

# THE MUNICIPAL CORPORATION OF TOWNSHIP OF ARMOUR

## *Agenda*

February 10, 2026

### **VIDEO RECORDING DISCLAIMER AND LAND ACKNOWLEDGEMENT**

#### **REGULAR MEETING AT 7:00 P.M.:**

Confirmation of the minutes of the regular meeting held on January 27, 2026 (1)

List of proposed resolutions (2)

#### **DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF:**

#### **DELEGATIONS:**

Amy Tilley, Waste Management Administrator – February 2026 Report (*Resolution*) (3)

Amy Tilley, CEMC – CodeRed (*Resolution*) (4)

Dave Creasor, Roads Supervisor – February 2026 Report (5)

Alison McGregor, Treasurer – Heritage Festival Program Review (6)

Matthew Fuller, AI Infrastructure Project Proposal (*Resolution*) (7)

#### **ACCOUNTS FOR APPROVAL:**

List of accounts for approval – February 2026 (8)

#### **APPLICATIONS:**

ZBA: Subdivision File S-01/24 – 233 Cherry Hill Road – Prentice (8a)

#### **BY-LAW (S):**

#9-2026 – To confirm the proceedings of Council at its January 2026 meetings (9)

#10-2026 – To authorize the transfer of lands into joint ownership – Fire Services (10)

#### **REPORTS:**

Planning Report – February 2026 (11)

Planning Board – Meeting of January 28, 2026 (12)

ARAC (KCC) Report – February 2026 (*Resolutions*) (13)

Informal TRI Committee – February 3, 3035 meeting & Draft Terms of Reference (14)

AHHC – Meeting of February 5, 2026

Other reports?

#### **CORRESPONDENCE:**

**#15 TO #26**

#### **UNFINISHED BUSINESS:** NONE

#### **NEW BUSINESS:**

NBPSD Health Unit – 2026 Municipal Levy (27)

Staff Report: General Office Administrator (28)

PowerBank Corporation/Creasor – Battery Energy Storage System – OLT Notice of Appeal (29)

#### **CLOSED SESSION:** IF REQUIRED

#### **DATES TO REMEMBER:**

February 12, 2026 - DSSAB

February 14, 2026 – Valentine's Day

February 16, 2026 – Historical Society Meeting

February 16, 2026 – Family Day – Office, Landfill & Garage Closed

February 18, 2026 – Library Board Meeting

February 19, 2026 – Agricultural Society Meeting

February 23, 2026 – TRI Council Meeting –Young at Heart Building, 7:00 p.m. – Ryerson Host

February 24, 2026 – Regular Council Meeting

Any member of the public who wishes to attend the Council meeting virtually may contact the Clerk by 4:00 pm on Tuesday, February 10, 2026 via telephone at 705-382-3332 or by email at [clerk@armourtownship.ca](mailto:clerk@armourtownship.ca)



(1)

## THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

### MINUTES

January 27, 2026

The regular meeting of the Council of the Township of Armour was held on Tuesday, January 27, 2026 at 7:00 p.m. Those in attendance were: Mayor Rod Ward; Councillors Rod Blakelock, Jerry Brandt, Wendy Whitwell and Dorothy Haggart-Davis; Delegations: Amy Tilley, Waste Management Administrator and Danika McCann, Recreation Co-ordinator; Guests: Nieves Guijarro, Grace McCoy, Alice Hewitt, Ted Williams and Barry Burton; Staff: Dave Gray, CAO, 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 MEETING**

The minutes of the regular Council meeting held on January 13, 2026 were 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 January 2026 Report. The report included the final bag tally for 2025, an updated draft 2026 Waste Management Budget and an update on the landfill utilization for 2025. There was 1,858.6 cubic metres of waste received, leaving 11,204.3 cubic metres of airspace. The annual rate of disposal is 1,500 cubic metres, resulting in a life expectancy of 7.5 years. Council discussed the report, including the impact demolition material has on the landfill's capacity, updating employee job descriptions and the blue box transition. Questions were asked and answered. Council passed a resolution approving the draft budget. The draft budget and the monthly report will be included in the February 23, 2026 TRI Council agenda for discussion.

Danika McCann, Recreation Co-ordinator presented her January 2026 Report. Council received updates on Winter Karnival planning adjustments and sponsorship outreach, and the soft launch of the Amilia SmartRec system with Day Camp registration opening on January 20, 2026. Updates were also provided regarding strong anticipated demand for the Summer Day Camp program, incident reports at the Katrine Community Centre, and the continued success of recent and upcoming recreation programs. A verbal update was provided on the January 26, 2026 monthly meeting with a written report to follow in February.

#### **ACCOUNTS FOR APPROVAL:** None

#### **APPLICATIONS:**

Council received a letter from EJ Williams Surveying Limited requesting approval to transfer a portion of Pickerel & Jack Lake Road and an adjacent parcel of land to the Township of Armour. Edith Strutt will transfer to the Township the lands hatched in red and blue on the sketch revision dated November 7, 2025. These lands will be formally brought into the Township's roads system by by-law. The lands hatched in yellow, being part of the original road allowance between Concessions 10 and 11 in front of Lot 7, contains an old road bed, and these lands will also be brought into the roads system. This will result in the Andrews property having frontage on an open municipal

# THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

## MINUTES

January 27, 2026

### APPLICATIONS: cont'd.

road and give them access in perpetuity to their lands. Council passed a resolution approving the request as recommended by the Ontario Land Surveyor, including authorizing the land transfer, confirmation of the unopened road allowance remaining in Township ownership, and directing staff to complete the necessary legal, survey, and by-law processes.

### BY-LAWS:

By-law #8-2026 being a by-law to enter into an agreement for the provision of Regional Economic Development Services and to repeal By-law #36-2019 was read in its entirety and passed by resolution.

### REPORTS:

Council reviewed materials from ACED, including the January 22, 2026 meeting agenda, the 2025 Annual Report, the 2026 Work Plan, a staff report regarding non-member packages, and the November 27, 2025 meeting minutes. It was noted that the Village of Burk's Falls will not be a member of ACED for 2026.

Council reviewed the draft 2026 ACED budget and passed a resolution approving Armour's portion being \$26,783.

Council reviewed the draft minutes of the Almaguin Highlands OPP Detachment Board meeting held on January 14, 2026, as well as the approved minutes from the November 12, 2025 meeting. The next meeting is scheduled for April 8, 2026.

Council reviewed the DSSAB 2026 Levy Schedule. Armour's portion will be \$203,942.82 which reflects a 6.87% increase. Council also reviewed the Area 4 honorarium and expense report for 2025.

A verbal report was given on the last Agricultural Society meeting. It was the annual AGM as well.

A verbal report was given advising that the January 19, 2026 Historical Society meeting was cancelled due to the snowstorm. The agenda included a discussion for a change of venue. Council discussed the topic and passed a resolution approving the use of the Council Chambers for the monthly meetings.

A verbal report was given on the January 21, 2026 Library Board meeting. The library celebrated its 130<sup>th</sup> birthday on January 20, 2026. The federal government is planning to end the Library Book Rate - which is the special postage rate libraries pay to ship books between libraries. If the rate is lost libraries will lose the ability to offer interlibrary loan. Council passed a resolution requesting that the government withdraw the amendment in Bill C-15 that repeals reduced postage rates for library materials, in order to protect interlibrary loan services and ensure continued access to library resources across Canada.

Council received a thank you letter and photograph from the Almaguin Ice Devils U13 local legal team extending appreciation for financial support for the Silver Stick International competition in Pelham.

### CORRESPONDENCE:

Council reviewed a support letter request from the Village of Sundridge regarding the proposed changes to the Canada Post Corporation Act in Bill C-15. Council passed a resolution of support.

Council reviewed a request from the grade 8 class at Land of Lakes Public School for a donation to help cover their year-end class trip costs. Council passed a resolution approving a donation.

## THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

### MINUTES

January 27, 2026

#### CORRESPONDENCE: cont'd.

Council reviewed a request from the Municipality of North Grenville and Merrickville-Wolford Village OPP Detachment Board and resolved that the Council of the Township of Armour supported the Grenville 1 O.P.P. Detachment Board in advocating for enhanced school bus safety across Ontario.

Council reviewed the North Bay Parry Sound District Health Unit's direct contact information for the Office of the Medical Officer of Health, Community Emergency Management Liaison, Environmental Health and Communicable Disease Control.

Council reviewed an Ontario News Release advising that the province continues to support and protect the healthcare workforce in Northern Ontario. Graduates of medical laboratory technology programs at Canadore College and Confederation College will have their tuition, books, and educational expenses fully covered if they commit to working in Northern Ontario following graduation.

Council reviewed an Ontario News Release advising that the province is fast-tracking access to six breakthrough cancer drugs which will connect patients to life-extending treatments up to a year sooner.

#### UNFINISHED BUSINESS:

Council reviewed a letter from The Ministry of Municipal Affairs and Housing confirming that they have received the Township of Armour's request, supported by the July 22, 2025 Council resolution, to administer and enforce Part 8 of the Building Code for on-site sewage systems, and acknowledged concerns about delays, costs, and complications arising from the North Bay Mattawa Conservation Authority's distant office and dual approval process. The Ministry noted that an amendment to the Building Code would be required to transfer this authority, and invited the Township to provide feedback through the Environmental Registry of Ontario.

Council reviewed a resolution from the North Bay-Mattawa Conservation Authority (NBMCA) in response to Environmental Registry Notice No. 025-1387 regarding proposed changes to the Ontario Building Code that would have transferred enforcement of Part 8 sewage systems from the NBMCA to several townships, including Armour. The NBMCA Board opposed the proposed revisions, citing the Authority's efficient, consistent, and customer-focused delivery of services, and noted that significant time, resources, and effort would have been required to implement the changes, potentially impacting front-line service. The Board urged the Province to reconsider the proposal, ensure meaningful consultation, and provide sufficient funding and staffing to affected municipalities before any transfer occurred.

Council reviewed the Notice of Refusal regarding applications submitted by PowerBank Corporation and David Creasor to amend the Official Plan (OPA-2025-01) and Zoning By-law (ZBA-2025-01) for 219 Peggs Mountain Road to permit a Battery Energy Storage System (BESS).

#### NEW BUSINESS:

Council reviewed the 2025 Council Statement of Remuneration and Expenses and passed a resolution approving it. It will be posted on the Township's website.

Council reviewed information on key dates for the 2026 Municipal Election.

#### CLOSED SESSION:

The purpose of the closed meeting under Section 239(b) of the Municipal Act was to discuss personal matters about an identifiable individual, including municipal or local board employees. A resolution was passed to move into closed session at 8:47 p.m.

A resolution was passed to move out of the closed session at 9:57 p.m. and reconvened in open session. The Mayor reported on the items that were discussed in the closed session.

# THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

## MINUTES

January 27, 2026

### RESOLUTIONS:

Resolution #2026-18 - Moved by Dorothy Haggart-Davis, seconded by Jerry Brandt; That the Council of the Township of Armour approve the minutes of the regular council meeting held on January 13, 2026, as circulated. Carried

Resolution #2026-19 - Moved by Dorothy Haggart-Davis, seconded by Rod Blakelock; That the Council of the Township of Armour approves the 2026 Waste Management draft budget and directs staff to include the budget in the TRI Council meeting agenda of February 23, 2026. Carried

Resolution #2026-20 - Moved by Rod Blakelock, seconded by Dorothy Haggart-Davis; WHEREAS pursuant to the Municipal Act, 2001, the Township of Armour has authority to acquire land for highway purposes and to open and assume highways by by-law;

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

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

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

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

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

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

Resolution #2026-21 - Moved by Wendy Whitwell, seconded by Jerry Brandt; That the Council of the Township of Armour have read and approve By-law #8-2026 being a by-law to enter into an agreement for the provision of Regional Economic Development

# THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

## MINUTES

January 27, 2026

### RESOLUTIONS: cont'd.

Services and to repeal By-law #36-2019 and that we authorize the Mayor and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Resolution #2026-22 - Moved by Rod Blakelock, seconded by Wendy Whitwell; That the Council of the Township of Armour approve the draft 2026 ACED budget, in the amount of \$241,300, with the Township of Armour's contribution being \$26,783. Carried

Resolution #2026-23 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; WHEREAS the Burk's Falls and District Historical Society has expressed interest to change the location of its monthly meetings from Fell Homes to the Township of Armour's Council Chambers;

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

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

Resolution #2026-24 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; THAT the Council of the Township of Armour expresses its concerns with the amendment to the Canada Post Corporation Act within Bill C-15 that could result in the disappearance of a reduced rate of postage for library materials lent by a library to a borrower, including by means of an interlibrary loan;

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

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

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

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

Resolution #2026-25 - Moved by Jerry Brandt, seconded by Rod Blakelock; That the Council of the Township of Armour supports the Village of Sundridge and calls upon the Federal Government to ensure that Canada Post continues to provide a library postal rate, in order to maintain equitable access to library services across Canada, including through interlibrary loan programs. Carried

Resolution #2026-26 - Moved by Rod Blakelock, seconded by Jerry Brandt; That the Council of the Township of Armour approve a donation in the amount of \$200 to the Land of Lakes Public School to support the Grade 8 end-of-the-year trip to Toronto. Carried

# THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

## MINUTES

January 27, 2026

### RESOLUTIONS: cont'd.

Resolution #2026-27 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour hereby supports the Grenville 1 O.P.P. Detachment Board in advocating for enhanced school bus safety across Ontario, including provincial funding, legislative support, and the implementation of school bus stop-arm camera systems and complementary child-safety technologies; and further authorizes the Mayor to sign the form letter petitioning the Province of Ontario, noting that this letter was endorsed by the Grenville O.P.P. Detachment Board at its meeting held January 8, 2026, and is co-signed by representatives of the Municipality of North Grenville and the Village of Merrickville-Wolford. Carried

Resolution #2026-28 - Moved by Rod Blakelock, seconded by Wendy Whitwell; That the Council of the Township of Armour approve the 2025 Council Statement of Remuneration and Expenses as presented by the Treasurer. Furthermore, that the statement be posted on the Township of Armour's website. Carried

Resolution #2026-29 - Moved by Dorothy Haggart-Davis, seconded by Rod Blakelock; That the Council of the Township of Armour hereby move into closed session at 8:47 p.m. under Section 239(2) (b) of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees. Carried

Resolution #2026-31 - Moved by Jerry Brandt, seconded by Rod Blakelock; That the Council of the Township of Armour hereby adjourn and move out of closed session at 9:57 p.m. and report. Carried

Resolution #2026-32 - Moved by Dorothy Haggart-Davis, seconded by Rod Blakelock; That the Council of the Township of Armour adjourn this regular council meeting at 9:58 p.m. until the next regular council meeting scheduled for February 10, 2026 or at the call of the Mayor or the Clerk. Carried

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Rod Ward, Mayor

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Charlene Watt, Municipal Clerk

## LIST OF PROPOSED RESOLUTIONS FOR FEBRUARY 10, 2026

2

### ITEM # ON AGENDA

(1)

That the Council of the Township of Armour approve the minutes of the regular Council meeting held on January 27, 2026, as circulated.

### ITEM # ON AGENDA

(3)

That the Council of the Township of Armour approve the revised landfill employee job descriptions for the Lead Hand and the Landfill/Recycling Attendant positions per the recommendations of the Waste Management Administrator.

### ITEM # ON AGENDA

(4)

WHEREAS the Township of Armour currently utilizes the Crisis24 CodeRED emergency notification system at an annual renewal cost of \$2,452, with data stored outside of Canada; and

WHEREAS staff have reviewed alternative emergency notification and data management systems that may better align with operational needs, data storage preferences, and long-term service delivery; and

WHEREAS Council wishes to discontinue the use of CodeRED pending further review and recommendations regarding future emergency notification solutions;

NOW THEREFORE BE IT RESOLVED THAT Council hereby directs staff to discontinue and not renew the Crisis24 CodeRED emergency notification service upon expiry of the current agreement; and

BE IT FURTHER RESOLVED THAT staff continue to evaluate and report back to Council on suitable alternatives for emergency notification services, including those integrated with fire department data management systems.

### ITEM # ON AGENDA

(6)

#### Option 1 – Maintain the Heritage Festival in Its Current Format

THAT Council receive the staff report regarding the Heritage Festival;

AND THAT Council direct staff to proceed with planning and delivery of the Heritage Festival in its current format and location at the Burk's Falls Fairgrounds for 2026, including approval in principle of the proposed 2026 budget of approximately \$25,800;

AND THAT funding for the event be considered through the annual budget process.

#### Option 2 – Refocus the Festival to a Heritage-Based Mandate within Armour Township

THAT Council receive the staff report regarding the Heritage Festival;

AND THAT Council direct staff to refocus the Heritage Festival to better reflect a heritage-based mandate, including a direct connection to the Watt Century Farm House Museum and Armour Township heritage assets;

AND THAT staff be directed to explore alternative locations within Armour Township, revised programming, and a scaled budget model for Council's consideration prior to the 2026 budget deliberations.

**Option 3 – Modify the Event through Partnerships and Cost-Sharing**

THAT Council receive the staff report regarding the Heritage Festival;

AND THAT Council direct staff to explore alternative delivery models for the Heritage Festival, including partnerships, cost-sharing arrangements, or collaboration with other community events or organizations;

AND THAT staff report back to Council with options to reduce municipal financial and operational impacts while maintaining a community heritage-related event.

**Option 4 – Discontinue Municipal Leadership and Funding of the Event**

THAT Council receive the staff report regarding the Heritage Festival;

AND THAT Council direct staff to discontinue municipal leadership, funding, and staffing of the Heritage Festival effective following the 2025 event;

AND THAT staff notify the Burk's Falls & District Historical Society and any relevant stakeholders of Council's decision and explore opportunities to transition the event to a community-led initiative, should interest exist.

**ITEM # ON AGENDA**

(7)

WHEREAS Almaguin Data Inc. has proposed an AI Infrastructure Project to be located on municipal lands known as Highway 520 Industrial, Concession 8, Part Lot 1, Registered Plan 42R-12212, Part 3, in the Township of Armour; and

WHEREAS the subject lands are municipally owned and will require a severance prior to any transfer or development; and

WHEREAS Township Council has reviewed the proposed development concept and wishes to indicate its support in principle, subject to appropriate municipal, planning, and legal requirements being satisfied;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour hereby supports, in principle, the proposed AI Infrastructure Project by Almaguin Data Inc. on the municipal property known as the Highway 520 Industrial Park, Concession 8, Part Lot 1, Registered Plan 42R-12212, Part 3;

AND FURTHER THAT this support is conditional upon the successful completion and approval of a severance for the subject lands and compliance with all applicable municipal, provincial, and federal requirements;

AND FURTHER THAT this support is subject to the conditions, requirements, and recommendations as set out by the Municipal Planner, Municipal Solicitor, and Township Staff, to the satisfaction of the Township of Armour;

AND FURTHER THAT nothing in this resolution shall be construed as approval of any specific planning application, development agreement, or land disposition, which shall be subject to separate Council consideration and approval.

**ITEM # ON AGENDA**

(8)

That the Council of the Township of Armour approve the February 2026 accounts, in the amount of \$626,441.29 for payment, and the Mayor and the Treasurer are hereby authorized to sign cheques for same.

**ITEM # ON AGENDA****(8a)**

That the Council of the Township of Armour accept the application for a zoning by-law amendment under Subdivision File S-01/24, submitted by R. Prentice, Part Lot 23, Concessions 1 and 2, described as 233 Cherry Hill Road and request the municipal planner proceed with drafting the zoning by-law amendment.

**ITEM # ON AGENDA****(9)**

That the Council of the Township of Armour have read and approve By-law #9-2026 being a by-law to confirm the proceedings of Council at its January 2026 meetings and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

**ITEM # ON AGENDA****(10)**

That the Council of the Township of Armour have read and approve By-law #10-2026 being a by-law to authorize the transfer of Part of Lot 5, Concession 7, being Part 1 on Reference Plan 42R-22866, into joint ownership by the Township of Armour, the Village of Burk's Falls and the Township of Ryerson, and to provide for reimbursement to the Township of Armour in accordance with the Interim Fire Services Agreement and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

**ITEM # ON AGENDA****(13)**

That the Council of the Township of Armour approves the extension of the liquor license for the Katrine Community Centre to begin at 9:00 a.m. on Sunday, February 22, 2026.

**ITEM # ON AGENDA****(13)**

That the Council of the Township of Armour directs staff to proceed with rebranding the Katrine Community Centre as the Katrine Community Hub (KCH) to strengthen the facility's identity and improve clarity in advertising, communication, and community engagement.

**ITEM # ON AGENDA****(15)**

WHEREAS LifeLabs has announced its intention to close its Greater Sudbury laboratory, and the transfer of medical specimen processing from Northern Ontario to laboratories in southern Ontario; and

WHEREAS the Greater Sudbury laboratory provides essential diagnostic services to communities across Northern Ontario, including urban, rural, and remote municipalities, and plays a critical role in ensuring timely and reliable medical testing for Northern residents; and

WHEREAS patients with chronic illness, newborns, long-term care residents, and individuals on time-sensitive medications depend on predictable laboratory turnaround times to support clinical decision-making; and

WHEREAS transporting medical specimens long distances to southern Ontario increases the risk of delays, specimen degradation, and retesting, particularly during frequent winter highway closures—potentially jeopardizing patient outcomes; and

WHEREAS Northern Ontario is already experiencing shortages of health-care professionals, and the closure of this laboratory further undermines regional workforce stability, training capacity, and recruitment and retention efforts;

**THEREFORE BE IT RESOLVED** that the Township of Armour calls on the Province of Ontario and the Ministry of Health to take immediate action to ensure that essential medical laboratory services remain

accessible within Northern Ontario, including maintaining local laboratory processing capacity in Greater Sudbury; and

BE IT FURTHER RESOLVED that the Province be urged to ensure reliable, timely, and medically appropriate laboratory turnaround times for Northern Ontario patients, recognizing the unique geographic and climatic challenges of the region; and

BE IT FURTHER RESOLVED that the Province be requested to protect and support the Northern Ontario health-care workforce, including medical laboratory technologists, by preventing further service centralization that disproportionately impacts Northern communities; and

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to the Minister of Health, local Members of Provincial Parliament, FONOM, AMO, and ROMA.

**ITEM # ON AGENDA**

**(16)**

WHEREAS prescription drug diversion, particularly involving regulated opioids and other controlled medications, presents a serious and growing risk to public health, community safety, and vulnerable populations across Ontario, including Northern and rural communities; and

WHEREAS evidence from law enforcement, health professionals, and community drug strategy partners demonstrates that diverted prescription medications are contributing to substance misuse, criminal activity, and increased strain on health, social, and enforcement systems throughout Northern Ontario

WHEREAS the Partnership and Collaboration Project, "The Birth of Change" (written by the North Bay Police Services and Community Drug Strategy of North Bay & Area), brings together law enforcement, addiction medicine specialists, pharmacists, public health partners, and community organizations to address prescription diversion through a collaborative, evidence-based, and multi-sector approach

WHEREAS the project identifies practical regulatory, prescribing, dispensing, and prevention measures intended to reduce diversion while maintaining appropriate access to medically necessary pain management and addiction treatment services; and

WHEREAS municipalities across Northern Ontario are experiencing the downstream impacts of prescription diversion, including pressures on emergency services, policing, housing stability, and community well-being;

THEREFORE BE IT RESOLVED that the Township of Armour formally supports the Partnership and Collaboration Project, "The Birth of Change" and its objectives to reduce prescription drug diversion through coordinated, evidence-based action; and

BE IT FURTHER RESOLVED that the Township of Armour calls on the Province of Ontario, including the Ministry of Health and the Ministry of Mental Health and Addictions, to review and give serious consideration to the project's recommendations, including regulatory, prescribing, dispensing, and prevention strategies aimed at mitigating prescription diversion while protecting patient care; and

BE IT FURTHER RESOLVED that the Township of Armour encourages continued provincial engagement with municipalities, law enforcement, health professionals, pharmacists, and community partners to ensure that solutions are practical, regionally appropriate, and responsive to the realities faced by Northern Ontario communities; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Minister of Health, the Associate Minister of Mental Health and Addictions, Sgt. Brad Reaume, Northern Ontario Members of Provincial Parliament, NOMA, AMO and ROMA.

**ITEM # ON AGENDA****(17)**

That the Council of the Township of Armour supports the Town of Fort Frances and calls upon the Province of Ontario to establish an Ontario Airport Capital Assistance Program, ensure eligibility for a broad range of capital projects, engage municipalities in program design and recognize the essential role of airports in medevac and emergency services, especially in remote and northern communities.

**ITEM # ON AGENDA****(18)**

That the Council of the Township of Armour supports the resolution of the Village of Sundridge urging the Province of Ontario to:

1. Work collaboratively with municipalities, industry, insurers, and environmental stakeholders to establish a limited-liability framework for snow and ice management, supported by provincially endorsed Best Management Practices and enforceable training and certification requirements;
2. Establish and fund an expert advisory committee to assist municipalities in reducing salt use and protecting freshwater ecosystems and drinking water sources;
3. Collaborate with municipalities on data sharing, chloride monitoring, and salt-reduction initiatives, particularly within environmentally sensitive communities and watersheds.

**ITEM # ON AGENDA****(19)**

That the Council of the Township of Armour supports the South East Parry Sound District Planning Board and respectfully requests that the Town of Kearney withdraw the request to cease its partnership with the South East Parry Sound District Planning Board and work with the other members to address their concerns and implement further improvements.

**ITEM # ON AGENDA****(28)**

That the Staff Report from the CAO dated February 10, 2026 be received and that the Council of the Township of Armour approve the job creation and description for the Office Administrator position and directs staff to forward the position description to the employment committee for evaluation. Furthermore, that Council directs staff to implement the changes to Schedules A and G of the Municipal Employment Policy.

**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 February 24, 2026 or at the call of the Mayor or the Clerk.



## WASTE MANAGEMENT REPORT – February 10, 2026

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### ONGOING BUSINESS

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- Amending Job Descriptions for Landfill site staff. (attached)

### BAG TALLY – GATE INFORMATION 2026

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BAG TALLY	ARMOUR		BURKS FALLS		RYERSON		TOTAL OF ALL		
January 2026	1,016		213		167		739	43	2,178
TOTAL 2026	1,229		167		782		2,178		
2026 % OF TOTAL	56.428%		7.668%		35.904%		100%		
January 2025	1,181		208		71		824	37	2,321
TOTAL 2025	1,389		71		861		2,321		
2025 % OF TOTAL	59.845%		3.059%		37.096%		100%		
January 2024	1,013		171		107		701	30	2,022
TOTAL 2024	1,184		107		731		2,022		
2024 % OF TOTAL	58.556%		5.292%		36.152%		100%		
January 2023	956		178		130		631	34	1,929
TOTAL 2023	1,134		130		665		1,929		
2023 % OF TOTAL	58.787%		6.739%		34.474%		100%		
January 2022	1,189		172		124		679	37	2,201
TOTAL 2022	1,361		124		716		2,201		
2022 % OF TOTAL	61.836%		5.634%		32.531%		100%		
January 2021	1,404		91		47		766	8	2,316
TOTAL 2021	1,495		47		774		2,316		
2021 % OF TOTAL	64.551%		2.029%		33.420%		100%		
January 2020	1,077		80		60		587	13	1,817
TOTAL 2020	1,157		60		600		1,817		
2020 % OF TOTAL	63.676%		3.302%		33.021%		100%		



## POSITION DESCRIPTION

### LANDFILL & RECYCLING ATTENDANT – LEAD HAND

December 2025

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#### **REPORTS TO:**

Waste Management Administrator

#### **POSITION SUMMARY:**

Providing operational, administrative and supervisory support to the Waste Management Administrator to ensure the efficient, safe and compliant operation of the municipal waste management facility. This position assists with the site operations, staff coordination, equipment maintenance oversight, diversion programming, and health and safety compliance. In the absence of the Administrator, the Lead Hand serves as the primary on-site contact and supports continuity of operations. This position requires a flexible schedule, with the hours of work prescribed by Section 20 of the Township's Employment Policy and the full-time staff vacation calendar.

#### **SPECIFIC DUTIES:**

##### **1. Operational Support & Staff Coordination**

- i. Assists in the coordination and oversight of the landfill and recycling facility operations in accordance with the approved Design and Operations Plan.
- ii. Supports site efficiency by helping to allocate staff resources appropriately and ensuring operational procedures are followed.
- iii. Observes site conditions and activities to identify operational issues, inefficiencies, or non-compliance and reports findings to the Administrator.
- iv. Communicates regularly with all Waste Management staff to ensure fair and equitable distribution of work assignments and responsibilities and promote site efficiency.
- v. Promotes a cooperative and respectful working environment through clear communication and consistent application of procedures.
- vi. Acts as the primary point of contact for staff in the absence of the Administrator, including receiving call-ins, addressing operations questions and assisting with the scheduling of casual or relief staff when required.

#### **GENERAL RESPONSIBILITIES**

##### **2. Equipment and Preventative Maintenance**

- i. Monitors preventive maintenance programs for all waste management and site equipment to ensure reliability, safety, and compliance with operational standards.
- ii. Identifies maintenance needs and equipment deficiencies and advises the Administrator of required service, repairs or replacement.
- iii. Assists with coordinating maintenance schedules to minimize service disruptions and maintain operational continuity.



## POSITION DESCRIPTION

### **LANDFILL & RECYCLING ATTENDANT – LEAD HAND** **December 2025**

#### **3. Health and Safety Compliance**

- i. Identifies and monitors health and safety issues affecting staff, contractors, site users and the general public.
- ii. Advises the Administrator of hazards, incidents, or non-compliance with occupational health and safety requirements.
- iii. Supports the implementation of corrective actions, safe work practices, and compliance with applicable legislation, policies and procedures.

#### **4. Diversion and Recycling Programs**

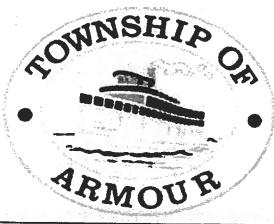
- i. Monitors on-site diversion, recycling and waste reduction programs to ensure proper operation and compliance with established policies and procedures.
- ii. Provides feedback and operational information to the Administrator to assist with scheduling, program adjustments and service improvements.
- iii. Supports public education and staff awareness related to diversion initiative as directed.

#### **Administrative and Financial Support**

- i. Collects, processes, and delivers deposits, timecards, invoices and other documentation to the Township office in accordance with established procedures and timelines.
- ii. Assists with record-keeping, documentation, and reporting related site operations, staffing and maintenance activities.
- iii. Assists in preparing the Department's annual operating and capital budgets and tender documents, as required.
- iv. Assists with the annual landfill card load and maintains a strong understanding of the Point of Sale system, as well as the web reporting portal.

#### **EDUCATION / EXPERIENCE / SKILLS:**

1. Grade 12 or an equivalent combination of education and related experience.
2. Minimum of 2 years' experience inspecting, recording and operating heavy / mobile equipment. Requires 3 to 6 months working in the position to learn it.
3. Knowledge of procedures and methods for operating a sanitary landfill site and waste diversion regulations and provincial standards.
4. Ability to document and record information accurately.
5. Effective communication and public relation skills.



## POSITION DESCRIPTION

### LANDFILL & RECYCLING ATTENDANT – LEAD HAND December 2025

6. Strong understanding of the Occupational Health & Safety Act and demonstrable knowledge of occupational hazards, WHMIS and safety precautions applicable to the work.
7. First Aid & CPR certification.

#### **Independence of Action**

The position requires the application of established guidelines, methods and procedures. Work may involve choice of methods or procedures.

#### **Mental Effort**

Concentration is required when using equipment, inputting data, scheduling employees or repairs and educating the public. This is part of the regular work of the employee.

#### **Physical Effort**

Standing, walking on uneven surfaces, lifting weights not exceeding 10 kg is a regular part of this position.

#### **Dexterity**

The coordination of coarse movements is required when operating equipment and performing maintenance duties.

#### **Accountability**

Actions could result in a minor loss of time and resources and could affect the work of others.

#### **Safety of Others**

Considerable degree of care is required when in charge of the landfill and on a regular basis.

#### **Supervision**

This position requires the incumbent to periodically assume some supervisory responsibilities over others.

#### **Contacts**

Contacts include settling requests and complaints and clarifying information to the public.

#### **Working Conditions**

The work is performed outdoors and includes handling waste and recycled materials. Exposure to dust and noxious odours on a continuous basis.

*The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position. Other duties may be required from time to time as directed by the Waste Management Administrator.*



## POSITION DESCRIPTION

### LANDFILL & RECYCLING ATTENDANT December 2025

#### REPORTS TO:

Waste Management Administrator

#### POSITION SUMMARY:

Participating in the daily operations of the Waste Management Site, to ensure compliance with the Certificate of Approval by efficiently managing waste and diversion materials while adhering to the Occupational Health and Safety Act, Armour Policies and Safe Work Procedures.

Hours of work prescribed by Section 20 of the Township's Employment Policy and rotating weekly schedule.

#### SPECIFIC DUTIES:

1. Maintains the waste disposal site in an orderly and visually acceptable condition in compliance with the Design and Operations Plan and the Environmental Compliance Certificate.
2. Directs and assists the public as they enter the waste management site, to ensure incoming waste, including blue box and diversion materials are placed in the appropriate areas and rejecting unacceptable items as prescribed by the Waste Management By-law.

#### GENERAL RESPONSIBILITIES:

1. **Environmental Compliance**
  - i. Ensure operations in accordance with the Certificate of Approval, Municipal Policies and Procedures and the Ministry of the Environment, Conservation and Parks (MECP) guidelines.
  - ii. Report any environmental spills, safety incidents or non-compliance issues immediately.
  - iii. Participate in training and drills related to emergency procedures, spill response and environmental protection.
  - iv. Open and close the waste management site according to the established schedule.
  - v. Monitor and direct vehicles entering the site to appropriate disposal or diversion areas.
  - vi. Collect and verify tipping fees or tickets where applicable.
  - vii. Inspect vehicles before allowing garbage to be placed in the landfill, screening for restricted or prohibited materials.
  - viii. Prohibit scavenging attempts and ensure adherence to safety regulations and report any accidents or unsafe conditions immediately.
  - ix. Ensure public safety and protection of municipal property through conscientious attention to the condition of the site and facilities and maintaining a safe and orderly flow of traffic.



## POSITION DESCRIPTION

### LANDFILL & RECYCLING ATTENDANT December 2025

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- x. Conduct and document daily inspections of site facilities, fencing and access roads.

#### **2. Equipment Operation**

- i. Conduct and document daily equipment inspections prior to use and implement preventative maintenance as required.
- ii. Maintain access for vehicles unloading waste and keeping area free of debris and hidden obstacles.
- iii. Document and record any issues or concerns advising the Lead Hand of required repairs or service.
- iv. Transport, place and compact waste using the appropriate mobile equipment, in accordance with the Design and Operations Plan.
- v. Based on the Design and Operations Plan and as directed by the Lead Hand, maintain roads and working areas to ensure they are level and safe for customers and equipment.

#### **EDUCATION / EXPERIENCE / SKILLS:**

- 1. Grade 12 or an equivalent combination of education and related experience.
- 2. Minimum of 2 years' experience inspecting, recording and operating heavy / mobile equipment.
- 3. Knowledge of procedures and methods for operating a sanitary landfill site.
- 4. Knowledge of waste diversion regulations and provincial standards.
- 5. Ability to document and record information accurately.
- 6. Effective communication and public relation skills.
- 7. Strong understanding of the Occupational Health & Safety Act
- 8. Demonstrable knowledge of occupational hazards, WHMIS and safety precautions applicable to the work.
- 9. First Aid & CPR certification.

#### **Independence of Action**

The position requires the application of established guidelines, methods and procedures.

#### **Mental Effort**

Alertness is required when operating equipment and machinery and in ensuring that waste/recycling materials are deposited in appropriate locations..



## POSITION DESCRIPTION

### LANDFILL & RECYCLING ATTENDANT December 2025

#### **Physical Effort**

Physical effort is required in unloading waste/recycling materials for intermediate periods of time.

#### **Dexterity**

The coordination of coarse movements is required when operating equipment and performing maintenance duties.

#### **Accountability**

Actions could result in a minor loss of time or resources.

#### **Safety of Others**

There is a degree of care that is required to ensure the safety of the public and co-workers at the landfill/recycling site.

#### **Supervision**

Supervisory responsibilities are not normally part of the job requirement, but there may be a requirement to show others how to perform tasks or duties.

#### **Contacts**

Contacts generally include explaining or exchanging data or information.

#### **Working Conditions**

The work is performed outdoors and includes handling waste and recycled materials. Exposure to dust and noxious odours on a continuous basis.

*The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position. Other duties may be required from time to time as directed by the Waste Management Administrator.*



## STAFF REPORT

4

**DATE:** February 10, 2026

**TO:** Mayor & Council

**FROM:** Amy Tilley, CEMC

**SUBJECT:** CodeRED Notification System

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### **RECOMMENDATION:**

That Council receive this report and provide direction to the Community Emergency Management Coordinator regarding the annual renewal of the CodeRED Notification System.

### **BACKGROUND:**

In February 2018, the Township entered into an agreement with OnSolve for the provision of the CodeRED Notification System. The system was intended to notify residents of emergencies, road closures, and other time-sensitive communications.

At implementation, shapefiles were provided to OnSolve to establish the Township boundary and enable the inclusion of publicly available landline telephone information. Following setup, the Township promoted the service and encouraged residents to voluntarily register to receive emergency and/or general notifications, selecting their preferred method of communication (text message, voice call, email, or the CodeRED mobile application).

Each notification issued through the system generates a report identifying delivery and receipt metrics. On average, approximately 200–250 notifications were delivered per message. This total includes not only residents, but also internal contact lists created by the Community Emergency Management Coordinator, such as Municipal Control Group members and staff. It is estimated that approximately 10% of Armour Township's population currently receives notifications through the platform.

In October 2025, while in the process of onboarding the Township of McMurrich/Monteith to the system, issues arose following a potential security breach. As a result, the legacy OnSolve CodeRED platform was suspended, and clients were migrated to the Crisis24 platform. Crisis24 acquired OnSolve in 2023.

After a prolonged three-month transition process, the Township's notification system is once again operational. However, as the renewal date with Crisis24 approaches, alternative notification platforms have been researched, and direction from Council is being requested regarding the continuation or replacement of the service.



## STAFF REPORT

### FINANCIAL CONSIDERATIONS

Crisis24 CodeRED's annual renewal is \$2,452. All data is stored abroad.

AppArmour & Rave Mobile Safety was another system reviewed by the Fire Chief and myself in consultation with Motorola Solutions. This is an American-based system with data storage in Canada for Canadian users. The platform allows the app to be branded with the Township logo and functions similarly to CodeRED. While a formal quote was not provided, a ballpark estimate was shared, indicating the cost would be approximately double that of CodeRED and would strictly serve Armour and its residents.

First Due was another system reviewed by the Fire Chief and myself. In addition to emergency notifications, this platform is designed to manage and store fire-related data. The emergency notification component, Community Connect, represents only a small portion of the overall software. The Fire Chief will be presenting additional information on this platform to the TRI Council at the February meeting, and based on my review of the Community Connect portal, I would support the Fire Chief's recommendation.

Although the primary purpose of First Due is to manage and store fire department data, the Community Connect portal would also provide an effective emergency notification tool for the community.

### RECOMMENDATION

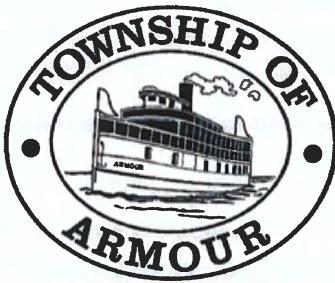
WHEREAS the Township of Armour currently utilizes the Crisis24 CodeRED emergency notification system at an annual renewal cost of \$2,452, with data stored outside of Canada; and

WHEREAS staff have reviewed alternative emergency notification and data management systems that may better align with operational needs, data storage preferences, and long-term service delivery; and

WHEREAS Council wishes to discontinue the use of CodeRED pending further review and recommendations regarding future emergency notification solutions;

NOW THEREFORE BE IT RESOLVED THAT Council hereby directs staff to discontinue and not renew the Crisis24 CodeRED emergency notification service upon expiry of the current agreement; and

BE IT FURTHER RESOLVED THAT staff continue to evaluate and report back to Council on suitable alternatives for emergency notification services, including those integrated with fire department data management systems.



OFFICE OF THE ROAD SUPERVISOR

## DISTRICT OF PARRY SOUND

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

5  
(705) 382-3332

(705) 382-5982

Fax: (705) 382-2068

Email: [roads@armourtownship.ca](mailto:roads@armourtownship.ca)

Website: [www.armourtownship.ca](http://www.armourtownship.ca)

## STAFF REPORT

**Date:** February 10, 2026

**To:** Council

**From:** Dave Creasor, Roads Supervisor

**Subject:** February Monthly Update

### **Recommendation:**

That the Staff Report from the Roads Supervisor dated February 10, 2026, regarding the Update be received for information.

### **Overview:**

This report provides Council with an update on the Township of Armour's winter maintenance operations as of early February. While our equipment fleet remains fully operational due to diligent upkeep, the province is currently navigating a critical road salt shortage. This shortage is the result of 2023 labour disruptions at major mines and a demanding 2025 season that depleted provincial reserves.

### **Equipment Status:**

I am pleased to report that all winter maintenance equipment is currently operational and in good repair. Our team continues to perform regular preventative maintenance to ensure the fleet remains ready for deployment.

### **Provincial Salt Supply Shortage:**

Ontario is currently facing a critical province-wide shortage of road salt. This crisis stems from a "perfect storm" of operational hurdles:

Significant 2023 labour strikes at Compass Minerals' Goderich mine—one of the world's largest suppliers—drastically reduced production capabilities.

**Depleted Reserves:** A demanding 2025 winter season left the provincial supply chain with reduced stockpiles heading into this year.

**High Demand:** An early start to the current winter, characterized by frequent and intense storms, has exhausted many municipal allotments prematurely.

#### **Mutual Aid (Perry Township):**

Our neighbours in Perry Township have been informed by Compass Minerals that their 120-tonne allotment is exhausted. Perry has noted that this allotment figure is outdated and no longer reflects their actual needs.

Armour Township, which secures supply through Windsor Salt, received a joint road salt order. Perry Township picked up their portion of the road salt order from our Roads department. Armour has invoiced Perry for their portion of the road salt.

#### **Winter Sand & Materials:**

As of late January, we have utilized the 2,500 tonnes of winter sand allocated in the 2025 operating budget. We are now drawing from our reserve stockpile. The load of salt will be mixed with this reserve sand at a **3% ratio**. This is a critical step to prevent clumping and mechanical jams in our sanding equipment.

While material demand fluctuates annually, our operational plan of holding surplus sand in reserve during moderate years is currently proving vital to maintaining our service levels.

#### **Ongoing Maintenance Activities:**

Between active storm events, the Roads Department is focused on:

**Snow Bank Push-backs:** Widening the driving surface of the road to prepare for future accumulation.

**Ice Blading:** Removing hard-packed snow and ice build-up to improve ride quality.

**Removing Snow at the Katrine Community Centre**

#### **Conclusion:**

While this winter season has brought significant weather and supply chain challenges, the Armour Roads Department remains resilient. By supporting our neighbours through mutual aid and utilizing our winter material reserve, we are ready for the weather ahead.

Our priority remains the safety of Armour's residents, and we will continue to manage our resources to maintain the service levels our community expects.

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



## STAFF REPORT

6

**Date:** February 10, 2026  
**To:** Council  
**From:** Alison McGregor, Treasurer  
**Subject:** Heritage Festival – Program Review and Options

---

### **RECOMMENDATION:**

That Council review the information contained in this report and provide direction regarding the future of the Heritage Festival.

### **HISTORY:**

This event originated in 2017 as a Canada 150 celebration, with a focus on local heritage and the Watt Century Farm House Museum. Following this event, the Burk's Falls & District Historical Society, in partnership with the Township of Armour, began hosting an annual Heritage Day, which later evolved into the Heritage Festival.

Historically, the event was held at the Watt Century Farm House Museum on Chetwynd Road and was intended to promote local heritage, the museum, and the Historical Society. The festival was not held in 2020 or 2021 due to COVID-19 restrictions.

The 2023 Heritage Festival was moved to the Burk's Falls Fairgrounds because of limited space, parking restrictions, and the loss of access to the adjacent field previously used for parking. Since this change, the festival has no longer been hosted within Armour Township and no longer has a direct connection to the Township's heritage facilities.

### **CURRENT EVENT OVERVIEW:**

- Duration: Approximately four (4) hours
- Location: Burk's Falls Fairgrounds
- Township Role: Primary financial contributor, event organization and management
- Revenue: No direct revenue to the Township, all donations are provided to the Burk's Falls & District Historical Society

Staff have identified that the event has gradually shifted away from its original purpose, which was to:

- Highlight local heritage
- Promote the Watt Century Farm House Museum
- Be hosted within Armour Township



Since the venue change in 2023:

- The festival is no longer held within Armour Township
- There is no direct programming tied to the museum or heritage assets

The event functions primarily as a regional festival rather than a Township heritage initiative.

### **FINANCIAL CONSIDERATION:**

The proposed **2026 Heritage Festival budget is approximately \$25,800**. Estimated expenses are summarized below:

Expense Category	Estimated Cost
Attractions & Entertainment	\$14,900
Portable Washrooms	\$2,500
Advertising & Promotion	\$3,800
Event-Related Costs (Car Show, Firefighter Challenge, Vendor Market, Volunteer Support)	\$4,600
<b>Total</b>	<b>\$25,800</b>

### **Heritage Festival – Historical Budget Overview**

The following table outlines Armour Township's budget allocation for the Heritage Festival since its inception:

Year	Budget (\$)	Actual (\$)	Notes
2018	\$5,000	\$4,577	First Heritage Day event under Township partnership; small-scale, museum-based
2019	\$7,500	\$5,762	Event expanded with additional attractions and volunteer support
2020	\$8,500	\$797	Event cancelled due to COVID-19
2021	\$0.00	\$0.00	Event cancelled due to COVID-19
2022	\$16,800	\$12,964	Event resumed, larger scale, prior to fairgrounds move
2023	\$16,800	\$17,412	First year at Burk's Falls Fairgrounds; addition of the car show
2024	\$22,100	\$24,141	Event continues at fairgrounds; multiple attractions and larger vendor market
2025	\$26,750	\$21,827	Event continues at fairgrounds; multiple attractions and large vendor market
2026	\$25,800		Proposed budget; reflects ongoing costs and slight adjustments



Staff note that this represents a significant municipal expenditure for a single-day event.

### **Operational Considerations**

- The event is typically held during peak summer heat, which has affected participation levels for firefighters in the firefighter challenge.
- Staff resources required for planning and delivery are significant relative to the duration of the event.
- Attendance and participation trends raise questions regarding long-term sustainability in its current format.

### **COUNCIL CONSIDERATIONS:**

Council may wish to consider the following in providing direction on the future of the Heritage Festival:

- Whether the event should be refocused or scaled to better reflect a heritage-based mandate, including continued collaboration with the Burk's Falls & District Historical Society and promotion of the Watt Century Farm House Museum.
- Whether continued municipal funding and staff involvement for a single-day festival is appropriate given the scale of costs, and staffing requirements.
- The potential for partnerships, cost-sharing, or alternative delivery models (such as partnering with other community events or organizations) to reduce municipal financial and operational impacts.
- Whether maintaining the event in its current format, modifying it, or transitioning away from municipal involvement best supports Council's strategic priorities and resource allocation.

### **CONCLUSION:**

The Heritage Festival represents a notable financial and operational commitment for a short-duration event that currently provides no direct revenue to the Township and no longer aligns closely with its original heritage-focused mandate. Council direction is required to determine the future scope, funding, and format of the event.

### **OTHERS CONSULTED:**

Danika McCann, Recreation Coordinator

Charlene Watt, Municipal Clerk

Dave Gray, CAO

Diane Brandt, President – Burk's Falls & District Historical Society

# Almaguin Data Inc.

## AI Infrastructure Project

Delegation to Armour Township Council

February 10, 2026

## Executive Summary



### About Almaguin Data

Founded by Matthew Fuller to establish Armour Township as a hub for sovereign AI infrastructure. Bringing proven development expertise from Fuller Developments and a vision for technology-driven economic growth in rural Ontario.



### Project Overview

2MW sovereign AI compute facility on 6-8 acre site. Modular containerized design enabling phased expansion to 10MW. Total investment: \$15-20M over 3-5 years.



### Economic Impact

- Property taxes: **\$50-70K annually (Phase 1)**
- Hydro revenue: **\$850K annually to Hydro One**
- Employment: **2-4 jobs → 10-12 jobs at full buildout**



### Development Timeline

- Phase 1 (2MW): Q4 2026 - Q2 2027
- Phased expansion: 2-5 years to reach 10MW capacity

# What is AI Compute Infrastructure?

AI compute facilities provide the processing power that enables artificial intelligence applications to function. Think of it as the engine room powering AI-driven services used by businesses, researchers, and government organizations.



## High-Performance Computing

Specialized servers optimized for AI workloads, machine learning, and data analysis.



## Canadian Data Sovereignty

Data processed and stored entirely in Canada, meeting privacy and security requirements.



## Climate Advantage

Northern Ontario's climate provides natural cooling efficiency, reducing energy costs.

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Technical Specifications



## Modular Design

Pre-fabricated, purpose-built enclosures housing servers and cooling systems. Factory-tested before deployment.



## Power Requirements

Phase 1: 2MW continuous draw. Expandable to 10MW through developer-funded infrastructure upgrades. Hydro One confirms capacity available with customer-paid substations/transformers.



## Hybrid Adiabatic Cooling

Water usage well below 10,000 L/day threshold. Evaporative pre-cooling with dry mode operation 75% of the year. No wastewater discharge. Onsite cisterns for buffering.



## Fire Suppression Systems

Dry gas suppression systems certified for AI technology. No lithium-ion batteries (using nickel-zinc or lead-acid for UPS). Advanced monitoring with automated emergency response.

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Community Impact: Employment



## Construction Phase

### 15-25 temporary positions

Duration: 6-12 months

Roles: Electricians, HVAC technicians, site preparation crews, local contractors



## Operational Phase

### Phase 1 (2MW): 4 full-time positions

### Full buildout (10MW): 10-12 positions

Roles: Network operations technicians, network engineers, facility management, security

### High-Skilled, Well-Compensated Positions

Salary Range: \$75,000 - \$150,000 annually

*These are year-round, professional technology positions bringing new employment sectors to the region*

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Fire Safety: Industry-Leading Systems



## Data Centers Are Among the Safest Industrial Facilities

AI compute facilities have significantly lower fire risk than traditional industrial uses like manufacturing, warehousing, or chemical processing. No combustible materials, no open flames, no volatile chemicals - just climate-controlled electronic equipment.



## Clean Agent Gas Suppression

- FM-200 or Novec 1230 systems
- Extinguishes fire in seconds without water damage
- Specifically designed for electronic equipment
- Industry standard for data centers worldwide



## Advanced Early Detection

- VESDA (Very Early Smoke Detection Apparatus)
- Detects smoke particles before visible fire
- 24/7 automated monitoring and alerts
- Redundant sensors throughout facility
- Direct connection to monitoring center

**0.02%**

*Annual fire incident rate in modern data centers*

**<10 seconds**

*Time to suppress fire with clean agent systems*

**Zero**

*Water damage (dry gas systems leave no residue)*



Uptime Institute's database of abnormal incidents, which documents over 8,000 incidents shared by members since its inception in 1994, records 11 fires in data centers — less than 0.5 per year. All of these were successfully contained, causing minimal damage/disruption.

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Electrical Capacity: Addressing Concerns

We understand concerns about one user consuming available electrical capacity. Here's how the system actually works:



## How the Grid Works

We're connecting to Hydro One's provincial distribution network, not a limited local pool. The grid is designed to handle incremental industrial loads through upgrades that we pay for entirely.



## Each Lot Assessed Individually

Every industrial lot is evaluated separately for electrical service. Each user pays for their own connection upgrades. Our 2MW doesn't prevent others from connecting - it just means they also pay for their required infrastructure.



## Our Phased Approach Supports Balanced Growth

- Phase 1: 2MW (immediate)
- Phase 2-3: Scale to 10MW over 3-5 years as demand warrants and grid capacity expands
- Each phase coordinated with Hydro One to ensure balanced infrastructure development across all industrial users



**Key Point:** Hydro One confirms system capacity is available. We pay for upgrades. Other users can still connect.

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Community Impact: Environmental



## Noise Levels

Cooling equipment: 50-70 dBA at property lines (below highway traffic). Equipment positioned at rear of site. Operates at reduced capacity 75% of year in Northern Ontario climate.



## Traffic Generation

Minimal daily traffic. Not a logistics operation. Employee shifts: 2-4 vehicles per day. Occasional service vehicles for maintenance. No heavy truck traffic post-construction.



## Water Usage

Below 10,000 L/day threshold. No wastewater discharge. Onsite cisterns for buffering. Bathroom facilities on septic system. Minimal environmental impact.



## Fire Safety

Dry gas suppression systems. NO lithium-ion batteries (unlike BESS project). Using safer nickel-zinc or lead-acid chemistry. Advanced monitoring and automated emergency response.

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Land Use Compatibility



## Share Residential Concerns

Residential neighbours want protection from dust, odours, vibrations, chemicals. We require same protection for equipment reliability. Same environmental concerns, different reasons.



## Adjacent Solar Farm

Existing Solar Farm on Adjacent Property  
Dust Sensitive Clean Tech Facility  
Solar Panels Lose 20-30% from Dust Accumulation



## MOE D-6 Guidelines

Data Centres (Class 1) <> Sawmills (Class 2): 70-300m required  
Data Centres (Class 1) <> Aggregation (Class 3): 300-1000m required



## Official Plan

Ensure new development is compatible with surrounding uses, negative environmental impacts shall be avoided or minimized. Dust or chemicals from heavy industry is negative environmental impact on residential, solar farm, and data centres.

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Addressing Concerns: BESS Comparison

We understand the township recently considered a battery storage facility (BESS). Our AI compute facility is fundamentally different:

## BES Battery Storage

## Almaguin Data AI Facility

### Primary Function

Bulk energy storage warehouse

AI computing infrastructure

### Battery Chemistry



Lithium iron phosphate (thermal runaway risk)



Nickel-zinc or lead-acid (UPS only, safer)

### Fire Suppression

Challenging due to battery chemistry

Dry gas systems certified for AI tech

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Economic Benefits to Armour Township

**\$5-7M**

Phase 1 Investment

**\$15-20M**

Full Buildout Investment

**\$20-40K**

Annual Property Taxes (Phase 1)

## Annual Economic Impact (Phase 1)

- Property Tax Revenue:  
**\$20,000-40,000 to township (from near-zero on vacant land)**
- Utility Revenue:  
**\$850,000 annually to Hydro One**
- Local Spending:  
HVAC maintenance, electrical contractors, security, janitorial, professional services
- Employment:  
**\$300-400K annual payroll (Phase 1) → \$700K-1M+ at full buildout**

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Infrastructure Plan



## Electrical Service

Phase 1: 2MW connection. Expandable to 10MW through developer-funded upgrades. All infrastructure costs (substations, transformers, line extensions) paid by Almaguin Data Inc.



## Connectivity

Up to 100 Gbps fiber optic connectivity already available on site. Meets all operational requirements for high-bandwidth AI workloads and data transfer.



## Backup Generation

Natural gas service available on site for backup generators. UPS battery systems provide 10-15 minutes of runtime while generators start and stabilize during power disruptions.



## Water & Wastewater

Self-contained systems. Onsite cisterns for cooling water buffering. Septic system for bathroom facilities. No connection to municipal water/sewer required. Below all thresholds.

All infrastructure already available or developer-funded. No burden on municipal services.

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Strategic Market Context



## Northern Ontario Infrastructure Gap

Central and Northern Ontario currently lacks modern AI compute facilities. Most existing data centers are concentrated in GTA and southwestern Ontario. This creates opportunity for regional infrastructure development.



## Climate & Operational Advantage

Northern Ontario's climate provides natural cooling efficiency, reducing energy costs and environmental impact. Cooling systems operate at reduced capacity 75% of the year.



## Canadian Data Sovereignty

Growing demand for truly sovereign AI infrastructure as government and regulated industries require Canadian-operated, Canadian-located data processing. Competitive advantage over US-operated facilities.



## Positioning Armour Township

First mover advantage establishes Armour as a technology-forward jurisdiction. Attracts follow-on investment in complementary tech industries and professional services.

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Next Steps & Timeline



**Council Approval**  
**(February 2026)**  
Approval to proceed with land purchase and project development

**ZBA Application**  
**(Q2 2026)**  
Submit formal Zoning By-law Amendment application

**Required Studies**  
**(Q2 2026)**  
Fire safety, noise, environmental, emergency response

**Public Consultation**  
**(Q3 2026)**  
Community engagement and feedback sessions

**ZBA Approval**  
**(Q4 2026)**  
Final council approval and bylaw passage

**Construction**  
**(Q4 2026 - Q2 2027)**  
Site preparation and infrastructure deployment

## Our Request to Council Today

1. Approval to proceed with land purchase
2. Direction to staff to support formal ZBA application
3. Confirmation of required studies and timelines

*Almaguin Data Inc. - Delegation to Armour Township Council*

# Thank You

Questions & Discussion

Matt Fuller, Co-Founder & President

Almaguin Data Inc.

[almaguindata.ca](http://almaguindata.ca)

**8**  
**Township of Armour**  
**List of Accounts for Approval**  
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Bank Code - AP - Armour A/P

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
19373	2026-01-27	Almaguin Tree Service	202	Rds - Tree cutting - Cherry Hill Rd	904.00	904.00
19374	2026-01-27	1001204734 Ontario Inc.	5	Accrual G - Solarbank OPA/ZBA Notice	339.00	339.00
19375	2026-01-27	Canadian Red Cross Ontario	2026 Donation	G - 2026 Donation	1,000.00	1,000.00
19376	2026-01-27	Collins YIG	Jan 9/26	Tri R - Water/coffee	37.99	
			Jan 19/26	Tri R - Water/coffee	48.98	86.97
19377	2026-01-27	Exl-Aire Mechanical Ltd	36403	G - Annual Furnace Service	210.18	210.18
19378	2026-01-27	Ontario Municipal Administrators Assc	1925	G - 2026 OMAA Membership	737.86	737.86
19379	2026-01-27	Salvation Army	2026 Donation	G - 2026 Donation	400.00	400.00
19380	2026-01-27	Storm Applied Technologies Inc.	INV-00932	G - Backup hosting	1,084.80	1,084.80
					Total Computer Cheque:	4,762.81

**EFT**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
6259	2026-01-23	Amazon.com.ca Inc.	CA6ABEY1730	G - Mouse/calendar/KVM switch	114.94	114.94
6260	2026-01-23	Capstone Ventures Inc.	2025 Dec - Fuel	Accrual Rds - Fuel	122.78	122.78
6261	2026-01-23	CGIS Centre	46037	G - Jan-Mar 2026	3,355.42	
			46037 - CPI	Accrual G - CPI Oct-Dec 2025	72.24	3,427.66
6262	2026-01-23	Corporate Express	72020104	G - Paper	78.23	
			72128241	G - Ink/post-it notes/HS folders	205.58	283.81
6263	2026-01-23	Courtney Metcalf	Dec/25 Mileage	Accrual G - 130.9KM - 12/9-12/15	70.69	70.69
6264	2026-01-23	Darin Watt	Jan 8/26 - Note	Rds - DW work note	20.00	20.00
6265	2026-01-23	David Creasor	Refund Shore Rd	G - Refund Deposit - Shore Rd	1,451.03	1,451.03
6266	2026-01-23	District of Parry Sound	DPSMA 2026	G - DPSMA 2026 Membership	200.00	200.00
6267	2026-01-23	Griffith Bros	94688	Rds - Tow 2022 Freightliner	988.75	988.75
6268	2026-01-23	Hamilton & Sons Property	2431	G - Rink Maintenance	2,655.50	2,655.50
6269	2026-01-23	Home Building Centre	2269693	Accrual Rds - Key x 4	20.29	20.29
6270	2026-01-23	HugoMB Contracting Inc	225410 Holdback	Accrual G - NP Bridge Holdback	166,049.39	166,049.39

**Township of Armour**  
**List of Accounts for Approval**  
Batch: 2026-00006 to 2026-00011

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**EFT**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
6271	2026-01-23	Innov8 Office Solutions	414671	G - Canon Copies 1/9-2/8	91.85	91.85
6272	2026-01-23	Kaiyla Hoffmann	Jan 14/26 Mil	G - KH 80km OBOA chapter meeti	57.60	57.60
6273	2026-01-23	MAP Sundridge	962084/3 962491/3 962523/3 962538/3 962588/3 K62588/3 Credit 962850/3 Credit 962783/3 Credit 962786/3	Rds - Alternator/wipes 25lbs Rds - DEF fluid 208L Rds - Brake cleaner/gloves Rds - Oil filter/coalescer/separat	343.59 337.32 120.80 95.45 160.40 160.40 -22.60 -39.55 -22.60	1,133.21
6274	2026-01-23	Megan Yemm	Nov-Dec/25 Mil	Accrual G - 419.5km 11/13-12/11	226.53	226.53
6275	2026-01-23	Melissa Marshall	Dec/25 Cell Jan/26 Cell	Accrual KCC - MM Cell 50% Dec KCC - MM Cell 50% Jan	32.05 32.05	64.10
6276	2026-01-23	Mister Safety Shoes	1709180	G - Bylaw - BA Work Boots	227.76	227.76
6277	2026-01-23	Moore Propane Limited	163006816 9020556	Rds - 1558.60L Propane G - WF 1119.30L	1,091.69 785.90	1,877.59
6278	2026-01-23	Munisoft	2025/26-05468	G - 2026 Tax notices/receipts	670.41	670.41
6279	2026-01-23	Muskoka - Parry Sound OBOA	2026 Membership	G - KH 2026 OBOA Membership	30.00	30.00
6280	2026-01-23	Near North Laboratories Inc.	113199	KCC - Water sample	53.29	53.29
6281	2026-01-23	Near North Industrial Solution	105172	Rds - Hex cap screws/nuts	20.57	20.57
6282	2026-01-23	Novexco	94339206	G - Binders/file folders	82.31	82.31
6283	2026-01-23	Purolator Inc	550210550	G - Lawyer shipment	6.28	6.28
6284	2026-01-23	Russell Christie	Jan 12/26	G - #1-30100 Tax Arrears	4,255.18	4,255.18
6285	2026-01-23	Three Mile Truck and Trailer	3029	Rds - Repairs #19 - brakes/rad/air	274.59	274.59
6286	2026-01-23	Uline Canada Corporation	17386042	Rds - Gloves x 12	270.35	270.35
6287	2026-01-23	W.O. Stinson & Son Ltd.	25005595	Rds - 2941.20L Clear Diesel	4,129.52	4,129.52
				Total EFT:		188,875.98

**OTHER**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
1	2026-01-27	Bell Mobility				

**OTHER**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			Jan/26 - DG	G - Visa Expenses	798.03	798.03
14	2026-02-10	Newt Fibernetics Corporation	775848	G - Office Phones	152.31	152.31
15	2026-01-27	Hydro One Networks Inc.	Jan 14/26	Accrual G - Office 11/20-12/18	688.19	688.19
15	2026-02-10	Canada Revenue Agency	Jan16-31/26-001	G - CRA 001	18,496.65	18,496.65
16	2026-01-27	Hydro One Networks Inc.	Jan 15/26	Accrual Rds - 11/20-12/18	294.06	294.06
16	2026-02-10	The Benefits Trust	February 2026	Group Benefits	13,462.49	13,462.49
					Total Other:	66,509.12

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	AFC Inc	8480	Tri R - Antifreeze leak repair	1,124.78	1,124.78
PP -	Abell Pest Control Inc	A7664556	KCC - Pest Control	68.32	68.32
PP -	Amazon.com.ca Inc.	CA6ABEY1PIE	KCC - Office chair	406.79	406.79
PP -	Amilia SmartRec	1591897	KCC - Subscription/Transactions	593.59	593.59
PP -	ClayMar Electric	5025	KCC - ODR flood lights x 4	1,740.95	1,740.95
PP -	Collins YIG	Jan 27/26	G - Council meeting	98.98	
		Feb 4/26	G - Water	37.74	136.72
PP -	Crooked Creek Ranch	2026 Karnival	KCC - 2026 Karnival Entertainmen	400.00	400.00
PP -	Darin Watt	Jan 27/26	Rds - DW mailbox replacement	47.45	47.45
PP -	Dollywood Foundation of Canada	0226522	KCC - Literacy Program	111.42	111.42
PP -	Don Gibbings	2026 Karnival	KCC - 2026 Karnival Band (Dinner	500.00	500.00
PP -	Environmental 360 Solutions	419868	KCC - Rental	275.16	275.16
PP -	Fowler Construction Co. Ltd.	92459	Rds - Hwy 520 Entrance	132,789.77	132,789.77
PP -	Glen Martin Limited	428957	KCC - Cleaning supplies	637.12	637.12
PP -	Home Building Centre	4308868	KCC - Butane x 4	16.37	16.37
PP -	Innov8 Office Solutions	414888	G - Freight charge for ink	33.90	33.90
PP -	Kevin Noaik	70	G - Bylaw ID/wallet card x 4	35.50	35.50
PP -	Land of Lakes Public School				

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Local Authority Services	Donation 2026	G - Donation - Grade 8 Trip	200.00	200.00
PP -	MAP Sundridge	INV002568	G - EPT 2026 Subscription	372.90	
		MGBP000045439	Rds - Kal Tire - Bar singles/bungee	846.69	
		MGBP000045440	Rds - Kal Tire - tiresx6/rims/install	3,004.74	
		MGBP000045441	Rds - Kal Tire - Shoulder studs	802.30	5,026.63
PP -	Metroland Media Group	J64581/3	Rds - 27" blade guide	39.58	
		964768/3	Rds - Work light x 4	492.77	532.35
PP -	Mid Ontario Disposal	7772593	G - Notice of Refusal SolarBank	89.27	89.27
PP -	Minister of Finance	0000028208	KCC - Bin Rental	384.20	384.20
PP -	Mister Safety Shoes	342701260705006	G - December OPP	36,075.00	
		342901261105002	G - 2026 Annual Billing	818.50	36,893.50
PP -	Moore Propane Limited	1707716	Tri R - JC Work Boots	284.71	284.71
		1501478	Tri R - Cyl Rent	27.12	
		1501481	G - Tank Renewal	56.50	
		9020895	Rds - 2661.60L Propane	1,859.47	
		9020896	G - WF 924.00L	649.95	2,593.04
PP -	Munisoft	2025/26-05643	Historical Society battery	23.72	
		2025/26-05737	G - CW Laptop	2,076.81	
		2025/26-05644	Tri R - Backup battery	36.76	2,137.29
PP -	Near North Industrial Solution	105331	Rds - Hyd. hoses/fittings	72.42	
		105434	Rds - Quick coupler x 2	22.60	95.02
PP -	North Bay Parry Sound District	Jan/Feb 2026	G - Jan/Feb Levy	7,746.84	7,746.84
PP -	Novexco	94399607	G - Adding rolls/files/clips/paper	154.32	154.32
PP -	OMERS	January 2026	G - January OMERS	24,167.78	24,167.78
PP -	Olympic Printing	2026-6	TRI R - BF Landfill Passes	152.55	152.55
PP -	Ontario SPCA & Humane Society	IN010617	G - Animal Control	21,357.00	21,357.00
PP -	Purolator Inc	550220187	G - Lawyer shipment	6.28	
		520253922	G - Shipment Creasor SRA	6.28	12.56
PP -	Robert J Miller	INV026-001	G - ArmServ2026 Jan Services	550.00	
		INV026-002	G - Consent B-049/25 - January	1,100.00	
		INV026-003	G - BESS Applications - January	700.00	2,350.00
PP -	Roser's Renovations Inc	1	G - Office door replacement	3,760.40	3,760.40
PP -	Shell Burks Falls	January 2026	G - Bylaw Fuel	415.94	415.94

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>Three Mile Truck and Trailer</b>	3035	Rds - Replace rad	2,713.54	2,713.54
PP -	<b>Tobin Spring</b>	2026 Karnival	KCC - Karnival 2026 Band (Day)	350.00	350.00
PP -	<b>Tulloch Engineering Inc.</b>	2032804	G - 12/31 Peer Reviews - BES Fac	4,746.00	
		2032952	Rds - Landowner issue resolution	2,846.19	
		2032960	G - Hwy 520 Development	2,052.08	9,644.27
PP -	<b>W.O. Stinson &amp; Son Ltd.</b>	25005719	Rds - 2941.20L Clear Diesel	4,302.34	
		25005721	Rds - 900.9L Dyed Diesel	1,226.20	5,528.54
PP -	<b>Waste Connection of Canada Inc</b>	7113-0000036213	Tri R - January Comingled	535.73	535.73
PP -	<b>Windsor Salt Ltd</b>	5300775493	Rds - Safe-T-Salt 74.86 TO	8,750.18	8,750.18
PP -	<b>Women's Own Resource Centre</b>	2025 RED Gala	G - EDC - RED Gala 2025	2,572.79	2,572.79
PP -	<b>Wurth Canada Limited</b>	26743966	Rds - Pump spray bottle	50.85	50.85
PP -	<b>Xerox Canada Ltd</b>	F65262695	G - 12/29-1/27 copies	363.36	363.36
				Total Proposed Payments:	277,780.50

Total AP: 537,928.41

NET January Payroll: \$ 88,512.88

Total: \$ 626,441.29

Certified Correct This February 5, 2026

Treasurer

Mayor



RECEIVED

FEB 06 2026

TOWNSHIP OF ARMOUR

## TOWNSHIP OF ARMOUR

Application for a Zoning By-law Amendment  
Under Section 34 of the Planning Act

82

1. General Information

## Registered Owner

Ralph Prentice

Telephone No.

Address

Postal Code

P0A 1C0

## Applicant / Agent

Lanny Dennis, LannyD.Planning

Telephone No.

705 783 4607

Address

Postal Code

Box 254, Novar, Ontario

P0A 1R0

## Agent or Solicitor

Telephone No.

Address

Postal Code

## Mortgagee

Telephone No.

Address

Postal Code

All correspondence should be sent to:  Owner  Applicant  Agent/Solicitor2. Location of PropertyLot Concession  
23 1 and 2Registered Plan No. Lot(s) Reference Plan No. Part(s)  
42R-13495 & 22305 1/2

Municipal Address Parcel No.

233 Cherry Hill Road

3. Particulars of Property (in metric and imperial units)Frontage Depth Area  
+/-1600m water frontage irregular +/-39.6ha4. Related Land Division

a. How long has the subject property been in the owner's possession? *+/-34 years*

b. Is the 66 ft. shore road allowance owned by the applicant (if applicable)?  Yes  No

c. If consent to sever is required, has a severance application been made?

 No  Yes File No. \_\_\_\_\_

Note: If a decision on the severance has been made, please enclose a copy of the decision with this application.

d. Does the proposed amendment involve a subdivision or condominium application?

 No  Yes Ministry of Municipal Affairs No. Planning Bd. file# S-01/24 (Prentice)



**TOWNSHIP OF ARMOUR**  
Application for a Zoning By-law Amendment  
Under Section 34 of the Planning Act

**5. Existing Use of Property**

Permanent Residential  Seasonal Cottage  Industrial  Commercial  
 Farmland  Vacant  Other

**6. List any Existing Buildings or Structures on the Property** Please see attached plan.

Buildings or Structures	All Yard Setbacks				Building Dimensions	Ground Floor Area	Building Height	Year Erected (if known)
	Front	Rear	Side	Side				
1.								
2.								
3.								

**7. Previous Use of Property (Before Present Use)**

Residential  Industrial  Commercial  Farmland  
 Vacant  Other

**8. Proposed Use of Property, and why the Amendment is Required**

Residential  Industrial  Commercial  Farmland  
 Vacant  Other

Need for Amendment To facilitate the creation of a 15 lot plan of subdivision.

**9. List of Proposed Buildings or Structures (Zoning Application Only)** n/a

Buildings or Structures	All Yard Setbacks				Building Dimensions	Ground Floor Area	Building Height
	Front	Rear	Side	Side			
1.							
2.							
3.							

**10. Armour Township Official Plan Designation**

Existing Rural Community; Waterfront Community; Deer Wintering Stratum 2, Wetlands & FP.

Proposed no change

**11. Armour Township Zoning**

Existing Rural (Rn); Seasonal Residential Holding (SR-H); Floodplain (FP) and Wetlands (W).

Proposed Lakeshore Residential with an exception to reduce the frontage on lots 1-5 to 61m; to require a 30m setback from Deer Lake and wetlands and a 15m setback from waterfronts; to prohibit development in Type 1 fish habitat and to place an "H" symbol on Lot 11 that includes a 30m no work area (buffer) until a Step 3 site specific is completed.



**TOWNSHIP OF ARMOUR**  
Application for a Zoning By-law Amendment  
Under Section 34 of the Planning Act

**12. Types of Servicing**

This property will be serviced by (please check appropriate boxes):

i. Water Supply  Private Well  Other (specify) \_\_\_\_\_

ii. Sewage Disposal  Private Septic  Other (specify) \_\_\_\_\_

ii. Storm Drainage System  Ditches or Swales  Pipes/Culverts

iv. Road Access and/or Frontage  Name of Road Cherry Hill Road  
 A Local Public Road  
 Water Access Only  
 A Provincial Highway  
 Private Road or Right-of-Way  
 Other (specify) \_\_\_\_\_

v. Lake Frontage  Name of Lake \_\_\_\_\_

**13. Affidavit or Sworn Declaration**

I, Lanny Dennis of the Township of Parry  
in the District of Parry Sound  
(District, Region or County)

make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the "Canadian Evidence Act".

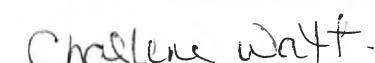
Sworn (or declared before me)

at the Township of Armour  
(Municipality)

in the District of Parry Sound.  
(District, Region or County)

this 6<sup>th</sup> day of February, 2021.

  
Applicant's Signature

  
Commissioner of Oaths

**SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD**

January 28, 2026

NO. 06

MOVED BY: Glenn Miller

SECONDED BY: D. O'Halloran

**BE IT RESOLVED THAT** the conditions of Draft Approval for Subdivision Application S-01/24 (PRENTICE) are revised as follows:

Condition no. 3 is deleted and replaced with the following:

“That a zoning by-law amendment be applied for and received which recognizes a minimum lot frontage of 61 m. for proposed Lots 1 – 5.”

It is the opinion of the Planning Board that the above change to the conditions is minor and therefore further notice is not required.

CARRIED: ✓/GL

9

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

**BY-LAW #9-2026**

**Being a by-law to confirm the proceedings  
of Council at its meeting.**

**WHEREAS** Section 5 of the *Municipal Act*, S.O. 2001, Chapter M.25, as amended, requires a municipal Council to exercise its powers by by-law, except where otherwise required;

**AND WHEREAS** Council or a Committee of Council often authorizes action to be taken which does not lend itself to an individual by-law;

**AND WHEREAS** the Council of the Township of Armour deems it desirable to confirm the proceedings of Council at its meetings hereinafter set out.

Be it enacted as a By-law of The Municipal Corporation of the Township of Armour hereby enacts as follows:

**1. Ratification and Confirmation**

That the action of this Council at its meetings set out below with respect to each motion, resolution and other action passed and taken by this Council at its meetings (except where the prior approval of The Ontario Land Tribunal (OLT) is required) is hereby adopted, ratified and confirmed as if such proceedings and actions were expressly adopted and confirmed by By-law;

**Regular Council Meeting**

- January 13, 2026
- January 27, 2026

**2. Execution of all Documents**

That the Mayor of the Council and the proper officers of the Township of Armour are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and except where otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute all necessary documents and to affix the corporate seal of the Township of Armour to such documents.

**3. Administrative Corrections**

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 10<sup>th</sup> day of February, 2026.

---

Rod Ward, Mayor

---

Charlene Watt, Clerk

10

## THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

### BY-LAW #10-2026

Being a by-law to authorize the transfer of Part of Lot 5, Concession 7, being Part 1 on Reference Plan 42R-22866, into joint ownership by the Township of Armour, the Village of Burk's Falls and the Township of Ryerson, and to provide for reimbursement to the Township of Armour in accordance with the Interim Fire Services Agreement.

**WHEREAS** the Municipal Corporation of the Township of Armour, the Corporation of the Village of Burk's Falls, and the Corporation of the Township of Ryerson (collectively the "Municipalities") entered into an Interim Fire Services Agreement effective June 24, 2025 (the "Fire Agreement");

**AND WHEREAS** pursuant to the Fire Agreement, the Township of Armour agreed to transfer ownership of lands now described as Part Lot 5, Concession 7, Part 1 of 42R-22866 to the Municipalities as joint owners with proportionate shares as set out in section 3.1 of the Fire Agreement;

**AND WHEREAS** pursuant to the Fire Agreement, the Village of Burk's Falls and the Township of Ryerson agreed to reimburse the Township of Armour for cost of acquiring the lands that included Part 1, 42R-22866 based upon the foregoing proportionate ownership shares;

**NOW THEREFORE** be it enacted as a by-law of the Municipal Corporation of the Township of Armour that:

1. The Mayor and Clerk are hereby authorized to execute transfer documentation to give effect to the joint ownership of Part 1, 42R-22866 by the Municipalities in the following proportionate shares:
  - a. Armour: 47.84%
  - b. Burk's Falls: 28.60%
  - c. Ryerson: 23.56%.
2. The value of the Part 1, 42R-22866 is Seven Thousand Dollars (\$7,000.00) per acre and its areas is 9.7394 acres rendering a total value of Sixty-Eight Thousand, One Hundred and Seventy-Five Dollars and Eighty Cents (\$68,175.80).
3. The amounts payable by the Village of Burk's Falls and the Township of Ryerson to the Township of Armour based upon the proportionate shares set out in section 1 of this by-law shall be:
  - a. The Village of Burk's Falls - \$19,498.28; and
  - b. The Township of Ryerson - \$16,062.22.
4. The foregoing funds are authorized to be transferred to and received by the Township of Armour and upon the completion thereof, the solicitors for the Municipalities shall register the transfer documentation.
5. That this by-law shall come into effect upon its passing.

Read in its entirety, approved,  
signed and the seal of the  
Corporation affixed thereto  
and finally passed in open  
Council this 10<sup>th</sup> day of  
February, 2026.

---

Rod Ward, Mayor

---

Charlene Watt, Municipal Clerk

# Planning Department Report

11

## Consents

Roll #	Address	Date	File #	Status	Note
3-19700	Con 13 Part Lot 11	11/25/2022		Legal, CBO, By-law, Engineers Involved	Site Alteration / Rezoning issue / FP update
3-21300	1476 N Pickerel Lake Road	05/16/2025	B-006/25	Suitable Entrance Condition Satisfied	Create 1 new residential lot + retained
2-28300	348 Woods Road	11/27/2025	B-051/25; B-052/25 & B-053/25	Awaiting Notice of Decision	Create 3 new lots + Retained
3-23800	183 Pevensey Road	02/25/2025		Pre-consultation Meeting	Sever to create 1 new lot, 1 lot addition and retained
3-17500	Con 13, Part Lot 3	01/13/2025		Awaiting Application	Create 4 new lots + retained - concerns with suitable entrances
2-17600	13 Garage Road	10/02/2025	B-015/25 & B-016/25	CIL paid	Sever to create 1 new lot, 1 rural industrial lot and retained
2-29420	123E Nicolia Drive	09/10/2025		Notice of Decision	Create 2 new lots + retained
2-29200/2-23700	Con 9 Lot 20 / Con 10 Lot 20	04/28/2025		Inquiry	Sever 2 merged lots to create 2 lots with road frontage
<b>2-10200</b>	<b>Con 7 &amp; 8, Part Lots 17 &amp; 18</b>	<b>01/14/2026</b>	<b>B-027/25 &amp; B-028/25</b>	<b>All conditions satisfied - file closed</b>	<b>Create 2 new lots + retained</b>
1-09105	809A Cherry Hill Road	06/09/2025		Inquiry	Lot addition
3-11010	273 Berriedale Road	07/31/2025		Awaiting Application	Create 3 new lots + Retained
2-23700	820 Garage Road	09/03/2025		Pre-consultation Meeting	Create 3 new lots + Retained
1-59320	195 Madill Road	11/05/2025		Pre-consultation Meeting	Create 1 new lot + Retained
<b>1-06350</b>	<b>212 Owl Lake Road</b>	<b>01/29/2026</b>	<b>B-044/25</b>	<b>Applicant abandoning per lawyer advice</b>	<b>Create 1 new residential lot + retained</b>
1-63700/1-63900	723 Skyline Drive	01/14/2026	B-049/25	Awaiting Notice of Decision Awaiting PJR, lake capacity study, OPA required - backlot	Lot addition from 1-63700 to 1-63900 Create 2 new lots, one waterfront, one backlot
3-04250	1137 Pickerel & Jack Lk Rd	01/20/2026		Pre-consultation Meeting - Delegation to Council	
2-12320	Industrial Park	02/10/2026			Proposed Industrial Development - AI Compute Infrastructure

## Subdivisions

Roll #	Address	Date	File #	Status	Note
1-08900	Cherry Hill Rd / Deer Lake	02/04/2026	S-01/24	Condition #3 revised - ZBA application pending from applicant	15 lot subdivision with common element road

## Shore Roads / Road Allowances

Roll #	Address	Date	File #	Status	Note
1-34000	98 Doe Lake Peninsula	02/02/2026		Legal	Trf shore road - 1988 Admin Error
1-08610	879 Three Mile Lake Road	01/27/2026		Legal	Purchase shore road across the road
1-31500	78 Skyline Drive	12/18/2025		Deposit Requested	Partial Purchase shore road

## Planning Department Report

### Site Plans

Roll #	Address	Date	File #	Status	Note
3-23905	809 Berriedale Road	06/14/2023		File Closed - LOC File Remains Open	New rural industrial business
3-07625	Con 11 Part Lot 32	08/08/2024		By-law Officer - review regeneration	Tim Bryson sent recommendations via email
2-32200	2214 Pickerel & Jack Lake Road	11/04/2024		Road Boring to address in agreement	Demo - Rebuild in FP-48
<b>1-34000</b>	<b>98 Doe Lake Peninsula</b>	<b>02/02/2026</b>		<b>Legal - SPA registration pending by LRO</b>	<b>Demo/Rebuild - shore road trf too</b>
1-69900	39 Magview Drive	01/06/2026		Invoice - Reminder to Pay	New dwelling on Mag River
Pending	303 Relative Road	01/13/2025		Pre-consultation	RC use of property
<b>3-30420</b>	<b>1857 Pevensey Road</b>	<b>01/28/2026</b>		<b>File Closed</b>	<b>Construction of a new Single Detached Dwelling and Garage</b>
2-07002	5 Hill Top Road	09/16/2025		Require support from Village for municipal water services	Construct a car wash - site plan amendment
<b>3-05070</b>	<b>1473 Pickerel &amp; Jack Lake Rod</b>	<b>01/30/2026</b>		<b>Pre-consultation - clearing of lot for access</b>	<b>No dwelling proposed at this time, clearing of lot for access, parking and path to lake</b>

### Zonings

Roll #	Address	Date	File #	Status	Note
2-07015	51 Commercial Drive	02/28/2023		Pre-Consultation- PJR Required	Site Specific - Commercial w Residential units
3-19716 to 3-1972	240-268 N Pickerel Lake Road	10/21/2024		Application Refused - Engineer Disagree	FP mapping update after site alteration
Pending	303 Relative Road	01/13/2025		Awaiting Application	RC use of property
<b>SOLARBANK</b>	<b>219 Peggs Mountain Road</b>	<b>02/04/2026</b>		<b>Appeal Filed by Applicant to OLT</b>	<b>Solar Battery Storage Facility (OPA/ZBA)</b>

TOTAL # OF TELECONFERENCE PRE-CONSULTATION MEETINGS TO DATE FOR 2026: 2

12

**SOUTHEAST PARRY SOUND DISTRICT  
PLANNING BOARD**  
Regular Meeting

**Wednesday, January 28, 2026 – 6:30 p.m.  
VIA ZOOM**

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**Hearings:**

6:30 p.m.: 1) B-049/25 - M. & S. ARMSTRONG  
2) B-050/25 - J. & E. MARSHALL  
3) B-051/25 - C. & C. JAMES  
B-052/25  
B-053/25  
4) B-054/25 - J. RATCLIFFE

**Regular Meeting:**

1. Review and Approval of the Minutes
2. Business Arising from the Minutes
  - Resolution to MMAH Re: Town of Kearney Withdrawal from Planning Board
3. Administrative
4. Correspondence
5. Status of Applications  
B-010/24 (HAIST) – Amend Conditions  
S-01/24 (PRENTICE) – Amend Conditions
6. Financial Report
7. Other Business
8. Adjournment

**SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD**

January 28, 2026

NO. 06

MOVED BY: Glenn Miller

SECONDED BY: D. O'Halloran

**BE IT RESOLVED THAT** the conditions of Draft Approval for Subdivision Application S-01/24 (PRENTICE) are revised as follows:

Condition no. 3 is deleted and replaced with the following:

“That a zoning by-law amendment be applied for and received which recognizes a minimum lot frontage of 61 m. for proposed Lots 1 – 5.”

It is the opinion of the Planning Board that the above change to the conditions is minor and therefore further notice is not required.

CARRIED: ✓/JW



## STAFF REPORT

**Date:** January 30, 2026  
**To:** Council  
**From:** Danika McCann – Recreation Coordinator  
**Subject:** Renaming the Katrine Community Centre (KCC) to Katrine Community Hub (KCH)

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### 1. Recommendation

This report provides Council with an update following our most recent Recreation meeting. The meeting focused on finalizing details for the upcoming Katrine Winter Karnival, discussing feedback and concerns related to the Heritage Festival, and reviewing the proposed re-branding of the Katrine Community Centre.

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### 2. Katrine Winter Karnival

All remaining details regarding the Katrine Winter Karnival were reviewed and finalized at the meeting. Planning is progressing well, and preparations are on track for a successful event. Volunteer coordination, programming, and logistical arrangements are in place, and fundraising and sponsorship efforts continue to be positive. Overall, the Karnival is shaping up to be another strong community event, and there are no outstanding concerns at this time.

#### **Staff Request:**

As part of final planning, staff are requesting Council approval to extend bar service hours during the Katrine Winter Karnival to allow alcohol service to begin at 9:00 a.m. in conjunction with the pancake breakfast. This request is intended to better align with scheduled programming and support fundraising efforts associated with the event. All service would continue to comply with AGCO regulations and municipal policies.

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### **3. Heritage Festival Discussion**

During the meeting, a discussion took place regarding the current format and scope of the Heritage Festival. Concerns were raised by both a Council member and committee members who are Armour Township taxpayers regarding:

- The overall cost of the event in relation to its duration (approximately four hours).
- Concerns regarding the overall cost of the event relative to its length and scope.
- Concerns were raised that the event has evolved into more of a summer festival and is now hindering the Agricultural Society and its Fall Fair. The Agricultural Society does not have a budget anywhere near that of the Township, and hosting a municipally funded event of this scale draws attendance away from volunteer-run community festivals, such as the Fall Fair, which operate at a more modest level.
- The event's current focus, which was noted to align more closely with a general summer festival rather than a heritage-based celebration.

It was noted that, over time, the event has evolved and no longer strongly aligns with local heritage, history, or cultural education, raising questions about whether the event continues to meet its original intent. These concerns were shared for Council's awareness and discussion.

### **4. Katrine Community Centre Re-Branding (KCC to KCH)**

The proposed re-branding of the Katrine Community Centre (KCC) to the Katrine Community Hub (KCH) was discussed in detail.

The following key points were reviewed:

- **Name Confusion:** The acronym "KCC" is currently being used by the Municipality of Kearney for one of their facilities. Over the past 6–9 months, Kearney has increasingly branded their events using this acronym, which has significantly amplified confusion. This has begun to directly affect advertising and public communication, with Township staff fielding calls and questions related to Kearney-hosted events, and vice versa, creating ongoing challenges for residents, visitors, and external organizations attempting to distinguish between the two facilities.
- **Community Use:** The building functions as more than a traditional community centre. It serves as a central hub for recreation programs, community events, meetings, rentals, and partnerships.
- **Clarity & Identity:** Renaming the facility to the Katrine Community Hub better reflects its role as a multi-use, community-focused space while maintaining strong ties to the Katrine area.
- **Municipal Ownership:** The re-branding maintains clear recognition that the facility is owned and operated by the Township of Armour, while allowing Recreation services to be clearly branded and easily identifiable.

- **Marketing & Communication:** A consistent, clear name will improve marketing efforts, reduce public confusion, and support sponsorship, rentals, and community engagement moving forward.

Overall, the proposed name change is intended to improve clarity, strengthen community identity, and better align the facility's name with how it is actively used.

**Staff Request:**

Staff are requesting Council's approval to proceed with the re-branding of the Katrine Community Centre to the Katrine Community Hub (KCH) to address ongoing confusion, strengthen facility identity, and improve clarity in advertising, communication, and community engagement.

## TRI COUNCIL INFORMAL SUB-COMMITTEE MEETING MINUTES

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

**Location:** Armour Township Office

**Attendance:** Armour Township: Councillor Wendy Whitwell, CAO Dave Gray

Ryerson Township: Councillor Delynne Patterson, CAO Nancy Field

Village of Burk's Falls: Deputy Mayor Sean Cotton CAO/Clerk Denis Duguay

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

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

### **Discussion Items:**

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

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

#### **Service and Budget Updates**

##### Landfill

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

##### Fire

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

##### Arena

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

##### Library

Library Lease Discussion – a written report was provided by the Village of Burk's Falls which addresses various information requests related to the Library lease amount increase. Burk's Falls staff clarified that the figures provided were related to the Library portion of the building

only. Various internal processes in the Village have been created or modified to improve reporting related to the Library building and assets which will improve transparency going forward. Two options were provided in the report regarding resourcing the existing building which broadly included a partnership option and continuing the owner resourced option.

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

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

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

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

### **Water/Wastewater System**

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

### **Agricultural Society Agreement**

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

### **Next steps**

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

### **Next Meeting:**

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

**Adjournment - 2:55PM**

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

**MINUTES**

October 26, 2021

**RESOLUTIONS cont'd:**

Moved by Jerry Brandt, seconded by Rod Blakelock; That the Council of the Township of Armour hereby support the severance application B-054/21, Part Lot 7, Concession 2, Part 1 of 42R-13390, 467 Doe Lake Road submitted by Lyle and Stephen Mulligan subject to the following conditions:

- If the reference plan or other evidence discloses that the severed property contains a road deviation maintained by the municipality as a public road, then the applicant shall survey and transfer such road deviation to the municipality
- That the applicant convey the required cash in lieu of parkland dedication to the Township of Armour as per the current by-law
- That the Township's Roads Supervisor confirm that a suitable location for a new entrance on the proposed severed lots can be properly constructed to municipal standards
- That the retained lot be conditional on a minor variance to recognize its substandard frontage on Doe Lake Road. Carried

Moved by Rod Ward, seconded by Wendy Whitwell; That the Council of the Township of Armour have read and approve By-law #65-2021 being a by-law to amend By-law #59-2019, the Township of Armour's Employment Policy and that we authorize the Reeve and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Moved by Rod Blakelock, seconded by Rod Ward; That the Council of the Township of Armour have read and approve By-law #66-2021 being a by-law respecting remuneration and expenses for Members of Council for 2022 and to repeal By-law #46-2020 and that we authorize the Reeve and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Moved by Wendy Whitwell, seconded by Rod Ward; That the Council of the Township of Armour approve the purchase of a mini pumper for the Burk's Falls and District Fire Department for a budgeted price of \$350,000 plus HST, the Township of Armour's share of this purchase to be funded through their 2022 budget. Carried

Moved by Rod Blakelock, seconded by Jerry Brandt; That the Council of the Township of Armour supports the Municipality of Leamington and endorses AMO's recommendations contained in its submission to the Long-Term Care COVID-19 Commission, urges the Province to move forward with these recommendations, requests that the Federal Government enhance federal health care funding to the Provinces and Territories and requests that the Federation of Canadian Municipalities develop a policy and advocacy position on enhanced federal support for long-term care. Carried

Moved by Rod Ward, seconded by Rod Blakelock; That the Council of the Township of Armour supports, in principle, working with the Village of Burk's Falls and the Township of Ryerson to conduct a long-term servicing study and to perform the recharge test required of the second aquifer to possibly expand water and sewer services in Armour and Ryerson. Furthermore, the Council of the Township of Armour agrees to meet with the Village of Burk's Falls and the Township of Ryerson to discuss this project, the costs involved and to determine growth boundaries. Carried

Moved by Wendy Whitwell, seconded by Jerry Brandt; That the Council of the Township of Armour approve a donation, in the amount of \$606.81, to offset some of the start up expenses to bring a new physiotherapist to the Burk's Falls Medical Building. Carried



The Municipality of the  
**VILLAGE OF BURK'S FALLS**

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**LIBRARY BUILDING MAINTENANCE AND FINANCIAL SUSTAINABILITY**

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**Report: 01-2026**

**Date:** January 26, 2026

**PURPOSE**

This report provides Council and municipal partners with an overview of the financial and maintenance condition of the municipal library building and outlines the rationale for the current rent increase, highlighting the disparity between rental income and the full cost of long-term operations and maintenance.

**BACKGROUND**

The Village initiated a review of its commercial facility rental rates to ensure alignment with prevailing market conditions and the responsible management of municipal assets. This review included facilities such as the Health Centre Medical Building and the Welcome Centre, where rental rates were adjusted to reflect current commercial market values. By comparison, the library lease rate was below \$5.00 per square foot, while comparable commercial rates exceed \$20.00 per square foot. To address this variance and support greater consistency with commercial rental standards, the Village approved an increase to the library lease, while remaining mindful of the library's important community role and long-term sustainability.

The library building is a key public asset that supports essential educational, cultural, and community services for area residents. While the facility generates rental income through tenant occupancy, this revenue was intended to offset only a portion of operating costs and has not been sufficient to fully address ongoing expenses or future capital maintenance requirements. This was demonstrated by the 2017 roof replacement cost of **\$36,528.59** which was funded by the Village of Burk's Falls ratepayers, illustrating the ongoing financial responsibility associated with maintaining the building.

The Village of Burk's Falls retained Watson & Associates Economists Ltd. to support the development of the asset management plan (AMP). The plan was intended to assist the Village in optimizing asset management outcomes for its infrastructure assets in a cost-effective manner and to ensure compliance with the July 1, 2022 and July 1, 2024, requirements of Ontario Regulation 588/17: *Asset Management Planning for Municipal Infrastructure* (O. Reg. 588/17). Upon completion of this plan, the Village proceeded with the development of a comprehensive asset management plan to satisfy the July 1, 2025 requirements of O. Reg. 588/17, building on the asset management work completed to date.

Key components of the comprehensive plan included development of a financial strategy that considers long-term sustainability and affordability specific to the Village and assessing asset criticality using a risk-based approach.



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## ANALYSIS

### Capital Expense Requirements for 39 Copeland Street as Identified in the Asset Management Plan

Items	Description of Building Element	Estimated Timing of Intervention	Action Cost Estimate (2024\$)
Foundations	Concrete	10+ years	\$20,000
Basement Construction	Concrete Block	10+ years	\$30,000
Roofing	Asphalt shingles/wood truss	5-10 years	\$20,000
Exterior Enclosure	Wood frame/brick	10+ years	\$250,000
HVAC	Payne forced air furnace	10+ years	\$5,000
HVAC	Vanee fresh air system		\$ 5,000
Plumbing	Plastic/copper lines	5-10 years	\$ 5,000
Fire Protection	Fire extinguisher	10+ years	\$1,000
Plumbing	hot water	5-10 years	\$2,500
Electrical	two 200 amp breaker panels	10+ years	\$5,000
Fire Protection	Fire extinguisher	5-10 years	\$1,000
	4 wall mount plug in heaters	5-10 years	\$4,000
	3 baseboard heaters	5-10 years	\$3,000
	4 washrooms	5-10 years	\$10,000
	kitchen	5-10 years	\$20,000

Total estimated capital expense of **\$381,500** based on 2024 pricing.

### 2026 Estimated Annual Operating Expenses

Operating costs include, but are not limited:

- Library Building maintenance and repairs e.g. (Staff time, Hot water tank, grass cutting): \$3,500.00
- Grounds maintenance services with enhanced snow removal: \$3,300.00
- Insurance Expense for Village Library Building: \$2,543.40

Total estimated Annual expense: **\$9,343.40**



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In prior years, rental income generated by the building did not fully cover the associated operating expenses. As a result, the municipality subsidized the operating deficit through general revenues, and no capital budget allocations were made for the building.

YEAR	ANNUAL	EXPENSES	DEFICIT/SURPLUS
2023	\$7,201.00	\$7,895.00	(\$694.00)
2024	\$7,417.00	\$6,665.00	\$752.00
2025	\$7,787.00	\$8,565.00	(\$778.00)
2026	\$9,700.00		

#### RISKS OF THE CURRENT FUNDING MODEL

In addition to recurring operating expenses, the building is subject to future maintenance and capital repair requirements as outlined in the Asset Management Plan (AMP). In the absence of dedicated funding, deferred maintenance may lead to higher long-term costs and increased risk of service disruptions or asset deterioration.

Maintaining the current funding structure presents several risks, including:

- Growing financial pressure on municipal operating budgets
- Deferred maintenance leading to higher future repair costs
- Reduced building lifespan and asset value
- Potential service interruptions or safety concerns
- Limited ability to plan proactively for capital replacements

#### OPTIONS

Council may wish to consider one or more of the following options:

1. Establish a shared service agreement (e.g. Arena, Firehall) for the library building whereby all participating partners contribute proportionally to operating, maintenance, and capital costs. Under this model, costs would be allocated based on an agreed-upon formula, ensuring that financial responsibility is shared among all users of the facility. This approach would reduce the Village's reliance on general revenues, support sustainable asset management, and provide a more equitable and transparent funding structure for the long-term operation and maintenance of the building.
2. Continued Municipal Subsidy  
Maintain the current funding approach, recognizing the library as a core public service requiring ongoing municipal support.

#### Conclusion

The library building remains a valuable and essential municipal asset; however, current rental revenues are insufficient to cover full operating expenses and future maintenance requirements. Proactive planning and clear funding strategies will be necessary to ensure the building's long-term sustainability and continued service to the community.

**Tri-Council Shared Services Sub-Committee**  
**Armour Township, Burk's Falls, Ryerson Township**

**Terms of Reference**

**1. Purpose**

The purpose of the Tri-Council Shared Services Sub Committee (the “Committee”) is to strengthen communication, and collaborative recommendations regarding the delivery, performance, and future planning of shared municipal services among the participating municipalities and enhance transparency.

The Committee will serve as a forum to:

- Discuss levels of service provided by each shared service;
- Support long-term planning and cost-sharing approaches; and
- Recommend actions to ensure efficient, equitable, and transparent management of shared services.

The Committee is established solely in an advisory capacity. It has no delegated authority to make decisions, bind any municipality, or direct staff in any way.

**2. Mandate**

The Committee is established to fulfill the following functions:

**1. Capital and Asset Planning Coordination**

- Support long-term capital planning for shared services in alignment with each municipality's individual capital needs and Asset Management Plans.
- Facilitate joint prioritization of capital investments to optimize shared resources.

**2. Operational Issue Review**

- Provide a structured venue for presenting and discussing operational challenges identified by any member Council or department head.
- Develop and propose collaborative solutions and recommendations for consideration by the participating Councils.

**Tri-Council Shared Services Sub-Committee**  
**Armour Township, Burk's Falls, Ryerson Township**

**3. Agreement and Cost-Sharing Recommendations**

- Review incoming council inquiries and recommend fair, transparent solutions and budget allocations to the member municipalities.
- Support the development of shared services agreements and or changes as directed by council.

**4. Reporting and Recommendations**

- Prepare and present findings, reports, and recommendations to the participating municipal Councils for approval.
- Ensure that decisions are made collaboratively and in the best interest of all member municipalities.

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**3. Membership**

The Committee shall be composed of representatives from each participating municipality, including:

- One (1) elected official from each participating Council; and
- The Chief Administrative Officer (CAO) or designate from each municipality.

Additional staff or subject matter experts may attend meetings as required to provide technical input or advice.

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**4. Chair**

- The host municipality will chair each meeting.
- The Chair shall preside over meetings, ensure orderly discussion.
- The Council representative of the host municipality shall assume the duties of Chair. In their absence, the CAO of the host municipality shall assume this role.

**Tri-Council Shared Services Sub-Committee**  
**Armour Township, Burk's Falls, Ryerson Township**

**5. Meetings**

- The Committee shall meet on a quarterly basis at minimum; however, may meet as required to address shared service matters.
- Meetings may be held in person or electronically, in accordance with municipal procedures.
- Agendas and minutes shall be prepared and circulated to all members prior to each meeting.

**6. Recommendation Making**

- The Committee shall strive for consensus in all deliberations.
- Where consensus cannot be achieved, recommendations will be made based on majority agreement, with any dissenting opinions noted in the record.

**7. Reporting Structure**

- The Committee shall report to the individual Council (the collective Councils of the participating municipalities).
- All recommendations and reports of the Committee shall require formal approval by each participating Council prior to implementation.

**8. Review of Terms of Reference**

This Terms of Reference shall be reviewed every four years or sooner if requested by any participating Council, to ensure its ongoing relevance and effectiveness.

**Approved by:**

Township of Armour	Date: _____
Burk's Falls	Date: _____
Township of Ryerson	Date: _____

## **Planned Closure of LifeLabs Laboratory in Greater Sudbury**

**WHEREAS** LifeLabs has announced its intention to close its **Greater Sudbury laboratory**, and the transfer of medical specimen processing from Northern Ontario to laboratories in southern Ontario; and

**WHEREAS** the Greater Sudbury laboratory provides essential diagnostic services to communities across Northern Ontario, including urban, rural, and remote municipalities, and plays a critical role in ensuring timely and reliable medical testing for Northern residents; and

**WHEREAS** patients with chronic illness, newborns, long-term care residents, and individuals on time-sensitive medications depend on predictable laboratory turnaround times to support clinical decision-making; and

**WHEREAS** transporting medical specimens long distances to southern Ontario increases the risk of delays, specimen degradation, and retesting, particularly during frequent winter highway closures—potentially jeopardizing patient outcomes; and

**WHEREAS** Northern Ontario is already experiencing shortages of health-care professionals, and the closure of this laboratory further undermines regional workforce stability, training capacity, and recruitment and retention efforts;

**THEREFORE BE IT RESOLVED** that the Municipality call on the **Province of Ontario and the Ministry of Health** to take immediate action to ensure that **essential medical laboratory services remain accessible within Northern Ontario**, including maintaining local laboratory processing capacity in Greater Sudbury; and

**BE IT FURTHER RESOLVED** that the Province be urged to ensure **reliable, timely, and medically appropriate laboratory turnaround times** for Northern Ontario patients, recognizing the unique geographic and climatic challenges of the region; and

**BE IT FURTHER RESOLVED** that the Province be requested to protect and support the **Northern Ontario health-care workforce**, including medical laboratory technologists, by preventing further service centralization that disproportionately impacts Northern communities; and

**BE IT FURTHER RESOLVED** that copies of this resolution be forwarded to the **Minister of Health, local Members of Provincial Parliament, FONOM, AMO, and ROMA**.

*-RESOLUTION -*

16

**Support for the Prescription Diversion Partnership and Collaboration Project**  
**“The Birth of Change”**

\_\_\_\_\_ moved, SECONDED by \_\_\_\_\_, that

**WHEREAS** prescription drug diversion, particularly involving regulated opioids and other controlled medications, presents a serious and growing risk to public health, community safety, and vulnerable populations across Ontario, including Northern and rural communities; and

**WHEREAS** evidence from law enforcement, health professionals, and community drug strategy partners demonstrates that diverted prescription medications are contributing to substance misuse, criminal activity, and increased strain on health, social, and enforcement systems throughout Northern Ontario

**WHEREAS** the Partnership and Collaboration Project, “**The Birth of Change**” (written by the North Bay Police Services and Community Drug Strategy of North Bay & Area), brings together law enforcement, addiction medicine specialists, pharmacists, public health partners, and community organizations to address prescription diversion through a collaborative, evidence-based, and multi-sector approach

**WHEREAS** the project identifies practical regulatory, prescribing, dispensing, and prevention measures intended to reduce diversion while maintaining appropriate access to medically necessary pain management and addiction treatment services; and

**WHEREAS** municipalities across Northern Ontario are experiencing the downstream impacts of prescription diversion, including pressures on emergency services, policing, housing stability, and community well-being;

**THEREFORE BE IT RESOLVED** that the \_\_\_\_\_ *Municipality* \_\_\_\_\_ formally supports the **Partnership and Collaboration Project, “The Birth of Change”** and its objectives to reduce prescription drug diversion through coordinated, evidence-based action; and

**BE IT FURTHER RESOLVED** that \_\_\_\_\_ *Municipality* \_\_\_\_\_ calls on the **Province of Ontario**, including the **Ministry of Health** and the **Ministry of Mental Health and Addictions**, to review and give serious consideration to the project’s recommendations, including regulatory, prescribing, dispensing, and prevention strategies aimed at mitigating prescription diversion while protecting patient care; and

**BE IT FURTHER RESOLVED** that \_\_\_\_\_ *Municipality* \_\_\_\_\_ encourage continued provincial engagement with municipalities, law enforcement, health professionals, pharmacists, and community partners to ensure that solutions are practical, regionally appropriate, and responsive to the realities faced by Northern Ontario communities; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the **Minister of Health**, the **Associate Minister of Mental Health and Addictions**, **Sgt. Brad Reaume**, **Northern Ontario Members of Provincial Parliament**, **NOMA**, **AMO** and **ROMA**.

-RESOLUTION-



## OFFICE OF THE CLERK

Phone: (807) 274-5323 | Fax: (807) 274-8479

Mailing Address: 320 Portage Avenue

Fort Frances, ON P9A 3P9

Email: [town@fortfrances.ca](mailto:town@fortfrances.ca)

Website: [www.FortFrances.ca](http://www.FortFrances.ca)

17  
January 26, 2026

**Re: Resolution # 2025 - Call on Province of Ontario to Establish an Ontario Airport Capital Assistance Program (OACAP)**

On January 12, 2026, Council of the Town of Fort Frances passed the following into resolution:

*Whereas the Fort Frances Municipal Airport serves the Town of Fort Frances, the District of Rainy River, and the First Nation communities of the Southern Treaty #3 region; and*

*Whereas the Fort Frances Municipal Airport plays a vital role in supporting medevac flights, wildfire response operations, business travel, tourism, and the movement of essential goods for the entire region; and*

*Whereas the termination of scheduled passenger air service in May, 2024 resulted in the loss of eligibility to funding through the federal Airport Capital Assistance Program (ACAP); and*

*Whereas other provinces, including British Columbia, Saskatchewan, and Alberta, have recognized the importance of regional airports by establishing dedicated provincial funding programs, and Ontario currently does not; and*

*Whereas maintaining aging airport infrastructure has become increasingly difficult without predictable provincial support; and*

*Whereas regional airports serve broader provincial and regional interests, and municipalities cannot shoulder the financial burden alone.*

*Therefore, be it resolved that the Council of the Town of Fort Frances hereby calls upon the Province of Ontario to:*

*1. Establish an Ontario Airport Capital Assistance Program (OACAP) to provide dedicated annual funding for small and regional airports; and*

*2. Ensure eligibility for a broad range of capital projects, including safety upgrades,*

*- RESOLUTION -*

*equipment replacement, and runway maintenance; and*

*3. Engage municipalities in program design, ensuring local needs and realities are reflected in funding criteria; and*

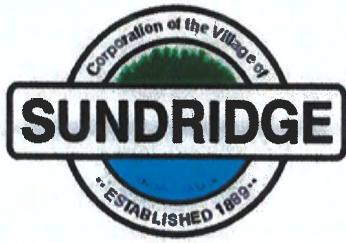
*4. Recognize the essential role of airports in medevac and emergency services, especially in remote and northern communities.*

***Moved by Michael Behan, Seconded by Steven Maki, Carried.***

For more information about this resolution, please contact the Office of the Clerk

Chelsea Greig, Municipal Clerk | [cgreig@fortfrances.ca](mailto:cgreig@fortfrances.ca)

Ally Lewis, Communications Coordinator & Deputy Clerk | [alewis@fortfrances.ca](mailto:alewis@fortfrances.ca)



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

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

18

Village of Sundridge Council Resolution  
January 28, 2026  
Item (9.3)

1.1. Road Salt Use and Reduction

**Resolution#2026-019**

**Moved By: Luke Preston**

**Seconded By: Fraser Williamson**

**WHEREAS** road salt is designated as a toxic substance under the *Canadian Environmental Protection Act* due to its potential to cause serious or irreversible harm to the environment and human health; and

**WHEREAS** chloride concentrations in Ontario's groundwater, rivers, and lakes have increased significantly since the 1970s, adversely affecting drinking water sources and aquatic ecosystems; and

**WHEREAS** the Village of Sundridge contains Lake Bernard, a large inland freshwater lake and vital environmental, recreational, and economic asset that is vulnerable to chloride contamination from surrounding land uses and transportation corridors; and

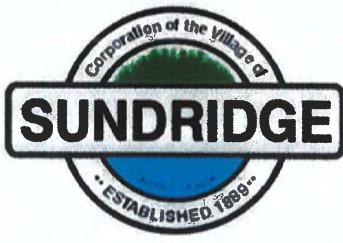
**WHEREAS** the Village of Sundridge has taken proactive steps to minimize salt impacts through the use of sand and low-salt mixtures and other operational practices while maintaining public safety; and

**WHEREAS** there is concern that winter maintenance activities on provincially maintained highways within the Village may contribute to cumulative salt loading in Lake Bernard and local groundwater systems; and

**WHEREAS** despite existing provincial and federal guidelines, voluntary codes of practice, and agreements, road salt pollution continues to increase, in part due to liability pressures that incentivize over-application and create challenges for snow and ice management contractors;

[www.sundridge.ca](http://www.sundridge.ca)

-RESOLUTION-



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

Telephone (705) 384-5316  
Fax (705) 384-7874  
Email: [admin@sundridge.ca](mailto:admin@sundridge.ca)

**NOW THEREFORE, BE IT RESOLVED THAT:**

1. The Village of Sundridge urges the Province of Ontario to work with municipalities, industry, insurers, and environmental stakeholders to establish a limited-liability framework for snow and ice management, supported by enforceable contractor training, certification, and a single set of provincially endorsed Best Management Practices;
2. The Province of Ontario be further urged to establish and fund an expert advisory committee to support municipalities in reducing salt impacts and protecting freshwater ecosystems and drinking water sources;
3. The Village of Sundridge reaffirms its commitment to minimizing road salt use wherever feasible while maintaining safety on municipal roads, sidewalks, and parking areas;
4. The Province of Ontario be requested to collaborate with supporting municipalities on data sharing, chloride monitoring, and salt-use reduction measures for provincially maintained highways within environmentally sensitive communities and watersheds; and
5. This resolution be circulated to neighbouring municipalities, the Association of Municipalities of Ontario (AMO), local Members of Provincial Parliament, Conservation Ontario, the Ontario Municipal Water Association, the Minister of the Environment, Conservation and Parks, the Attorney General of Ontario, the Premier of Ontario, and the Ministry of Transportation.

Recorded Vote	For	Against	Abstain
Preston, Luke	Y		
Smith, Sharon	Y		
Whitmell, Vicki	Y		
Williamson, Fraser	Y		
Jackson, Shawn	Y		
<b>CARRIED.</b>			

19

**SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD**

January 28, 2026

NO. 07

MOVED BY: D. O'Halloran

SECONDED BY: G. Miller

Whereas the South East Parry Sound District Planning Board ("Planning Board") was formed with six members in 1997 as the consent-granting authority for those six municipalities;

And whereas the Planning Board has been primarily funded through application fees and has been self-sufficient for most of its operations;

And whereas only minimal additional funding has been requested from municipalities due to shortfalls in 2015 and 2016 (a total of \$4,000 per municipality over 28 years);

And whereas recent improvements have been implemented at the Planning Board including a fee structure which better reflects today's costs and the addition of part-time dedicated resources to assist with workload with no additional cost to the Planning Board members;

And whereas the Planning Board offers a regional approach to planning, taking advantage of expertise, communication and information from other member municipalities;

And whereas the Planning Board offers a non-political and personal approach to planning decisions;

And whereas the Planning Board retains the services of an Independent Professional Planner to prepare planning reports on most applications;

And whereas the time spent by staff with consultations, inquiries and public submissions provides assistance and added value for municipalities;

And whereas the expertise and consistency with members and staff of the Planning Board are beneficial, particularly with legislative changes and complex development proposals;

And whereas staff dedicated to the planning process with experience in planning and legal matters provide a valuable resource to the members and their municipalities;

Now therefore be it resolved that

We respectfully ask that the Town of Kearney withdraw its request to cease its partnership with the South East Parry Sound District Planning Board and work with the other members to address its concerns and implement further improvements;

And that this resolution be forwarded to...

Clerks for each of the current member municipalities of the Planning Board, Christopher Brown – MMAH, Graydon Smith, MPP for Muskoka-Parry Sound.

CARRIED



*-RESOLUTION-*

## NEWS RELEASE

# Ontario Ready to Welcome Commercial Carbon Storage Projects

Applications now open for projects that could create more than 4,000 jobs while helping industries cut emissions and save nearly \$1 billion

February 02, 2026

Natural Resources

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**TORONTO** — Starting today, Ontario is ready to accept applications for commercial-scale geologic carbon storage projects. This is another step in the government's plan to protect Ontario by unlocking new opportunities to attract investment and build a more competitive, resilient and self-reliant economy. This innovative and safe technology has the potential to help energy-intensive industries cut greenhouse gas emissions by five to seven million tonnes annually, while creating over 4,000 jobs and reducing costs for Ontario's industries by nearly \$1 billion.

"Carbon storage is a tried and trusted technology in Canada and around the world and Ontario is ready to take a safe and responsible approach to unlocking this new opportunity for workers and businesses," said Mike Harris, Minister of Natural Resources. "Our government is moving forward with strong environmental protections and clear rules that protect our environment while also protecting our economic advantage, supporting good-paying jobs and ensuring Ontario remains competitive around the world."

Ontario has undertaken years of extensive research and consultation to develop the regulatory framework for geologic carbon storage projects. This framework will provide clarity for industry operators to guide the safe, responsible management of carbon storage projects. Through this approach, the government is continuing its world-class

environmental protections while reducing uncertainty and red tape for businesses. Those interested in submitting project proposals can learn more by contacting [CarbonStorage@ontario.ca](mailto:CarbonStorage@ontario.ca).

“The passing of Ontario’s Geologic Carbon Storage Act is a major milestone in building a cleaner, stronger economy,” said Dawn Gallagher Murphy, Parliamentary Assistant to the Minister of Natural Resources. “By regulating carbon storage, we are taking the necessary steps to help ensure its safe implementation while also attracting new investments, creating good-paying jobs and positioning Ontario as a leader in the transition to a global low-carbon economy.”

The *Geologic Carbon Storage Act, 2025* is focused on protecting Ontario by building resilient, safe and innovative communities that are ready to respond to the challenges of today and tomorrow. This work is part of the government’s broader plan to protect Ontario by supporting industries as they innovate and reduce emissions. The government will continue to work closely with industry stakeholders, municipalities, Indigenous communities, landowners and the public to ensure the framework remains effective.

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## Quick Facts

- Since 2022, Ontario has released 3 discussion papers, posted 7 public consultations on the Environmental Registry of Ontario and hosted 11 stakeholder engagement sessions to build a carbon storage framework that works for Ontario.
- Commercial-scale geologic carbon storage involves injecting captured carbon dioxide, that would have otherwise entered the atmosphere, into deep underground rock formations for permanent storage.
- Most of Ontario’s geologic carbon storage potential is expected to be in Southwestern Ontario, which also coincides with many of the province’s largest point source emitters of carbon dioxide.
- According to the Global Carbon Capture and Storage Institute – an international think tank seeking to accelerate the deployment of carbon capture and storage – there were almost 400 carbon capture and storage projects at various stages of

development worldwide in 2023 and close to 300 million tonnes of carbon dioxide injected underground.

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## Additional Resources

- [Geologic carbon storage](#)
- [Resource Management and Safety Act, 2025](#)

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## Related Topics

### Business and economy

Information about Ontario's economy and how to do business here. Includes economic development opportunities, research funding, tax credits for business and the Ontario Budget. [Learn more](#)

### Environment and energy

Learn more about how Ontario protects and restores wildlife and the environment. Includes information on conservation and the electricity system. [Learn more](#)

### Jobs and employment

Find resources and supports for job seekers and employers. [Learn more](#)

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## Media Contacts

### Maria Votsis

Minister's Office

[Maria.Votsis@ontario.ca](mailto:Maria.Votsis@ontario.ca)

### Media Relations

Communications Services Branch

[MediaDesk.MNRF@ontario.ca](mailto:MediaDesk.MNRF@ontario.ca)

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## Accessibility



# Township of Ryerson

## Notice of Special Meeting of Council to Update the Official Plan and Zoning By-law Under Section 26 and 34 of the Planning Act

The Council of the Township of Ryerson will hold a Special Meeting of Council  
**Tuesday, February 24, 2026**

**Location:** Township Municipal Office, 28 Midlothian Road, Burk's Falls

**Open House Portion:** 5:00pm – 6:00pm (resuming at the conclusion of the Special Council Meeting until 8pm)

**Special Council Meeting:** 6:00pm

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### **Background**

The Township of Ryerson is completing a concurrent and comprehensive review of the Municipality's Official Plan and Zoning By-law that will apply to the entire Township of Ryerson. This project will bring the Official Plan into compliance with the Provincial Planning Statement, 2024 and update the Zoning By-law to reflect those Official Plan changes as well as improve existing provisions to best reflect the Township's development needs.

### **Updating the Official Plan**

The purpose of this Special Meeting is to initiate the mandatory review of the Municipality's Official Plan under Section 26 of the Planning Act to ensure that:

- Residents of the Township are aware of the project and how they can provide feedback to inform the updates;
- The updates conform with Provincial plans and policies;
- The updated Official Plan and Zoning By-law reflect local planning objectives; and
- Updated policies reflect current demographic, environmental, servicing, and growth considerations.

### **Updating the Zoning By-law**

The Municipality is also undertaking a comprehensive review of its Zoning By-law under Section 34 of the Planning Act. This zoning review will run concurrently with the Official Plan review to ensure consistency between the updated (or new) Official Plan and

implementing zoning regulations. A separate statutory public meeting for the Zoning By-law will be held at a later date, once a draft is available for public review.

## **Future Public Consultation**

A future statutory public meeting will be scheduled once draft Official Plan materials are available. Members of the public, Indigenous partners, agencies, and all residents will have opportunities to provide input at multiple stages of the project. Please sign in at this meeting to be added to the project notification list.

## **We'd Like to Hear From You**

Members of the public are invited to attend the Special Meeting and provide comments on:

- Matters to be examined during the Official Plan review;
- Key issues or priorities the new or updated OP should address;
- Matters that should be considered in the comprehensive zoning update; and
- Issues that land use planning policies can address for improving how development occurs in your community.

Written comments can be submitted throughout the project to Nancy Field (contact information provided below).

## **Additional Information**

Background materials regarding the Official Plan Review and Zoning By-law Review will be made available at the Municipal Office and on the Municipality's website as they are developed. For further information, please contact:

Nancy Field, Clerk  
Township of Ryerson  
RR#1, 28 Midlothian Road  
Burk's Falls, ON P0A 1C0  
(705) 382-3232  
[clerk@ryersontownship.ca](mailto:clerk@ryersontownship.ca)

**DATED this 23<sup>rd</sup> day of January, 2026.**

January 27, 2026

**The Right Honourable Mark Carney**  
Prime Minister of Canada  
Office of the Prime Minister  
80 Wellington Street  
Ottawa, ON K1A 0A2

SENT BY EMAIL: [pm@pm.gc.ca](mailto:pm@pm.gc.ca)

**Subject: A Nation-Building Opportunity for Highways 11 & 17; and a Clear Federal Signal**

Dear Prime Minister,

On behalf of the Federation of Northern Ontario Municipalities (FONOM), I am writing to follow up on our delegation meetings in Ottawa earlier this winter, where representatives from Northern Ontario municipalities met with members of your team, including Zachary Nixon, to discuss the growing challenges facing our 110 member municipalities.

Chief among those challenges is the urgent need to modernize Highways 11 and 17, Ontario's northern Trans-Canada corridors, through a combination of four-laning and the proven 2+1 highway model.

During our Ottawa meetings, we heard a consistent and encouraging message: **if the Province of Ontario were to formally advance this project as a priority, the Government of Canada would be prepared to participate at a 50-per-cent funding level.** That clarity matters deeply to Northern communities.

At present, however, a trust gap remains. The Province has indicated hesitation to proceed without a clear, public federal commitment. In short, Ontario needs to hear plainly and publicly that Ottawa is ready to be an equal partner.

We are therefore respectfully urging you to make that commitment explicit.

This is not an abstract policy discussion. People are dying on these highways. Families, truck drivers, and first responders face unacceptable risk every day on corridors that carry **more than \$200 million in goods daily**, serve as the primary access route to the Ring of Fire, and are critical infrastructure for national defence, emergency response, and continental supply chains.

Highway 11, in particular, is increasingly indispensable: a more reliable east-west trade corridor, less vulnerable to weather disruptions, and central to Canada's critical minerals, forestry, agriculture, and energy future. It is also essential to Canada's internal resilience at a time when secure domestic trade routes matter more than ever.

Your government's Building Canada Act and nation-building criteria speak directly to this moment.

Upgrading Highways 11 and 17 meets every test: safety, economic growth, national security, Indigenous participation, climate resilience, and shovel-ready execution. Ontario has already taken important steps with its planned 2+1 pilot. What is now required is a clear federal signal to unlock full provincial participation.

Prime Minister, if you were to publicly state that the Government of Canada is prepared to invest 50-cent dollars in this corridor once Ontario brings it forward, it would be heard loudly and clearly at Queen's Park and across Northern Ontario.

Should you wish to do so, FONOM would welcome the opportunity to make that announcement at our 2026 FONOM Conference in Timmins, alongside Premier Doug Ford and in the heart of the region most directly affected. It would be a powerful nation-building moment, rooted in partnership, safety, and confidence in Canada's future.

Northern Ontarians are not asking for special treatment; we are asking for equal treatment on a national highway that has always been vital to this country's cohesion and prosperity.

We would welcome the opportunity to discuss this further at your convenience and remain ready to work with your office, the Province of Ontario, and federal partners to advance this critical project.

Thank you for your leadership and for your continued attention to the needs of Northern communities.

Respectfully,



Dave Plourde  
President, FONOM

Cc'd Premier Doug Ford  
Honourable Steven MacKinnon  
Honourable Prabmeet Singh Sarkaria  
Honourable Patty Hajdu



## CN Police want you to Stay Safe this Winter

No matter where you live, chances are you will face some challenging driving conditions in the months ahead. Freezing rain, snow, sleet and whiteouts can make winter driving downright dangerous.

In fact, according to the Transportation Safety Board, there's a spike in railway crossing incidents during the winter months. This is due to many factors, including:

- Ice and snow making it harder for drivers to stop and manoeuvre their vehicles;
- Snowy roads that hide pavement markings;
- Blowing snow, fog, and sleet that reduce visibility;
- Snowbanks and snow in trees reducing sight lines;

Reducing the likelihood of being in a serious car accident in winter starts with proper planning and knowing your rail-safety basics.

Following these simple tips can help keep you safe when you encounter train tracks this winter:

**Plan ahead** and check the weather forecast before travelling—not only for your current location, but also for your final destination. If conditions deteriorate while you're on the road, stop at the nearest town or rest area and wait until it's safe to continue driving.

**Reduce your speed** when road conditions are poor. Always slow down well in advance of a railway crossing. The more time you have to react, the better chance you have of avoiding a collision.

**Avoid distractions** when approaching railway crossings turn off your radio and heating fans so you can listen for trains. Reduced visibility and sounds from a storm can make it more difficult to see and hear if a train is coming. Roll down your window—especially if it's frosty or foggy—and look both ways before crossing the tracks.

**Look for railway warning signs and signals** snow may cover train tracks at a crossing, making them look like the road. Look for warning signs and other indications that there is a railway crossing ahead so you can prepare to stop, especially when driving at night.

**Use winter tires** they have treads designed to grip ice and snow, so you will be less likely to slide on the road or into the side of a train. All-season tires can begin to lose their traction when the temperature drops below 7°C.

**Don't drive impaired** alcohol and drugs such as marijuana reduce your ability to pay attention, react quickly and make safe driving choices.

Remember "any time is train time". Be rail-smart this winter: Look. Listen. Live.

A CN Police Service Community Resource Officer (CRO) is available to provide additional safety information as well as an in-person safety presentation to your staff. To contact the closest CRO please contact the CN Tip line [www.cn.ca/en/safety/cn-police-service/](http://www.cn.ca/en/safety/cn-police-service/) and request contact with a CNPS CRO

## NEWS RELEASE

# Ontario Taking Action to Protect Student Outcomes at Two More School Boards

Province stepping in to strengthen accountability and ensure public funding is supporting student success

**January 28, 2026**

Education

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TORONTO — The Minister of Education is taking action at the Peel District School Board (PDSB) and the York Catholic District School Board (YCDSB) in response to serious concerns about infighting and long-term financial unsustainability that risk disrupting learning and undermining student outcomes. As part of its plan to protect Ontario and ensure students are prepared for the jobs of tomorrow, these actions will help the province restore sound financial management at these boards and ensure that every dollar invested is preparing students with practical skills for good-paying, stable careers.

"I'm taking immediate action to put an end to mismanagement and disruption at two school boards that are directly and negatively impacting both students and teachers," said Paul Calandra, Minister of Education. "The action I am taking at the PDSB will put an immediate halt to a disruptive mid-year upheaval in staffing that would have created uncertainty for parents, students and teachers alike. I am also putting the YCDSB on notice that the infighting, disruption and serious financial concerns that have undermined student success for years need to end immediately, with every penny of public funding directed to support students in the classroom."

The Minister is immediately placing PDSB under provincial supervision and has halted the board's imminent layoff plan, which would have seen 60 classroom teachers lose their jobs and caused significant learning disruption for nearly 1,400 students in the middle of the school year. The board has also run a deficit for five consecutive years, affecting its long-term financial sustainability. The board has been given 14 days to respond to the Minister's concerns, after which the Minister will determine whether to continue with supervision.

The YCDSB has also been informed that the Minister intends to take action to place the board under supervision if it fails to appropriately respond to the pressing governance and financial concerns in the next 14 days. The board's years of inadequate financial management have depleted its reserves, putting its ability to serve students and the broader community at serious risk. High-risk financial assumptions in the board's financial recovery plan, along with an alarming revolving door in leadership and ongoing governance issues, have raised doubts about the YCDSB's ability to balance its budget and put students first.

Six other school boards are under provincial supervision to address concerns related to growing deficits, depleting reserves and poor management decisions. These actions reflect the government's continued focus on upholding public trust in Ontario's publicly funded education system and are a part of the government's plan to build a strong, accountable and well-supported public education system with a back-to-basics approach that is focused on improving student outcomes.

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## Quick Facts

- The *Supporting Children and Students Act, 2025*, made amendments to the *Education Act* to build on the government's ongoing work to uphold trust in Ontario's publicly funded education system and is part of the government's plan to build a strong, accountable and well-supported education system with a back-to-basics approach that is focused on improving student outcomes.
- The amendments to the *Education Act* simplified, streamlined and broadened the Minister of Education's powers of oversight, including over school board finances, governance and program performance. The *Act* gives the Minister of

Education the authority to initiate an investigation, issue binding directions or issue an order to place a school board under supervision where there is a concern about a matter of public interest, whether on financial or non-financial grounds, to ensure accountability on behalf of parents and teachers.

- When a school board is placed under supervision, the Minister of Education may appoint an individual, commonly referred to as a supervisor, to exercise powers and duties of the board. Supervisors have leadership and expertise in governance, finance and/or public accountability matters. They report regularly to the ministry while working to improve stability and efficiency in school boards under supervision.

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## Additional Resources

- [School board oversight](#)
- [Ontario Putting Near North District School Board Under Provincial Supervision](#)
- [Ontario Holding School Board Trustee Accountable for Improper Use of Taxpayer Dollars](#)
- [Ontario Taking Action to Restore School Board Financial Stability](#)
- [Ontario Appoints Supervisor for the Thames Valley District School Board](#)
- [Ontario Increasing School Board Accountability to Protect Students, Families and Taxpayer Funds](#)

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## Related Topics

### Education and apprenticeship

Learn about Ontario's early years, education and training systems. Includes information on child care, elementary schools, secondary schools, colleges, universities, skills training and financial aid. [Learn more](#)

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## Media Contacts

### Emma Testani

Minister's Office

[Emma.Testani@ontario.ca](mailto:Emma.Testani@ontario.ca)

**From:** Ashley Soundy (Administrative Assistant)  
**Sent:** January 30, 2026 8:58 AM  
**To:** Charlene Watt (Deputy Clerk)  
**Subject:** FW: Support Resolution 2026-24  
**Attachments:** Support Resolution 2026-24.pdf

Kind Regards,

*Ashley Soundy*

*Administrative Assistant/Finance Clerk*

Township of Armour  
56 Ontario Street  
P.O. Box 533  
Burk's Falls, ON P0A 1C0  
(705) 382-3332  
[admin@armourtownship.ca](mailto:admin@armourtownship.ca)  
[www.armourtownship.ca](http://www.armourtownship.ca)



**From:** Aitchison, Scott - M.P. <[Scott.Aitchison@parl.gc.ca](mailto:Scott.Aitchison@parl.gc.ca)>  
**Sent:** January 29, 2026 3:24 PM  
**To:** Ashley Soundy (Administrative Assistant) <[admin@armourtownship.ca](mailto:admin@armourtownship.ca)>  
**Cc:** Nieves Guijarro <[burksfallslibrary@gmail.com](mailto:burksfallslibrary@gmail.com)>; Dixon, Jessica (Aitchison, Scott - MP) <[jessica.dixon.482@parl.gc.ca](mailto:jessica.dixon.482@parl.gc.ca)>  
**Subject:** Re: Support Resolution 2026-24

Good afternoon Ashley,

Thank you for contacting the office of MP Scott Aitchison to share the Township of Armour Council's resolution on the changes made to postage rate regulations in Bill C-15. We appreciate hearing from you, and have passed your message along to Scott.

Bill C-15 makes changes to the *Canada Post Corporation Act* to repeal the power for Canada Post, with cabinet's approval, to make regulations prescribing rates of postage and the terms and conditions related to the payment of postage and instead give Canada Post with the authority to establish those rates and terms and conditions directly.

The bill is currently being reviewed by the [Standing Committee on Finance](#). While the committee is studying the bill, stakeholders can submit briefs or may be invited to testify. If you would like, you can submit a brief by emailing it to [FINA@parl.gc.ca](mailto:FINA@parl.gc.ca). Please note that briefs submitted will be made publicly available after they have been translated into French.

Following the completion of the study, members of the committee will go through each line of the bill and can propose amendments. Unfortunately, our office does not have a timeline for when this will happen.

Thank you again for reaching out. Please do not hesitate to contact our office if you have any questions or concerns.

Regards,



**HOUSE OF COMMONS**  
**CHAMBRE DES COMMUNES**  
**CANADA**

**Jordan Erickson**  
Parliamentary Affairs & Schedule Coordinator

**Office of Scott Aitchison, MP**  
Parry Sound—Muskoka  
Shadow Minister for Housing

Website: [www.scottaitchisonmp.ca](http://www.scottaitchisonmp.ca)

Follow Scott online!



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---

**From:** Ashley Soundy (Administrative Assistant) <[admin@armourtownship.ca](mailto:admin@armourtownship.ca)>

**Sent:** January 28, 2026 12:31 PM

**To:** Aitchison, Scott - M.P. <[Scott.Aitchison@parl.gc.ca](mailto:Scott.Aitchison@parl.gc.ca)>

**Cc:** Nieves Guijarro <[burksfallslibrary@gmail.com](mailto:burksfallslibrary@gmail.com)>

**Subject:** Support Resolution 2026-24

Good afternoon,

Please find attached Support Resolution 2026-24 from the Township of Armour.

Kind Regards,

*Ashley Soundy*

**Administrative Assistant/Finance Clerk**

Township of Armour

56 Ontario Street

P.O. Box 533

Burk's Falls, ON P0A 1C0

(705) 382-3332

[admin@armourtownship.ca](mailto:admin@armourtownship.ca)

[www.armourtownship.ca](http://www.armourtownship.ca)



# MONTHLY JOBS REPORT

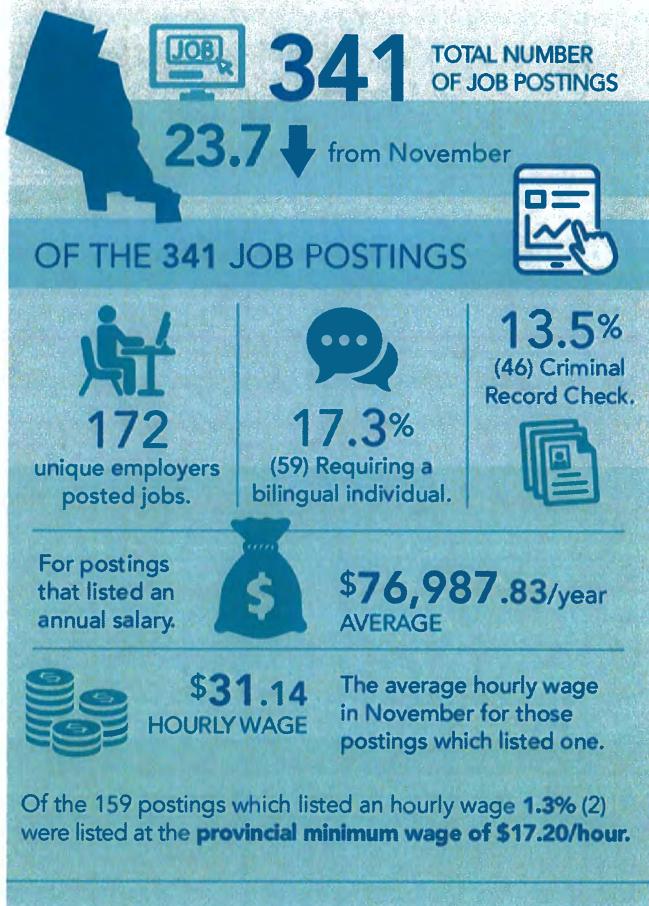
December 2025

26

The Labour Market Group  
Guiding partners to workforce solutions.

## NIPISSING DISTRICT

There were 341 job postings recorded in December for Nipissing District, a month-over-month decline of -23.7% (-106 postings) compared to November. Year-over-year, activity was down -12.6% (-49 postings) compared to December 2024 (390 postings). 172 unique employers posted jobs in December, a decrease of -14.0% (-28 employers) from November, though this level of participation remains relatively stable for the winter season.



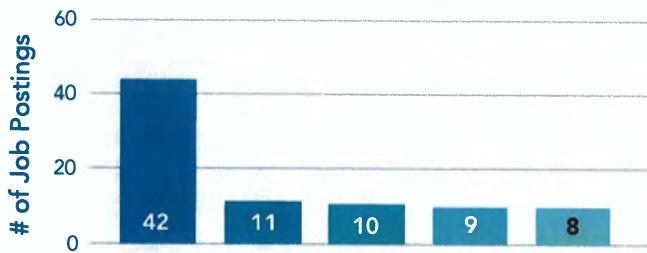
## PARRY SOUND DISTRICT

There were 82 job postings recorded in December for Parry Sound, a month-over-month decline of -16.3% (-16 postings) compared to November. Year-over-year, activity was up +7.9% (+6 postings) compared to December 2024 (76 postings). 50 unique employers posted jobs in December, a decrease of -12.3% (-7 employers) from November.



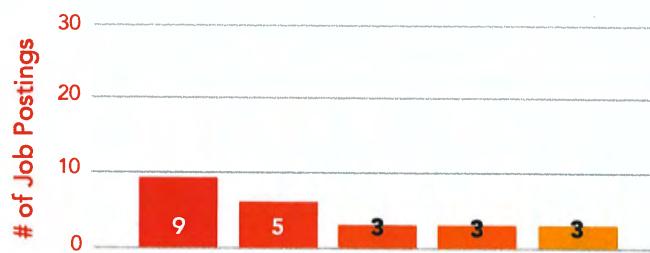
## TOP 5 EMPLOYERS POSTING JOBS

- North Bay Regional Health Centre
- Voyageur Aviation Corp
- West Nipissing General Hospital
- Ontario Northland
- Near North District School Board



## TOP 5 EMPLOYERS POSTING JOBS

- West Parry Sound Health Centre
- Wasaauksing First Nation
- Parry Sound Chevrolet Buick GMC
- Municipality of Magnetawan
- YMCA of Simcoe/Muskoka



## TOP 5 INDUSTRIES HIRING (NAICS)

1 **32.6%**  
of all job postings

Health Care &  
Social Assistance  
(NAIC 62)



### Top 5 Positions

- 22 Registered Nurse
- 13 Registered Practical Nurse
- 10 Social and community service workers
- 5 Nurse aides
- 5 Nurse Practitioner

- 2 12.0% Retail Trade (NAICS 44-45)
- 3 10.0% Educational Services (NAICS 61)
- 4 9.4% Transportation and Warehousing (NAICS 48-49)
- 5 7.0% Professional, Scientific and Technical Services (NAICS 54)

The Health Care and Social Assistance (NAICS 62) sector was the largest contributor in December, accounting for 32.6% (111) of all postings. The largest month-over-month increase in share occurred in Professional, Scientific and Technical Services (NAICS 54), which saw a +2.1% (+2) share increase. The largest month-over-month decrease in volume was recorded in the Educational Services (NAICS 61) sector, which dropped by -2.3% (-21 postings).

## TOP 5 INDUSTRIES HIRING (NAICS)

1 **26.8%**  
of all job postings

Health Care &  
Social Assistance  
(NAIC 62)

### Top 5 Positions

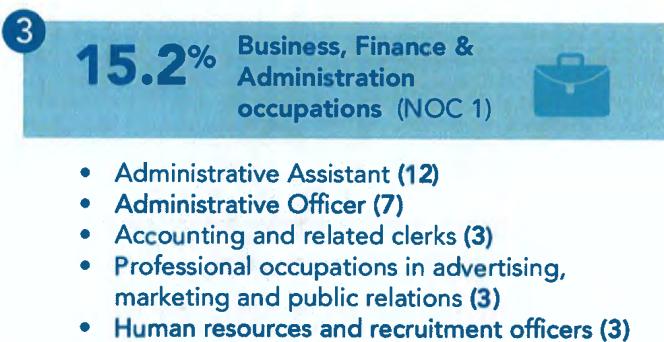
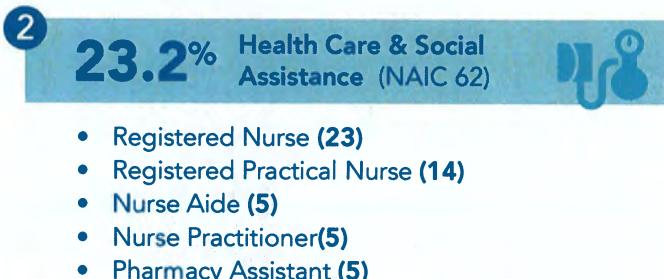
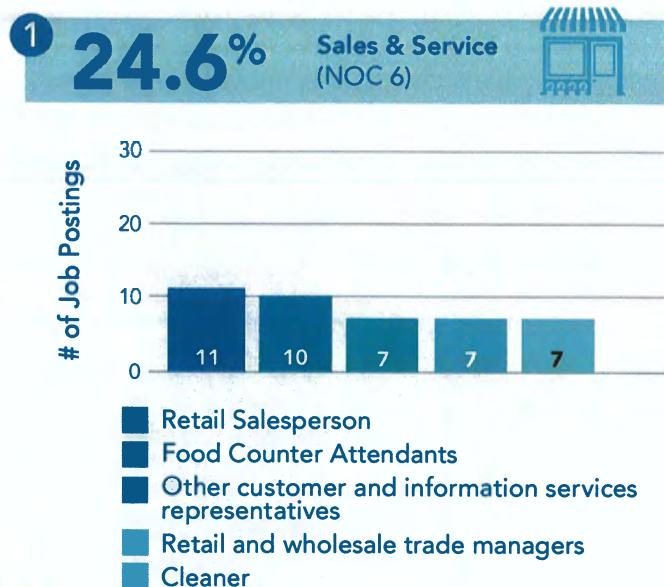
- 3 Social and community service workers
- 3 Registered Nurse
- 2 Nurse Aidee
- 2 Administrative Assistants
- 2 Dispatchers

- 2 11.0% Accommodation and Food Services (NAICS 72)
- 3 11.0% Retail Trade (NAICS 44-45)
- 4 11.0% Public Administration (NAICS 91)
- 5 9.8% Arts, Entertainment and Recreation (NAICS 71)

The Health Care and Social Assistance (NAICS 62) sector was the largest contributor in December, accounting for 26.8% (22) of all postings, it also saw the largest month-over-month decrease in share (-7.9%, -12 postings). The largest month-over-month increase in share occurred in Public Administration (NAICS 91), which saw a +6.9% share increase.

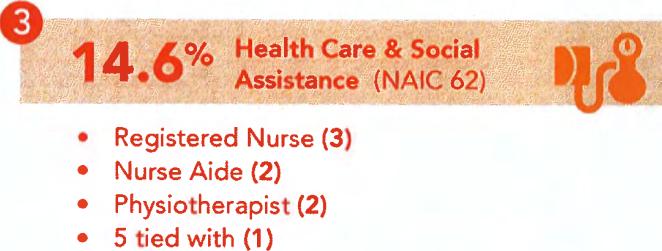
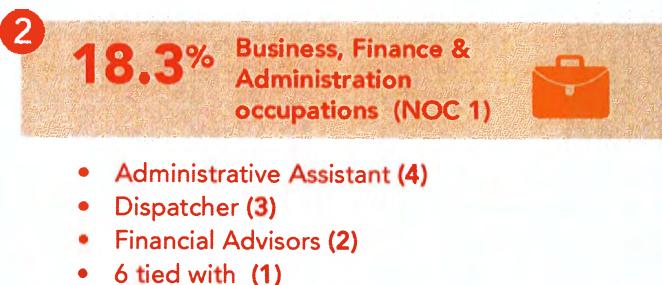
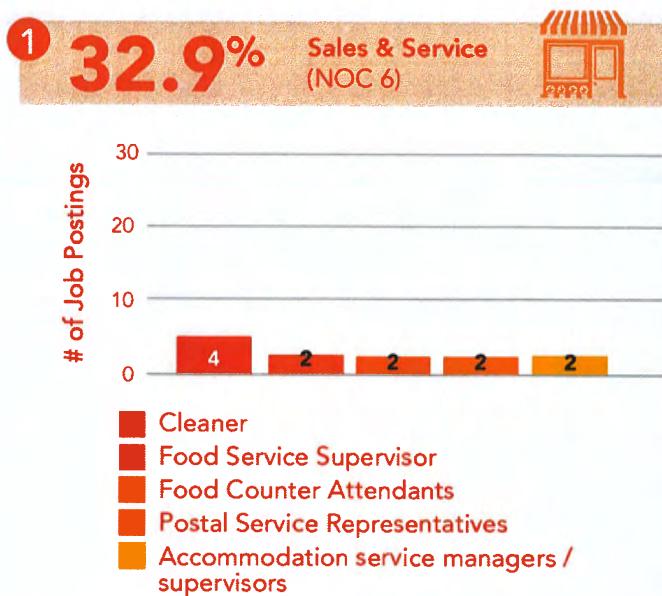
\* National Occupation Classification (NOC) is the system utilized by the Government of Canada to organize occupations based on the primary job requirements and skill level.

## TOP 3 OCCUPATIONAL CATEGORIES (NOC)



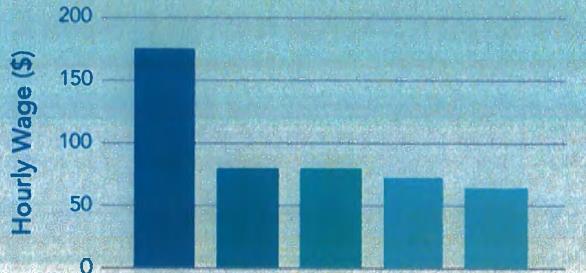
Sales and Service (NOC 6) remained the largest occupational group, making up 24.6% (84) of postings. The largest month-over-month increase in share was seen in Health occupations (NOC 3), which rose by +2.8% in total share, highlighting a sustained focus on essential medical services during the peak winter season. The largest month-over-month decrease in volume occurred in a-22 postings (-2.3% share). 25 managerial postings were recorded in December, with the highest concentration in Sales and Service (12 roles), the rest were evenly spread between all remaining NOC codes apart from 5 and 8. There was 1 senior management positions in Transportation and Warehousing.

## TOP 3 OCCUPATIONAL CATEGORIES (NOC)



Sales and Service (NOC 6) remained the largest occupational group, making up 32.9% (27) of postings. The largest month-over-month increase in share was seen in Business, Finance and Administration (NOC 1), which rose by +6.0% in total share. The largest month-over-month decrease in share occurred in Occupations in manufacturing and utilities (NOC 9), which fell by -3.1% in share. 3 managerial positions were advertised in November, 2 in Sales and Service and 1 in Business, Finance and Administration. There were no senior manager roles posted this month.

## TOP 5 HOURLY WAGE VACANCIES

**\$174.85****Emergency Physician**  
@ West Nipissing General Hospital

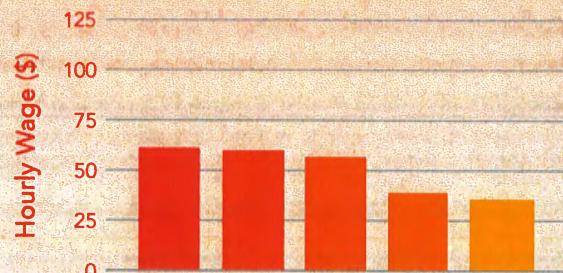
- \$74.46** Nurse Practitioner @ North Bay Regional Health Centre
- \$74.46** Nurse Practitioner @ West Nipissing General Hospital
- \$70.00** Pharmacist @ Northern Shores Pharmacy.
- \$65.00** Registered Nurse @ Tranquil Care Inc.

## TOP 3 ANNUAL SALARY VACANCIES

**\$300,000.00****Dentist**  
@ Dentistry on Worthington**\$132,162.00****Program Supervisor**  
@ Ministry of Children, Community and Social Services**\$124,000.00****Pharmacist**  
@ Loblaw Companies Limited**Lowest Annual Salary \$38,000.00****Customer Service Representative**  
@ YMCA of Northeastern Ontario

46.6% (159 postings) listed an hourly wage in December, with an average of \$31.14/hour. This is \$1.92/hour higher (+6.6%) than the 12-month average of \$29.22/hour. 1.3% (2 postings) were listed at the provincial minimum wage. For postings that listed an annual salary, the average was \$76,987.83, which is -2.5% lower (-\$1,961.71) than the 12-month average of \$78,949.53. Salary averages should be interpreted with caution due to the smaller sample size of salaried roles at year-end.

## TOP 5 HOURLY WAGE VACANCIES

**\$57.68****Registered Nurse**  
@ West Parry Sound Health Centre

- \$57.68** Registered Nurse @ West Parry Sound Health Centre
- \$56.30** Physiotherapist - Resident @ West Parry Sound Health Centre
- \$55.27** Chief Building Official @ The Township of Armour
- \$44.89** Health Data and Analytics Specialist @ West Parry Sound Health Centre
- \$40.00** Structural Welder @ Iron Design Welding

## TOP 3 ANNUAL SALARY VACANCIES

**\$174,916.02****Financial Services Manager**  
@ Parry Sound Chevrolet Buick GMC**\$150,000.00****Real Estate Sales Representative**  
@ Royal LePage Real Estate**\$116,000.00****Pharmacist**  
@ Shoppers Drug Mart**Lowest Annual Salary \$34,580.00****Collections Assistant**  
@ West Parry Sound District Museum**Lowest Annual Salary \$34,580.00****Collections Assistant**  
@ West Parry Sound District Museum

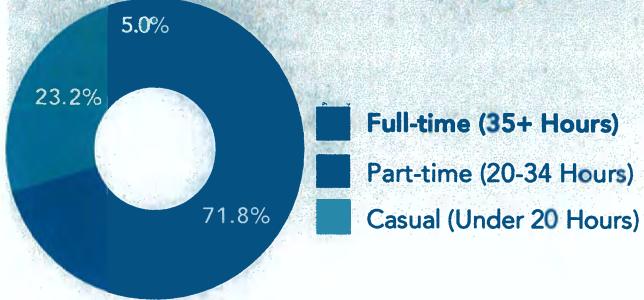
52.4% (43 postings) listed an hourly wage in December, with an average of \$27.53/hour. This is \$0.30/hour higher (+1.1%) than the 12-month average of \$27.23/hour, indicating that wage offerings remained stable and slightly above the yearly baseline despite the seasonal slowdown. Notably, none of the postings were listed at the provincial minimum wage. For positions that listed an annual salary, the average was \$70,166.71, which is 4.1% lower (-\$3,009.47) than the 12-month average of \$73,176.18. These shifts are typical, as only a small portion of job postings include annual salary information.

## FULL-TIME / PART-TIME BREAKDOWN

**71.8%** of listings in December

↑ 1.3%  
from November

71.8% of job postings (245) in December were for full-time positions. This represents an increase of 1.3% from November (70.5%).



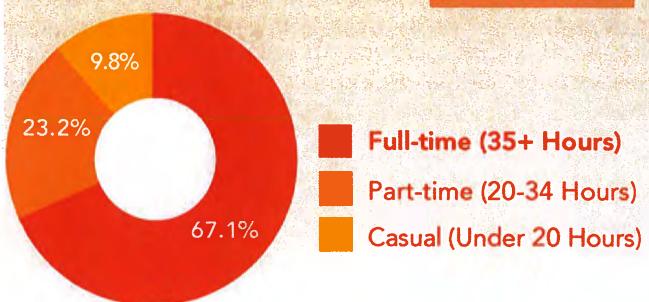
**341** Postings listed hours offered (100%)

## FULL-TIME / PART-TIME BREAKDOWN

**67.1%** of listings in December

↓ 1.3%  
from November

67.1% of job postings (55) in December were for full-time positions. This represents a decrease of 1.3% from November (68.4%).



**82** Postings listed hours offered (100%)

## TERM OF EMPLOYMENT

**85.6%** of listings in December

↑ 1.7%  
from November

85.6% (292) of postings in December were for permanent positions, compared to 83.9% in November, an increase of 1.7%.



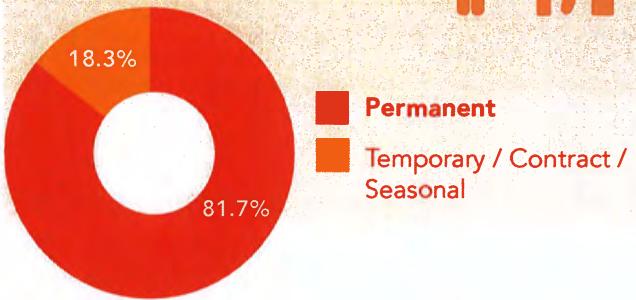
**341** Postings listed hours offered (100%)

## TERM OF EMPLOYMENT

**81.7%** of listings in December

↓ 4.0%  
from November

81.7% (67) of postings in December were for permanent positions, compared to 85.7% in November, a decrease of 4.0%.



**82** Postings listed hours offered (100%)

# ALL EMPLOYERS WITH POSTINGS IN MONTH



## NIPISSING DISTRICT

401 Auto - North Bay Chrysler	Community Counselling Centre of Nipissing	McDougall Insurance and Financial	Spencer Gifts
A La Cantina	Melisa M Young Law Professional Corporation	Stantec	Stantec
A&W (Sturgeon Falls)	Metis Nation of Ontario	Staples Canada	Staples Canada
A1 Blasting Mats	Michaels	Sturgeon Falls Brush and Contracting Ltd	Sturgeon Falls Brush and Contracting Ltd
Aecom	Miller Technology Incorporated	Sturgeon Falls IDA	Sturgeon Falls IDA
Algonquin Nursing Home of Mattawa	Mincon Canada	Subway - Lakeshore Drive	Subway - Lakeshore Drive
American Eagle Outfitters	Ministry of Children, Community and Social Services	Subway - Pinewood Park Drive	Subway - Pinewood Park Drive
Bay City Animal Hospital	Motion	Subway - Shirreff Ave.	Subway - Shirreff Ave.
Bay Psychology	Near North District School Board	Subway - Sturgeon Falls	Subway - Sturgeon Falls
Bayland Property Management	Nedco Ontario	Subway - Trout Lake Road	Subway - Trout Lake Road
Bayshore Health Care	Nipissing Lodge	Suppa Engineering	Suppa Engineering
Bentley & Co Ltd	Nipissing Serenity Hospice	Syl's Neighbourhood Kitchen	Syl's Neighbourhood Kitchen
Best Western North Bay Hotel & Conference Centre	Nipissing Transition House	TC Energy	TC Energy
Beyond Sushi	Nipissing University	TD Bank - North Bay	TD Bank - North Bay
Binx Professional Cleaning	Nipissing-Parry Sound Catholic District School Board	The Corporation of the City of North Bay	The Corporation of the City of North Bay
BioScript Solutions	Nordic Minesteel Technologies Inc.	The Erb Group of Companies	The Erb Group of Companies
Blue Seal Farm	North Bay Animal Hospital	The Sisters of St. Joseph of Sault Ste. Marie	The Sisters of St. Joseph of Sault Ste. Marie
Boart Longyear Inc.	North Bay Denture Clinic	The Skyline Group of Companies	The Skyline Group of Companies
Brand Momentum Inc.	North Bay Golf & Country Club	Tip Top Tailors	Tip Top Tailors
Brandt Industries	North Bay Indigenous Hub	Tranquil Care Inc.	Tranquil Care Inc.
Brookfield Global Integrated Solutions	North Bay Parry Sound District Health Unit	Tutor Match	Tutor Match
CAA North & East Ontario	North Bay Regional Health Centre	Valin Partners	Valin Partners
CARQUEST Canada	North Bay Sport Medicine	Valois Motel & Restaurant	Valois Motel & Restaurant
Caisse Alliance	North Care Dental	Value Village	Value Village
Callon Dietz	Northern Shores Pharmacy	Victorian Order of Nurses / VON	Victorian Order of Nurses / VON
Can-Blast Inc	Old Dutch Foods	Voyageur Aviation Corp	Voyageur Aviation Corp
Canada Post	One Kids Place Children's Medical Treatment Center of North	Voyago	Voyago
Canadian Addiction Treatment Pharmacy	East Ontario	WIRELESSWAVE	WIRELESSWAVE
Canadian Adventure Camp	Ontario Northland	Walmart - North Bay	Walmart - North Bay
Canadian Forces Morale and Welfare Services	Ontario Power Generation	West Nipissing General Hospital	West Nipissing General Hospital
Canadian Mental Health Association	Ontario Public Service	Westburne	Westburne
Canadian Shield Health Care Services Inc.	Oxford Learning Centres, Inc.	WhisBay Traders Ltd.	WhisBay Traders Ltd.
Canadore College - College Drive	ParaMed Home Health Care	Wine Rack - North Bay, ON	Wine Rack - North Bay, ON
Canadore College - Commerce Court	Partner's Billiards and Bowling	Workplace Safety North	Workplace Safety North
Canor Construction	Pizza Hut - North Bay	YMCA of Northeastern Ontario	YMCA of Northeastern Ontario
CarePartners	Productive North Janitorial Services	ZEDD Customer Solutions	ZEDD Customer Solutions
Cascades Casino	Purolator Inc.		
Cassellholme Home for the Aged	QE Home /Quilts Etc		
Cementation Canada	Quantum Lifecycle Partners LP		
Chad's Grass Snow and More	Redpath Mining Contractors and Engineers		
Classic Contracting Sales & Services	Roofmart		
Closing the Gap Healthcare	Royal Bank of Canada - North Bay		
Comfort Inn - Lakeshore	Science North		
	Scotiabank - North Bay		
	Sienna Senior Living		
	Sobeys - North Bay		

Continued on next page



## PARRY SOUND DISTRICT

Abell Pest Control Inc.  
Adams Bros. Construction  
Bayshore Health Care  
Best Western Plus Parry Sound  
Binx Professional Cleaning  
Buffed Total Cleaning  
CSN Buchans  
Canada Clean Fuels  
Canada Post  
Canadian Mental Health Association  
Closing the Gap Healthcare  
Connor Industries  
Country Haven Acres Residential Services Inc  
Crofters Food Ltd

District of Parry Sound Social Services Administration Board  
Eastholme Home for the Aged  
Edgewater Park Lodge  
Fowler Construction  
Gardens of Parry Sound  
Retirement Home  
Hammond Transportation Ltd.  
Iron Design Welding  
Kawartha Credit Union  
Legend Spirits  
Lifemark Health Group  
Municipality of Magnetawan  
No Frills - Stacie and Troy's  
Parry Sound Chevrolet Buick GMC  
PepsiCo

Riverview Dental Centre  
Royal LePage Real Estate  
Scotiabank - Parry Sound  
Seguin Valley Golf Club  
Shoppers Drug Mart  
Sobeys Inc.  
Starbucks - Parry Sound  
Subway - Parry Sound  
Sundridge Dental  
The Township of Armour  
The Wagon Wheel  
Tim Hortons - Burks Falls  
TreeWiseGuys  
Trestle Brewing Company Limited  
Walmart - Parry Sound  
Wasauksing First Nation

West Parry Sound Community Support Services  
West Parry Sound District Museum  
West Parry Sound Health Centre  
Western Financial Group  
Wilson Transportation LTD  
YMCA of Simcoe/Muskoka

# WHAT IS THE LMG MONTHLY JOBS REPORT?



This Jobs Report is a monthly publication produced by the Labour Market Group.

Each month we compile this report based on our job portal [readysethired.ca](http://readysethired.ca).

[Readysethired.ca](http://readysethired.ca) is an online job portal that provides and collects real time job postings within the districts of Nipissing and Parry Sound. These postings are updated daily and provide job seekers with a one stop shop for local current employment opportunities.

FOR MORE INFORMATION & FURTHER DETAILS ABOUT LOCAL JOBS, PLEASE CONTACT :

The Labour Market Group  
[readysethired.ca](http://readysethired.ca)  
[info@thelabourmarketgroup.ca](mailto:info@thelabourmarketgroup.ca)



**The Labour Market Group**  
Guiding partners to workforce solutions.

## JOB REPORT DECEMBER 2025

### TOTAL NUMBER OF JOB POSTINGS



### TOP INDUSTRY WITH VACANCIES

**NIPISSING**  
Health Care & Social Assistance (32.6%)

**PARRY SOUND**  
Health Care & Social Assistance (26.8%)

To view the full report, visit our website  
[www.thelabourmarketgroup.ca](http://www.thelabourmarketgroup.ca)  
[readystethired.ca](http://readystethired.ca)

Questions or concerns?  
Feel free to contact us at  
[info@thelabourmarketgroup.ca](mailto:info@thelabourmarketgroup.ca)



T. 705.478.9713

150 First Ave. West  
Suite 103, North Bay, ON  
P1B 3B9

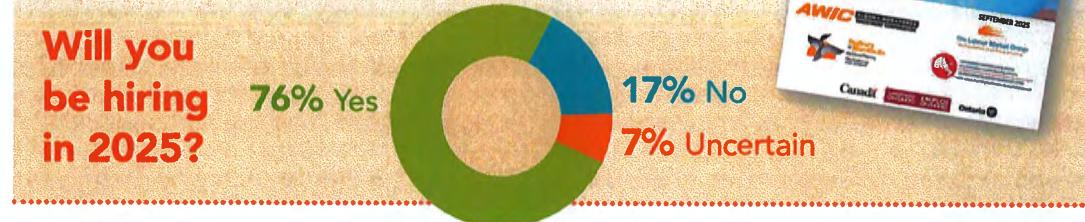
The Labour Market Group is funded by:



# LABOURFOCUS

## A REVIEW OF 2025

Respondents to the **The Northeast Ontario Employee Recruitment, Training and Retention Survey** were asked about hiring in 2025 whether they had hired or were planning to hire.



### Reasons for new hires in 2025

ALL BUSINESSES	EMPLOYEES PER BUSINESS	1-9	10-24	25-49	50+
50%	Retirements	49%	1%	0%	0%
80%	Filling existing vacancies	67%	7%	1%	4%
21%	Growth/expansion	17%	1%	1%	1%
7%	Restructuring	7%	0%	0%	0%
3%	Technological changes	3%	0%	0%	0%
6%	Other	3%	3%	0%	0%

### WHAT METHODS ARE USED TO FIND CANDIDATES?

Overall, the old "low-tech" strategies of word-of-mouth and employee referrals together score very highly, and collectively so does the use of online platforms of various sorts, such as free-online job boards, social media and one's own website. After all these, local employment services come in ranked number seven, cited by one in four.

	2024	2025
Word of mouth, personal contacts, referrals, and informal networks	74%	77%
Social media (Facebook, LinkedIn)	57%	61%
Our business/organization's own website	57%	58%
Employee referrals	53%	58%
Free online job boards/online postings	49%	45%
Paid online job boards/online postings	48%	52%
Local employment service agencies	39%	34%
On-site job signs or posters	28%	28%
Job fairs	27%	26%
Trade or professional publications or websites	24%	29%
Print and online news media	17%	17%
Onsite recruitment at schools, colleges and universities	15%	18%
Radio ads	7%	7%
Executive search companies/Headhunter	5%	5%
Other	5%	5%

Source: The Northeast Ontario Employee Recruitment, Training and Retention Survey

## Looking for Board members!

Are you interested in the future workforce of Nipissing or Parry Sound?



Become an **LMG Board member!** We are currently seeking applications from those individuals interested in joining the LMG team!

For more information contact [info@thelabourmarketgroup.ca](mailto:info@thelabourmarketgroup.ca)

Questions or concerns?  
Feel free to contact us at [info@thelabourmarketgroup.ca](mailto:info@thelabourmarketgroup.ca)



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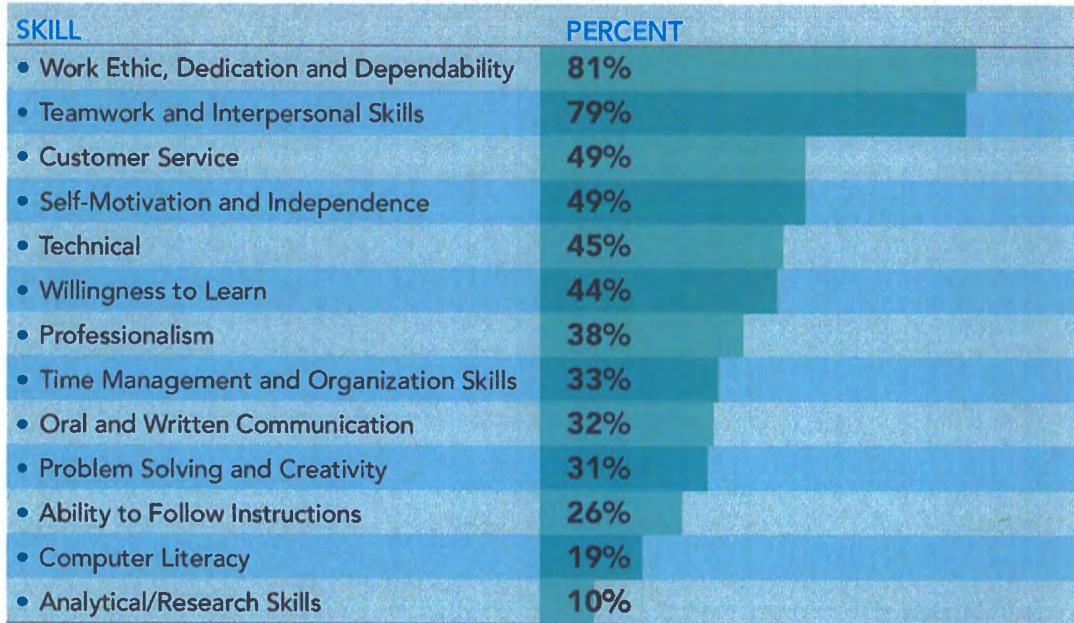


## VACANCY



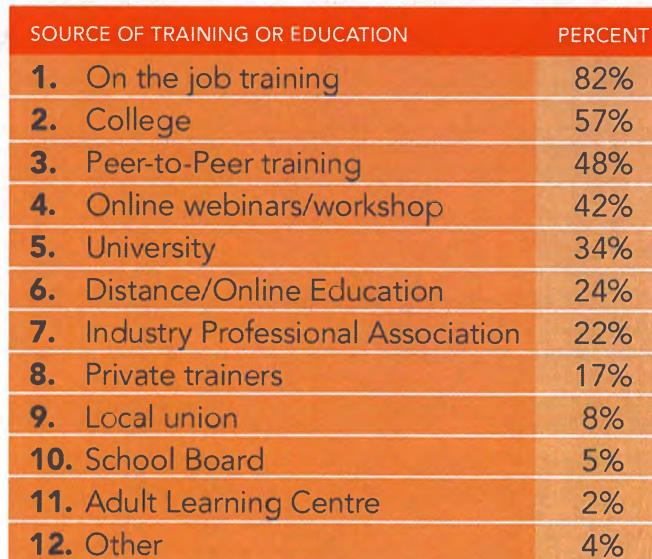
# What **SKILLS** Are Employers Looking For

Respondents were asked to select the five most important skills (from a list of thirteen) that they look for when hiring.



## Common sources of training and education

Common sources of training or education relied upon by employers. Respondents were allowed to select as many as applied.



Source: The Northeast Ontario Employee Recruitment, Training and Retention Survey

January 29, 2026

SENT ELECTRONICALLY

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

Dear Ms. Charlene Watt:

**Re: 2026 Municipal Levy**

Attached please find your **2026 Municipal Levy Information Package**.

At its meeting on January 28, 2026, the Board of Health approved the 2026 budget. The approved budget includes a 1% increase (previously confirmed) in provincial mandatory program funding and a 4% increase in the Municipal share. For 2026, the sharing split is 77.29% provincial and 22.71% municipal.

Please note that 2026 is the final year of the Strengthening Public Health Initiative, which provides a 1% funding increase to health units. Funding for 2027 is unknown at this time. Updated Draft Ontario Public Health Standards have been shared with health units; however, final release has been delayed, and current protocols and standards remain in effect.

In accordance with the Board of Health By-Laws, the Municipal Reserve status will be updated and provided with the 2025 audited financial statements. For your information, the Municipal Reserve balance as of October 31, 2025, was \$2,488,411.

To learn more about Health Unit programs, activities, and reports, please visit the North Bay Parry Sound District Health Unit website at [www.myhealthunit.ca](http://www.myhealthunit.ca). The website is completely searchable and provides information on a wide range of health topics.

The following information is enclosed:

- **Appendix A – 2025 Levy Payment Schedule**

- **Appendix B – 2025 Board of Health Approved Budget Summary Sheet**

Should you have any questions, please do not hesitate to contact Paul Massicotte, Executive Director, Corporate Services/Privacy Officer, at (705) 474-1400, extension 5238.

Yours truly,



Rick Champagne (Jan 29, 2026 14:14:52 EST)

**Rick Champagne**  
Chairperson, Board of Health

Enclosures (2)

Copy to: Paul Massicotte, Executive Director, Corporate Services/Privacy Officer  
Dr. Carol Zimbalatti, Medical Officer of Health/Executive Officer  
Board of Health

Your lifetime partner in healthy living.  
Votre partenaire à vie pour vivre en santé.

[myhealthunit.ca](http://myhealthunit.ca)

345 Oak Street West,  
North Bay, ON P1B 2T2  
1-800-563-2808  
705-474-1400  
705-474-8252

90 Bowes Street, Suite 201,  
Parry Sound, ON P2A 2L7  
1-800-563-2808  
705-746-5801  
705-746-2711

January 29, 2026

**Township of Armour**  
56 Ontario Street  
P.O. Box 533  
Burk's Falls, ON P0A 1C0

**2026 LEVY**  
**PAYMENT SCHEDULE**

**2026 Annual Levy** **\$48,294.00**

<b>Monthly Payment Schedule effective January 1, 2026</b>	<b>Amount</b>
January 1, 2026	\$3,873.42
February 1, 2026	\$3,873.42
March 1, 2026	\$4,054.68
April 1, 2026	\$4,054.72
May 1, 2026	\$4,054.72
June 1, 2026	\$4,054.72
July 1, 2026	\$4,054.72
August 1, 2026	\$4,054.72
September 1, 2026	\$4,054.72
October 1, 2026	\$4,054.72
November 1, 2026	\$4,054.72
December 1, 2026	\$4,054.72
<b>Total</b>	<b>\$48,294.00</b>

Levy based on population of: 1,234

Per Capita Rate: \$39.14

**Due Date: The first day of every month**  
Interest is charged at 1.25% per month on outstanding balances.

**Please remit to: North Bay Parry Sound District Health Unit**  
**Attention: Finance Department**  
**345 Oak St W**  
**North Bay, ON P1B 2T2**  
**Or Direct Deposit to: Account # 03442 003 128749**

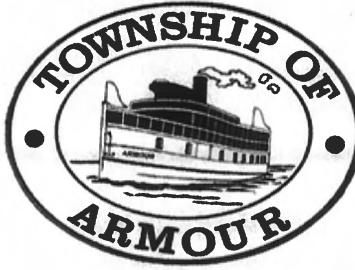
## 2026 Board of Health Public Health Budget

### Budget Summary Sheet

Budget Summary	Budget 2025	Forecast 2025	Budget 2026	Cost Sharing Percentage for 2026	Notes
<b>Total Expenses</b>	<b>23,282,096</b>	<b>23,397,114</b>	<b>24,052,331</b>		<b>1</b>
Less Program Revenues	481,041	627,106	603,725		<b>2</b>
<b>Net Expenses</b>	<b>22,801,055</b>	<b>22,770,008</b>	<b>23,448,606</b>		
Less: 100% Funding, and One-Time Funding and Grants	5,190,769	5,652,102	5,544,905		<b>3</b>
<b>Total Shareable Base</b>	<b>17,610,286</b>	<b>17,117,906</b>	<b>17,903,701</b>		
Ministry of Health Share	13,701,100	13,318,020	13,838,100	77.29%	<b>4</b>
Municipal Share	3,909,232	3,799,886	4,065,601	22.71%	<b>5</b>
Plus: 100% Municipal - Adult Dental	98,277	53,708	98,277		<b>6</b>
Gross Municipal Levy	4,007,509	3,853,594	4,163,878		
Per Capita Municipal Population	106,394	106,394	106,394		<b>7</b>
Per Capita Rate	37.67	36.22	39.14		

### Notes for Budget Summary

- 1 Total expenses include the cost of all Health Unit programs and services.
- 2 Program revenues are generated through payments from the public or the government on a fee-for-service basis.
- 3 The forecast for 2025 includes 100% funding from multiple sources and one-time funding for COVID-19 Vaccination expenses and Purpose-Built Immunization Product Refrigeration.
- 4 The Ministry of Health funding for 2026 has been confirmed at a 1% increase over last year. The new total of \$13,838,100 is 77.29% of the shareable base.
- 5 The municipal share is calculated using the 2025 levy plus 4%. The new total of \$4,065,601 is 22.71% of the shareable base.
- 6 The 2025 forecasted 100% Municipal Adult Dental is below budget as a result of increased offset revenues from the Ontario Disability Support Program and Low Income People Involvement of Nipissing.
- 7 As per the *Health Promotion and Protection Act*, R.S.O. 1990, c. H. 7, O. Reg. 489-97 Allocation of Board of Health Expenses, current (2022) Municipal Property Assessment Corporation (MPAC) enumeration data is used for populations. MPAC does not allow their total population data to be shared publicly.



## STAFF REPORT

**Date:** February 10, 2026  
**To:** Council  
**From:** Dave Gray, CAO  
**Subject:** Employment Policy updates – New position and organizational chart changes

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### Recommendation

THAT the February 10, 2026 Staff Report from the CAO regarding March 1, 2026 Employment Policy changes be received by Council. Furthermore, Council approves the creation of the Office Administrator position and directs staff to forward the position description to the Employment Committee for evaluation. Council additionally directs staff to implement the changes to Schedule G of the Policy and Schedule A of the policy pending input from the Employment Committee.

### History:

Council discussions from the August 26, 2025 Regular Council Meeting and recent position vacancies in the Township have prompted the need for changes to the Township Employment Policy which are further explained below.

- 1. Creation of the Office Administrator position.** Senior department heads evaluated the needs of various departments and functions and have determined that a role with blended duties and responsibilities would better serve the Township. The specialization of the Administrative Assistant roles as they exist in the current organizational chart rendered some challenges in focusing on general office functions at times. Further, role specific training for these specialized roles added to the strain on administrative functions.
- 2. Realignment of the Organizational Chart.** Throughout 2025, Council and staff discussed the appropriateness of having some department heads reporting in to other departments, rather than the CAO. Throughout post-transition experiences of working under the 2025 Organizational Structure, the CAO has concluded that realigning the structure will create efficiencies in departmental communications as well as bring clarity in the decision-making framework of affected departments.

### **Financial Considerations**

1. Creation of the Office Administrator Position: Based on preliminary staff evaluations of the position, it is expected that the creation and filling of the Office Administrator position (if approved) may result in a minor decrease in wages depending on the experience of the selected candidate. Specific financial considerations cannot be calculated until the role is approved, evaluated, and filled.
2. There is no anticipated financial impact to the realignment of the organizational chart. Future considerations related to department-specific staffing will be presented at a future meeting.

### **Others Consulted:**

Charlene Watt, Municipal Clerk

Alison McGregor, Treasurer

Jason Newman, Manager of Municipal Law Enforcement

### **Attachments:**

Revised Employment Policy - Schedule A

Revised Employment Policy - Schedule G

Position Description – Office Administrator



## POSITION DESCRIPTION

### Office Administrator February 2026

4. Support the administration, operation, and reporting of the Administrative Monetary Penalty System.
5. Support the administration of trailer licenses, dog tags, follow-up letters, receiving payment and maintaining accurate records.

#### Land Use Planning

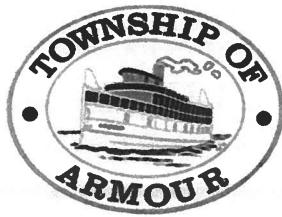
1. Knowledge and experience pertaining to the *Planning Act* and back-up contact for interpretation of the municipal Official Plan and Zoning By-law.
2. In conjunction with the Municipal Clerk and/or municipal planner, conducts pre-consultation meeting with applicants, developers and agents prior to submission of planning applications.
3. Assists the Municipal Clerk in implementing any land use planning requests involving all but not limited to: Official Plan, Zoning By-law, Site Plan Agreements, Minor Variances, Consent to Sever, Re-Zoning Applications, Plans of Subdivision, and Shore Road Closings.
4. Prepares planning notices, by-laws, resolutions, and affidavits related to each planning file. Maintains planning files to ensure up to date data received and provide follow-up.
5. Consults with the Municipal Planner, Southeast District Parry Sound Planning Board and Ministry of Municipal Affairs pertaining to all land use planning matters, as required.
6. Utilizes digital mapping system (CGIS) to prepare circulations lists, notices and pre-consultation notes as required.
7. Maintains all current and closed planning files electronically and physically.

#### Elections and Records

1. Responsible for fulfilling duties as delegated by the Municipal Clerk in the Municipal Election process.

#### **EDUCATION / EXPERIENCE / SKILLS:**

1. Successful completion of a Business / Office / or Legal Administration program from college or university and/or equivalent experience.
2. Completion of the AMCTO Municipal Administration Program and specialized municipal training/education is considered an asset.
3. One to two years municipal or related experience an asset and the willingness to continually upgrade qualifications.



## POSITION DESCRIPTION

Office Administrator  
February 2026

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4. Experience in a computerized environment with a working knowledge of Microsoft Word, Excel, WordPerfect, Outlook and the internet as well as payroll and tax software programs implemented within the Municipality.
5. Must have excellent verbal and written communication skills and the ability to relate to elected officials, peers, and the public in a professional manner.
6. Required to work under pressure within severe time constraints maintaining a high degree of accuracy and attention to detail.
7. Ability to work positively with others in a team environment.

### **Independence of Action**

The job requires the application of established methods and procedures. Work may involve a choice of methods.

### **Mental Effort**

Variety of duties with frequent interruptions. Varied levels of focus including continuous periods of short duration, frequent periods of intermediate duration and occasional periods of long duration.

### **Physical Effort**

Work is typical of an office environment and is generally performed at a desk but also includes short periods of walking or standing at a counter. Intensity requirements include light activity over long durations, some medium activity over intermediate durations and occasional heavy activity over short durations.

### **Dexterity**

Requires tasks that demand the coordination of coarse and fine movements, where, speed is a major consideration and/or coordination of fine movements, where, speed is a moderate consideration.

### **Accountability**

Actions could result in minor loss of time or resources and may affect the work of others.

### **Safety of Others**

The degree of care required is typical of a general office setting.

### **Supervision**

Supervisory responsibility is not normally part of the job requirement but there may be a requirement to show others how to perform tasks or duties.

### **Contacts**

Deal with or settle requests, complaints or clarification of information. Specialized or sensitive cases are generally forwarded to a supervisor.



## POSITION DESCRIPTION

Office Administrator  
February 2026

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### **Working Conditions**

Work may involve dealing with difficult individuals and includes occasional exposure to rudeness or profanity.

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*The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.*

**TOWNSHIP OF ARMOUR**

**HUMAN RESOURCES POLICY AND PROCEDURES MANUAL**



DEPARTMENT:	HUMAN RESOURCES	BY-LAW NO.	59-2019 – Sch A
SECTION:	EMPLOYMENT	EFFECTIVE DATE:	January 1 <sup>st</sup> , 2026
SUBJECT:	EMPLOYMENT POLICY	PAGE:	Page 56 of 106

**Employment policy**  
**Schedule A**

**PAY GRADES AND PAY SCALE BY POSITION**

Effective date: March 1, 2026

<b><u>Job Title</u></b>	<b><u>Hours Worked</u></b>	<b><u>Grade</u></b>	<b><u>Job Rate</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Step 4</u></b>	<b><u>Step 5</u></b>
Clerk-Treasurer/ Administrator (1)	1950	11	\$72.83	\$59.58	\$62.89	\$66.22	\$69.52	\$72.83
CAO/Director of Economic Development	1950	11	\$72.83	\$59.58	\$62.89	\$66.22	\$69.52	\$72.83
Chief Administrative Officer (1)	1950	11	\$72.83	\$59.58	\$62.89	\$66.22	\$69.52	\$72.83
Clerk-Administrator (1)	1950	10	\$70.30	\$57.38	\$60.63	\$63.86	\$67.09	\$70.30
Treasurer	1820	9	\$60.08	\$48.55	\$51.45	\$54.32	\$57.23	\$60.08
Municipal Clerk	1950	9	\$60.08	\$48.55	\$51.45	\$54.32	\$57.23	\$60.08
Treasurer/Deputy Clerk (1)	1950	9	\$60.08	\$48.55	\$51.45	\$54.32	\$57.23	\$60.08
Road Supervisor	2080	8	\$55.47	\$45.41	\$47.93	\$50.43	\$52.95	\$55.47
Chief Building Official	2080	8	\$55.47	\$45.41	\$47.93	\$50.43	\$52.95	\$55.47
Manager of Municipal Law Enforcement	2080	8	\$55.47	\$45.41	\$47.93	\$50.43	\$52.95	\$55.47
Director of Economic Development	1950	8	\$55.47	\$45.41	\$47.93	\$50.43	\$52.95	\$55.47
Waste Management Administrator	1820	8	\$55.47	\$45.41	\$47.93	\$50.43	\$52.95	\$55.47
Municipal Law Enforcement Officer	2080	7	\$50.22	\$40.54	\$42.95	\$45.39	\$47.78	\$50.22
Recreation Coordinator	1820	7	\$50.22	\$40.54	\$42.95	\$45.39	\$47.78	\$50.22
Senior By-law Enforcement Officer (1)	2080	6	\$46.25	\$37.00	\$39.32	\$41.61	\$43.91	\$46.25
Deputy-Clerk	1950	6	\$46.25	\$37.00	\$39.32	\$41.61	\$43.91	\$46.25
Deputy-Treasurer	1820	6	\$46.25	\$37.00	\$39.32	\$41.61	\$43.91	\$46.25
Equip. Operator/Lead Hand (1)	2080	5	\$42.09	\$33.68	\$35.77	\$37.86	\$39.98	\$42.09
By-Law Enforcement Officer (1)	2080	5	\$42.09	\$33.68	\$35.77	\$37.86	\$39.98	\$42.09
Economic Development Officer	1950	5	\$42.09	\$33.68	\$35.77	\$37.86	\$39.98	\$42.09
Regional Brand Coordinator	1820	5	\$42.09	\$33.68	\$35.77	\$37.86	\$39.98	\$42.09
Administrative Assistant Building/Planning (1)	1820	5	\$42.09	\$33.68	\$35.77	\$37.86	\$39.98	\$42.09
Admin. Assistant Finance Clerk	1820	5	\$42.09	\$33.68	\$35.77	\$37.86	\$39.98	\$42.09
Equipment Operator I	2080	5	\$42.09	\$33.68	\$35.77	\$37.86	\$39.98	\$42.09

APPROVED BY:	ARMOUR COUNCIL	ISSUE DATE	REVISION DATE:
		January 1 <sup>st</sup> , 2026	March 1, 2026

**TOWNSHIP OF ARMOUR**

**HUMAN RESOURCES POLICY AND PROCEDURES MANUAL**



<b>DEPARTMENT:</b>	<b>HUMAN RESOURCES</b>	<b>BY-LAW NO.</b>	<b>59-2019 – Sch A</b>
<b>SECTION:</b>	<b>EMPLOYMENT</b>	<b>EFFECTIVE DATE:</b>	<b>January 1<sup>st</sup>, 2026</b>
<b>SUBJECT:</b>	<b>EMPLOYMENT POLICY</b>	<b>PAGE:</b>	<b>Page 57 of 106</b>

<b><u>Job Title</u></b>	<b><u>Hours Worked</u></b>	<b><u>Grade</u></b>	<b><u>Job Rate</u></b>	<b><u>Step 1</u></b>	<b><u>Step 2</u></b>	<b><u>Step 3</u></b>	<b><u>Step 4</u></b>	<b><u>Step 5</u></b>
Landfill Site Manager (1)	1905	4	\$35.50	\$28.86	\$30.52	\$32.17	\$33.83	\$35.50
Administrative/Recreation Assistant (1)	1820	4	\$35.50	\$28.86	\$30.52	\$32.17	\$33.83	\$35.50
Communications & Marketing Officer	1820	4	\$35.50	\$28.86	\$30.52	\$32.17	\$33.83	\$35.50
Office Administrator	1820	4	\$35.50	\$28.86	\$30.52	\$32.17	\$33.83	\$35.50
Equipment Operator	2080	4	\$35.50	\$28.86	\$30.52	\$32.17	\$33.83	\$35.50
Recreation Assistant	1820	3	\$32.50	\$25.99	\$27.62	\$29.25	\$30.88	\$32.50
Senior Administrative Assistant (1)	1820	3	\$32.50	\$25.99	\$27.62	\$29.25	\$30.88	\$32.50
Administrative Assistant - Building	1820	3	\$32.50	\$25.99	\$27.62	\$29.25	\$30.88	\$32.50
Administrative Assistant (1)	1820	3	\$32.50	\$25.99	\$27.62	\$29.25	\$30.88	\$32.50
Landfill Lead Hand	1905	3	\$32.50	\$25.99	\$27.62	\$29.25	\$30.88	\$32.50
Landfill Operator (1)	1905	2	\$29.60	\$23.66	\$25.16	\$26.63	\$28.12	\$29.60
Landfill/Recycling Attendant	1905	1	\$28.38	\$23.24	\$24.51	\$25.80	\$27.10	\$28.38
Custodian - KCC	850	0	\$25.34	\$20.76	\$21.91	\$23.06	\$24.20	\$25.34
Custodian	850	0	\$25.34	\$20.76	\$21.91	\$23.06	\$24.20	\$25.34

**(1) Denotes a position that is either vacant or not in use as of March 1, 2026**

<b>APPROVED BY:</b>	<b>ARMOUR COUNCIL</b>	<b>ISSUE DATE</b> January 1 <sup>st</sup> , 2026	<b>REVISION DATE:</b> March 1, 2026
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# TOWNSHIP OF ARMOUR

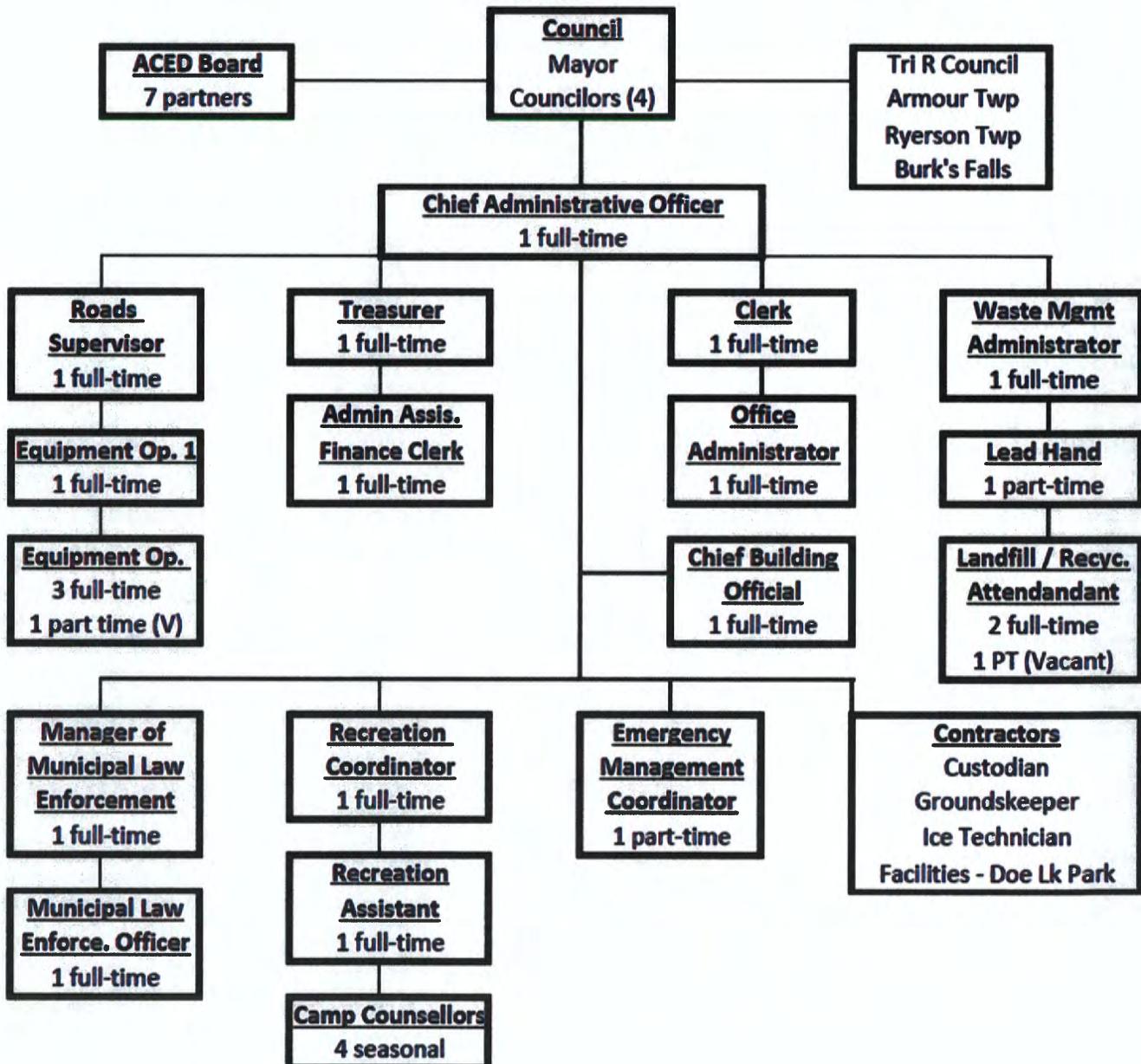
## HUMAN RESOURCES POLICY AND PROCEDURES MANUAL



DEPARTMENT:	HUMAN RESOURCES	BY-LAW NO.	59-2019 – Sch A
SECTION:	EMPLOYMENT	EFFECTIVE DATE:	January 1 <sup>st</sup> , 2026
SUBJECT:	EMPLOYMENT POLICY	PAGE:	Page 87 of 106

### Employment policy Schedule G

#### 2026 ORGANIZATIONAL CHART



APPROVED BY:	ARMOUR COUNCIL	ISSUE DATE January 1 <sup>st</sup> , 2026	REVISION DATE: March 1, 2026
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29  
**BLG**  
Borden Ladner Gervais

**File No. 044272.000001**

**RECEIVED**

February 3, 2026

**FEB 04 2026**

**DELIVERED BY EMAIL**  
(clerk@armourtownship.ca)

**TOWNSHIP OF ARMOUR**  
9:00AM

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

Attention: Municipal Clerk

Dear Ms. Watt:

**Re: Notice of Appeal – Official Plan Amendment and Zoning By-law Amendment**  
**PowerBank Corporation**  
**219 Peggs Mountain Road, Armour**  
**Municipal File No.: OPA-2025-01 and ZBA 2025-01**

We are counsel for PowerBank Corporation (formerly SolarBank Corporation) (“Applicant”) who, on behalf of the landowner, David Creasor, made applications to amend the Township of Armour Official Plan (“Township OP”) and Township of Armour Zoning By-law 27-95, as amended (“Township ZBL”) for the lands municipally known as 219 Peggs Mountain Road in the Township of Armour (“Subject Lands”).

The applications for Official Plan Amendment pursuant to Section 22 of the *Planning Act*, R.S.O. 1990, c. P.13 (“*Planning Act*”), and Zoning By-law Amendment pursuant to Section 34 of the *Planning Act*, were assigned municipal file numbers OPA-2025-01 and ZBA 2025-01 respectively (“Applications”). The Applications were deemed complete on January 21, 2025. The Applications proposed to facilitate development of the Subject Lands for a battery energy storage system (“BESS”).

The Applicant submitted an application for site plan approval to the Township related to the proposed BESS on January 13, 2026 (“SPA Application”).

**Decision BeingAppealed**

On January 13, 2026, Township Council refused the Applications, despite extensive public consultation, the submission and peer-review of numerous plans and studies, and Township planning staff having recommended that the Applications be approved.

The reasons for the decision to refuse the Applications are provided in the Notice of Decision dated January 16, 2026 as follows:

*“Council determined that the proposal does not adequately address public safety and hazard management, emergency response planning, emergency services capacity, firefighter training, infrastructure, and inter-municipal and cross-boundary impacts. The application was absent of finalized emergency response planning, firefighter training, and stormwater management documentation.”*

To the extent the reasons for the refusal are land use planning grounds, these are matters that are appropriately studied, addressed and resolved through the site plan approval process.

### **Background to Appeal**

#### ***The Subject Lands***

The Subject Lands are approximately 32.37 ha in size, and are located on the south side of Peggs Mountain Road, generally located south of the Burks Falls Settlement Area and west of Highway 11.

The Subject Lands are developed with an existing solar array that currently operates to capture and generate solar electricity. The Applications would add a BESS as an expressly-permitted use on the Subject Lands.

BESSs are an application of commonly used existing technology, which function to capture and store excess electrical energy from the power grid, to then be supplied back to the power grid (such as during peak demand periods or electrical outages). The Applicant was awarded a contract from the Independent Electricity Systems Operator (“IESO”) as part of the Expedited Long-Term RFP to secure new capacity into service by 2027. Among the common categories of use in the field of land use planning, the BESS facility can best be categorized as a utility and/or infrastructure type use.

Within the Armour Official Plan, the Subject Lands are designated “Rural Community”. The Armour Zoning By-law zones the subject lands as zoned “Rural (RU)”.

#### ***The Applications***

The Applicant initially met with the municipality in late 2022, and on November 17, 2022 Township of Armour Council granted a Municipal Support Resolution for the proposed BESS.

Following this, the Applicant submitted the Applications to the Township on May 16, 2024, which were deemed complete on January 21, 2025, despite multiple submissions to the municipality and numerous meetings (including two pre-consultation meetings).

As part of the submission of the Applications, the Applicant went above and beyond standard consultation requirements, including holding four meetings with the public (November 2, 2022, April 7, 2025, November 18, 2025, and January 13, 2026). The Applicant has addressed the concerns of the public, the Township and the peer review technical experts that the Township retained.

What became clear through the unorthodox processing of the Applications, was that there was no technical concern with the proposed BESS, its location or its function that would warrant refusal of the Applications, which is a fact agreed upon by all experts involved. The technical review of the proposed amendments to the Township OP and ZBL was extensive and has now spanned several years, including peer review of all technical materials (enclosed to this letter is a list of reports and studies prepared and peer reviewed).

The reports and studies filed in support of the Applications have been peer-reviewed by the municipality's chosen consultants, all at the expense of the Applicant. The Applications are sound from a technical perspective and from a compatibility perspective, as confirmed by the prepared materials and the peer review of those materials, which did not identify any concern that would warrant refusal of the Applications. The outstanding comments on the Applications are minor in nature, and the municipality's own planner confirmed in their staff report that a subsequent site plan approval process is the appropriate mechanism to resolve these remaining details.

Through the public consultation process, the Applicant hosted two applicant-initiated Public Information Sessions (November 2, 2022 and April 7, 2025), attended the statutory public meeting on November 18, 2025, and attended the council meeting on January 13, 2026. The Applicant reviewed all submissions and comments from the public, and presented 19 pages of responses to comments to Council, dated January 7, 2026. Further, the technical submissions and peer review of those submissions (as summarized in the enclosure), addressed the common questions/concerns raised by the public.

The Township retained an external planning consultant to peer review the Applications and provide independent recommendations. The recommendation to Council by their retained land use planner was to "adopt Official Plan Amendment Application OPA-2025-01 and approve Zoning By-law Amendment Application ZBA-2025-01", subject to their recommended amendments to the instruments. The January 13, 2026 staff report that recommended approval of the Applications authored by TULLOCH states:

*"Subject to the recommended revisions to the draft by-laws, the proposed BESS is considered consistent with the Provincial Planning Statement, 2024, conforming to the Growth Plan for Northern Ontario and the Township of Armour Official Plan, and compliant with the Township's Zoning By-law (as amended), with remaining site design, access, servicing, buffering, and mitigation requirements to be addressed through implementation mechanisms available to the Township, including Site Plan Control"*

There was no land use planning analysis before Council that would warrant refusal of the Applications. This is a fact acknowledged by Council in their verbal comments prior to their decision. During the Council meeting, a municipal councillor stated that "*Sometimes you have to go with your heart*", and that "*We have to listen to the people*". These statements evidence a political, not a principled, decision.

The decision by Council is despite years of effort and cost by the Applicant to work with the municipality, and no rational land use planning reason to refuse the application. To the contrary, it was stated by the Mayor that the entirety of the planning and technical analysis was appropriately conducted, and commended the Applicant for their efforts to put forward comprehensive Applications.

### **The BESS is Permitted on the Subject Lands “As of Right”**

The Applicant submitted the Applications to amend the Township OP and ZBL at the request of the Township, despite the use being existing permitted uses, and rationale being provided to the municipality for the same.

The result of PowerBank’s cooperative efforts was a 4-year long process that resulted in a refusal. However, the proposed BESS facility is permitted as of right on the Subject Lands in both the Official Plan and Zoning By-law, and this interpretation and opinion has been conveyed to the municipality.

The Township OP designates the lands as “Rural Community”, and Policy 3.9 of the Official Plan permits “the installation of facilities essential to the operation of a public utility” on lands designated Rural Community. The BESS will be part of the hydro electricity system in Ontario.

The Township ZBL, defines the term “public utility”, which can include a corporation related to the providing of a service to the public. Section 5.23 of the Zoning By-law establishes that the provisions of the zoning by-law shall not apply to the use of any lot or erection of any building or structure for the purposes of public services.

Thus the Applications are a formality, which were filed at the request of the Township, to facilitate the preparation and third-party review of reports and studies. Despite the Applicant’s good faith efforts to ensure the Township had the necessary information and reports to understand the nature of the BESS use and the various planning and technical opinions that recommended approval of the Applications, Township Council refused the Applications.

### **Reasons for Appeal**

PowerBank appeals Council’s decision to refuse the Applications for reasons that follow and additional reasons that may be provided at a hearing of the appeal. The Applications represent good planning, have regard for matters of provincial interest, are consistent with the Provincial Planning Statement, conform to the Growth Plan for Northern Ontario, and conform with the goals and objectives of the Township OP.

Council’s decision to refuse the Applications was made despite the recommendation of their land use planner from TULLOCH, and the opinion of the land use planner retained by the Applicant from Zelinka Priamo Ltd. Township’s Council decision to refuse the Applications does not have regard to matters of provincial interest, is not consistent with the Provincial Planning Statement, 2024 and does not conform to the Growth Plan for Northern Ontario or the Township OP.

#### **1. The Applications Have Regard To Matters Of Provincial Interest**

Section 2 of the *Planning Act* outlines matters of provincial interest, and states that “The council of a municipality... in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,”. Matters of provincial interest include:

- a) the protection of ecological systems, including natural areas, features and functions;
- b) the protection of the agricultural resources of the Province;

- c) the conservation and management of natural resources and the mineral resource base;
- e) the supply, efficient use and conservation of energy and water;
- g) the minimization of waste;
- l) the protection of the financial and economic well-being of the Province and its municipalities;
- o) the protection of public health and safety;
- p) the appropriate location of growth and development;
- s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

The Applications will facilitate the implementation of a BESS facility on the Subject Lands. The proposed BESS facility implements matters of provincial interest, especially in light of the contract with IESO for the Expedited Long-Term RFP. In particular, the BESS will contribute to an efficient use of energy and resources, minimize waste and is a technology that is responsive to a changing climate.

## **2. The Applications are consistent with the Provincial Planning Statement**

The Provincial Planning Statement, 2024 (“PPS”) establishes a policy context for the creation of communities that plan to reduce greenhouse gas emissions, and that provide opportunity for the expansion of energy supply systems. Relevant policies include Policy 2.5.1, 2.6, 2.9.1, 3.1, 3.5.1, 3.8.1, and 6.1, as well as definitions for “energy storage system” and “major facilities”. We note in particular Policy 3.8.1, which states:

- *Policy 3.8.1 Planning authorities should provide opportunities for the development of energy supply including electricity generation facilities and transmission and distribution systems, energy storage systems, district energy, renewable energy systems, and alternative energy systems, to accommodate current and projected needs.*

“Energy Storage System” is defined in the PPS to mean “a system or facility that captures energy produced at one time for use at a later time to reduce imbalances between energy demand and energy production, including for example, flywheels, pumped hydro storage, hydrogen storage, fuels storage, compressed air storage, and battery storage.” A BESS is an energy storage system.

The Applications will facilitate the proposed BESS, which is explicitly permitted and encouraged by the PPS, which states that municipalities should provide opportunities for this use, and that infrastructure shall be provided in an efficient manner. Municipalities are required by the PPS to plan to reduce greenhouse gas emissions and prepare for climate change. The proposed BESS is a use that will enhance clean energy opportunities by storing underutilized energy for use at peak demand times, reducing energy waste and making efficient use of existing power generation, and is an integral part of the future energy infrastructure system to meet increasing demand. The use is compatible with surrounding land uses, and is an appropriate use on rural lands, particularly those already functioning with energy infrastructure (such as the solar generation facilities on Subject Lands).

## **3. The Applications conform with the Growth Plan for Northern Ontario**

The Growth Plan for Northern Ontario (“GPNO”) is a strategic growth framework for northern communities, providing policy direction to guide development and decision making. The Applications conform with the GPNO.

Leveraging energy production, including “Renewable Energy and Services” is a key theme and priority of the Province for northern communities as noted in the GPNO. Relevant policies include 2.2.2, 2.2.3, 2.3.9.1, 5.2.1, 5.2.2, 5.2.4, 5.2.5, 5.6.1, 5.6.2 and 5.6.3. The policies of the GPNO prioritize development of certain economic sectors, including (renewable) energy and services. Policies encourage the growth and development of the (renewable) energy sector, and seek a coordinate approach for planning for infrastructure investments that contribute to establishing a culture of conservation.

The Applications will facilitate the proposed BESS, which is an appropriate use of rural lands in northern Ontario, particularly where lands are already utilized for energy generation as the Subject Lands are. The proposed use is encouraged by the GPNO.

#### 4. Township of Armour Official Plan

The Township OP is the land use planning framework that guides the long-term growth, development, and conservation of lands within the municipality. The Subject Lands are designated “Rural Community” in the Official Plan, which is defined by Policy 2.1.1 and provides for a wide range of land uses that shall be predominantly located in this designation (in addition to policies that allow for a range of land uses in all designations):

*Policy 2.2.1 The predominant use of land in this category shall be for farming activities, forestry, conservation, detached residential dwellings, golf courses, summer camps for children, woodland retreats, recreational clubs and lodges, highway commercial uses, recreational and tourist commercial uses, private aircraft fields, Crown lands, home occupations and industries, small scale low water use industrial operations, schools, parks, community recreation facilities, churches, nursing homes, day nurseries and institutional uses, affordable housing developments, churches and cemeteries, mineral extraction including wayside pits and quarries, and waste disposal sites.*

*Policy 3.9 Uses such as public parks and similar recreational facilities, and the installation of facilities essential to the operation of a public utility, with the exception of landfill and/or waste disposal sites, shall be permitted within the Rural and Waterfront Communities of this Plan, provided that such uses will be compatible with surrounding uses.*

Objectives of the Rural Community are outlined by Policy 2.1.2, and include:

- *To promote businesses and low water using industries thereby increasing sustainable employment opportunities for Armour Township residents, both seasonal and permanent;*
- *To ensure that new development or redevelopment is compatible with and appropriately separated from surrounding uses and that negative environmental impacts and land use conflicts are avoided or minimized; and*
- *To promote the use of alternative/renewable energy systems such as wind turbines, solar panels, bio-diesel, ethanol and wood hot water heating systems.*

Other relevant policies of the Official Plan include Policy 4.4 and 4.5.

The proposed BESS facility conforms with the Township OP, and it is unclear why the municipality would have required any amendment to the Official Plan. The Official Plan contains numerous goals and objectives intended to respond to climate change, promote energy conservation and encourage development that minimizes energy consumption “*to the extent practicable and feasible*”.

The proposed BESS will be privately owned, but will be integrated with Ontario’s hydro network, which is managed through the IESO. Policy 3.9 of the Official Plan permits as of right in the Rural Community designation, “*the installation of facilities essential to the operation of a public utility*”, which the proposed development is considered to be.

There is no justified concern with respect to land use compatibility or the location of the proposed BESS, and the Applicant has designed the site to adequately separate and screen the facility from neighbouring land uses, while co-locating the energy storage use with existing energy production use. The Subject Lands are an ideal location for the proposed BESS, which is encouraged and indeed permitted by the Official Plan.

##### **5. The Applications Represent Good Planning and are in the Public Interest**

The Applications represent good planning and are in the public interest. This is the opinion agreed to by all land use planners that were involved in the Applications (Zelinka Priamo Ltd., TULLOCH, and DeLoyde Development Services).

Energy conservation and adapting to climate change is a critical land use planning issue that communities in Ontario are faced with, and this is reflected in all levels of planning policy. Given the existing solar-generation use of the Subject Lands and absence of any land use compatibility concerns associated with the BESS, the Subject Lands are the appropriate location for this type of development.

The proposed BESS contributes to addressing energy supply needs and is an important component of a healthy energy infrastructure system, which must respond to growing demand. The energy infrastructure system in Ontario is exactly that – a system of interconnected facilities that supply affordable electricity across Ontario to power our economy. It is through this multi-layered system of interconnected electrical production and distribution that Ontario stays powered. Communities across Ontario must respond responsibly to respond to the growing electrical needs of residents of Ontario.

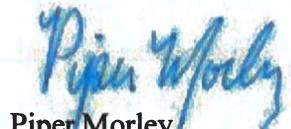
##### **Conclusion**

For the foregoing reasons, as well as others that may become evident prior to the hearing of this appeal, the Applicants appeal Township Council’s decision to refuse the Applications on January 16, 2026.

We enclose a completed A1 Appellant Form for the appeals and a certified cheque made payable to the Minister of Finance in the amount of \$2,200 for the required filing fees. Also enclosed is a cheque payable to the Township in the amount of the \$700 for the Township’s filing fee.

Notwithstanding the filing of this appeal, the Applicant hopes to continue dialogue with the Township with respect to its vision for the development of the Subject Lands.

Yours very truly,  
**BORDEN LADNER GERVAIS LLP**



Piper Morley  
PM/LE

cc Client  
Zelinka Priamo Ltd.

encl List of Studies

## List of Completed Studies

- Conceptual Site Plan dated November 28, 2024
- Planning Justification Report dated October 3, 2024, prepared by DeLoyde Development Solutions
  - Supplementary Planning Justification Report, dated July 23, 2025, prepared by Zelinka Priamo Ltd.
  - Peer Reviewed by Tulloch and accepted September 2025
- Acoustic Assessment Report, dated October 3, 2024, prepared by EXP
  - Peer reviewed by Cambium and accepted August 18, 2025
- Air and Gas Emissions Memo, dated September 26, 2024, prepared by EXP
  - Peer reviewed by Cambium and accepted August 18, 2025
- Vibration Letter, dated March 5, 2025, prepared by EVLO
  - Peer reviewed by Cambium and accepted August 18, 2025
- Environmental Impact Study, including addendum dated September 9, 2025, prepared by SLR Consulting (Canada) Ltd.
  - Peer Reviewed by Tulloch and accepted September 11, 2025
- Vegetation Management Plan prepared by PowerBank
  - Peer Reviewed by Tulloch and accepted August 2025
- Environmental Site Assessment, including revisions, prepared by EXP
  - Peer Reviewed by Tulloch and accepted July 14, 2025
- Commissioning Plan prepared by PowerBank
  - Peer Reviewed by BBA Inc. and accepted July 29, 2025
- Decommissioning Plan, latest revision July 17, prepared by PowerBank
  - Peer Reviewed by BBA Inc and accepted July 29, 2025
- Hazard Mitigation Analysis, latest revision August 6, 2025, prepared by Fire and Risk Alliance
  - Peer Reviewed by PLC Fire and accepted November 5, 2025
- Stormwater Management Report prepared by PRI Engineering
  - Peer Review by TULLOCH, dated December 12, 2025. As agreed by Tulloch, the outstanding comments are appropriate to be resolved through detailed design (Site Plan Approval)
- Emergency Response Plan and addendums, prepared by Fire and Risk Alliance
  - Peer reviewed by PLC Fire
- Firefighter Training Plan, including response letter, prepared by PowerBank and Fire and Risk Alliance
  - Peer reviewed by PLC Fire, and confirmed that outstanding comments to be addressed through detailed design (site plan approval)
- Community Engagement Plan prepared by PowerBank



## Ontario Land Tribunal

655 Bay Street, Suite 1500, Toronto, ON M5G 1E5  
Tel: 416-212-6349 | 1-866-448-2246  
Web Site: elt.gov.on.ca

## Appeal Form (A1)

<b>Municipal/Approval Authority Date Stamp</b>	<b>Receipt Number (OLT Office Use Only)</b>	<b>Date Stamp – Appeal Received by OLT</b>
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### Section 1 – Contact Information (Mandatory)

#### Applicant/Appellant/Objector/Claimant Information

Last Name:	First Name:		
Lila	Ina		
Company Name or Association Name (Association must be incorporated – include copy of letter of incorporation):			
PowerBank Corporation			
Email Address:			
ina.lila@powerbankcorp.com			
Daytime Telephone Number:	Alternative Telephone Number:		
647.835.5503	ext.		
Mailing Address			
Unit Number:	Street Number:	Street Name:	P.O. Box:
803	505	Consumers Road	
City/Town:	Province:	Country:	Postal Code:
Toronto	ON	Canada	M2J 4V8

### Representative Information

**X I hereby authorize the named company and/or individual(s) to represent me**

Last Name:	First Name:
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Morley	Piper
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Company Name or Association Name (Association must be incorporated – include copy of letter of incorporation):

**Borden Ladner Gervais LLP**

Email Address:

**pmorley@blg.com**

Daytime Telephone Number:	Alternative Telephone Number:
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416-367-6591	ext.	
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Mailing Address

Unit Number:	Street Number:	Street Name:	P.O. Box:
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3400	22	Adelaide Street E	
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City/Town:	Province:	Country:	Postal Code:
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Toronto	ON	Canada	M5H 4E3
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**Note:** If your representative is not licensed under the *Law Society Act*, please confirm that they have your written authorization, as required by the *OLT Rules of Practice and Procedure*, to act on your behalf and that they are also exempt under the Law Society's by-laws to provide legal services. Please confirm this by checking the box below.

I certify that I understand that my representative is not licensed under the *Law Society Act* and I have provided my written authorization to my representative to act on my behalf with respect to this matter. I understand that my representative may be asked to produce this authorization at any time along with confirmation of their exemption under the Law Society's by-laws to provide legal services.

### Location Information

Are you the current owner of the subject property?  Yes  No

Address and/or Legal Description of property subject to the appeal:

**219 Peggs Mountain Road, Township of Armour**

**Lot 3, Concession 6 Armour, save and except Part 1 and 2, Plan 42R22137 and Parts 1, 2 and 3, Plan 42R22689**

Municipality:
<b>Township of Armour</b>
Upper Tier (Example: county, district, region):
NA

Language Requirements	
Do you require services in French?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

To file an appeal, please complete the section below. Complete one line for each appeal type			
Subject of Appeal		Type of Appeal (Act/Legislation Name)	Reference (Section Number)
Example	Minor Variance	<i>Planning Act</i>	45(12)
1	<b>Official Plan Amendment</b>	<i>Planning Act</i>	22(7)
2	<b>Zoning By-law Amendment</b>	<i>Planning Act</i>	34(11)
3			
4			
5			

Section 2 – Appeal Type (Mandatory)
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Please select the applicable type of matter		
Select	Legislation associated with your matter	Complete Only the Section(s) Below
<input checked="" type="checkbox"/>	<i>Appeal of Planning Act matters for Official Plans and amendments, Zoning By-Laws and amendments and Plans of Subdivision, Interim Control By-laws, Site Plans, Minor Variances, Consents and Severances</i>	3A
<input type="checkbox"/>	<i>Appeal of Development Charges, Education Act, Aggregate Resources Act, Municipal Act matters</i>	3A
<input type="checkbox"/>	<i>Appeal of or objection to Ontario Heritage Act matters under subsections 29, 30.1, 31, 32, 33, 40.1 and 41</i>	3A

<input type="checkbox"/>	Appeal of <i>Planning Act</i> (subsections 33(4), 33(10), 33(15), 36(3)), <i>Municipal Act</i> (subsection 223(4)), <i>City of Toronto Act</i> (subsection 129(4)) and <i>Ontario Heritage Act</i> (subsections 34.1(1), 42(6)) matters	3A & 3B
<input type="checkbox"/>	Appeal of <i>Clean Water Act</i> , <i>Environmental Protection Act</i> , <i>Nutrient Management Act</i> , <i>Ontario Water Resources Act</i> , <i>Pesticides Act</i> , <i>Resource Recovery and Circular Economy Act</i> , <i>Safe Drinking Water Act</i> , <i>Toxics Reduction Act</i> , and <i>Waste Diversion Transition Act</i> matters	4A
<input type="checkbox"/>	Application for Leave to Appeal under the <i>Environmental Bill of Rights</i> , 1993	4B
<input type="checkbox"/>	Appeal under the <i>Niagara Escarpment Planning and Development Act</i> (NEPDA)	5
<input type="checkbox"/>	Appeal of <i>Conservation Authorities Act</i> , <i>Mining Act</i> , <i>Lakes and Rivers Improvement Act</i> , <i>Assessment Act</i> , and <i>Oil, Gas and Salt Resources Act</i> matters	6
<input type="checkbox"/>	Legislation not listed above	Contact OLT before filing your appeal

### Section 3A – Planning Matters

#### Appeal Reasons and Specific Information

**Number of new residential units proposed:**

**NA**

**Municipal Reference Number(s):**

**OPA-2025-01 and ZBA 2025-01**

**List the reasons for your appeal:**

**Please see enclosing correspondence dated February 3, 2026.**

**Has a public meeting been held by the municipality?  Yes  No**

For appeals of Official Plans, Official Plan Amendments, Zoning By-laws and Zoning By-law Amendments, please indicate if you will rely on one or more of the following grounds:

A: A decision of a Council or Approval Authority is:

- Inconsistent with the Provincial Policy Statement issued under subsection 3(1) of the *Planning Act*
- Fails to conform with or conflicts with a provincial plan
- Fails to conform with an applicable Official Plan

And

B: For a non-decision or decision to refuse by council:

- Consistency with the provincial policy statement, issued under subsection 3(1) of the *Planning Act*
- Conformity with a provincial plan
- Conformity with the upper-tier municipality's Official Plan or an applicable Official Plan

If it is your intention to argue one or more of the above grounds, please explain your reasons:

**Please see enclosing correspondence dated February 3, 2026. We note that, in the case of appeals under s. 22(7) and s. 34(11) of the *Planning Act*, there is no statutory requirement to explain how a decision is inconsistent with the Provincial Planning Statement or does not conform to an applicable provincial or official plan, as the case may be.**

Oral/Written Submissions to Council

Did you make your opinions regarding this matter known to council?

- Oral submissions at a public meeting of council
- Written submissions to council
- Not applicable

Related Matters

Are there other appeals not yet filed with the Municipality?

- Yes
- No

Are there other matters related to this appeal? (For example: A consent application connected to a variance application).

- Yes
- No

If yes, please provide the Ontario Land Tribunal Case Number(s) and/or Municipal File Number(s) for the related matters:

Related site plan application filed with Township.

## Section 3B – Other Planning Matters

### Appeal Specific Information (Continued)

**Date application submitted to municipality if known (yyyy/mm/dd):**

**Date municipality deemed the application complete if known (yyyy/mm/dd):**

**Please briefly explain the proposal and describe the lands under appeal:**

**There are required documents and materials to be submitted to the Ontario Land Tribunal (OLT) based on the type of legislation and section you are filing under. Please see the Section 3B Checklist(s) located [here](#) and submit all documents listed.**

## Section 4A – Appeals under Environmental Legislation

### Appeal Specific Information

**Outline the grounds for the appeal and the relief requested:**

**Reference Number of the decision under appeal:**

**Portions of the decision in dispute:**

**Date of receipt of Decision or Director's Order (yyyy/mm/dd):**

Applying for Stay?  Yes  No

If Yes, outline the reasons for requesting a stay:

There are required documents and materials to be submitted to the Ontario Land Tribunal (OLT) based on the type of legislation and section you are filing under. Please see the Section 4A Checklist(s) located [here](#) and submit all documents listed on the checklist.

#### Section 4B – Environmental Application for Leave to Appeal

Are you filing an Application for Leave to Appeal under the *Environmental Bill of Rights, 1993*?  Yes  No

Identify the portions of the instrument you are seeking to appeal:

Identify the grounds you are relying on for leave to appeal. Your grounds should include reasons why there is good reason to believe that no reasonable person, having regard to the relevant law and to any government policies developed to guide decisions of that kind could have made the decision; and why the decision could result in significant harm to the environment:

Outline the relief requested:

There are required documents and materials to be submitted to the Ontario Land Tribunal (OLT) based on the type of legislation and section you are filing under. Please see the Section 4B Checklist(s) located [here](#) and submit all documents listed on the checklist.

Section 5 – Appeal regarding Development Permit Application under the *Niagara Escarpment Planning and Development Act*

Appeal Specific Information

**Development Permit Application File No:**

**Address or legal description of the subject property:**

**Reasons for Appeal:** Outline the nature and reasons for your appeal. Specific planning, environmental and/or other reasons are required. (The Niagara Escarpment Plan is available on the Niagara Escarpment Commission's website ([www.escarpment.org](http://www.escarpment.org)))

Section 6 – Mining Claim and Conservation Matters

Appeal Specific Information

**List the subject Mining Claim Number(s) (for unpatented mining claims) and accompanying Townships, Areas and Mining Division(s) where mining claims are situated. List all “Filed Only” Mining Claims, if appropriate: (This is to be completed for *Mining Act* appeals only.)**

**List the Parcel and the Property Identifier Numbers (PIN), if rents or taxes apply to mining lands, if appropriate (mining claims only):**

**Provide the date of the Decision of the Conservation Authority or the Provincial Mining Recorder, as appropriate:**

**Provide a brief outline of the reasons for your application/appeal/review. If other lands/owners are affected, please include that information in the outline being provided below:**

Respondent Information

**Conservation Authority:**

Contact Person:			
Email Address:			
Daytime Telephone Number:		Alternative Telephone Number:	
		ext.	
Mailing Address or statement of last known address/general area they were living and name of local newspaper if address is not available			
Unit Number:	Street Number:	Street Name:	P.O. Box:
City/Town:	Province:	Country:	Postal Code:
<p><b>There are required documents and materials to be submitted to the Ontario Land Tribunal (OLT) based on the type of legislation and section you are filing under. Please see the <u>Section 6 Checklist(s)</u> located <a href="#">here</a> and submit all documents listed on the checklist.</b></p>			

#### Section 7 – Filing Fee

##### Required Fee

Please see the attached link to view the [OLT Fee Chart](#).

**Total Fee Submitted: \$2,200**

Payment Method	<input type="checkbox"/>	Certified Cheque	<input type="checkbox"/>	Money Order	<input checked="" type="checkbox"/>	Lawyer's general or trust account cheque
	<input type="checkbox"/>	Credit Card				

If you wish to pay the appeal fee(s) by credit card, please check the box above and OLT staff will contact you by telephone to complete the payment process upon receipt of the appeal form. **DO NOT INCLUDE YOUR CREDIT CARD INFORMATION ON THIS FORM. YOU WILL BE CONTACTED TO COMPLETE YOUR PAYMENT OVER THE PHONE.**

If a request for a fee reduction is being requested, please pay the minimum filing fee for each appeal and complete/submit the [Fee Reduction request form](#).

Request for Fee Reduction form is attached (if applicable – see Appeal Form Guide for more information)

## Section 8 – Declaration (Mandatory)

### Declaration

I solemnly declare that all the statements and the information provided, as well as any supporting documents, are true, correct and complete.

By signing this appeal form below, I consent to the collection of my personal information.

Name of Appellant/Representative	Signature of Appellant/Representative	Date (yyyy/mm/dd)
Piper Morley		2026/02/03

Personal information or documentation requested on this form is collected under the authority of the *Ontario Land Tribunal Act* and the legislation under which the proceeding is commenced. All information collected is included in the Ontario Land Tribunal (OLT) case file and the public record in this proceeding. In accordance with the *Freedom of Information and Protection of Privacy Act* and section 9 of the *Statutory Powers Procedure Act*, all information collected is available to the public subject to limited exceptions.

We are committed to providing services as set out in the *Accessibility for Ontarians with Disabilities Act, 2005*. If you have any accessibility needs, please contact our Accessibility Coordinator at [OLT.Coordinator@ontario.ca](mailto:OLT.Coordinator@ontario.ca) or toll free at 1-866-448-2248 as soon as possible.

## Section 9 – Filing Checklists (Mandatory)

### Filing/Submitting your form and documentation

You must file your Appeal Form with the appropriate authority(s) by the filing deadline.

If the completed Section is:	Refer to the relevant checklist and submit all documents listed on the checklist when filing your Appeal Form.
Section 3B	Review the Section 3B Checklist(s) and attach all listed documents.
Section 4A	Review the Section 4A Checklist(s) and attach all listed documents.
Section 4B	Review the Section 4B Checklist(s) and attach all listed documents.

If the completed Section is:	You must file with the following:
Section 3A	Municipality or the Approval Authority/School Board  *If you are filing under the <i>Ontario Heritage Act</i> , including under s. 34.1(1), please carefully review the specific section of that legislation to determine if your appeal needs to be filed with the Tribunal <u>in addition</u> to the Municipality or Approval Authority.

<b>Section 3A &amp; 3B or Section 4A or Section 4B or Section 6</b>	<b>Ontario Land Tribunal 655 Bay Street, Suite 1500 Toronto, ON M5G 1E5</b>	<b>Phone: 416-212-6349   1-866-448-2248 Website: <a href="http://www.olt.gov.on.ca">www.olt.gov.on.ca</a></b>
<b>Section 5</b>	<p><b>For the Areas of:</b> Dufferin County (Mono) Region of Halton Region of Peel Region of Niagara City of Hamilton</p> <p><b>File with:</b></p> <p><b>NIAGARA ESCARPMENT COMMISSION</b> 232 Guelph Street, 3<sup>rd</sup> Floor Georgetown, ON L7G 4B1</p> <p>Phone: 905-877-5191 Fax: 905-873-7452</p> <p>Website: <a href="http://www.escarpment.org">www.escarpment.org</a> Email: <a href="mailto:necgeorgetown@ontario.ca">necgeorgetown@ontario.ca</a></p>	<p><b>For the Areas of:</b> Bruce County Grey County Simcoe County Dufferin County (Mulmur, Melancthon)</p> <p><b>File with:</b></p> <p><b>NIAGARA ESCARPMENT COMMISSION</b> 1450 7<sup>th</sup> Avenue Owen Sound, ON N4K 2Z1</p> <p>Phone: 519-371-1001 Fax: 519-371-1009</p> <p>Website: <a href="http://www.escarpment.org">www.escarpment.org</a> Email: <a href="mailto:necowensound@ontario.ca">necowensound@ontario.ca</a></p>

**NOTE:** Please review the notice of the decision you are appealing to determine the appeal deadline and the specific official with whom the appeal should be filed (e.g. Secretary-Treasurer, Clerk, Minister, Ontario Land Tribunal).

**NOTE:** Relevant portions of the applicable legislation should be reviewed before submitting this form. Please ensure that a copy of this Appeal Form is served in accordance with the requirements of the applicable legislation.