the municipality acquired for the purpose of exercising its authority under this or any other Act;

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

1. That the Agreement attached hereto as Schedule "A" between The Municipal Corporation of the Township of Armour and Lynn St. Martin, operating as SCOOPALICIOUS, be entered into by the municipality.
2. That the Mayor and the Chief Administrative Officer be authorized to execute all documentation necessary to fulfill the Agreement.
3. 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.
4. That this by-law shall come into force and effect on the date of passing.

Read in its entirety, approved,
signed and the seal of the
Corporation affixed thereto and
finally passed in open Council
this 23rd day of September, 2025.

Rod Ward, Mayor

Charlene Watt, Clerk

Schedule "A" to By-Law 55-2025

LYNN ST. MARTIN operating as SCOOPALICIOUS

THIS INDENTURE made (in duplicate) the 23rd day of September in the year of our Lord two thousand and twenty-five (2025).

IN PURSUANCE OF THE SHORT FORMS OF LEASES ACT

BETWEEN THE CORPORATION OF THE TOWNSHIP OF ARMOUR herein called the Lessor, of the First Part;

AND Lynn St. Martin, operating as SCOOPALICIOUS, herein called the Lessee, of the Second Part;

Witness that in consideration of the rents, covenants and agreements hereinafter reserved and contained on part of the Lessee, the Lessor do demise and lease unto the Lessee, their executors, administrators, successors and assigns, all that message or tenement situate, lying and being

Part of Doe Lake Park described as Concession 3 Part of Lot 8, more specifically described as an area measuring approximately 30' X 50' along Ferguson Road in Doe Lake Park, located at 1014 Ferguson Road, as shown on Schedule B to this lease, which is part of this lease agreement.

To have and to hold the said premises annually over a five (5)-year period for a term of five (5) months to be computed from the 1st day of May to the 1st day of October. The 5-year period shall commence on May 1st, 2026 and end on the 30th day for September, 2030. Upon completion of the 5-year period, the lessee shall have the option to renew for a minimum of 1 year to commence May 1st, 2031.

Yielding and paying therefore monthly unto the said Lessor, for the 2026 season, the sum of four hundred fifty dollars (\$450.00) plus HST (\$508.50 – hereinafter referred to as "the rent") to be payable on the first day of each month for 5 months; the first of such payments (\$508.50) to become due and made on the 1st day of May, 2026 and the last to be made on October 1st, 2026. For each year of the agreement, the Lessor shall increase the rent amount payable according to the Consumer Price Index as reported in the month of September by Statistics Canada to a maximum of five percent (5%).

The Lessee covenants with the said Lessor to pay rent; and to maintain the grounds and dispose of garbage; and to repair, reasonable wear and tear and damage, tempest only excepted; and that the said Lessor may enter and view state of repair; and that the said Lessee will repair according to notice in writing, reasonable wear and tear and damage and will not assign or sub-let without leave, and such leave may, notwithstanding any statutory enactment to the contrary, be arbitrarily refused by the Lessor in his sole and uncontrolled discretion; and may do improvements at the expense of the Lessee only after being approved by the Lessor.

The Lessee will only carry on upon the said premises a food service business.

The Lessee shall, before beginning operating of the food service business provide the Lessor with confirmation that the Health Unit and Fire Department have approved the refreshment vehicle (food truck) as being safe to operate.

The Lessee shall not sell, serve or provide any alcoholic beverages.

The Lessee agrees operate the food service business at its discretion within the hours of 6:00 a.m. to 10:00 p.m. each day.

The Lessee covenants that he/she is the sole owner of all goods and chattels that are to be brought upon the premises, and that they are free from any mortgage, lien or other charge, with the exception of goods and consignment.

The Lessee shall not construct any permanent structures in the leased space without the explicit consent of the Lessor. Semi-permanent structures that can be removed without permanent impacts to the leased property may be constructed pending design and placement approval from the Lessor.

The Lessee may remove his/her fixtures if all rent due hereunder has been paid.

The Lessor will provide 60 days' notice prior to the end of the term of lease that the said premises are needed for the use of the Lessor and within 60 days from the date of notice the lease shall be terminated and the Lessor shall remove all goods and chattels from the premises.

The Lessee covenants that he/she will not do or permit to be done on the said premises anything which may be annoying to the Lessor, or which the Lessor may deem to be a

nuisance, and that the Lessee will use and occupy the said premises as a commercial operation for the selling of takeout food approved by the Lessor and will not carry on or permit to be carried on therein any trade or business not approved.

The Lessee covenants that he/she will not do or permit to be done any act or thing which may make void or voidable any insurance upon any building, or part thereof, upon the said premises or which may cause any increased or additional premium to be payable for any such insurance.

The Lessor shall carry property liability, in an amount not less than \$2,000,000, and fire insurance on the refreshment vehicle, the Lessee to carry content insurance and provide a certificate of insurance to the Lessor naming the Township of Armour as additional insured on his liability insurance.

The Lessee shall not allow any refuse, garbage or other loose or objectionable material to accumulate in or about the building, yards or passages of the said premises, and will at all times keep the said premises in clean and wholesome conditions.

The Lessee shall dispose of all waste and recyclables, including but not limited to garbage, used cooking oil, grease and waste water, produced by the commercial operation. All waste and recyclables shall be taken to an approved landfill or transfer station.

The Lessee shall not, during the said term, injure or remove any shade trees, shrubbery, hedges, or other trees or plant which may be in, upon or about the said premises without prior approval; and that he/she will keep in good condition the sodded spaces about the said premises.

The said Lessor covenants with the said Lessee for quiet enjoyment.

In consideration of the foregoing and of the leasing and letting by the Lessor to the Lessee of the premises hereby demised for the term hereby granted (and it is upon that express understanding that this indenture is entered into); the Lessee hereby covenants and agrees with the Lessor that notwithstanding any statute or law to the contrary, none of the goods or chattels of the Lessee on the said premises at any time during the continuance of the said term shall be exempt from levy by distress for rent in arrears by the Lessee and that upon any claim being made for such exemption by the Lessee, or on distress being made by the Lessor, this covenant and agreement may be pleaded as an estoppel against the Lessee in any action brought to test the right to the levying upon any such goods as are named as exempted in any such statute or law, the Lessee waiving, as he/she hereby does, all and every benefit that could or might have accrued to him under and by virtue of any such statute or law but for the above covenant.

Provided that the Lessee remains in occupation of the demised premises after the expiration of the term hereby granted without written agreement to the contrary he/she shall not be deemed to be a tenant from year to year but shall be a monthly tenant only at a rental equivalent to the monthly payment of rent herein provided for, payable in advance, and all the terms and conditions hereof, so far as applicable, shall apply to such monthly tenancy.

The Lessee hereby acknowledges that the Lessor shall not provide water to the commercial business.

The Lessor authorizes the Lessee to connect to the electricity already provided at Doe Lake Park, 1014 Ferguson Road. Any cost connected to the provision of electricity to the food services business shall be the sole responsibility of the Lessee. An amount of two hundred dollars (\$200.00) has been included in the monthly rental amount to be applied to electricity charges. The Lessor reserves the right to invoice the Lessee for the costs of electricity in excess of the included amount of \$200.00 per month that are incurred during the term of this lease.

The Lessee agrees that he shall not operate a generator on the leased premises unless approved in writing by the Lessor.

The Lessor reserves the right to allocate parking spaces to the food service business.

The Lessee hereby acknowledges that the structures are not to be used for human habitation and may be altered, replaced or demolished by the lessor at the lessor's discretion.

The Lessee shall cease annual operations, ensure disconnection from electricity and any other fixture connected with the commercial operation by September 30th each year that the agreement is in effect.

REMAINDER OF PAGE LEFT INTENTIONALLY BLANK

It is agreed between the parties hereto that every covenant, provision, and agreement herein contained shall insure to the benefit of and be binding upon the parties hereto, and their respective heirs, executors, administrators, successors and assigns, and that all covenants herein contained shall be constructed as being joint, and several, and that when the context so requires or permits the singular number shall be read as if the plural were expressed, and the masculine gender as if the feminine or neuter, as the case may be, were expressed.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals.

FOR THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

Rod Ward, Mayor

David Gray, Chief Administrative Officer

FOR LYNN ST. MARTIN OPERATING AS SCOOPALICIOUS

Lynn St. Martin

Schedule B

LYNN ST. MARTIN operating as SCOOPALICIOUS
CGIS Map of Doe Lake Park

Approximate Rental Area for Food Service Business



BUILDING PERMIT REPORT

September 2025

2025 PERMITS

PERMIT #	ROLL #	DATE OF ISSUE	LEGAL DESCRIPTION	WORK TYPE	INSPECTIONS	COMMENTS
25-001	4919 000 002 08100	February 24, 2025	Con 7 PT Lot 6 Plan PSR-860	Garage		
25-002	4919 000 001 32150	January 30, 2025	Con 2 PT Lot 21 RP 42R17381	New Home	OCCUPANCY	Tarion #117824
25-003	4919 000 002 13500	Changes Requested	Plan 315 Lot 48	Home Business		
25-006	4919 000 001 59310	March 25, 2025	Con 4 PT Lot 3	Dock	FINAL	
25-008	4919 000 002 01425	April 9, 2025	Plan 42M675 Lot 3	New Home	BACKFILL FAILED	Tarion #118128
25-009	4919 000 002 18600	Changes Requested	Con 8 PT Lots 17 and 18	Trailer Canopy		
25-010	4919 000 001 31026	April 23, 2025	Plan M445 Lot 14	Addition	FRAME FAILED	
25-011	4919 000 003 04300	March 31, 2025	Con 11 PT Lot 19	Renovation	PLUMB/RI	
25-012	4919 000 002 29515	April 8, 2025	Plan 42M632 PT Lot 8	Storage Shop	FRAME	
25-013	4919 000 002 01435	April 9, 2025	Plan 42M675 Lot 13	Garage		
25-014	4919 000 001 71000	June 6, 2025	Con 5 PT Lot 17	Dock		
25-015	No Roll Assigned Yet	May 8, 2025	42R22416 Part 1	Outhouse	FINAL FAILED	
25-016	4919 000 002 16800	April 22, 2025	Con 8 PT Lot 8 and 9	Alterations	FOOTINGS	
25-017	4919 000 001 07300	May 26, 2025	Con 1 PT Lot 18	Cottage Addition	FOOTINGS	
25-018	4919 000 001 20600	May 8, 2025	Plan M451 PT Lot 1	Addition	INSUL/VB	
25-019	4919 000 001 50200	May 15, 2025	Plan M270 Lot 21	New Home	FOOTINGS FAILED	Tarion #118356
25-020	4919 000 001 69900	July 23, 2025	Con 5 PT Lot 11	New Home	SOIL GAS BARRIER	Tarion #118652
25-021	4919 000 001 65680	May 26, 2025	Con 5 PT Lot 3	Garage	FRAME	
25-022	4919 000 001 04603	June 5, 2025	Con 1 PT Lot 7	New Home	FRAME	Tarion #118651
25-023	4919 000 003 05610	June 9, 2025	Con 11 PT Lot 26	Garage	FOOTINGS	
25-024	4919 000 001 22800	June 3, 2025	Con 2 PT Lot 9	Roof Overhang	FRAME	
25-025	4919 000 001 52300	June 11, 2025	Con 3 PT Lot 21	New Home	HVAC/RI	Tarion #118650
25-026	4919 000 001 71000	June 13, 2025	Con 5 PT Lot 17	Garage	FOOTINGS	
25-028	4919 000 003 13900	June 9, 2025	Con 12 PT Broken Lots 27 and 28	Garage	FRAME	
25-029	4919 000 003 07444	June 11, 2025	Plan 42M618 Lot 6	Garage	FRAME	
25-030	4919 000 002 13700	June 16, 2025	Plan 315 Lot 46	Alterations/Repairs	FRAME	
25-031	4919 000 001 31026	Changes Requested	Plan M445 Lot 14	Guest Sleeping Cabin		
25-032	4919 000 001 33100	August 29, 2025	Con 2 Lot 27	Garage		
25-033	4919 000 001 16400	June 20, 2025	Plan 158 Lot 9	Garage	FOOTINGS	
25-036	4919 000 002 29515	July 2, 2025	Plan 42M632 PT Lot 8	Addition	FOOTINGS	
25-037	4919 000 003 01710	July 4, 2025	Con 11 PT Lot 6	Carport		
25-038	4919 000 002 08304	June 25, 2025	Con 7 PT Lot 6	Storage Shed		
25-039	4919 000 001 34000	July 11, 2025	Con 3 PT Lot 1	Seasonal Residence	FRAME	
25-040	4919 000 002 08700	July 14, 2025	Con 7 PT Lot 8	Addition	FRAME FAILED	
25-041	4919 000 001 26503	July 14, 2025	Plan M91 PT BLK C RP 42R20038	Garage	FOOTINGS	
25-042	4919 000 002 05106	July 14, 2025	Con 6 PT Lot 20	Garage	FOOTINGS	

BUILDING PERMIT REPORT

September 2025

25-043	4919 000 002 03000	July 16, 2025	Con 6 PT Lot 7	Storage Building		
25-044	4919 000 001 73100	August 13, 2025	Con 5 PT Lot 17	Seasonal Dwelling	PLUMB/RI	
25-045	4919 000 001 16600	August 15, 2025	Plan 158 Lot 4 to 6	Garage Addition		
25-046	4919 000 002 09880	August 13, 2025	Con 7 Lot 15	Renovations/Repairs	PLUMB/RI FAILED	
25-047	4919 000 001 29505	August 7, 2025	Con 2 PT Lot 13	New Home	INSUL/VB FAILED	Tarion #118879
25-048	4919 000 001 59320	September 2, 2025	Con 4 PT Lot 3	Gazebo		
25-049	4919 000 002 10150	Changes Requested	Con 7 PT Lot 17	Seasonal Dwelling		
25-050	4919 000 001 04611	August 15, 2025	Con 1 PT Lot 7 RP 42R22645 Part 1	New Home	BACKFILL	Tarion #118880
25-051	4919 000 003 05300	August 22, 2025	Con 11 PT Lot 23	Cottage	HVAC/RI	
25-052	4919 000 001 40100	Augst 25, 2025	Con 3 PT Lot 10	Storage Shed	FINAL	
25-053	4919 000 002 09880	August 25, 2025	Con 7 Lot 15	Pavillion Replacement		
25-054	4919 000 001 30265	Withdrawn	Con 2 PT Lot 15	Shipping Container		Error in submission - Withdrawn by Property Owner
25-055	4919 000 001 43585	September 5, 2025	Con 3 PT Lot 17	Repairs/Alterations		
25-056	4919 000 002 04701	Changes Requested	Con 6 PT Lot 17	Alterations/Renovations		
25-057	4919 000 001 30265	Waiting for Payment	Con 2 PT Lot 15	Shipping Container		
25-058	4919 000 002 09900	In Review	Con 7 PT Lots 16 to 18	Demo/Rebuild Deck		
25-059	4919 000 001 30265	In Review	Con 2 PT Lot 15	Shipping Container		
25-060	4919 000 001 30265	Rejected	Con 2 PT Lot 15	Addition		
25-061	4919 000 002 31100	In Review	Con 10 PT Lot 29	Alterations/Renovations		
25-062	4919 000 002 31100	In Review	Con 10 PT Lot 29	Addition/Alterations		
25-063	4919 000 002 31100	In Review	Con 10 PT Lot 29	Addition/Alterations		
25-064	4919 000 001 30265	Changes Requested	Con 2 PT Lot 15	Addition		
25-065	4919 000 002 05105	In Review	Con 6 PT Lot 20	Garage		
25-066	4919 000 003 28900	Waiting for Payment	Plan 199 Lot 5	Storage Shed		
25-067	4919 000 002 07006	In Review	Con 7 PT Lot 5	Commercial Signs		

DEMOLITION PERMITS

PERMIT #	ROLL #	DATE OF ISSUE	LEGAL DESCRIPTION	DEMOLITION PROJECT	COMMENTS
23-D7	4919 000 003 26500	September 14, 2023	Con 14 PT Lot 28	Demo Cottage	CONSTRUCTION STATUS
24-D2	4919 000 002 31400	February 22, 2024	Con 10 PT Lot 29	Demo Cottage	FINAL
24-D3	4919 000 001 28500	May 29, 2024	Con 2 PT Lot 12	Demo Garage	FINAL
24-D5	4919 000 002 33400	July 25, 2024	Con 10 PT Lot 30	Demo Fire Damage to House	
25-D1	4919 000 001 71000	April 23, 2025	Con 5 PT Lot 17	Demo Shed	
25-D2	4919 000 003 19400	April 11, 2025	Con 13 PT Lot 10	Demo House	
25-D4	4919 000 001 50200	May 15, 2025	Plan M270 Lot 21	Demo Cottage	
25-D6	4919 000 001 34000	July 11, 2025	Con 3 PT Lot 1	Demo Cottage	
25-D7	4919 000 001 20900	August 11, 2025	Con 2 PT Lot 8	Demo all structures on property	
25-D8	4919 000 002 13500	August 15, 2025	Plan 315 Lot 48	Demo Secondary Dwelling Unit	
25-D9	4919 000 003 05300	August 22, 2025	Con 11 PT Lot 23	Demo Cottage	

BUILDING PERMIT REPORT

September 2025

25-D10	4919 000 001 40100	August 25, 2025	Con 3 PT Lot 10	Demo Cottage		
OUTSTANDING PERMITS						
PERMIT #	ROLL #	RENEWAL DATE	LEGAL DESCRIPTION	WORK TYPE	INSPECTIONS	COMMENTS
02-072	4919 000 001 70900	January 21, 2025	Con 5 Lot 17 Part 29	Deck Addition/Cottage Repairs	FRAME	
22-070	4919 000 003 05610	September 16, 2024	Con 11 PT Lot 26	Home Addition	OCCUPANCY	Final Electrical Required
22-077	4919 000 001 31018	November 6, 2023	Plan M445 Lot 10	Shed	FOOTINGS	
22-080	4919 000 002 15500	January 20, 2025	Plan 315 Lot 30 PT Lot 28	Home Addition	AIR BARRIER	
22-088	4919 000 003 19500	April 23, 2025	Con 13 PT Lot 10	Garage	FOOTINGS	
22-089	4919 000 003 22950	November 2, 2023	Con 14 Lot 4	Home Addition	FINAL FAILED	
22-090	4919 000 003 05300	March 17, 2025	Con 11 Lot 23	Complete Cabin #8	HVAC/RI	
22-091	4919 000 003 19000	February 6, 2025	Con 13 Lot 9	Seasonal Residence	FRAME	
22-097	4919 000 001 42200	December 8, 2023	Con 3 PT Lots 11 and 12	Pre-fab Storage	FINAL FAILED	Engineering required
22-100	4919 000 001 31048	March 17, 2025	Lot 25 PT 12 Plan M445	Garage	BACKFILL	Renewal #20-022
22-101	4919 000 001 31048	March 17, 2025	Lot 25 PT 12 Plan M445	Home Addition	BACKFILL	Renewal #20-021, Tarion #112437
22-103	4919 000 002 28112	March 17, 2025	Con 10 PT Lot 10 42R21218 Part 2	New Home	OCCUPANCY	Renewal #20-017, Tarion #72247
22-104	4919 000 003 19900	March 17, 2025	Con 13 Lot 13	Deck Alterations	REVOKED	Renewal #20-003
22-106	4919 000 002 19400	March 17, 2025	Con 8 Lot 25	Home Addition		Renewal #18-003, 19-046, 20-072, 21-065
22-108	4919 000 001 31018	November 27, 2023	Lot 10 RP42R17996 Part 1 Plan M445	Boathouse	INSUL/VB	Renewal #17-019, 18-043, 19-018, 21-082
22-115	4919 000 001 66110	February 14, 2025	Con 8 Lot 11	Garage	FRAME	Renewal #15-009, #19-013, #21-095
22-117	4919 000 003 19900	March 17, 2025	Con 13 Lot 13	Garage	FINAL FAILED	Renewal #20-073
22-120	4919 000 001 22300	February 5, 2025	Con 2 PT Lot 9	Seasonal Residence	OCCUPANCY	Renewal of #20-068
22-122	4919 000 003 23600	March 17, 2025	Con 14 Lot 8	Garage/Storage Addition	FRAME	Renewal 19-073, #21-102
22-123	4919 000 001 53600	January 10, 2024	Plan M261 Lot 41	Deck Rebuild	FINAL	
22-124	4919 000 002 15550	January 20, 2025	Plan 315 Lot 30 PT Lot 28	Home Renovations	PLUMB/RI	
23-001	4919 000 002 00200	May 13, 2025	Con 6 Lot 2	Home Addition	INSUL/VB	Renewal #17-052, #19-020, #21-094
23-003	4919 000 002 29420	March 17, 2025	Plan 42M632 Lot 10	Pole Barn	INSUL/VB	Renewal #19-023, #21-083
23-006	4919 000 001 31016	May 13, 2025	Lot 9 Plan M444	Seasonal Residence	OCCUPANCY	Renewal #21-003
23-009	4919 000 001 03900	February 26, 2024	Con 1 Lot 4	Foundation Repairs	FINAL FAILED	Renewal #21-029
23-010	4919 000 001 03900	March 1, 2024	Con 1 Lot 4 RP PSR552 Part 4	Seasonal Residence	FINAL	Renewal 16-14, 18-075, 20-041, 21-030
23-014	4919 000 001 63500	April 2, 2024	Con 4 Lot 17 Part 1	New Home	OCCUPANCY	Renewal #21-049, Tarion #107261
23-017	4919 000 001 06520	April 2, 2024	Con 1 Lot 14 RP 42R13566 Part 2	Log Home	OCCUPANCY	Renewal #21-059, Tarion #108021
23-018	4919 000 001 06520	April 2, 2024	Con 1 Lot 14 RP 42R13566 Part 2	Log Garage		Renewal #21-060
23-019	4919 000 001 72900	April 2, 2024	Con 5 Lot 17 Part 5 Plan PSR-1997	Seasonal Residence	FINAL FAILED	Renewal # 21-069
23-021	4919 000 001 32900	April 2, 2024	Con 2 Lot 25 RP 42R10868 Pt 1	Games Building	PLUMB FINAL FAILED	Renewal #19-063, #21-086
23-022	4919 000 002 01500	April 2, 2024	Con 6 Lot 5	Home Alterations/Repairs		Renewal #20-026, #21-087
23-024	4919 000 001 31018	June 23, 2025	Plan M445 Lot 10	New Home	INSUL/VB	Tarion #113080
23-025	4919 000 001 03200	March 25, 2024	Con 1 Pt Lot 4 PCL	Home Addition	CONSTRUCTION STATUS	Renewal #22-013

BUILDING PERMIT REPORT

September 2025

23-029	4919 000 001 77300	April 2, 2024	Con 5 PT Lot 20 Plan PSR-1721	Home Addition	INSUL/VB	
23-030	4919 000 001 09100	May 22, 2025	Con 1 PT Lots 26 and 27	Log Home	SOLID FUEL FIRED APPLIANCES	Tarion #113079
23-031	4919 000 002 01424	April 22, 2024	Plan 42M675 Lot 2	New Home	INSUL/VB	Tarion #113078
23-032	4919 000 002 01424	April 22, 2024	Plan 42M675 Lot 2	Garage	OCCUPANCY	
23-033	4919 000 003 05060	April 2, 2024	Plan 42M662 Lot 6	New Home	OCCUPANCY	Renewal #21-077, Tarion #113077
23-035	4919 000 003 05060	April 2, 2024	Plan 42M662 Lot 6	Marine Storage/Sauna	FINAL FAILED	Renewal #21-079
23-037	4919 000 002 29406	April 2, 2024	Plan 42M632 Lot 4	Seasonal Residence	AIR BARRIER	Renewal #21-085
23-044	4919 000 002 29700	Pending	Con 10 Lot 24	New Foundation/Pre-fab Trailer		Waiting for further documentation
23-049	4919 000 003 17900	April 24, 2025	Con 13 PT Lot 6	Utility Shed	FRAME	Renewal #18-71, #19-074, #22-005
23-053	4919 000 001 20602	April 19, 2024	Plan M451 Lot 2	Deck	FINAL FAILED	
23-055	4919 000 001 60900	April 22, 2024	Con 4 PT Lot 6	Seasonal Residence	OCCUPANCY	
23-060	4919 000 002 13500	May 15, 2024	Plan 315 Lot 48	Pre-Fab Shop Repairs	INSUL/VB	
23-061	4919 000 002 17605	May 6, 2024	Con 8 PT Lot 11 RP	Quonset Hut	BACKFILL	Renewal #18-062, #22-007
23-071	4919 000 001 78200	July 3, 2025	Plan M237 Lot 3 PT Lot 2	Guest Sleeping Cabin	INSUL/VB	
23-073	4919 000 003 21200	May 28, 2024	Con 13 PT Lot 22	New Home	PLUMB/RI	Tarion #114312
23-080	4919 000 002 29400	June 6, 2024	Plan 42M632 Lot 1 PCL 27253	Seasonal Residence	OCCUPANCY	Renewal of #2022-024
23-081	4919 000 002 29400	June 6, 2024	Plan 42M632 Lot 1 PCL 27253	Guest Sleeping Cabin	PLUMB/RI	Renewal of #2022-025
23-082	4919 000 002 29400	June 6, 2024	Plan 42M632 Lot 1 PCL 27253	Garage	FRAME	Renewal of #2022-026
23-085	4919 000 001 59410	August 1, 2024	Con 4 PT Lot 4	New Home	FINAL FAILED	Tarion #30596, Renewal of #16-26, 18-020, 19-002, 22-031
23-086	4919 000 003 12300	August 1, 2024	Con 12 PT Lot 19	Home Repairs/Addition	INSUL/VB	Renewal of #15-51 & 17-59, 19-036, 22-032
23-087	4919 000 003 05215	August 1, 2024	Con 11 PT Lot 22	Dormer/Roof (Home)	OCCUPANCY	Renewal of #17-21, 19-055, 22-033
23-088	4919 000 001 79800	August 1, 2024	Lot 21 Con 5 Pt 10	Shed	FINAL FAILED	Renewal of #12-03, 15-54, 19-057, 22-034
23-090	4919 000 003 23905	August 1, 2024	Con 14 PT Lot 11	Pre-fab Commercial Manufacturing Business	PLUMB/RI	
23-091	4919 000 001 25200	August 1, 2024	Lot 20 Plan M91	Convert Garage to Living	FRAME	Renewal of #19-077, 22-036
23-096	4919 000 001 30265	July 8, 2024	Con 2 PT Lot 15	New Home	FRAME	Tarion #116920
23-105	4919 000 001 73400	July 30, 2024	Con 5 PT Lot 17	Home Addition	INSUL/VB	Renewal of #2022-040
23-108	4919 000 001 09400	July 22, 2024	Con 1 PT Lot 27	Garage/Shop	INSUL/VB	
23-111	4919 000 002 29404	July 16, 2024	Plan 42M632 Lot 3	Seasonal Residence	OCCUPANCY	Renewal of #2022-050
23-113	4919 000 003 00300	May 13, 2025	Con 11 Lot 2	Hay Storage	FRAME FAILED	
23-118	4919 000 001 44500	February 6, 2025	Plan M101 Lot 7	Shed	CONSTRUCTION STATUS	
23-119	4919 000 001 44500	February 6, 2025	Plan M101 Lot 7	Deck	CONSTRUCTION STATUS	
23-121	4919 000 003 25610	September 6, 2024	Con 14 PT Lot 26	New Home	INSUL/VB	Tarion #114708
23-122	4919 000 001 50000	August 7, 2025	Plan 270 PT Lot 23	Seasonal Residence	OCCUPANCY FAILED	Renewal of #20-091, #22-064, Tarion #85096
23-123	4919 000 003 22100	September 11, 2024	Con 13 PT Lot 25	Seasonal Residence Repairs	FRAME	
23-132	4919 000 001 17600	May 13, 2025	Con 2 PT Lot 7	Restoration Repairs		

BUILDING PERMIT REPORT

September 2025

23-133	4919 000 003 26500	May 13, 2025	Con 14 PT Lot 28	Seasonal Residence	CONSTRUCTION STATUS	
23-139	4919 000 002 29700	Pending	Con 10 Lot 24	Shipping Container (A)		In issuance of #23-044
23-140	4919 000 002 29700	Pending	Con 10 Lot 24	Shipping Container (B)		In issuance of #23-044
23-143	4919 000 001 73602	September 18, 2023	Con 5 PT Lot 18 PCL 4285	Living Room Addition	SOLID FUEL FIRED APPLIANCES	
23-146	4919 000 001 04607	July 4, 2025	Con 1 PT Lot 7 RP 42R4726	New Home	OCCUPANCY	Tarion #115479
23-147	4919 000 001 04607	July 4, 2025	Con 1 PT Lot 7 RP 42R4726	Garage	OCCUPANCY	
23-149	4919 000 002 02720	July 7, 2025	Con 6 PT Lot 7 RP 42R10544	Seasonal Residence	INSUL/VB FAILED	
23-151	4919 000 001 18700	May 13, 2025	Plan 185 Lot 5 Plan 42R-3166	Home Repairs/Alterations		
23-153	4919 000 001 04605	October 4, 2023	Con 1 PT Lot 7	Roof Repairs	FRAME FAILED	
23-155	4919 000 001 45200	October 10, 2023	Plan M101 Lot 14	Home Addition	INSUL/VB	
23-156	4919 000 002 10203	October 3, 2023	Con 7 PT Lots 17 and 18	New Home	OCCUPANCY FAILED	Tarion #114451
23-162	4919 000 001 34700	October 24, 2023	Con 3 PT Lot 7 PT PCL 10592	Home Repairs/Alterations	FINAL FAILED	
23-164	4919 000 003 27400	November 28, 2023	Con 14 PT Lot 28 PCL 10338	New Home	OCCUPANCY FAILED	Tarion #115752
23-166	4919 000 003 18904	November 16, 2023	Con 13 PT Lot 8	New Home	SOLID FUEL FIRED APPLIANCES	Tarion #115751
23-168	4919 000 003 30000	November 24, 2023	Plan 199 Lot 16	Home Addition	FRAME FAILED	
24-001	4919 000 001 16600	June 19, 2024	Plan 158 Lot 4 TO 6	Home Addition		
24-002	4919 000 003 05010	January 25, 2024	Plan 42M662 Lot 8	New Home	FRAME	Tarion #116076
24-004	4919 000 003 07650	March 21, 2024	Con 11 PT Lot 32 RP 42R8820	Cottage Addition/Alterations	INSUL/VB	
24-005	4919 000 001 16700	March 13, 2024	Plan 158 Lot 1	Addition/Repairs	INSUL/VB	
24-008	4919 000 001 54000	February 6, 2025	Plan M261 Lot 37	Addition	INSUL/VB	Formerly #2021-027
24-009	4919 000 001 11000	January 24, 2024	Plan 184 PT Lot 11	Deck		
24-014	4919 000 002 31400	May 29, 2024	Con 10 PT Lot 29	New Home	PLUMB/RI	Tarion #116643
24-015	4919 000 001 80700	March 14, 2024	Con 5 PT Lot 21 Plan PSR-1659	New Home	OCCUPANCY	Tarion #116312
24-016	4919 000 003 05050	May 31, 2024	Con 11 PT Lot 22	New Home	INSUL/VB FAILED	Tarion #116644
24-019	4919 000 001 53000	April 2, 2024	Plan M261 Lot 47	Foundation Repairs	FINAL FAILED	
24-020	4919 000 001 78400	April 15, 2024	Plan M237 Lot 5	Deck		
24-021	4919 000 002 18600	May 23, 2024	Con 8 PT Lots 17 and 18	New Home	OCCUPANCY	Tarion #116573
24-022	4919 000 002 03600	May 28, 2024	Con 6 PT Lot 10	Deck	FOOTINGS	
24-024	4919 000 001 34710	November 8, 2024	Con 3 PT Lot 7	Storage	FINAL	
24-027	4919 000 001 28500	July 15, 2024	Con 2 PT Lot 12	Garage	FRAME	
24-029	4919 000 002 15805	June 3, 2024	Plan 315 PT Lots 23 & 24	Garage	FINAL	
24-032	4919 000 002 05216	July 18, 2024	Con 6 PT Lot 21	New Home	FINAL	Tarion #116917
24-036	4919 000 003 04300	June 5, 2024	Con 11 PT Lot 19	Garage	PLUMB/RI FAILED	
24-037	4919 000 003 04300	June 10, 2024	Con 11 PT Lot 19	Interior Renovation	FRAME FAILED	
24-039	4919 000 002 05106	June 21, 2024	Con 6 PT Lot 20	New Home	OCCUPANCY	Tarion #116918
24-042	4919 000 001 29504	July 5, 2024	Con 2 PT Lot 13 RP 42R22111	New Home	OCCUPANCY	Tarion #116919
24-044	4919 000 002 18990	July 18, 2024	Con 8 PT Lot 21	Home Addition	INSUL/VB	

BUILDING PERMIT REPORT

September 2025

24-045	4919 000 003 05300	July 23, 2024	Con 11 PT Lot 23	New Deck	FOOTINGS	
24-046	4919 000 002 04302	July 23, 2024	Con 6 PT Lot 13	Home Renovations	FRAME	
24-047	4919 000 003 05300	July 26, 2024	Con 11 PT Lot 23	Seasonal Residence	FINAL FAILED	
24-048	4919 000 002 05105	August 6, 2024	Con 6 PT Lot 20	New Garage	FINAL	
24-049	4919 000 001 29525	August 13, 2024	Con 2 PT Lot 13 RP 42R13270	New Home	OCCUPANCY FAILED	Tarion #117047
24-050	4919 000 001 08900	September 17, 2024	Con 1 Lot 23 RP 42R13495	New Home	AIR BARRIER	Tarion #117340
24-051	4919 000 001 35300	August 21, 2024	Con 3 PT Lot 9	Storage Shed		
24-052	4919 000 001 08900	September 17, 2024	Con 1 Lot 23 RP 42R13495	New Garage		
24-053	4919 000 002 14000	August 23, 2024	Plan 315 Lot 31	New Garage	INSUL/VB	
24-054	4919 000 002 01423	September 11, 2024	Plan 42M675 Lot 1	New Home	OCCUPANCY	Tarion #117341
24-055	4919 000 003 03000	October 7, 2024	Con 11 PT Lot 8	New Home	FIRE PROTECTION	Tarion #117342
24-056	4919 000 002 06501	October 7, 2024	Con 7 PT Lot 2	Storage Shed	FRAME FAILED	
24-057	4919 000 003 04250	December 11, 2024	Con 11 PT Lots 18 & 19	Seasonal Residence	INSUL/VB	
24-059	4919 000 003 04250	December 11, 2024	Con 11 PT Lots 18 & 19	Garage		
24-060	4919 000 001 21300	November 13, 2024	Con 2 PT Lot 8	Seasonal Residence	SOIL GAS BARRIER	
24-061	4919 000 003 18904	October 15, 2024	Con 13 PT Lot 8	Garage		
24-062	4919 000 002 06600	October 17, 2024	Con 7 PT Lot 3	Addition	FINAL FAILED	
24-063	4919 000 001 65300	October 24, 2024	Con 4 Lot 31	Seasonal Cabin	FINAL FAILED	
24-064	4919 000 002 05102	October 16, 2024	Con 6 PT Lot 20	New Home	OCCUPANCY	Tarion #117353
24-065	4919 000 001 31038	October 25, 2024	Plan M445 Lot 21	Addition	REVISEDPLANS REVIEW	
24-066	4919 000 001 73602	November 5, 2024	Con 5 PT Lot 18 PCL 4285	Addition	INSUL/VB	
24-068	4919 000 002 33400	November 14, 2024	Con 10 PT Lot 30	New Home	HVAC/RI	Tarion #117454
24-069	4919 000 001 73602	November 28, 2024	Con 5 PT Lot 18 PCL 4285	New Garage	FOOTINGS	
24-070	4919 000 002 31100	November 28, 2024	Con 10 PT Lot 29	Renovations/Repairs		
24-071	4919 000 002 31100	November 28, 2024	Con 10 PT Lot 29	Renovations/Repairs		
24-072	4919 000 002 31100	November 28, 2024	Con 10 PT Lot 29	Renovations/Repairs		
24-075	4919 000 001 28700	December 12, 2024	Con 2 PT Lot 12	Seasonal Residence	PLUMB/RI	
24-076	4919 000 002 28600	December 16, 2024	Con 10 PT Lot 14	New Garage	AIR BARRIER	
24-077	4919 000 003 12426	December 17, 2024	Con 12 PT Lot 20	New Home	HVAC/RI	Tarion #117584
24-078	4919 000 001 66200	December 17, 2024	Con 5 PT Lot 5	Addition	AIR BARRIER	

Charlene Watt (Deputy Clerk)

From: JJ Blower <jblower@psdssab.org>
Sent: September 8, 2025 10:20 AM
To: Charlene Watt; Nicky Kunkel - Burk's Falls; Kearney - Nicole Gourlay; Cheryl Marshall - McMurrich Monteith; beth.morton@townshipofperry.ca; Nancy Field (clerk@ryersontownship.ca)
Subject: RE: DSSAB Board Vacancy – Area 4 Representation

Good morning,

Please be advised that we are now in receipt of Resolutions from all 6 municipalities appointing Councillor Sean Cotton to the DSSAB Board to represent Area 4, replacing Councillor Ryan Baptiste.

I will be sharing information with Councillor Cotton today, to ensure he has the information he requires.

Thank you all for sending forward your resolutions on this matter.

Regards,

JJ Blower

Communications Officer (She/Her)

District of Parry Sound Social Services Administration Board

1 Beechwood Drive, Parry Sound, Ontario P2A 1J2

Tel: (705) 746-7777 ext. 5264

Fax: (705) 746-7783

E-Mail: jblower@psdssab.org

www.psdssab.org

District of Parry Sound



From: JJ Blower

Sent: August 5, 2025 3:58 PM

To: John Theriault - Armour Township <clerk@armourtownship.ca>; Nicky Kunkel - Burk's Falls <clerk@burksfalls.ca>; Kearney - Nicole Gourlay <nicole.gourlay@townofkearney.ca>; Cheryl Marshall - McMurrich Monteith <clerk@mcmurrichmonteith.com>; beth.morton@townshipofperry.ca; clerk@ryersontownship.ca

Subject: RE: DSSAB Board Vacancy – Area 4 Representation

Good afternoon,

I'm following up on the email I sent on June 16th regarding the vacancy on the DSSAB Board for Area 4. As of today, I have not yet received confirmation of appointment of a new member to jointly represent Area 4.

As noted previously, we are requesting that each municipality forward a copy of their Council's resolution appointing a new representative to jointly represent Area 4 on the DSSAB Board, to fill the vacancy left by the previous member.



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 September 10th, 2025**

5:00 p.m.

Township of Perry Municipal Office & Electronic Video
(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, June 11th, 2025
- 4. Delegations – NIL**
- 5. Almaguin Highlands OPP S/Sgt Detachment Commander Updates and/or Reports**
 - 5.1. 2024 Almaguin Highlands OPP Detachment Annual Report {Res}
 - 5.2. OPP Detachment Board – Detachment Commander Performance Feedback Form {Discussion}
- 6. Board Business**
 - 6.1. Managing Municipal Requests and Correspondence {Discussion}
 - 6.2. Almaguin Highlands OPP Detachment Board Insurance {Update}
 - 6.3. Community Safety and Well Being Plan {Discussion}
- 7. Correspondence and General Information - NIL**
- 8. By-laws – NIL**
- 9. Closed Session – NIL**
- 10. Other Business**
- 11. Adjournment - Next Meeting: Wednesday, October 8th, 2025**

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 2025 09 10



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
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Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

MINUTES
Burk's Falls & District Historical Society
Fell Homes, Burk's Falls
Monday, September 15, 2025

Members Present: Diane Brandt – President
Jarv Osborne – Vice President
Charlene Watt – Deputy Treasurer/Secretary
Nancy Kyte
Nieves Guijarro
Barry Burton

The Members present constituted a quorum.

Call to Order:

The meeting was called to order at 7:10 p.m.
Diane Brandt in the Chair.

Welcome:

Diane welcomed Members. Regrets from Jenny Hall and Peter Hall.

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance and adoption of the August 18, 2025 Meeting Minutes as circulated: **Moved by Jarv Osborne, Seconded by Nancy Kyte. Carried**

Treasurer's Report:

Treasurer's / Financial Report was presented by Jenny Hall. Main bank account balance was \$11,780.97 on August 31, 2025. Expenses for the month of August totalled \$966.50 and included office services (internet/phone), \$510.61 to Diane Brandt, \$363.33 to Armour Township, \$12.67 to Home Hardware and \$17.79 to Clara Nykor. Revenue for August totaled \$309.33 and included donations and sales. **Motion to accept the Treasurer's report and pay the monthly invoices: Moved by Barry Burton, Seconded by Nieves Guijarro. Carried**



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Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

Committee Reports:

Wiseman's Corner Schoolhouse Update:

Members were updated by Diane Brandt on the last month's activity at the schoolhouse. It was a successful summer season. Labour Day Weekend brought in 22 visitors. Nieves offered to assist Diane to clean up the centre's artifacts for the season and to prepare the interior for winterization.

Watt Farm House Update:

Diane Brandt provided a verbal update to Members regarding the heritage centre. Abell Pest Control has been scheduled to perform an exterior cluster fly treatment at the farmhouse and has completed an inspection of all identified areas of concern. Diane noted that the Farm House will be open to visitors by appointment throughout the winter months.

Diane is currently developing a permanent exhibit on the historic fire in Burk's Falls.

Nancy Kyte informed Members that window coverings for the front entrance have been completed. She will coordinate installation once the windows have been cleaned. Members expressed their appreciation to Nancy for creating the blinds for the heritage centre.

Diane also advised that she continues to investigate options and pricing for window tinting.

An invoice from Armour Township for summer staffing is anticipated.

Facilities and Functions Committee:

Barry Burton informed Members that a representative from Napoleon has assessed the red building and will be providing a quote for the installation of a heat pump. It will need to be determined whether the unit will require a separate propane tank. Barry will convene a committee meeting once the necessary information has been received.

There has been no response to date from the Mennonite community regarding the dismantling of the barn; however, it is understood that they are currently in their harvest season.

Membership Committee:

Nieves Guijarro advised Members that a lot of membership forms were handed out at the Fall Fair. It was suggested that the Society explore the development of a "Friends of the Heritage Centre" initiative, as the term "Membership" may imply a higher level of commitment and could be discouraging potential supporters from joining the Historical Society.



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Correspondence:

Members received a thank you card from Krista Trulsen in appreciation of the Society's donation toward the King Charles III Coronation Medal Ceremony held in honour of Betty Caldwell and Lorne Main.

General Business:

2025 Newsletter:

Diane Brandt advised that the 2025 Newsletter was created by summer staff and will be posted to the website.

Halloween:

The following Members volunteered to assist with the Halloween event: Nancy Kyte and her son James, Nieves Guijarro, Diane Brandt, Jarv Osborne, and Charlene Watt. Nancy advised that additional student volunteers may be available, and the Historical Society will ensure that student volunteer forms are on hand so participants can submit their hours toward school community service requirements. Volunteers are asked to arrive at the arena by 5:30 p.m. on October 31, with the event scheduled to run from 6:00 p.m. to 8:00 p.m.

Jarv Osborne has offered to assist with setup at 1:00 p.m. and will bring the kiddie pool for the fishing game. Jarv is not available during the event.

Diane Brandt will purchase 300 bags of chips, and Charlene Watt will contact Valu-Mart to inquire about a possible donation of juice boxes.

Barry Burton will make a \$100 donation on behalf of his business, Burton Lighting Network Limited. Members extended their thanks to Barry for his generous contribution.

Charlene Watt and Nieves Guijarro will be meeting with the Lions Club this week and will provide an update at the October meeting regarding any additional support or details.

New Business:

Almaguin Highlands Chamber of Commerce:

Diane Brandt advised that she received an email from the Almaguin Highland Chamber of Commerce offering to sell the Historical Society the Chamber's member list with over 1,000 contacts. Members were not interested in purchasing the distribution list.



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827 Chetwynd Road
Armour Township
Wiseman's Corner Schoolhouse
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Ryerson Township

New Business: cont'd.

Watts Dam:

Barry Burton proposed that the Historical Society undertake research into the history of Watts Dam. Charlene Watt noted that she had previously received information from the Ministry of Natural Resources and Forestry (MNRF) and will forward the material to Barry for his review. Barry will also reach out to the MNRF to inquire about the possibility of granting Society members access to the site.

Adjournment:

The next meeting will be held on Monday, October 20, 2025 at Fell Homes. There being no further business, **Nancy Kyte moved to adjourn the meeting at 8:11 p.m.**

Recorded by
Charlene Watt, Secretary &
Deputy Treasurer

Approved by
Diane Brandt, President

Tri Council Informal Sub Committee Meeting Notes

Meeting Date: Monday, September 15th @ 1:30

Meeting Location: Armour Township Office

Library Agreement Follow-up and Finalization

The changes to the library agreement as requested by Ryerson have been implemented and the revised version circulated to the Clerks/CAO's. The committee was informed that feedback had been received from the CEO regarding the Library Board not being included in the review of the draft agreement. The Committee agreed that efforts will be made to include the Library Board, where appropriate, in future discussions. The committee discussed the changes that were made to the draft agreement based on the Tri-Council meeting discussions.

Next Steps:

The Committee discussed approaching McMurrich Monteith to discuss more formal partnership in the Library Agreement. The Committee agreed that the existing arrangement is sufficient and that should McMurrich Monteith wish to consider becoming a member, the opportunity could be evaluated at that time.

Funding Formula for Shared Services Agreements

The Committee discussed the percentage-based funding formula concept. The Committee agreed that funding formulas should be evaluated and addressed on a per-agreement basis.

Timeline for Library Build

The Committee discussed the appropriate next steps to prepare for the Library Build Planning Process. The committee discussed establishing a project specific agreement for the Library Build. The establishment of a cost sharing arrangement should be included in the agreement prior to undertaking any expenses related to the project. The committee discussed the inclusion of representatives from the Library Board Building and Fundraising Sub-Committee as an advisor. The Committee is proposing that the interim fire services agreement (related to the new build) be used as a framework for the library build agreement.

Fire Services Agreement

The committee reviewed a draft agreement for Fire Services. The addition of "Committee Meetings" was discussed. Committee members agreed that each Council should review this section and provide their feedback regarding the creation of a fire services committee. Committee

members agreed to bring feedback regarding the creation of a fire services committee via council resolution to the next meeting or as it is available.

The committee was advised of changes to the dispute resolution clauses as well as other minor adjustments.

Next Meeting – Wednesday, October 8th @ 1:30 – Ryerson hosting.

BURK'S FALLS, ARMOUR & RYERSON UNION PUBLIC LIBRARY

September 17th, 2025

1. Call to order (5)

We want to begin by recognizing that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario, and show respect to the neighbouring indigenous communities.

2. Approval of the Meeting Agenda (M)

3. Declaration of any conflicts of interest

4. Approval of consent agenda (M)

a) Minutes – JULY 2025

b) Financial Statement – AUGUST 2025

c) CEO Report – JULY & AUGUST 2025

5. Business arising from the minutes (30 min)

- Library Agreement (date the library was established)
- Communication to library board
- Rental Agreement

6. Committee Reports (15 min)

FINANCE/BUDGET (Ruth, Patty, Joe)

Meeting scheduled – Thursday, October 9th

PERSONNEL (Bob, Bev, Patty)

BUILDING/FUNDRAISING (Joe, Kaiyla, Ruth, Bev, Rod, Tiffany)

POLICY/PLANNING (Ruth, Bev, Vicky, Bob)

Board Assembly Rep – Meeting October 29th, 2025

7. Correspondence and Information Items (15 min)

- Huronia Alarm & Fire Security updates
- Canada Post and InterLibraryLoans update
- Terry Boyle Memorial Award – Megan
- Front desk donation assignation – Building Project

8. New Business (15 min)

- Request to municipalities for a resolution assigning the alternate councillor on the Board
- Theatre Committee invitation and Friends of the Library offer

9. Adjournment (M)

"A Visit Will Get You Thinking"

Burk's Falls, Armour & Ryerson Union Public Library

CEO Report AUGUST 2025

Circulation: (474) items (2229) ephemeral

Website hits: (186)

Interlibrary loans – received: (78) (106) searches
Interlibrary loans – shipped: (38) (46) requests

Wireless Internet: (107)

Libby (eBooks/Audio Books): (577)

Public Computers: (128)

Internet Usage by Township

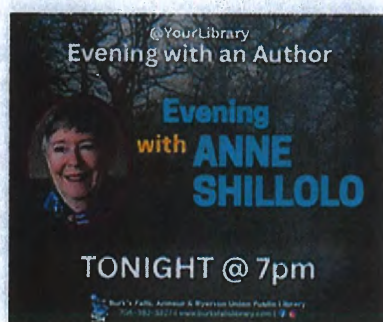
A (25) BF (136) R (17) M/M (11) N/R (14)

Inter-Library Loan Usage by Township

A (14) BF (30) R (2) M/M (4) N/R (-)

Membership:	Burk's Falls	(545) card holders	(265) items borrowed
	Armour	(493)	(122)
	Ryerson	(292)	(83)
	McMurrich/Monteith	(94)	(4)

Library Programs & Events



Burk's Falls, Armour & Ryerson Union Public Library

CEO Report JULY 2025

Circulation: (725) items (2599) ephemeral

Website hits: (309)

Interlibrary loans – received: (80) (115) searches
Interlibrary loans – shipped: (36) (39) requests

Wireless Internet: (69)

Libby (eBooks/Audio Books): (566)

Public Computers: (130)

Internet Usage by Township

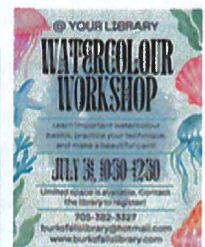
A (26) BF (123) R (13) M/M (3) N/R (16)

Inter-Library Loan Usage by Township

A (23) BF (36) R (3) M/M (7) N/R (-)

<u>Membership:</u>	Burk's Falls	(537) card holders	(297) items borrowed
	Armour	(490)	(215)
	Ryerson	(291)	(113)
	McMurrich/Monteith	(94)	(17)

Library Programs & Events





Director of Economic Development (DoED) Report
September 18, 2025

Core Activity Tracking – (Since last report)

Activity:	Interactions	Description
Business Assistance		
Start Up Files	1	Burk's Falls (1)
Expansion Files	2	Magnetawan (1) - 15 min free consultation, Sundridge (1)
Developer Files	-	
General Support	2	Perry (2)
Brand Ambassador	-	
High Priority	-	
Business Visits	-	
Program Referrals	4	NOHFC (1), TBC (1), Community Futures (2)
Marketing*		
ACED Website Updates		Business directory, Events, Health Hub Webpage
Social Media Posting		7 (ACED) 13 (Explore)
Facebook/Instagram Reach		5,800 (ACED) 8,200 (Explore)
Facebook/Instagram Views		10.4K (ACED) 26,800 (Explore)
Facebook/Instagram Likes/Followers		1825 (ACED) 3838 (Explore)
Website Tracking		
Total Users / Views	2750	
Most viewed pages	449	Screaming Heads
(besides landing page)	220	Events
Communications		
Email Blasts	1	1 (ACED Business Updates)
Organization Meetings	2	AHCC Social, AHHC
Partnership Projects		
Municipal Visits	7	SR, Strong, Joly, M/M, Perry, BF, Sundridge
Member Interactions / Support Requests	1	Burk's Falls request for grant application support
Media Comment Requests		

Current Files & Projects

Project 1A – Business Support

RCIP Update

No updates since last report.

-RESOLUTION x2-

Business Directory Update:

The CMO completed and sent out the finalized business directory list for the Township of McMurrich/Monteith. The list has been shared for their review and feedback. Outreach efforts will continue in the coming weeks to remaining municipalities.

Project 1C – AHCC Partnerships

ACED Staff assisted the Chamber with the recent networking and social event. The event was hosted at the South River Train Station and the former South River Brewery on Monday, September 8th, and saw an attendance of approximately 80 people. In attendance was MPP Graydon Smith and MP Scott Aitchison, the CEO of Ontario Northland, and businesses from around the region. ACED supported the event by sponsoring the food, promoting the event, and connecting the Executive Director with Ontario Northland representatives to facilitate their presentation at the event.

Project 2A – Community Organization Support

The CMO met with the CEO of Perry Township Library to discuss the AVEMP Program and a review of ACED Services. This included assistance with regaining access to an Instagram account, developing a plan to drive traffic to their existing programs and exploring the possibility of incorporating the AVEMP Program into an event being planned for Spring 2026.

A meeting with representatives of Sundridge/Strong Library will be held in the coming weeks.

Project 2B – Regional Recreation & Municipal Support

Village of Burk's Falls Support

The EDO assisted by drafting the Rural Ontario Development (ROD) funding application for the Village of Burk's Falls Strategic Plan. If funding is approved and the project moves forward, ACED is positioned to assist the consultant through the data collection process of the Strategic Plan.

Village of Sundridge Support

The EDO has been working with the Village of Sundridge and a private business to determine the best options for a new development. NOHFC and FedNor have been consulted, and a Staff report has been prepared for Council's consideration.

Project 3B – Transportation

Almaguin Community Transportation Committee

The Committee has been contacted with a poll to determine the date for the next meeting. It will be scheduled for the end of September/beginning of October.

The Return of Passenger Rail Service

The EDO has connected with Christine Puma from Ontario Northland regarding marketing with Ontario Northland. ACED will be hosting a Brand Ambassador event in October, which will give businesses the opportunity to learn more about the marketing opportunities and costs directly from ONR, as well as discussing collaborative opportunities.

The EDO has also connected with Jennifer McCourt from Discovery Routes to discuss collaborative efforts to promote cycling as a means of last-mile transportation for travelers. This project may include aspects of improved signage and cycling infrastructure, re-establishing Ontario by Bike networks, and promoting a bike-share system.

Carpool Almaguin Campaign

The CMO developed a Carpool Almaguin promotional campaign, featuring a Facebook carousel post highlighting local carpool sites and their locations, updated photos. The campaign generated 305 views and with a reach of 187 on Facebook.

Project 4A – Brand Strategy Implementation

Phase 2 – Physical Brand Roll Out

Staff will be requesting that the Township of Armour issue resolutions of support and cost recognition (on behalf of ACED partners) to support the FedNor and Rural Ontario Development applications at their September 23rd, 2025, regular council meeting. Applications will be submitted on September 24th, 2025.

Social Media/Explore Almaguin Website/ Email Marketing/Content

The CMO has developed a Regional Health Hub webpage on the Explore Almaguin website designed to serve as a centralized landing page for residents seeking access to healthcare services within the region. This initiative will be an ongoing collaborative effort alongside the AHHC.

The CMO developed the "Fall Colour Crawl" campaign to promote seasonal tourism in the Almaguin region. This initiative features two articles on the Explore Almaguin website, multiple social media posts and reels, as well as the creation of an interactive online map that highlights scenic spots and local attractions perfect for fall visits. The campaign so far has generated 12,617 organic views and reach of 6990.

Project 4B – Tourism Promotion

Almaguin Summer Star Party

The EDO has been asked by Explorers' Edge to be a guest speaker at the RTO12 Tourism Summit on October 16th regarding the impact of the Almaguin Summer Star Party on the local economy. The EDO will speak to the specifics of the event, the draw from outside the region, and the collaborative efforts between ACED and local businesses.

Project 4C Shop in Almaguin Campaigns

The ACED Team, in collaboration with the Chamber of Commerce, has begun planning the Christmas shop local campaign. Magnetawan Recreation Committee has reached out with a request to collaborate again.

Project 5A – RED Gala

The next RED Gala planning meeting has been scheduled for Tuesday, September 16th at the Women's Own Resource Centre.

Professional Development

The EDO has registered for a public speaking course at McMaster University through a self-guided online program.

ACED Shared Services Agreement, Evolution of Service Delivery, ETC.

ACED Department Information Package 2025

Following the release of the information package at the August 28th, 2025 meeting, all partners are encouraged to speak directly to the package during their upcoming Council meetings and communicate with ACED Staff with any feedback or inclusion requests.

Finalizing the Revised Shared Services Agreement & Funding Formula

The revised ACED Joint Services Agreement has been attached to this report for the Board's review and consideration. Notable changes include:

1. Title change to "Two-Year Interim Joint Services Agreement";
2. An agreement end-date of December 31st, 2027;
3. Revisions to Schedule A – Cost Sharing & Funding to reflect the percent-of-municipal levy model.

ACED Board Members are recommended to review the agreement and provide any final feedback or requests for recommendations.

Next steps:

1. The DoED will circulate the finalized agreement to all Almaguin Municipalities along with the ACED Information Package with a request to consider participating in the 2-year agreement.
 - a. Staff will make themselves available to meet with interested parties.
2. Armour staff will revise the budget and the Joint Services agreement based on any membership changes as decisions are received.

Other considerations

ACED Staff will include the creation of a new 5-year strategic plan within the rationale for becoming an ACED Member. Strategic planning was included in the 2025 ACED Work Plan; however, initial steps were postponed due to the focus on making changes to the service delivery model for ACED.

Another significant point of communication throughout the interim agreement considerations will be the focus of determining a sustainable funding model once the current CIINO contribution expires. A significant point of concern that has been identified by several municipalities is the potential for significant increases in the 2028 budget due to the absence of funding. Several municipal staff contacts have expressed that these significant cost increases will most likely result in their municipalities' withdrawal from ACED.

TWO-YEAR INTERIM JOINT SERVICE AGREEMENT

This Agreement made effective this 1 day of January, 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 SUNDRIDGE

(Hereinafter referred to as "Sundridge")

- and -

THE ALMAGUIN HIGHLANDS CHAMBER OF COMMERCE

(Hereinafter referred to as "the Chamber")

- and -

THE CORPORATION OF THE MUNICIPALITY OF THE VILLAGE OF

BURK'S FALLS

(Hereinafter referred to as "Burk's Falls")

- and -

THE CORPORATION OF THE TOWNSHIP OF STRONG

(Hereinafter referred to as "Strong")

- and -

THE CORPORATION OF THE VILLAGE OF SOUTH RIVER

(Hereinafter referred to as "South River")

- 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, Burk's Falls, Strong, South River, 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

- I. 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

- 2. This Agreement takes effect when approved by all Member Parties and will expire on December 31, 2027.
- 3. This Agreement will be automatically renewed for three (3) years unless one of the Member Parties advises the other Member Parties, in writing, one (1) year in advance of the date of expiry set out in section 2 of this Agreement, that it wishes to withdraw or renegotiate all or part of this Agreement.
- 4. If one of the Member Parties has requested a renegotiation of this Agreement and the renegotiated agreement is not in place at the expiry date of this Agreement as set out in section 2 of this Agreement, this Agreement will remain in place until a new agreement is in force and effect.
- 5. Upon receipt of a notice of withdrawal from another Member Party, a Member Party 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

6. 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.
7. "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

8. The Administering Municipality for the Economic Development Services shall be The Municipal Corporation of the Township of Armour.
9. 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.
10. The Administering Municipality shall not charge any additional fees to the other Member Parties to Administer the Economic Development Services.

BUDGETS AND FINANCIAL REPORTING

11. 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.

12. 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.
13. From the time the annual budget is approved by a majority of the Member Parties, the Administering Municipality, shall provide, every three (3) months thereafter, in writing, a budget to actual report to the ACEDDB.
14. 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.
15. 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

16. The Net Cost of the Economic Development Services shall be shared annually as set out in **Schedule "A"** to this Agreement.
17. 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.
18. 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 which can be applied to future budgets, programs, or as applicant contributions to shared funding agreements.

INSURANCE

19. 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.
20. 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.

21. 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

22. 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

23. 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.
24. The Member Parties shall resolve any disagreement or dispute by a majority vote of the Member Parties.

TERMINATION OF AGREEMENT/WITHDRAWAL

25. 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 give such notice in writing, as provided for in section 3 of this Agreement, to the other Member Parties, accompanied by a resolution indicating such decision to withdraw.
26. 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 provided for in section 3 of this Agreement.

DISSOLUTION

27. 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

28. 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
Email: info@townshipofperry.ca

Township of McMurrich Monteith
Attention: Clerk
3 William Street,
Sprucedale, ON P0A 1Y0

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

Village of Sundridge
Attention: Clerk
110 Main Street, Box 129
Sundridge, ON P0A 1Z0

Fax: 705-685-7901
Email: clerk@mcmurrichmonteith.com

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

Village of Burk's Falls
Attention: Clerk
172 Ontario Street, P.O. Box 160
Burk's Falls, ON P0A 1C0
Fax: 705-382-2273
Email: clerk@burksfalls.ca

Township of Joly
Attention: Clerk
28 Municipal Lane, Box 519
Sundridge, ON P0A 1Z0
Fax: 705-384-0845
Email: clerk.administrator@townshipofjoly.com

Fax: 705-384-
Email: admin@sundridge.ca

Village of South River
Attention: Clerk
63 Marie St, Box 310
South River, ON P0A 1X0
Fax: 705-386-0702
Email: clerk@southriver.ca

Township of Strong
Attention: Clerk
28 Municipal Lane, Box 1120
Sundridge, ON P0A 1Z0
Fax: 705-384-5892
Email: clerk@strongtownship.com

29. 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

30. 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

31. 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

32. 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

33. 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

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

Headings and Wording

35. The inclusion of headings in this Agreement are for convenience of reference only and shall not affect the construction or interpretation of this Agreement.
36. 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.
37. 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.
38. 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.
39. 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.
40. 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 enure to the benefit of the parties and their successors and permitted assigns and heirs.
41. 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.
42. The Schedules attached hereto which form part of this Agreement are as follows:
- Schedule "A" - Costing Sharing
- Schedule "B" - Dissolution of Assets

IN WITNESS WHEREOF the parties hereto have hereunto executed this Agreement, made and effective as of the ____ day of _____, 2019.

**The Corporation of the
Township of Perry**

Reeve or Mayor

Clerk

**The Corporation of the
Village of South River**

Reeve or Mayor

Clerk

**The Almaguin Highlands
Chamber of Commerce**

Reeve or Mayor

Clerk

**The Corporation of the
Municipality of the
Village of Burk's Falls**

Reeve or Mayor

Clerk

**The Corporation of the
Township of Joly**

Reeve or Mayor

Clerk

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

Reeve or Mayor

Clerk

**The Corporation of the
Village of Sundridge**

Reeve or Mayor

Clerk

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

Reeve or Mayor

Clerk

**The Corporation of the
Township of Strong**

Reeve or 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.

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.

ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT (ACED)

MINUTES August 28, 2025

A regular meeting of the ACED Board was held at the Township of Strong Office and virtually on August 28th, 2025 at 6:03 pm.

Present: Chris Nicholson, Township of Joly, Chair
Dan Robertson, Township of Ryerson
Tim Bryson, Township of Strong
Vicky Roeder-Martin, Township of McMurrich/Monteith
Sheri Norman, AHCC Representative
Margaret Ann McPhail, Township of Perry
Luke Preston, Village of Sundridge
Wendy Whitwell, Township of Armour
Chris Hope, Village of Burk's Falls

Regrets: Brenda Scott, Village of South River

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

Guests: Rod Ward, Township of Armour
Sharon Smith, Village of Sundridge
Noel Walker, FedNor
Trista Porter, MND

Call to Order

The meeting was called to order at 6:03 pm.

Minutes

The minutes of the meeting of Thursday, June 26th, 2025 were adopted as presented.

Round table introductions were made.

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) Individual municipal support/projects
 - b) RCIP Program updates
 - c) The return of passenger rail through Ontario Northland
 - d) Signage plan application update
 - e) Updates on the Almaguin Summer Star Party event
 - f) Marketing and Communications updates
3. The ACED Department Information Package 2025 was presented and discussed. It was requested that it be added to following Council Meetings for review. It was also suggested that municipalities add this document under 'Economic Development' on municipal websites. Developing an article series around 'Demystifying Economic Development' was discussed as a focus area in the coming months, sharing stories and examples of economic spin off and impact.
4. Round table discussions regarding the % to levy funding model took place.
5. FedNor Update: Continuing to do assessments. Awaiting the Phase 2 application for The Signage Project. Prosperity and Growth Strategy for Northern Ontario is what helps to guide FedNor Programming. Tariff response will have a focus on the steel and automotive industry.
6. MND Update – Program intakes are status quo.
7. The Board moved into a closed session at 7:23 p.m.
8. The Board moved out of closed session at 7:57 p.m.

Resolutions

1. 2025-22– Moved by Luke Preston; Seconded by Tim Bryson
Be it resolved that the Almaguin Community Economic Development Board approve the June 26th, 2025, meeting minutes, as circulated. Carried
2. 2025 – 23 – Moved by Wendy Whitwell ; Seconded by Vicky Roeder-Martin
Be it resolved that the Almaguin Community Economic Development Board move into a closed session at 7:23 p.m. under the section 239(2) of the municipal act to discuss personal matters about an identifiable individual, including municipal or local board employees. Carried

3. 2025 – 24 – Moved by Wendy Whitwell; Seconded by Tim Bryson
be it resolved that the Almaguin Community Economic Development Board hereby move out of closed session at 7:57 p.m. Carried
4. 2025- 25 – Moved by Tim Bryson Seconded by Sheri Norman
Be it resolved that the Almaguin Community Economic Development Board receives and approves the staff report regarding the transition to a two-staff department. Furthermore, the Board requests that the Township of Armour proceed with administering the transition effective January 1st, 2026. Carried
5. 2025-26 – Moved by Vicky Roeder-Martin, Seconded by: Wendy Whitwell
Be it resolved that the Almaguin Community Economic Development Board support the percent-to-levy contribution concept and recommend that the Township of Armour prepare the 2026 budget using this formula. Carried

Adjournment

6. 2025-27 – Moved by Sheri Norman; Seconded by Wendy Whitwell
Be it resolved that the Almaguin Community Economic Development Board adjourn the August 28th, 2025 ACED meeting at 8:14p.m. Carried

The next meeting will be Thursday, September 18th, 2025, at 6:00 p.m. at the Strong Township Office. If this changes, members will be advised.



RESOLUTION

2025- 260

Be it resolved that the Almaguin Community Economic Development Board

Support the percent-to-levy contribution concept
and recommend that the Township of Amos
prepare the 2026 budget using this formula.

MOVED BY:

Vicki

SECONDED BY:

Wesley

CARRIED:

☒ Yes / No

Comments:

C



RESOLUTION

2025-23 ^{26 cr}

Be it resolved that the Almaguin Community Economic Development Board receives and approves the staff report regarding the transition to a two-staff department. Furthermore, the Board requests that the Township of Armour proceed with administering the transition effective January 1st, 2026.

MOVED BY:

Tim B

SECONDED BY:

SWERNY

CARRIED:

☒ Yes

☐ No

Comments:

CR



September 4, 2025

The Honourable Doug Ford, Premier of Ontario
Premier's Office
Room 281
Main Legislative Building, Queen's Park
Toronto, ON M7A 1A5

The Honourable Paul Calandra, Minister of Education
15th Floor
438 University Avenue
Toronto, ON M7A 2A5

via email: premier@ontario.ca
minister.edu@ontario.ca

RE: Closure of Before and After School Programs

Dear Premier Ford and Minister Calandra,

The Council of the Municipality of Bluewater passed the following resolution at their September 2, 2025 regular meeting:

MOVED: Councillor Harris **SECONDED:** Councillor Whetstone

WHEREAS on August 19, 2025, London Bridge Child Care Services Inc. advised that they will be closing all London Bridge Huron County Before and After School Programs, which affects Bluewater Coast Elementary School, Exeter Elementary School, and Precious Blood Catholic School; and

WHEREAS London Bridge Child Care Services Inc. cites ongoing staffing shortages in Huron County and across the province as the reason for this closure; and

WHEREAS the closure of the London Bridge Before and After School Programs, along with the Preschool Program at Bluewater Coast Elementary School, are creating a significant and immediate challenge for families with young children; and

- RESOLUTION -

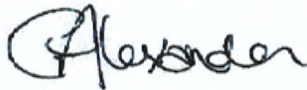
WHEREAS the Council of the Municipality of Bluewater recognizes the importance of before and after school programs which provide a trusted, safe, and consistent environment for children outside of regular school hours – support that many working parents and guardians rely on to balance their jobs and family responsibilities; and

WHEREAS the Avon Maitland District School Board and the Huron-Perth Catholic District School Board do not operate licensed childcare programs, but partner with childcare providers to make use of school spaces where possible;

NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of Bluewater urges the Province of Ontario to immediately implement other service delivery models that are being successfully modeled elsewhere in the province to address the Early Childhood Educator shortage.

AND FURTHER THAT this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Paul Calandra, Minister of Education, and all Ontario Municipalities. **CARRIED.**

Sincerely,

A handwritten signature in black ink, appearing to read "Alexander", with a stylized, cursive script.

Chandra Alexander
Manager of Corporate Services/Clerk

cc: All Ontario Municipalities

Charlene Watt (Deputy Clerk)

From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>
Sent: September 11, 2025 4:16 PM
Subject: REMINDER: Have your say: Consultation on Natural Gas Expansion in Ontario
Attachments: Draft Resolution for FONOM.docx; Template letter of support.docx; Template ERO submission.docx

Good day

Municipalities across Ontario understand the critical link between infrastructure renewal, integrated energy planning, and economic development in supporting community growth and prosperity. This is a pivotal time in the province's energy sector, where municipalities can play a leadership role in shaping the future of natural gas expansion.

The FONOM Executive would like to remind municipalities to participate in the Ontario Ministry of Energy and Mines' consultation on the Future of Community Natural Gas Expansion (ERO 0250923). Your local perspective will help inform a potential Phase 3 of the Natural Gas Expansion Program (NGEP), ensuring that your community's priorities on housing development, economic growth, affordability, and service needs are well represented in Ontario's energy planning decisions.

The consultation is open until **September 22, 2025, at 11:59 p.m.** You can review the posting, register your municipality, and submit your comments at ERO 0250923 – Future of Community Natural Gas Expansion.

To support your submission, we've attached:

- A draft council resolution supporting Phase 3
- A draft letter of support
- A template ERO submission for your consideration

I would be happy to arrange a briefing and provide you with more information on Phase 3 of NGEP. This would be an opportunity to review your community's growth priorities, walk through the consultation process, and answer any questions about preparing a strong submission.

Please don't hesitate to reach out to me if you have any questions or for any support in tailoring your submission.

- RESOLUTION -

Template letter of support

[Insert Municipal Letterhead Here]

[DATE]

Re: ERO 025-0923 – Consultation on the Future of Community Natural Gas Expansion

Dear Ministry of Energy and Mines,

On behalf of the **Federation of Northern Ontario Municipalities (FONOM)**, we welcome the opportunity to contribute to the Ministry of Energy and Mines' consultation on the future of community natural gas expansion. As Ontario continues to grow, reliable, secure, and diversified energy solutions are essential to ensuring overall community prosperity. **FONOM** is committed to advancing local growth while ensuring access to the energy infrastructure needed to meet evolving community needs.

We commend the Ontario government for its leadership in pursuing an integrated energy planning approach that balances reliability, sustainability, and affordability. In doing so, we believe the province is taking meaningful steps to ensure communities have the energy choice and flexibility they need to thrive. Natural gas continues to play a critical role in Ontario's energy system, providing reliable energy to homes, businesses, and industries, supporting housing and employment land development, and helping communities attract investment and enable economic growth. Expanding access to natural gas will equip municipalities with the tools to meet local development targets, and plan, and maintain long-term energy security and resilience.

Investing in Phase 3 of the Natural Gas Expansion Program (NGEP) represents an important opportunity to better align infrastructure planning with local development goals. Where Phase 1 and 2 projects have already been delivered, we have seen first-hand how expanded energy access can help advance municipal priorities, unlock new growth potential, and enhance community resilience. We also encourage the Ministry to consider implementation barriers, including on-the-ground-challenges, timelines, approvals, and infrastructure coordination, to ensure that Phase 3 is delivered efficiently and effectively.

We support a Phase 3 approach that prioritizes community growth, energy reliability, and customer choice, while enabling municipalities to align energy planning with local priorities. We appreciate the Ministry's continued engagement on these important issues and thank you for considering our perspectives as part of this consultation process.

Sincerely,

Name

Mayor



Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON POA 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

www.townshipofperry.ca

September 18, 2025

Re: ERO 025-0923 – Consultation on the Future of Community Natural Gas Expansion

Dear Ministry of Energy and Mines,

On behalf of the Township of Perry, we welcome the opportunity to contribute to the Ministry of Energy and Mines' consultation on the future of community natural gas expansion. As Ontario continues to grow, reliable, secure, and diversified energy solutions are essential to ensuring overall community prosperity. The Township of Perry is committed to advancing local growth while ensuring access to the energy infrastructure needed to meet evolving community needs.

We commend the Ontario government for its leadership in pursuing an integrated energy planning approach that balances reliability, sustainability, and affordability. In doing so, we believe the province is taking meaningful steps to ensure communities have the energy choice and flexibility they need to thrive. Natural gas continues to play a critical role in Ontario's energy system, providing reliable energy to homes, businesses, and industries, supporting housing and employment land development, and helping communities attract investment and enable economic growth. Expanding access to natural gas will equip municipalities with the tools to meet local development targets, and plan, and maintain long-term energy security and resilience.

Investing in Phase 3 of the Natural Gas Expansion Program (NGEP) represents an important opportunity to better align infrastructure planning with local development goals. Where Phase 1 and 2 projects have already been delivered, we have seen first-hand how expanded energy access can help advance municipal priorities, unlock new growth potential, and enhance community resilience. We also encourage the Ministry to consider implementation barriers, including on-the-ground-challenges, timelines, approvals, and infrastructure coordination, to ensure that Phase 3 is delivered efficiently and effectively.

We support a Phase 3 approach that prioritizes community growth, energy reliability, and customer choice, while enabling municipalities to align energy planning with local priorities. We appreciate the Ministry's continued engagement on these important issues and thank you for considering our perspectives as part of this consultation process.

Sincerely,

Norm Hofstetter
Mayor





**The Corporation of the
Township of Perry**

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

Date: September 17, 2025

Resolution No.: 2025-

Moved By: Joe Lumley Seconded By: Paul Sowrey

Whereas the Province has posted ERO 0250923, Consultation on the Future of Community Natural Gas Expansion, seeking feedback from municipalities, Indigenous communities and other stakeholders on how Phase Three (3) could best support access to natural gas for community development.

And whereas expanding access to natural gas is identified as a tool to support affordability and economic growth in Ontario communities, with Phases One (1) and Two (2) estimated to enable connections for approximately 17,000 buildings across 59 communities, and 16 projects completed to date.

And whereas The Township of Perry is working toward its housing and employment land goals that contribute to Ontario's broader objective to build at least 1.5 million homes by 2031 and recognizes that timely servicing solutions (including natural gas where appropriate) can help enable these targets.

And whereas Ontario's energy future relies on a balance of affordability, reliability, and sustainability by leveraging a mix of energy solutions—including natural gas, electricity, and emerging energy technologies, to meet growing community needs. And whereas natural gas continues to play a critical role in supporting energy affordability, economic competitiveness, and enabling housing and employment growth across the province.

Therefore be it resolved that the Council of the Corporation of the Township of Perry hereby;

1. Supports the Ministry's consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorses access to natural gas as an option to other energy solutions to advance the Township of Perry's housing, employment lands, and economic development objectives.

2. Directs staff to submit comments to ERO 0250923 reflecting the Township of Perry's priorities, including: priority application types, alignment with Official Plan/Secondary Plans, sites and corridors where gas access would enable development (housing/employment lands), any Phase 1 and 2 learnings (if applicable) and practical barriers (e.g., timing, permitting, costs, land access).

3. Forwards this resolution to Graydon Smith Parry Sound-Muskoka MPP, the Minister of Energy and Mines, the Ontario Energy Board, AMO, and neighbouring municipalities.

Carried: ✓

Defeated:


Norm Hofstetter, Mayor

RECORDED VOTE		
Council	For	Against
Councillors Jim Cushman		
Joe Lumley		
Margaret Ann MacPhail		
Paul Sowrey		
Mayor Norm Hofstetter		

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE



Committee of the Whole

Agenda Number: 3.2.3.
Resolution Number 2025-214
Title: Report to Council - Natural Gas Expansion - Project Cancellation
Date: September 3, 2025

Moved by: Councillor Laframboise
Seconded by: Councillor Lachance

WHEREAS the Municipality of St.-Charles benefited from the Natural Gas Expansion Program Phase 2 expansion funding announced on June 9, 2021;

AND WHEREAS on August 13, 2025, the Municipality of St.-Charles was notified that the expansion project was cancelled due to mounting costs associated with inflation and difficult terrain;

AND WHEREAS Northern Ontario is on the cusp of substantial growth largely related to accessing critical minerals that will drive expansion in the mining sector;

AND WHEREAS with this economic expansion comes the need to support growth in traditional sectors such as farming, healthcare, forestry, and education;

AND WHEREAS employment growth will create increased demand for new housing developments to ensure that workers have a place to live, work, and play, all of which are closely tied to accessing natural gas as an affordable energy source and essential infrastructure for future residential, commercial, and industrial development;

AND WHEREAS current energy challenges force developers to explore alternatives such as oil and propane, which, while serving as temporary solutions, come with high costs and raise environmental concerns;

AND WHEREAS there is an urgent need for investment in sustainable energy solutions that are affordable, reliable, and environmentally responsible to support both current and future development;

AND WHEREAS natural gas is recognized as a clean, economical, and domestically sourced energy option that will lower energy costs for residents, farms, and businesses, while also enhancing opportunities for northern communities to grow by attracting new housing developments and commercial investment;

AND WHEREAS natural gas serves as a critical transition fuel that reduces reliance on higher-emission sources such as oil and propane, while enabling time and capacity for future investments in renewable and low-carbon energy;

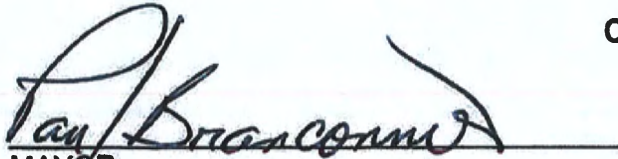
BE IT THEREFORE RESOLVED that Council for the Corporation of the Municipality of St.-Charles respectfully requests the Government of Ontario to support and approve the expansion of natural gas infrastructure to rural municipalities such as St.-Charles by undertaking a review of the Ontario Energy Board's Profitability Index model to incorporate a Northern Cost Adjustment that fairly accounts for the higher costs of construction in Northern Ontario caused by terrain challenges such as bedrock and wetlands, as well as the realities of distance, climate, and lower population density, to ensure that rural and northern communities are not disadvantaged in accessing natural gas infrastructure;

-RESOLUTION-

AND BE IT FURTHER RESOLVED that the Municipality of St.-Charles requests the Province to embed northern natural gas expansion as a priority in Ontario's Integrated Energy Plan and regional economic growth strategies;

AND BE IT FURTHER RESOLVED that this Resolution be forwarded to FONOM, ROMA, AMO and all northern municipalities to build collective support for equitable natural gas expansion in Northern Ontario.

CARRIED


MAYOR



September 2, 2025

Dear Local Member of Provincial Parliament

Subject: Feedback on Proposed Amendments to the Resource Recovery & Circular Economy Act

On behalf of the Bluewater Recycling Association and our member municipalities, I am writing to provide feedback on the proposed amendments to the *Resource Recovery & Circular Economy Act* (RRCEA), particularly regarding maintaining collection services for small businesses and other non-eligible sources.

We recognize that with these proposed amendments, the government is seeking to address the cost pressures producers have raised, as well as some concerns small businesses have expressed towards the continuation of recycling services. While we appreciate these efforts, we feel the current proposal does not fully reflect the realities faced by municipalities, service providers, and the small businesses and residents who rely on these programs.

Our mission remains to deliver cost-effective and sustainable waste management solutions that support the public good. We remain committed to helping build a competitive, efficient, and innovative recycling system that benefits all Ontarians. To that end, we respectfully urge the government to consider the following points:

Maintaining Service for Small Businesses and Community Facilities

We strongly believe it is essential to maintain collection for small businesses and community facilities to ensure continuity of service without undue cost increases. There must be a balance between fair market procurement practices and minimizing disruption for service contracts already in place. The grandfathering of existing services—particularly in rural areas—should be considered.

Municipalities like ours have already expanded recycling service beyond traditional “main street” business areas. Excluding these customers now risks fragmenting the system, creating confusion, increasing municipal costs, and potentially sending more recyclable material to landfill. We recommend that all currently serviced, non-eligible properties remain in the system until an integrated alternative is available.

Specific Concerns with the Current Circular Material Proposal

In addition to the general issues above, I want to share candid feedback on several aspects of the draft proposal provided by Circular Materials:

- **2% ICI Limit:** The proposed cap of 2% ICI stops per route does not align with what we see in practice. Most municipalities currently serve between 3–8% ICI stops. A 2% cap appears arbitrary and would cut out the majority of existing stops. This restriction risks destabilizing service in many communities.
- **Downtown Core Apartments:** Clarification is needed on how recycling will be managed for apartments located above commercial units. Today, these residents often share a front-end bin with the business below. Under the new rules, co-collection requires a 95-gallon cart, which presents challenges:
 - These bins are located on commercial property, and if businesses are excluded, they may request removal.

- Apartments generally cannot use wheelie bins due to lack of storage and lack of space for placement on collection day.
This gap in the proposal will leave many downtown residents without a viable recycling option.
- **Quantity of Material:** Restricting ICI generators to a single 95-gallon cart is too limiting, particularly given the expanded Blue Box program starting in 2026. At a minimum, increasing the limit to two carts would provide small businesses with a reasonable solution to manage their recyclables.

Closing Comments

While we recognize and value the work that has gone into these proposals, the framework as presented feels incomplete and impractical in several respects. The issues raised by municipalities and service providers during consultations highlight the need for a more balanced approach—one that safeguards service for small businesses, community facilities, and rural Ontarians, while ensuring the long-term success of Ontario's EPR system.

We would welcome the opportunity to meet with you to further discuss these issues and to work together on solutions that meet the needs of both producers and communities.

Thank you for your attention to this matter and for your continued support of the waste diversion and recycling goals that benefit all Ontarians.

Sincerely,



Michelle Courtney
President & CEO
Bluewater Recycling Association

NEWS RELEASE

Ontario Launching New Abdominal Aortic Aneurysm Screening Program

First program of its kind in Canada will promote life-saving early detection and prevention of potentially deadly ruptures

September 09, 2025

[Health](#)

TORONTO — The Ontario government is taking action to protect more people against life-threatening abdominal aortic aneurysms, which often have no symptoms and may go undetected until rupture, by launching a new screening program. The Ontario Abdominal Aortic Aneurysm Screening Program (OAAASP) is the first of its kind in Canada and will help save lives by promoting early detection and prevention of ruptures.

“Abdominal aortic aneurysms affect 20,000 people across the country each year, and we know early detection and prevention of aortic ruptures will save lives,” said Sylvia Jones, Deputy Premier and Minister of Health. “Our government is proud to take this historic step by launching the first Abdominal Aortic Aneurysm Screening Program in Canada, connecting more Ontarians to the care they need, where and when they need it.”

The government’s new screening program will help more people with early diagnosis and timely treatment for abdominal aortic aneurysms, reducing the risk of sudden death and the need for emergency surgeries. An abdominal ultrasound is safe, free, only takes a few minutes and requires no preparation in advance. All people aged 65 and older are encouraged to get checked for abdominal aortic aneurysm, as they are at the greatest risk of experiencing one.

Starting today, Ontarians turning 65 will start receiving a screening letter in the mail from Ontario Health, encouraging them to discuss obtaining a requisition for an abdominal ultrasound screening test from their primary care provider. By the spring of 2026, the Ontario Aortic Abdominal Aneurysm Screening Program eligibility criteria will be expanded to include seniors aged 65 to 80, with plans also underway for eligible patients to have the option to self-refer directly to ultrasound labs for their abdominal screening.

As part of [Your Health: A Plan for Connected and Convenient Care](#), the Ontario government is connecting more people to the services they need, when they need them. This includes ensuring communities have the tools they need to diagnose and treat illnesses earlier and keep people healthier.

Quick Facts

- An abdominal aortic aneurysm is a bulge in the wall of the aorta in the abdomen. Over time, the aneurysm can grow and could eventually burst. A burst in an aneurysm is a medical emergency because it causes serious internal bleeding and can be life-threatening.
 - People aged 65 or older who have not been offered an abdominal ultrasound can ask their physician or nurse practitioner for one. If you do not have a physician or nurse practitioner, you can find one through Health Care Connect by calling 1-888-579-6707 or by visiting the [Health Care Connect](#) website.
 - As part of [2025 Ontario Budget: A Plan to Protect Ontario](#), the province is investing up to \$280 million over two years to support the expansion of [Integrated Community Health Service Centres](#). This funding is in addition to the \$275 million over the last three years, including \$50 million in 2025–26, which was provided to hospitals to address surgical waitlists.
 - The province is continuing to grow the health-care workforce, adding a historic number of new nurses and laboratory technologists through the [Ontario Learn and Stay Grant, As of Right rules](#) and the 700 additional education seats for medical radiation and imaging technologists, medical laboratory technologists, medical lab technicians and medical radiation extenders.
-

Quotes

"I know from experience how important this program is going to be for Ontarians. I cannot overstate the importance of having everyone know that this quick and painless ultrasound can detect a possible silent, life-threatening aneurysm and help people get timely, effective and proactive care."

- Vinicio Miccoli
Aortic aneurysm rupture survivor

NEWS RELEASE

Ontario Investing in Local Infrastructure to Support Small, Rural and Northern Communities

Province's \$400 million investment will keep workers on the job and promote economic growth

September 16, 2025

[Infrastructure](#)

GRASSIE — The Ontario government is investing \$400 million to help renew and rehabilitate critical infrastructure in small, rural and Northern communities. The funding is being delivered through the 2026 [Ontario Community Infrastructure Fund \(OCIF\)](#) as part of the government's more than \$200 billion capital plan to protect Ontario by investing in key public infrastructure that will keep workers on the job and strengthen the economy in the face of tariffs and economic uncertainty.

In 2026, 423 small, rural and Northern communities will receive funding for critical infrastructure projects, such as roads, bridges, water and wastewater systems. The minimum grant for municipalities has been raised to \$125,000, an increase of \$25,000 over last year. Funding allocations are based on a [formula](#) that accounts for the different needs and economic conditions of each community.

"Small, rural and Northern communities are essential to the growth and prosperity of Ontario," said Kinga Surma, Minister of Infrastructure. "That is why we're increasing the Ontario Community Infrastructure Fund's minimum grant amount to provide predictability and stability for these communities and ensure they have the resources they need to thrive. With our record investments across all infrastructure programs, we're driving an unprecedented wave of construction—highways, transit, hospitals, schools, and more—to make communities stronger, keep workers on the job, and drive economic growth for generations to come."

The OCIF supports the renewal and rehabilitation of critical infrastructure, such as roads, bridges, water and wastewater systems. Eligible communities include municipalities with populations under 100,000, rural and northern municipalities, and Local Services Boards that own water or wastewater systems.

Quick Facts

- Since 2018, the government has provided \$2.8 billion through OCIF to support small, rural and northern municipalities.
- Additionally, the province is investing \$4 billion in the [Municipal Housing Infrastructure Program \(MHIP\)](#) for core infrastructure projects in growing and developing communities. This investment will help unlock even more homes in addition to the approximately 800,000 that have been unlocked with the previously announced pipeline of projects.

Quotes

"Critical infrastructure is essential for safe and strong rural communities across Ontario. With this investment, our government is ensuring hundreds of small, rural and northern communities have the funds to build and maintain the local infrastructure they rely on to protect and support vibrant rural communities and well-paying jobs."

- Lisa Thompson
Minister of Rural Affairs

"This critical provincial investment will help strengthen local municipalities in my riding of Niagara West. Through the Ontario Community Infrastructure Fund, our government is delivering on its promise to protect small towns and rural Ontario by accelerating infrastructure renewal, driving local economic growth and creating good-paying jobs where they are needed most. With these investments, Ontario is doubling down on its support for local communities - this includes a record \$20 million through the Ontario Community Infrastructure Fund and \$94 million through the Municipal Housing Infrastructure Program for Niagara."

- Sam Oosterhoff
MPP for Niagara West

NEWS RELEASE

Ontario Investing More Than \$746,000 to Train and Protect Firefighters

Skills Development Fund investment will provide life-saving survival training to firefighters

September 15, 2025

[Labour, Immigration, Training and Skills Development](#)

AURORA — The Ontario government is investing over \$746,000 through the [Skills Development Fund \(SDF\)](#) Training Stream to help the Ontario Professional Fire Fighters Association (OPFFA) deliver critical survival training to firefighters across the province. This investment will help ensure Ontario's frontline heroes are equipped with the skills and tools they need to keep communities, and themselves, safe.

"Our government will always stand shoulder to shoulder with the brave men and women who have our backs when we need it the most," said David Piccini, Minister of Labour, Immigration, Training and Skills Development. "By investing in advanced survival training, we're protecting our firefighting heroes by providing them the skills they need to stay safe in the most dangerous scenarios."

The Fire Ground Survival Train-the-Trainer program, developed by the International Association of Fire Fighters, is the most comprehensive survival and MAYDAY prevention training available in the fire service. Training, supported by this SDF investment, will take place in Toronto in October 2025 and in North Bay in Winter 2026. Leveraging a "train the trainer" model, participants will be certified to take the knowledge back to their colleagues, maximizing the training impact Ontario-wide.

The SDF funding will also be used to purchase a tow vehicle and a second training trailer dedicated to northern fire services, ensuring firefighters in remote and rural communities can access training.

Since its launch in 2021, Ontario has invested \$1.5 billion through the SDF Training Stream and Capital Stream to help train more than one million workers for in-demand careers and good-paying jobs. As announced in the [2025 Budget: A Plan to](#)

[Protect Ontario](#), the government is investing \$1 billion more through the Skills Development Fund over the next three years, bringing the total to \$2.5 billion, to support key industrial sectors and help train even more workers.

Quick Facts

- Firefighters are more likely than average to experience health problems because of hazardous occupational exposures. In Canada, there are 50 to 60 firefighter fatalities of cancer every year and half of those are from Ontario.
 - Ontario's *Working for Workers* acts have improved cancer coverage for firefighters, investigators and volunteers by removing the age limit for [colorectal cancer](#) claims and reducing the required service time for [kidney cancer coverage](#) from 20 to 10 years — the shortest in Canada.
 - There are over 33,000 firefighters in Ontario, including over 12,500 full-time firefighters, about 20,000 volunteer firefighters and almost 400 part-time firefighters.
 - On July 29, the Ontario government launched a [new call for project proposals](#) for the SDF Training Stream totaling \$260 million. Interested organizations can visit the [SDF Training Stream website](#) and have until October 1st to apply.
 - The SDF Training Stream rounds 1 to 5 are supported through labour market transfer agreements between the Government of Canada and the Government of Ontario. SDF Training Round 6 is supported exclusively by the Government of Ontario.
-

Quotes

"The Ontario Professional Fire Fighters Association is proud to stand with Minister Piccini and the Ontario government in delivering this vital Skills Development Fund project. The Fire Ground Survival program equips the men and women who protect our province with the lifesaving training they need to keep communities safe. It is critical that firefighters across our province have continued access to the tools, training and equipment necessary to protect our communities."

- Greg Horton,
President of the Ontario Professional Fire Fighters Association (OPFFA)

Charlene Watt (Deputy Clerk)

From: AMO Policy <policy@amo.on.ca>
Sent: September 15, 2025 12:09 PM
To: Charlene Watt
Subject: AMO Policy Update – Federal Government Launches Build Canada Homes



AMO Policy Update – Federal Government Launches Build Canada Homes

Top Insights

- Yesterday, AMO's President and Executive Director were invited to Ottawa for the launch of **Build Canada Homes**. Ontario municipalities are ready to work with the province and federal government to transform the housing landscape and increase affordable, supportive and transitional housing in Ontario.

Federal Government Launch of Build Canada Homes

AMO welcomes the Government of Canada's [announcement](#) launching [Build Canada Homes](#), a new Special Operating Agency within Housing, Infrastructure and Communities Canada (HICC). AMO's President Robin Jones and Executive Director Lindsay Jones attended the announcement with Prime Minister Carney and Minister Robertson (Housing and Infrastructure of Canada).

Responsive to AMO's market sounding guide [submission](#), Build Canada Homes (BCH) will focus primarily on non-market housing, supporting a mix of income needs as part of a national effort to double housing construction, restore affordability, and reduce homelessness. BCH aligns with AMO's recommendations about Ontario's municipal priorities:

- The agency will work with municipalities, provinces, territories and Indigenous Communities to fight homelessness by building supportive and transitional housing with an investment of \$1 billion and will seek to pair these federal investments with employment and health care supports in provinces and territories.
- A new acquisition program to protect existing affordable rental housing, the \$1.5 billion Canada Rental Protection Fund, will help the community housing sector in acquiring at-risk apartment buildings to ensure their affordability over the long term.
- BCH will also work with the private sector to deploy modern methods of construction to create a new Canadian housing industry using Canadian materials. Prioritization initially will be placed on creating 4000 factory-built units in six select Canadian cities, including Toronto and Ottawa, with additional capacity of up to 45,000 units across the portfolio.

BCH will be headed by Ana Bailão as the agency's Chief Executive Officer. As a former Toronto City Councillor and chair of Toronto Community Housing, Ana will bring her knowledge of housing in Ontario to the leadership position.

AMO will work with both the federal and provincial governments to ensure the conditions for BCH's success in Ontario given our unique municipal responsibility for community housing and homelessness prevention services. This will include working with the Ontario government to match federal capital dollars with provincial operating funding for the necessary wrap around supports for supportive housing. AMO looks forward to working with the federal government on the potential expansion of the initiative to create new factory-built units on federal lands in more Ontario communities – large urban, small urban, rural, northern and southern.

The federal government will announce additional measures in Budget 2025 to lower costs for builders and to catalyze private capital in homebuilding. AMO asks the federal government to avoid imposing new development charge (DC) exemptions or discounts. DCs have been a key funding source for municipal capital investments for decades. Reductions will be counterproductive unless DCs are fully replaced with another equally predictable and stable revenue source.

An online version of this Policy Update is also available on the [AMO Website](#).

NEWS RELEASE

Ontario Taking Next Steps to Improve Health-Care Access

Proposed changes would expand scopes of practice for a range of health-care professionals

September 17, 2025

[Health](#)

TORONTO – To protect Ontario’s health-care system by providing more connected and convenient care to people around the province, the government is consulting to expand the scopes of practice for a wide range of regulated health professionals, including optometrists, psychologists and physiotherapists. This expansion would improve access to timely care, reduce pressure on the health-care system and allow more providers to work to the full extent of their training and expertise.

“Across our province, qualified health-care professionals are ready to contribute more to their communities, ensuring doctors’ offices and emergency departments are available for those who truly need them,” said Sylvia Jones, Deputy Premier and Minister of Health. “By working to expand scopes of practice for additional professions, we are building on our progress to make it faster and easier for families to access the care they need, when and where they need it.”

The government is currently consulting with partners on proposed changes that could:

- Grant optometrists authority to perform minor surgical procedures in the office under local anesthesia, use laser therapy to manage cataracts and glaucoma, order diagnostic tests and independently treat open-angle glaucoma without having to refer patients to a physician
- Grant psychologists with specialized training and education in psychopharmacology authority to prescribe certain medications, such as antidepressants, for the management and treatment of mental health conditions and addictions, as well as order and interpret select diagnostic tests such as urinalysis and blood work
- Grant several regulated health professionals the authority to order and perform certain diagnostic imaging procedures, such as x-rays, MRIs and CTs, including

dental hygienists, denturists, speech-language pathologists, physiotherapists, chiropractors and chiropodists, which would further improve access to care

In addition, the government provided direction to the Ontario College of Pharmacists to develop regulatory changes that would further expand pharmacists' scope of practice, enabling pharmacists to assess and prescribe for an additional [14 ailments](#):

- Acute pharyngitis (sore throat)
- Calluses and corns
- Headache (mild)
- Herpes zoster (shingles)
- Minor sleep disorders
- Onychomycosis (fungal nail infections)
- Otitis externa (swimmers' ear)
- Pediculosis (head lice)
- Rhinitis – viral (nasal congestion)
- Seborrheic dermatitis (dandruff)
- Tinea corporis (ringworm)
- Tinea cruris (jock itch)
- Verrucae (vulgaris, plantar) (warts)
- Xerophthalmia (dry eye)

If approved, pharmacists would also be able to administer additional publicly funded vaccines (including RSV, Pertussis, Tetanus, Diphtheria, Pneumococcal, and Shingles), and administer Sublocade® (buprenorphine) for opioid use disorder. Additionally, the Ontario College of Pharmacists will be consulted on the administration of point-of-care tests by pharmacists to support implementation of common ailment prescribing, like strep throat testing. These changes would help alleviate pressures on primary care providers, walk-in clinics and hospital emergency departments, giving them more time to help people with more complex needs.

As part of [Your Health: A Plan for Connected and Convenient Care](#), the government is protecting the health-care system, including making it easier for highly skilled, regulated health-care professionals to work to the full extent of their training and expertise to provide people with more connected and convenient care.

Quick Facts

- Pharmacist assessment of common ailments began in [January 2023](#), with an initial 13 ailments, and was [expanded in October 2023](#) to include six additional

ailments.

- Since the program launched, pharmacists have provided over 1.8 million assessments with nearly 100 per cent of community pharmacies participating in this program.
- Under the proposed changes, pharmacy technicians would also be able to contribute to preventative care in an expanded capacity for vaccines as they have been doing for COVID-19 and influenza.
- Anyone with symptoms should contact their local pharmacy to confirm whether they provide assessment services for certain common ailments before visiting the pharmacy.

Quotes

"The Ontario Pharmacists Association is excited to see the Ontario government's continued efforts to expand pharmacy professionals' scope of practice. Building on the success of the minor ailments program—which has already connected more than one million Ontarians to timely care—the addition of services like strep throat testing will make care even more convenient. Equally important, expanding access to publicly funded vaccines in community pharmacies will reduce barriers and increase vaccination uptake by allowing Ontarians to get the care they need closer to home. Together, these advancements mark a significant step forward in improving access to care and ensuring Ontarians can connect with the care they need, when and where they need it."

- Justin Bates

Chief Executive Officer, Ontario Pharmacists Association

"Today's announcement is an important step toward fully integrating pharmacy into Ontario's health system as a trusted destination for public health and primary care. Expanding pharmacists' ability to prescribe for more minor ailments, order lab and point-of-care tests, and administer additional vaccines will give Ontarians faster, more convenient access to care. As the most accessible health care destination in every community, pharmacies are key to delivering care that strengthens the health system for everyone."

- Sandra Hanna, RPh., LLM, ICD.D

Chief Executive Officer, Neighbourhood Pharmacies

NEWS RELEASE

Province Building and Upgrading More Than 1,000 Ontario Parks Campsites

Largest expansion of Ontario Parks in 50 years will protect and expand province's tourism sector

September 17, 2025

[Environment, Conservation and Parks](#)

PICTON — The Ontario government is investing nearly \$60 million to create more camping opportunities for families and outdoor enthusiasts at some of the province's most popular provincial parks, adding up to 300 new campsites and upgrading 800 campsites with electrical service. As part of the government's plan to protect Ontario, this historic investment will make it easier for more people to camp at world-class Ontario Parks destinations while boosting domestic and international tourism that supports local businesses and jobs.

"This upgrade marks a major milestone for Ontario Parks — the most significant expansion of camping opportunities in 50 years," said Todd McCarthy, Minister of the Environment, Conservation and Parks. "More people than ever before are looking to vacation in Ontario and across Canada to support their local communities. With hundreds of new and upgraded campsites, we're giving more people the opportunity to support local businesses and jobs while camping at Ontario Parks and making memories to last a lifetime."

Through this investment, Ontario Parks will create 300 new campsites and upgrade approximately 800 existing sites with electrical service over the next three years. The addition of new campsites will help meet rising demand for high-quality outdoor experiences in some of Ontario's most scenic and sought-after destinations. As part of this expansion, new campsites will be added at Driftwood, MacGregor Point, Bon Echo and Killarney provincial parks, with more parks to follow.

At the same time, existing campsites at Sandbanks, Arrowhead and Bon Echo provincial parks will be upgraded with electrical service, with additional parks receiving electrified campsites in the future. Sandbanks — one of Ontario's most

popular parks with approximately 750,000 visitors each year — will see up to 73 campsites electrified by summer 2026, enhancing comfort and improving accessibility for a wider range of visitors.

Ontario Parks' phased expansion is prioritizing parks based on project readiness, cost-effectiveness and the ability to deliver high value to park users. A full list of additional parks receiving new or upgraded campsites will be released at a later date. Additional projects will be considered as part of the ministry's long-term strategy to expand access to Ontario Parks.

Quick Facts

- Demand for camping opportunities at Ontario Parks has surged over the past decade, with many parks reaching capacity during peak seasons.
 - As part of the *2024 Ontario Budget: Building a Better Ontario*, the government committed \$59 million over three years to expand camping opportunities and bring electricity to more campsites.
 - This investment represents the largest addition of new campsites at Ontario Parks in 50 years.
 - Established in 1970, Sandbanks Provincial Park is one of the province's most popular natural attractions. It is home to the world's largest baymouth barrier dune formation.
 - Procurement for electrical upgrades at Sandbanks began this summer, with construction scheduled to start later this month. Some of the upgraded sites are expected to be available for booking in summer 2026.
 - Sandbanks Provincial Park offers three expansive sandy beaches, over 12 km of hiking trails and discovery programming to an average of 750,000 visits annually.
 - Since 2018, the province has invested \$76.1 million to make important infrastructure improvements at Ontario Parks.
 - With 12.4 million visits in 2024, Ontario Parks is the largest provider of outdoor recreational opportunities in the province.
 - Park visitors play a key role in Ontario's tourism economy, generating spin-off benefits for nearby communities through local dining, shopping and attractions.
-

NEWS RELEASE

Ontario Government and Ontario Medical Association Reach Agreement To Protect Provincial Health Care

September 18, 2025

[Health](#)

TORONTO — Today, the Ontario government and the Ontario Medical Association (OMA) received an arbitration award for the remaining three years of the 2024-28 Physician Services Agreement (PSA). The agreement increases access to primary care and provides stable funding for staffing across the province, ensuring families can access the care they need, when and where they need it.

Ontario is proud to lead the country with the highest rate of people attached to a primary care provider, the largest health-care workforce and the highest compensation rates for primary care physicians across Canada. To build on this progress, the award includes significant investments to modernize the Family Health Organization (FHO) model to attract and retain more physicians. These investments will also connect more Ontarians to care by incentivizing doctors to take on new patients, supporting the shift of procedures from emergency departments to clinics and strengthening incentives for after-hours care.

In addition to these historic investments in primary care, the OMA and the Ministry of Health have agreed to new funding measures to support in-hospital anesthesia services, support hospital on-call coverage and other initiatives that ensure patients continue to have timely access to hospital and specialist care.

To deliver on its plan to protect the provincial health-care system, the government will continue to work with the OMA to implement the next phase of this agreement which builds on Ontario's historic investments to connect every person to primary care, the largest expansion of medical education in more than a decade, new programs that pay for school and supplies for family doctors and new community surgical and diagnostic centres.

Quick Facts

- The OMA serves as the representative body for Ontario's physicians, advocating for their well-being, as well as the health of their patients.

- In September 2024, the Arbitration Board, issued the Year 1 award which saw investments in physician compensation increase by \$1.7 billion dollars.
- In April 2025, the Arbitration Board issued a mediated arbitration award that increases funding to expand access to physician services across the province, including expanded services in rural and northern Ontario and stable staffing for emergency departments across the province.

Additional Resources

- [Your Health: A Plan for Connected and Convenient Care](#)
- [Roadmap to Wellness](#)

Media Contacts

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Accessibility

Privacy

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NEWS RELEASE

Ontario Supporting Flood Recovery in Strong and Joly Townships

Province helping to protect communities and repair local infrastructure

September 18, 2025

[Municipal Affairs and Housing](#)

Strong, ON — The Ontario government is providing the Township of Strong and Township of Joly with up to \$555,000 to help pay for emergency response costs and critical infrastructure repairs due to flooding that occurred in June 2024. The funding is being delivered through the [Municipal Disaster Recovery Assistance](#) (MDRA) program and is part of the province's plan to protect Ontario with record investments in infrastructure that will help keep workers on the job and keep communities safe.

"Our government is stepping up to support our municipalities facing extensive damage due to unexpected natural disasters," said Graydon Smith, Associate Minister of Municipal Affairs and Housing. "We're pleased to be providing financial support to help the Township of Strong and Township of Joly repair local infrastructure and help keep people safe."

On June 23 and 24, 2024, the Township of Strong and Township of Joly experienced torrential rain. Up to 85 mm of rain fell over a short period of time. The rainfall triggered sudden and unexpected flooding, resulting in road washouts and damage to culverts across both municipalities. Some roads were closed due to safety concerns.

"We're proud to stand with our municipal partners as they recover and rebuild. This funding will help ease the burden on these municipalities and ensure the safety and well-being of residents," said Rob Flack, Minister of Municipal Affairs and Housing. "Ontario's MDRA (Municipal Disaster Recovery Assistance) program helps protect municipalities by helping to pay for extraordinary emergency response costs and damage to essential property or infrastructure that is due to a natural disaster."

Quick Facts

- The Township of Strong will receive up to \$492,000 through the MDRA (Municipal Disaster Recovery Assistance) program.
- The Township of Joly will receive up to \$63,000 through the MDRA (Municipal Disaster Recovery Assistance) program.
- Eligible expenses under the MDRA (Municipal Disaster Recovery Assistance) program may include operating and capital costs that are over and above regular municipal budgets and are directly linked to the disaster.
- A municipality may be eligible for the MDRA (Municipal Disaster Recovery Assistance) program if its disaster-related costs reach a threshold of three per cent of its own-purpose taxation levy.

Quotes

"The flooding in June 2024 created significant challenges for our community, with damaged roads and culverts impacting residents and local services. We are grateful to the Ontario government for its financial support through the MDRA program, which will help Strong rebuild critical infrastructure and ensure the safety of our residents. This funding provides much-needed relief for our municipality as we recover from the impacts of this natural disaster."

- Tim Bryson
Mayor, Township of Strong

"In a township like Joly, even one natural disaster can stretch our resources to the limit. This assistance makes a real difference, not only in repairing the damage from last year's flooding, but also in giving our council and residents peace of mind that we're not alone when challenges like this arise. I want to thank Minister Flack and Associate Minister Smith and the office staff for all that they did. The Township really appreciates it."

- Brian McCabe
Mayor, Township of Joly

Additional Resources

[Preparing for an emergency](#)

[Municipal Disaster Recovery Assistance Guidelines](#)

Charlene Watt (Deputy Clerk)

From: Nancy Field <clerk@ryersontownship.ca>
Sent: September 11, 2025 3:36 PM
To: Denis Duguay; Dave Gray; Charlene Watt (Deputy Clerk)
Subject: RE: Library Shared Agreement -
Attachments: Resolution 124-25 Library .pdf

Hi Everyone,

Our Council did not pass the By-law to sign the Library Agreement. They requested some corrections to be made to the Library Agreement.

The motion was tabled until the corrections are made.

In section 5A the wording should be as follows:

5. DISPUTE RESOLUTION

a. In the event of any dispute arising out of, or in connection with, this agreement, participating municipalities agree to first attempt to resolve the matter through mediation. If mediation fails, the dispute **may (should be changed to shall)** be referred to arbitration in accordance with the rules of the Ontario Arbitration Act.

Thank-you, Merci

Nancy Field,
Clerk/Planning Administrator
Township of Ryerson
clerk@ryersontownship.ca



28 Midlothian Road, Burk's Falls ON, P0A 1C0

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<https://ryersontownship.ca>

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From: Denis Duguay <clerk@burksfalls.ca>
Sent: September 11, 2025 12:40 PM
To: Nancy Field <clerk@ryersontownship.ca>
Subject: Quick question

- RESOLUTION -

Schedule A of By-law #52-2025

LIBRARY AGREEMENT

BETWEEN

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR
THE CORPORATION OF THE TOWNSHIP OF RYERSON
AND THE CORPORATION OF THE MUNICIPALITY OF
THE VILLAGE OF BURK'S FALLS**

WHEREAS the councils of two or more municipalities may make an agreement for the establishment of a union public library, *Public Libraries Act, R.S.O. 1990, c. P. 44* (hereinafter the "Act");

AND WHEREAS a union public library was established under the *Public Libraries Act, 1984, S.O. 1984, c.57* by The Municipal Corporation of the Township of Armour, The Corporation of the Township of Ryerson and The Corporation of the Municipality of the Village of Burk's Falls, effective January 1986 and such union public library was continued under agreement dated March 22nd, 2022 (the 2022 Agreement);

AND WHEREAS the municipal parties wish to terminate, update and replace the 2022 Agreement

NOW THEREFORE, the parties hereto agree as follows:

1. ESTABLISHMENT OF A UNION PUBLIC LIBRARY

- a. The union public library being a corporation known in English as The Burk's Falls, Armour and Ryerson Union Public Library Board (which may be referenced hereinafter as "the Board") is continued and shall be governed by the Act and this Agreement. The aforementioned 2022 Agreement is hereby terminated.
- b. The Burk's Falls, Armour and Ryerson Union Public Library Board shall be composed of nine (9) members as prescribed herein:
 - i. Three (3) Council representatives from union member municipalities
Township of Armour – one (1)
Township of Ryerson – one (1)
Village of Burk's Falls – one (1);
 - ii. Six (6) Community Members
Township of Armour – two (2)
Township of Ryerson – two (2)
Village of Burk's Falls – two (2).
- c. Members shall hold office for a term concurrent with the term of the appointing Council, or until a successor is appointed.
- d. Council and Community Members shall be appointed by their respective Councils.

2. APPOINTMENT OF CHIEF EXECUTIVE OFFICER, SECRETARY AND TREASURER

- a. The Burk's Falls, Armour & Ryerson Union Public Library Board shall appoint a Chief Executive Officer who shall have general supervision over and direction of the operations of the public library and its staff, shall attend all

Board meetings and shall have the other powers and duties that the Board assigns to him or her from time to time.

- b. The Board shall appoint a Secretary who shall;
 - i. Conduct the Board's correspondence; and
 - ii. Keep minutes of every meeting of the Board.
- c. The Board shall appoint a Treasurer who shall;
 - i. Receive and account for all the Board's money;
 - ii. Open an account or accounts in the name of the Board in a chartered bank, trust company or credit union, approved by the Board;
 - iii. Deposit all money received on the Board's behalf to the credit of that account or accounts; and
 - iv. Disburse the money as the Board directs.
- d. The same person may both be the Secretary and the Treasurer, and the Chief Executive Officer appointed under subsection (2) may be the Secretary and the Treasurer.
- e. The Municipal Corporation of the Township of Armour shall be responsible for the provision of bookkeeping services on behalf of the Library Board for a period of one (1) year from the latest date of execution of this agreement. Upon the expiry of the foregoing, the Board shall be responsible for its bookkeeping.

3. COMMUNICATION

- a. The key contacts for the Library Board shall be the Chief Executive Officer (CEO) and the Chair of the Board. The key contact for each municipality shall be the Municipal Clerk.
- b. Formal communications related to governance, budgeting, policy matters, or strategic planning shall be directed in writing between the designated key contacts.
- c. The Library Board shall provide timely notice to the Municipal Clerks of any Board decisions or matters requiring municipal input or approval under the Act. The participating municipalities shall provide timely notice of any Council decisions or matters related to the Library Board or its operations.

4. ESTIMATES

- a. The Board shall submit its proposed annual budget to each Municipal Council by October 1st.
- b. The Board shall submit, with its estimates, a statement as to the proportion of the estimates that is to be charged to each of the municipalities, and if the estimates of the Board are approved or amended and approved by the Councils of the municipalities representing more than one-half of the population of the area for which the Board was established, they are binding on all municipalities.
- c. The estimate proportion for each of the Councils shall be determined annually based on the population of each municipality as a percentage of the total population of the member municipalities. Population shall be based upon the most recent Census Data available from Statistics Canada. The current census data and percentages are as follows:

Union Member	2021 Population	Percentage
Township of Armour	1459	46.16%
Village of Burk's Falls	957	30.27%
Township of Ryerson	745	23.57%

- d. Payment from the municipalities to the Burk's Falls Armour & Ryerson Union Public Library will be made as follows;
 - i. First payment due between January 1st and January 31st equal to one-half the municipal payment of the previous year;
 - ii. Remainder due when the new budget is approved.

5. DISPUTE RESOLUTION

- a. In the event of any dispute arising out of, or in connection with, this agreement, participating municipalities agree to first attempt to resolve the matter through mediation. If mediation fails, the dispute shall be referred to arbitration in accordance with the rules of the Ontario Arbitration Act.
- b. The dispute resolution process must be followed as prescribed in section 5, item a. prior to any participating municipality becoming eligible to withdraw from this agreement.

6. AGREEMENT WITHDRAWAL

- a. Any participating municipalities wishing to withdraw from this agreement must:
 - i. Engage the dispute resolution process prescribed in section 5 of this agreement; and
 - ii. Provide a minimum of 1-year written notice to all other participating municipalities.
- b. Upon the withdrawal, the withdrawing party shall not be entitled to any of the assets or responsible for the future liabilities of the Board.

Remainder of Page Intentionally Blank

7. ENTIRE CONTRACT

- a. In the event of a conflict between any provisions of this Agreement and any provisions of the Act, the provision of the Act prevails.
- b. This Agreement constitutes the entire Agreement between the parties.

IN WITNESS THEREOF THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR HAS HERETO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at Armour, this ____ day of _____, 2025

Rod Ward, Mayor

Charlene Watt, Clerk

IN WITNESS THEREOF THE CORPORATION OF THE TOWNSHIP OF RYERSON HAS HERETO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at Ryerson, this ____ day of _____, 2025

George Sterling, Mayor

Nancy Field, Clerk

IN WITNESS THEREOF THE CORPORATION OF THE MUNICIPALITY OF VILLAGE OF BURK'S FALLS HAS HERETO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at Burk's Falls, this ____ day of _____, 2025

Chris Hope, Mayor

Denis Duguay, Clerk



The Municipality of the
VILLAGE OF BURK'S FALLS

Moved By: Sc Date: Sept 16, 2025
Seconded By: RB Resolution # 2025- 306

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the amended Bylaw 36-2025, being a By-law to enter into a amended library agreement with the Township of Armour and the Township of Ryerson, considered read three times and passed this 16 day of September 2025.

Recorded Vote requested by: _____

Ryan Baptiste	for / opposed
Ashley Brandt	for / opposed
Sean Cotton	for / opposed
Chris Hope	for / opposed
Nancy Kyte	for / opposed

✓ Carried Defeated Deferred

Pecuniary Interest declared by:

Chris Hope
Mayor



TOWNSHIP OF ENNISKILLEN
4465 Rokeby Line
Petrolia, Ontario
N0N 1R0
Phone (519) 882-2490
Fax (519) 882-3335

September 8, 2025

Rod Ward, Mayor
Township of Armour
56 Ontario Street
PO Box 533
Burk's Falls, ON
P0A 1C0

Dear Mayor Ward,

At the Regular Council meeting of September 2, 2025, the Council of the Township of Enniskillen passed the following resolution:

Moved by Deputy Mayor Krall
Seconded by Councillor Williams
That the resolution from the Township of Armour regarding Standardized Governance Models for Family Health Teams be supported.
Carried.

Yours truly,

Christine Poland
Clerk





CORPORATION OF THE TOWNSHIP OF RYERSON

Date: September 9, 2025

Resolution Number: R- 125 - 25

Moved by: Councillor Robertson

Seconded by: Councillor Miller

Be it resolved that Ryerson Township Council support resolution #248 from the Township of Armour urging the province to implement a standard and mandatory governance model for the boards of Family Health Teams across the province.

Carried ☒ Defeated ☐

B. Robertson

(Chair Signature)

Declaration of Pecuniary Interest by: _____

RECORDED VOTE					
Vote called by Clerk in random order, Chair to vote last					
Members of Council		Yea	Nay	Abstention	Absent
Councillors	Beverly Abbott				
	Glenn Miller				
	Delynne Patterson				
	Dan Robertson				
Mayor	George Sterling				

September 16, 2025

Sent by E-mail

Premier of Ontario
The Honourable Doug Ford
premier@ontario.ca

Minister of Health
The Honourable Sylvia Jones
sylvia.jones@pc.ola.org

Re: Governance of Family Health Teams

Dear Premier and Minister,

At its regular meeting held on August 26, 2025, the Council of the Township of Asphodel-Norwood passed a resolution expressing its support for the Township of Armour. The resolution includes the following key points:

WHEREAS Ontario's Family Health Teams provide team-based healthcare which is critical to our communities;

AND WHEREAS healthcare in Ontario is publicly funded;

AND WHEREAS municipalities invest significant additional public/taxpayer money in support of Family Health Teams and other healthcare-related organizations, including supports for primary care recruitment, healthcare facilities, and additional community healthcare needs;

AND WHEREAS the governance models for Family Health Teams in Ontario do not follow mandatory standards;

AND WHEREAS governance models are designed to ensure appropriate representation, transparency, and guardrails with respect to potential conflicts of interest for the organizations they represent;

AND WHEREAS many boards of Family Health Teams are not balanced in terms of representation from the communities and municipalities that they cover;

AND WHEREAS the lack of a standard and balanced governance model means that the needs of the local communities are not necessarily fully represented;

AND WHEREAS the province is directing the Primary Care Action Team (PCAT), through Dr. Jane Philpott, to ensure connected and convenient healthcare across the province;

AND WHEREAS Family Health Teams are crucial in the delivery of the mandate of PCAT;

NOW THEREFORE BE IT RESOLVED THAT The Council of the Township of Armour urges the Province of Ontario to implement a standard and mandatory governance model for the boards of Family Health Teams across the province, which ensures that community members make up 50% of the overall board membership to ensure appropriate representation for the communities which use and support healthcare in their local area;

AND THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Honourable Sylvia Jones, Deputy Premier and Minister of Health; Dr. Jane Philpott, Chair of the Primary Care Action Team; the Association of Municipalities of Ontario (AMO); the Association of Family Health Teams of Ontario (AFHTO); and all municipalities in Ontario.

Trusting Council's support will be beneficial in advancing this request.

Sincerely,



Melanie Hudson, Clerk
Township of Asphodel-Norwood



RESOLUTION NO. 2025- 243

SEPTEMBER 17, 2025

Moved by:

Seconded by:

WHEREAS Ontario's Family Health Teams provide team-based healthcare which is critical to our communities:

AND WHEREAS healthcare in Ontario is publicly funded;

AND WHEREAS municipalities invest significant additional public/taxpayer money support of Family Health Teams and other healthcare-related organizations, including supports for primary care recruitment, healthcare facilities, and additional community healthcare needs:

AND WHEREAS the governance models for Family Health Teams in Ontario do not follow mandatory standards:

AND WHEREAS governance models are designed to ensure appropriate representation, transparency, and guardrails with respect to potential conflicts of interest for the organization they represent;

AND WHEREAS many boards of Family Health Teams are not balanced in terms of representation from the communities and municipalities that they cover;

AND WHEREAS the lack of a standard and balanced governance model means that the needs of the local communities are not necessarily fully represented;

AND WHEREAS the province is directing the Primary Care Action Team (PCAT), through Dr. Jane Philpott to ensure connected and convenient healthcare across the province;

AND WHEREAS Family health Teams are crucial in the delivery of the mandate of PCAT;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan urges the Province of Ontario to implement a standard and mandatory governance model for the boards of the Family health Teams across the province, which ensures the community members make up 50% of the overall board membership to ensure appropriate representation for the communities which use and support healthcare in their local area;

AND FURTHER THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones, Deputy Premier and Minister of Health, Dr. Jane Philpott, Chair of the Primary Care Action Team, the Association of the Municipalities of Ontario (AMO), the Association of Family Health Team of Ontario (AFHTO), and all municipalities of Ontario.

Carried ☒ Defeated ☐ Deferred ☐

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



THE CORPORATION OF THE TOWN OF LAURENTIAN HILLS

34465 HIGHWAY NO. 17, POINT ALEXANDER, R. R. # 1, DEEP RIVER, ONTARIO K0J 1P0

September 18, 2025

Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queens Park,
Toronto, ON M7A 1A1
doug.fordco@pc.ola.org

To Premier Doug Ford;

By their resolution attached the Council of the Town of Laurentian Hills does endorse the resolution from the Township of Armour regarding support for standardized governance models for family health teams.

Yours truly,

A handwritten signature in blue ink, appearing to read "Sherry Batten".

SB Sherry Batten
Chief Administrative Officer/Clerk

cc Hon Sylvia Jones, Minister of Health sylvia.jones@ontario.ca
Dr. Jane Philpott, Chair of the Primary Care Action Team Jane.Philpott@queensu.ca
Association of Family Health Teams of Ontario (AFHTO) info@afhto.ca
Mr. Billy Denault, MPP billy.denault@pc.ola.org
AMO amo@amo.on.ca
Township of Armour admin@armourtownship.ca



THE CORPORATION OF THE TOWN OF
LAURENTIAN HILLS

34465 HIGHWAY NO. 17, POINT ALEXANDER, R.R. # 1, DEEP RIVER, ONTARIO K0J 1P0

Moved by: RBlimkie

Seconded by: [Signature]

Resolution No. 152 -25

Date: 17 September 2025

Be it Hereby Resolved That:

the resolutions from the District of Parry Sound and the Township of Armour urging the Province of Ontario to implement a standardized and mandatory governance model for Family Health Teams, requiring that at least 50% of the board members be community representative to ensure local interests are considered in decision making be:

filed

endorsed

Carried / Defeated

Anne Gardini
Mayor

(26)



TOWNSHIP OF JOLY

P.O. Box 519 , Sundridge , Ontario , P0A 1Z0
Tel: 705-384-5428

September 9, 2025

RESOLUTION

Resolution # 2025-00268

Agenda Item # 8.2.1 Muskoka Almaguin Ontario Health Team

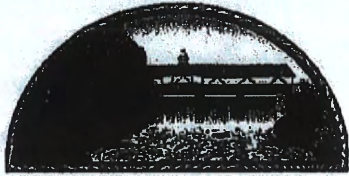
Moved By : Tam

Seconded By : Bill

NOW THEREFORE BE IT RESOLVED THAT:

Council for the Corporation of the Township of Joly hereby commits ^{R500}~~\$1000~~ per year for the years 2026, 2027, and 2028 for the continued MAOHT Health Human Resources Recruiter.

B. M. C.
Mayor
Township of Joly



The Municipality of the
VILLAGE OF BURK'S FALLS

Moved By: RB. Date: September 16, 2025
Seconded By: NK. Resolution # 2025- 305

Be it resolved;

That Council for the Village of Burk's Falls receives the AHHC Minutes of July 3, 2025, the MAOHT presentation regarding the HHR Recruiter funding renewal request;

AND further Council supports the extension of the Health Human Resources Recruiter funding to the Muskoka Almaguin Ontario Health Team in the amount of \$1000.00 per year for a further three-year term, covering the years 2026, 2027, and 2028.

Recorded Vote requested by: _____

Ryan Baptiste	for / opposed
Ashley Brandt	for / opposed
Sean Cotton	for / opposed
Chris Hope	for / opposed
Nancy Kyte	for / opposed

Pecuniary Interest declared by:

X _____ _____
Carried Defeated Deferred

Carol
Mayor



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

27

September 19, 2025

Township of Armour
56 Ontario Street, PO Box 533
Burks Falls ON P0A 1C0

Re: Annual Halloween Party at the Burk's Falls Arena

Dear Council,

We are writing this letter to request support of the annual children's Halloween Party that is hosted on Halloween night at the arena by the Burk's Falls Lions Club, Branch 405 Royal Canadian Legion and the Burk's Falls & District Historical Society.

For years, local children have attended the party and some parents use this location as a meeting place for their older children after a night of trick-or-treating. The party is a community tradition.

We are reaching out to the Councils of our local municipalities to request a donation to allow for the purchase of candies, treats, and decorations. We would appreciate a \$200-\$250 donation from you, but would be grateful to receive any financial support. We recognize that the Village of Burk's Falls allows for the use of the facility free of charge.

If you wish to donate, please make a cheque payable to the Burk's Falls Lions Club. A representative from the Lions Club or Historical Society will pick up the cheque from your office.

Thank you for your consideration of this request for a donation to a very worthwhile community event.

Sincerely,

Charlene Watt
Deputy Treasurer & Secretary

On behalf of
Burk's Falls Lions Club & Royal Canadian Legion – Branch 405, Burk's Falls



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& Inspection**Telephone**(866) 217.7900
(705) 742.7900**Website**

cambium-inc.com

Mailing AddressP.O. Box 325,
Peterborough, Ontario
Canada, K9J 6Z3**Locations**Peterborough
Kingston
Barrie
Ottawa
Whitby**Laboratory**

Peterborough

**APGO**

September 9, 2025

Tulloch
80 Main Street West,
Huntsville, Ontario, P1H 1W9Attn: Chris Stilwell
Civil Engineer Lead**Re: Proposal for Phase Two Environmental Site Assessment – Peggs
Mountain Road Development, Burk's Falls, Ontario
Cambium Reference # 23928-P**

Dear Chris Stilwell,

Cambium Inc. (Cambium) is pleased to provide Tulloch (Client) with this proposal to complete a Phase Two Environmental Site Assessment (ESA) at the Peggs Mountain Road Development property in Burk's Falls, Ontario (Site). Cambium understands a Phase Two ESA of the Site is required Site to support a Site Plan Application and redevelopment. A Record of Site Condition is not required under Ontario Regulation (O.Reg.) 153/04 since there is no change from a less sensitive to a more sensitive land use.

The Site consists of a roughly 10.5 ha parcel located on the north side of Peggs Mountain Road, extending from Ferguson Road approximately 380 m west and approximately 380 m north of Peggs Mountain Road. The first developed land use at the Site was likely for agricultural purposes prior to 1927; however, the northeast portion of the Site was used as a construction staging area, as observed in a 1987 aerial image to support the construction of ON-Highway 11. The Phase One ESA¹ identified one area of potential environmental concern (APEC) for the Site:

- APEC 1 - PCA #30: Importation of Fill Material of Unknown Quality – across the northeast portion of the Site

Accordingly, Cambium has recommended the soil quality at the Site is to be investigated for contaminants of potential concern (COPCs) associated with the APEC: volatile organic compounds (VOCs) including benzene, toluene, ethylbenzene, and xylenes (BTEX), petroleum hydrocarbons (PHCs) F1-F4, polycyclic aromatic hydrocarbons (PAHs), metals and hydride forming metals, hot water soluble born (B-HWS), cyanide (CN-), hexavalent chromium (Cr(VI)), mercury (hg), electrical conductivity (EC), and sodium adsorption ratio (SAR).

Scope of Work

If approved, the Phase Two ESA will be completed in general accordance with O.Reg. 153/04. The Phase Two ESA scope is based on the findings of the Phase One ESA and will investigate soil quality at the Site.

¹ Cambium Inc. (August 19, 2025). Phase One Environmental Site Assessment - Peggs Mountain Road Development, Burk's Falls, Ontario.



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September 9, 2025

Project Coordination and Utility Locates

Cambium will coordinate and provide direction to subcontractors required to complete the Phase Two ESA including a licensed drilling contractor. Cambium will retain an accredited laboratory for analysis of soil and groundwater samples. Prior to any drilling activities, Cambium will arrange for underground services to be located and marked by public and private utility companies.

The standard laboratory turn-around-time for the proposed parameters is five to seven business days. All samples will be collected, shipped, and stored as per applicable regulations and industry standards.

Soil Investigation Program

Cambium proposes to advance five boreholes to a maximum depth of 3.5 m below ground surface (bgs) to investigate soil for the COPCs.

Drilling will be completed by a qualified and licensed well contractor. Soil samples will be logged for soil type, moisture content, presence of odour and signs of impacts such as staining, in accordance with standard geotechnical soil descriptions and nomenclature. In addition, soil samples will be screened for combustible soil vapours and organic soil vapours using an RKI Eagle 2 portable gas detector.

Following the soil investigation program, four soil samples selected based on observations and field screening, will be submitted for the analysis of the COPCs from each borehole.

In addition, two soil samples will be submitted for pH analysis. Quality control samples will be submitted at a rate of one duplicate for every 10 samples analyzed per O.Reg. 153/04. An additional four deeper samples will be submitted on hold and analyzed only if COPCs are present in the shallower samples at concentrations greater than the applicable standards, and approval is received from the Client. Costs for these additional analyses, if required, are not included in this scope of work.

Deliverables and Timeline

Following completion of the Phase Two ESA, Cambium will prepare and submit a confidential report summarizing the methodology, findings, and conclusions, and provide recommendations. Soil and groundwater results will be tabulated and compared to the applicable standards. Results that do not meet the applicable standards will be highlighted.

Following authorization to proceed from the Client, Cambium will coordinate utility locates and schedule the drilling investigation. Given the timeframe required to obtain utility locates as well as driller availability, we anticipate that the drilling investigation will be completed within three weeks of authorization to proceed. Cambium will provide the Phase Two ESA report within three weeks following the drilling investigation.

Estimated Cost

The Estimated Cost is based on the identified scope of work and is exclusive of taxes and external fees, unless otherwise indicated. The Schedule of Costs include



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September 9, 2025

professional fees, consumables, communication, and printing. Although costs may vary between parts of the work program, the Estimated Cost for the items quoted will not be exceeded without Client authorization. The costs presented in this proposal are effective September 9, 2025 and will be honoured for 60 days.

Table 1 Schedule of Costs

Service		Notes	Cost
1	Drilling and Soil Sample Collection	- Private utility locator, driller fees and advancement of boreholes (est 1 day)	\$ 7,280
2	Laboratory Analysis	- Analysis of 5 soil samples for COPCs	\$ 2,000
3	Reporting and Project Management	- Includes a Phase Two ESA report, figures, tables, and project management and coordination	\$ 3,760
Total Estimated Cost (Exclusive of HST)			\$ 13,040

If it is anticipated that the Estimated Cost will be exceeded as a result of a change in the program scope or additional services, Cambium will promptly notify and consult with Tulloch.

Summary of Assumptions

Cambium has assumed:

1. The Client will provide full access to any and/or all relevant technical reports, information and similar documentation.
2. Full, unrestricted access to all areas of the Site will be available during the site visit, sampling and monitoring events.
3. We are not responsible for damage to underground facilities. On private property, public utility services locate only to the property boundary or demarcation point. Cambium will make all reasonable efforts (i.e., obtain a private locator and review utility drawings provided by the Client) to prevent damage to underground facilities.
4. Soil cuttings from drilling can remain on-site pending results of analysis.
5. Additional studies may be necessary to determine the full extent of any identified impacts in soil and groundwater.
6. The completion of cross section drawings is not included in the cost estimate provided above, but if required, can be completed for additional costs.
7. All work is expected to be completed during regular business hours (i.e., between 8:00 am and 5:00 pm, Monday to Friday). Additional costs will be incurred if work is required to be completed outside of regular business hours

This proposal, the work program, and report are governed by the attached Qualifications and Limitations. It is possible that unforeseen or unknown conditions or occurrences will be encountered, which could alter the services described above. If this occurs, Cambium



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September 9, 2025

will promptly notify and consult with the proponent, but will act based on Cambium's sole judgement where risk to Cambium personnel is involved.

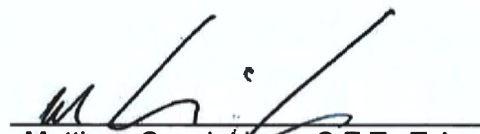
Closing

Cambium trusts this proposal meets your expectations and we look forward to working with you. Cambium will begin work on the project following receipt of a signed copy of the attached General Terms of Client Engagement, a completed Client Project Information Form, and payment of the retainer.

If you have any questions or require clarification of any aspect of this submission, please do not hesitate to contact the undersigned at (705) 742-7900.

Best regards,

Cambium Inc.


Matthew Cunningham, C.E.T., T.Ag
Project Manager

Encl.

P:\23900 to 23999\23928-001 Tulloch Eng -ESA- Pegg's Mountain Rd\01-Proposal\2025-09-09 Phase Two ESA Proposal\2025-09-09 Phase Two ESA Proposal - Peggs Mountain Road, Burk's Falls, Ontario.docx

ROBERT J. MILLER

Land Use Planning Services

15 Brock Street RR#3 NIAGARA-ON-THE-LAKE ONTARIO L0S 1J0 905.468.0582 cell/txt 289.213.4421

Robert J. Miller
Professional Land Use Planner

Email plansifter@gmail.com

September 8, 2025

VIA EMAIL

Township of Armour
c/o Mrs. Charlene Watt, Municipal Clerk
56 Ontario Street, Burk's Falls, ON P0A 1C0

Dear Mrs. Watt, Mayor Ward, Mr. Gray and Members of Council:

RE: Proposal for Municipal Planning Services 2026/27

As we approach the final ninety days of my two-year planning contract for 2024/2025, I am prepared to maintain the same retainer commitment to Armour over the next two-years with no change to the existing fee structure. This is possible by minimizing the costs of travel, fuel and accommodations by regular teleconferences and zoom meetings. Leah and I both enjoy home office consulting in retirement, and we look forward to continue doing so.

As in the past I will continue to charge time on a flat fee basis rather than an hourly rate and to make no increase to the fee of \$1,884 per month, excluding tax, as established in 2019.

I would also recommend that Armour continue charging applicants the costs of amendments to the Zoning By-law and Official Plan and to site plan agreements as required. I will invoice my time and costs on each file, thereby ensuring that all planning costs remain transparent for both the applicants and the general public.

Following the above system which has worked well for many years, I propose to continue working with the Municipal Clerk and Staff to ensure that planning costs remain as revenue-neutral as possible for the Township. My proposed monthly retainer will cover the services below in a summarized 2026/27 work program. Periodic support costs such as printing, document binding, Autocad mapping, and travel to in-person meetings will continue to be charged back to the municipality at my cost.

I would ask that Council and Staff review the content of this proposal which, when executed, will form a contract and my authorization to proceed.

2026/27 PLANNING RETAINER WORK PROGRAM

- 1 Land development applications: Assist Council and Staff as required and attend Council meetings in person if required. Preferably the meetings dealing with the most number of development issues will be held virtually or by teleconference; and

- RESOLUTION -

- 2 Attend pre-consultation meetings in person if required, or preferably by telecon or zoom, as specified by the Municipal Clerk; and
- 3 Prepare all minor Zoning By-law Amendments and minor Official Plan Amendments initiated by Armour Township. "Minor" would exclude any amendments to Armour documents necessitated by statutory revisions to the Planning Act and/or the Provincial Planning Statement, 2024 by Queen's Park acclamation of such modifications; and
- 4 All planning document amendments and site plan agreements prepared as the result of applications by land owners will be completed on the basis of my time and expenses invoiced for cost recovery by the Township from the applicants; and
- 5 Provide planning reports and professional opinions on development applications as requested by Council or the Municipal Clerk; and
- 6 Assist Council and Staff in communicating with the Southeast Parry Sound District Planning Board and other government agencies as required; and
- 7 Be available on demand to provide professional land use planning advice to Council and Staff.

The retainer fee does not include my involvement in any Ontario Land Tribunal (OLT) Hearings or dispute resolution mediations, extra meetings or major reports as the result of applications by land owners. Such extra work will be on the basis of time and expenses invoiced extra for cost recovery from applicants by the Township.

If this program is satisfactory to you, please execute a copy of this proposal as authorization for me to proceed with the work.

In conclusion, I look forward to acting on behalf of Armour Township regarding land use planning matters throughout 2026/2027.

Yours truly



Robert J. Miller
Professional Land Use Planner

Authorization

Date



MEETING RESCHEDULE NOTICE

NOTICE OF COUNCIL MEETING RESCHEDULING

- 1. The Regular Council Meeting originally scheduled for Tuesday, December 9, 2025, has been rescheduled to Tuesday, December 16, 2025 at 7:00 p.m.**
- 2. The Council Meeting scheduled for Tuesday, December 23, 2025, has been cancelled.**
- 3. Council will resume its Regular Council Meeting schedule on Tuesday, January 13, 2026 at 7:00 p.m.**



**PUBLIC NOTICE OF COUNCIL'S INTENT
TO APPROVE A FEES AND CHARGES BY-LAW**

During the course of the regular meeting on
Tuesday, October 14, 2025 at 7:00 p.m., Council
will consider approval of a Fees and Charges By-law.

Final Reading of the By-law is scheduled for
the regular meeting on Tuesday, October 28, 2025.

Individuals wishing to address Council on this matter shall
submit their request to the Clerk at 56 Ontario Street or by
email at clerk@armourtownship.ca no later than
4:00 p.m., on Thursday, October 23, 2025.

Charlene Watt, Municipal Clerk
56 Ontario Street, Box 533
Burk's Falls, ON P0A 1C0
Tel.: (705) 382-3332
Email: clerk@armourtownship.ca



STAFF REPORT

Date: September 23, 2025
To: Council
From: Alison McGregor - Treasurer
Subject: Allocation of 2024 Accumulated Surplus

Recommendation:

This report is for Council's information.

History:

In 2016, Council passed the following resolution, "That in future years, any surplus in a specific department be transferred to the reserve for that department."

Therefore, the 2024 surplus of \$315,816.88 has been allocated as follows:

1. Armour Arena Reserve – \$19,821.49
2. Armour Landfill Reserve – \$43,707.46
3. Armour Parks Reserve – \$8,771.46
4. Armour Economic Development Reserve – \$4,740.68
5. Capital Reserve – \$88,775.79
6. Surplus included in 2025 Budget - \$150,000

Financial Considerations

There are no financial considerations attached to this report. We are simply transferring money from one account to another.

Attachments:

None



STAFF REPORT

Date: September 23, 2025
To: Council
From: Alison McGregor, Treasurer
Subject: North Pickerel Lake Bridge Replacement – Contingency Funds

RECOMMENDATION:

That the Staff Report from the Treasurer, dated September 23, 2025 be received and Council authorize a contingency allowance of up to \$56,000 related to the contractor's submitted claim for extension of time and additional costs, pending final review and assessment by Township staff and the project engineer.

HISTORY:

Construction on the North Pickerel Lake Bridge project is currently underway and nearing the final stages. The contract included a completion timeline and provisions for liquidated damages in the amount of \$1,500 per day for delays beyond the contractually agreed completion date.

Recently, the Township received notice of a claim from the contractor requesting an extension of time and compensation for additional costs incurred, estimated at approximately \$56,000. The claim is currently under review by our project engineers.

The claim is complex and is reportedly based on adverse weather and flood conditions that were beyond their control. The project engineers are in the process of reviewing the submission in detail to assess the validity of the associated costs.

At this stage:

- No decision has been made regarding approval, partial approval, or denial of the claim.
- Should the claim be partially or fully approved, a contingency allowance would allow the Township to manage this within the project budget without delay.
- If the claim is denied or significantly reduced, the Township retains the right to apply liquidated damages of \$1,500 per day for the contractor's failure to meet the original schedule.

Approving the contingency does not commit the Township to paying the full amount but provides flexibility depending on the outcome of the review.



FINANCIAL CONSIDERATION:

If approved, the \$56,000 contingency would be drawn from capital reserves, depending on final costs. This amount may ultimately not be required, in full or in part, pending the outcome of the claim review and any application of liquidated damages.

CONCLUSION:

While the claim is still under detailed review by the project engineer, establishing a contingency allowance will help ensure the Township is prepared to address any eligible costs without delaying project close-out.

At this time, no commitment has been made to approve or pay the claim. The Township retains the right to reject the claim, reduce the claimed amount, or apply liquidated damages, depending on the outcome of the review.

Next Steps:

- Township staff and the project engineer will complete a full review of the contractor's claim.
- If the claim is denied or reduced, liquidated damages may be applied in accordance with the terms of the contract.
- If approved, any funds required will be drawn from the Township's Capital Reserves under the contingency allocation authorized by Council.

Staff will continue to keep Council informed and ensure that the Township's financial and contractual interests are protected throughout this process.

OTHERS CONSULTED:

Dave Gray, CAO

Dave Creasor, Road Supervisor

ATTACHMENTS:

None



OFFICE OF THE ROAD SUPERVISOR

DISTRICT OF PARRY SOUND

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

(705) 382-3332

(705) 382-5982

Fax: (705) 382-2068

Email: roads@armourtownship.caWebsite: www.armourtownship.ca

STAFF REPORT

Date: September 23, 2025
To: Council
From: Dave Creasor, Roads Supervisor
Subject: Emergency Expansion Joint Repair West Side of Pickerel and Jack Lake Road Bridge

Recommendation

That the Staff Report from the Roads Supervisor dated September 23, 2025, Emergency Repair for Pickerel and Jack Lake Road Expansion Joint be received and that Council authorize allowance of \$80,000 plus HST for costs related to the emergency expansion joint repair west side of Pickerel and Jack Lake Road bridge.

Introduction:

Following the extreme rainfall event in early July and the subsequent flooding, The Roads department identified significant damage to the expansion joint on the west side of the Pickerel and Jack Lake Road bridge. This bridge is located approximately 700 meters east of Highway 11. Due to the urgency of the situation, an emergency repair has been advised to ensure the safety and integrity of the structure.

Details of the Damage and Repair:

The damage involved the expansion joint, which is critical for accommodating bridge movement and thermal expansion. Damage was primarily observed on the west side of the bridge. Recognizing the potential for further deterioration and safety risks, Tulloch Engineering has prepared detailed drawings for the emergency replacement of the joint.

This repair involves removal of the existing expansion joint, partial-depth concrete removal, surface preparation, and the installation of a new expansion joint system using Wabo products supplied by Watson Bowman Acme, a leading supplier in Canada. The

- RESOLUTION -

process also includes traffic control measures as per MTO Book 7 and debris control to minimize environmental impact during construction.

Contractor and Timing:

Arnez Construction Inc., a preferred installer for Watson Bowman, has been contracted to carry out the work. They have been in operation since 2015 and are recognized for their expertise in such projects. The work is scheduled to begin as early as October 6, 2025, and will require closing the bridge for approximately 4 to 5 days, during which a detour will be established.

Scope of Work:

- Removal and disposal of the existing expansion joint (west side)
 - Partial-depth concrete removal to sound concrete
 - Surface cleaning via sandblasting or brush hammering to eliminate spalling
 - Formation of the Wabocrete header
 - Application of Wabo bonding agent to the concrete interface
 - Pouring and setting of Wabocrete
 - Removal of forms
 - Sealing of the Wabocrete header with Wabo foam seal bonder epoxy
 - Installation of Evazote foam material within the gap
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Financial Impacts:

Preliminary cost estimate for the repair, including mobilization, traffic control, and construction, is approximately **\$64,448.67** plus HST. This figure also includes the procurement of materials from Watson Bowman Acme. These costs will be submitted as part of the weather-related relief claim to offset impacts from the flooding event. Tullochs portion of the project is estimated to be \$15,500 plus HST.

Summary and Recommendations:

This emergency repair is vital to maintaining the safety and functionality of the Pickerel and Jack Lake Bridge following recent weather events. The limited number of suppliers capable of providing the necessary expansion joint components and installation expertise restricts flexibility but underscores the need for prompt action. Approval of this project will facilitate timely completion before winter conditions set in, minimizing further risk and disruption.

I recommend the Council approve the emergency repair expenditure and authorize the Roads Department to proceed with Arnez Construction Inc., adhering to all safety, environmental, and contractual requirements.

Respectfully submitted,
Dave Creasor AS.c.t., CRS
Roads Supervisor
Township of Armour