

MUNICIPAL CORPORATION OF TOWNSHIP OF ARMOUR

Agenda

February 24, 2026

REGULAR MEETING AT 7:00 P.M.:

Confirmation of the minutes of the regular meeting of February 10, 2026 (1)
List of proposed resolutions (2)

LAND ACKNOWLEDGEMENT

DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF:

DELEGATIONS:

Barry Burton & Diane Brandt, Burk's Falls & District Historical Society – Red Building Heating (3)

ACCOUNTS FOR APPROVAL: NONE

APPLICATIONS:

Planner's Report – Armstrong Lot Addition B-049/25 (4)
ZBA: Shipping Container Provision Update (5)

BY-LAW (S):

11-2026 - to appoint a Chief Building Official for the Township of Armour (6)
12-2026 – to enter into a shared service agreement for CBO/Building Inspectors (7)

REPORTS:

Financial Indicator Review – Based on 2024 FIR (8)
Historical Society – February 16, 2026 Meeting (9)
TRI Council 2026 Draft Budgets & Reports: Landfill / Arena / Fire – *resolutions* (10)
AHC – Contribution Invoices - *resolution* (11)
Almaguin OPP Detachment Board – February 11, 2026 Meeting & Draft Budget (12)
Library Board – February 18, 2026 Meeting (13)
Agricultural Society – February 19, 2026 Meeting

CORRESPONDENCE: #14 TO #19

UNFINISHED BUSINESS:

Employment Opportunity – Office Administrator (20)

NEW BUSINESS:

TRI Council Sub-Committee Draft Terms of Reference – *resolution* (21)
Draft Expression of Interest – Medical Wellness Centre – Peggs Mountain Road - *resolution* (22)
Village of Burk's Falls – Resolutions: Fire Hall land transfer / TRI Sub-Committee ToR (23)

CLOSED SESSION: IF REQUIRED

ADJOURNMENT:

DATES TO REMEMBER:

February 25, 2026 – Planning Board
February 26, 2026 – ACED
March 2, 2026 – KCC
March 5, 2026 – AHC
March 10, 2026 – Informal TRI Council Committee Meeting
March 10, 2026 – Regular Council Meeting

Any member of the public who wishes to attend the virtual Council meeting may contact the Clerk by 4:00 pm on Tuesday, February 24, 2026 via telephone at 705-382-3332 or by email at clerk@armourtownship.ca



THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

February 10, 2026

The regular meeting of the Council of the Township of Armour was held on Tuesday, February 10, 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 & CEMC, Dave Creasor, Roads Supervisor, Alison McGregor, Treasurer and Matthew Fuller, Almaguin Data Inc.; Guests: Sarah Cooke, Darcy Prentice, Barry Burton, Carl Martin, Ana Cultraro, Dino Cultraro, Grace McCoy, Alice Hewitt, Jake Ferrante, Douglas MacLean, and Nieves Guijarro; Staff: Charlene Watt, Municipal Clerk, Melissa Marshall, Recreation Assistant and Dave Gray, CAO.

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 27, 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 February 2026 report which detailed the January 2026 bag counts with comparisons to previous years. The report also included updated job descriptions for landfill employees. Questions were asked and answered. Council passed a resolution approving the updated job descriptions.

Amy Tilley, CEMC, presented a staff report for Council's direction on the CodeRED Notification System. In October, 2025, while onboarding the Township of McMurrich/Monteith, issues arose following a potential security breach. The platform was suspended and clients were migrated to the Crisis24 platform. As the agreement renewal date approaches, alternative notification platforms were discussed. Council passed a resolution to not renew the emergency notification service upon expiry and directed staff to evaluate and report back on suitable alternatives for emergency notification services, including those integrated with fire department data management systems. Council requested that further research be conducted regarding Canadian companies that provide these services.

Dave Creasor, Roads Supervisor, presented his February 2026 report. Council received an update on winter maintenance operations, noting that all equipment remains fully operational, but Ontario is experiencing a critical province-wide road salt shortage due to past labour disruptions, depleted reserves, and high winter demand. The Roads Department continues to maintain service levels by utilizing reserve sand supplies, supporting Perry Township through mutual aid, and carrying out ongoing maintenance activities to ensure road safety for residents. Council provided feedback on positive feedback from residents.

The delegation from Almaguin Data Inc. was moved on the agenda by Council to be prior to the Treasurer's delegation. Matthew Fuller, President of Almaguin Data Inc. presented a proposal to Council regarding an AI Infrastructure Project on the municipally owned Hwy 520 Industrial Park. The proposal includes a 2 MW modular

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

February 10, 2026

DELEGATIONS: cont'd.

facility, expandable to 10 MW over several years, with construction anticipated Q4 2026–Q2 2027 and a total investment of \$15–20 million. The delegation outlined potential economic benefits, including increased property tax revenue, employment opportunities, and developer-funded infrastructure. Technical information was provided on power supply, cooling systems, fire safety, and environmental impacts, noting low water use, minimal traffic, and no connection to municipal water or sewer. Electrical capacity, land-use compatibility, and differences from battery energy storage facilities were addressed. The delegation requested Council approval to proceed with land purchase and direction to staff to support the development. Questions were asked and answered. Council considered a resolution supporting the proposed development in principle; however, the resolution was tabled pending further information. Council requested a report on the proposed from the Municipal Planner including additional information related to land use planning, noise/acoustic impact, etc.

Alison McGregor, Treasurer presented a staff report for Council's budget considerations for the 2026 Heritage Festival. A review of expenses and options for Council were discussed. Council discussed various options including downscaling, relocation, or diversifying regionally. Council suggested staff consult with the Historical Society to discuss their thoughts. Council passed a resolution to refocus the Festival to a heritage-based mandate within Armour Township.

ACCOUNTS FOR APPROVAL:

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

APPLICATIONS:

Council reviewed an application for a zoning by-law amendment submitted by Ralph Prentice for Part Lot 23, Concessions 1 and 2, municipally known as 233 Cherry Hill Road, as a condition of approval for Subdivision Application S-01/24. Council also reviewed a resolution from the Planning Board approving a revision to Condition No. 3 to recognize a minimum lot frontage of 61 metres for proposed Lots 1 through 5. Following its review, Council passed a resolution accepting the zoning by-law amendment application and directed the municipal planner to proceed with the preparation of the amending zoning by-law.

BY-LAWS:

By-law #9-2026 being a by-law to confirm the proceedings of Council at its January 2026 meetings was read in its entirety and passed by resolution.

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 was read in its entirety and passed by resolution.

REPORTS:

Council reviewed the February 2026 Planning Report.

A verbal update was given on the January 28, 2026 Planning Board meeting. An update was provided regarding a member who has indicated their desire to leave the Planning Board.

Council received an update from the Recreation Committee, noting that planning for the Katrine Winter Karnival is complete. Council passed a resolution approving extended bar service hours to begin at 9:00 a.m. during the event. Council was advised of concerns regarding the Heritage Festival, including its cost, duration, and shift away from a heritage-focused mandate, which were presented for information. Council also defeated a resolution to proceed with re-branding the Katrine Community Centre to the Katrine Community Hub to reduce confusion and improve clarity and community

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

February 10, 2026

REPORTS: cont'd.

identity. Council was in consensus of the requirement to gain community feedback regarding the naming of the new facility.

Council reviewed the minutes from the TRI-Council Shared Services Sub-Committee February 3, 2026 meeting and the draft terms of reference. It was confirmed that Council passed a resolution in October, 2021 supporting, in principle, to work 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. The final terms of reference document will be presented at the February 23, 2026 TRI Council meeting for approval.

A verbal report was provided regarding the Almaguin Highlands Health Council which included considerations related to a new X-Ray Machine. An update was provided regarding quarterly reporting related to achievements and progress of the AHHC that can be expected in the future.

A verbal report was provided regarding water and runoff levels leading in to the spring which could signal an increase in flood risk. Council recommended reviewing sandbag stocks.

The Clerk left the meeting at 8:48 p.m. The CAO/Deputy-Clerk assumed recording duties for the remainder of the meeting.

CORRESPONDENCE:

Council reviewed correspondence and a draft support resolution from FONOM regarding the closing of the laboratory at Sudbury's LifeLabs. Council passed a resolution of support requesting that the province take action to ensure that essential medical laboratory services remain accessible within Northern Ontario.

Council reviewed correspondence and a draft support resolution from FONOM requesting support for the Prescription Diversion Partnership and Collaboration Project and calling on the province to consider the project's recommendations. Council passed a supporting resolution.

Council reviewed a letter from the Town of Fort Frances requesting that the province establish an Ontario Airport Capital Assistance Program. Council passed a resolution of support.

Council reviewed a request from the Village of Sundridge for support of a resolution urging the Province of Ontario to collaborate with municipalities on improved snow and ice management practices, including a limited-liability framework, reduced road salt use, and enhanced data sharing and monitoring to protect freshwater resources. Council defeated a resolution supporting the request.

Council reviewed a resolution from the South East Parry Sound District Planning Board requesting that the Town of Kearney withdraw the request to cease its partnership with the Planning Board and work with the other members to address their concerns and implement further improvements. Council passed a supporting resolution.

Council reviewed a news release from Ontario News advising that the Province is ready to welcome commercial carbon storage projects.

Council reviewed a notice from the Township of Ryerson advising of a special meeting to update their official plan and zoning by-law.

Council reviewed a letter from FONOM to Prime Minister Mark Carney regarding a nation-building opportunity for highways 11 and 17.

Council reviewed a letter from CN Rail Police providing safety tips around railways during the winter.

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

February 10, 2026

CORRESPONDENCE: cont'd.

Council reviewed a news release from Ontario News advising that the Province is assuming supervision to protect student outcomes and strengthen accountability at the Peel District School Board and the York Catholic District School Board.

Council received correspondence from the office of MP Scott Aitchison acknowledging receipt of Council's resolution regarding changes to postage rate regulations proposed in Bill C-15. The correspondence advised that the bill is currently under review by the Standing Committee on Finance and outlined opportunities for stakeholder input during the committee process.

Council reviewed the December 2025 Monthly Jobs Report and the January 2026 Labour Focus Report published by The Labour Market Group.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

Council reviewed a letter from NBPDS Health Unit providing details on the 2026 municipal levy with background information. The approved budget included a 1% increase in provincial mandatory program funding and a 4% increase in the municipal share.

Council reviewed a staff report from the CAO respecting proposed updates to the Municipal Employment Policy, including the creation of an Office Administrator position and associated organizational chart revisions. Following discussion, Council passed a resolution approving the creation of the Office Administrator position and the associated job description, and directed staff to forward the position description to the Employment Committee for evaluation. Council further directed staff to implement the approved amendments to Schedules A and G of the Municipal Employment Policy.

Council reviewed a Notice of Appeal submitted by PowerBank Corporation regarding the proposed lithium battery energy storage system at 219 Peggs Mountain Road, pertaining to the Official Plan Amendment and Zoning By-law Amendment that were refused by Council at the January 13, 2026 Council meeting. Council discussed the absence of some completed reports including archeological and affected species. The Municipal Solicitor will represent the Township before the Ontario Land Tribunal.

RESOLUTIONS:

Resolution #2026-33 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour approve the minutes of the regular council meeting held on January 27, 2026, as circulated. Carried

Resolution #2026-34 - Moved by Wendy Whitwell, seconded by Jerry Brandt; 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. Carried

Resolution #2026-35 - Moved by Rod Blakelock, seconded by Dorothy Haggart-Davis; 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;

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

February 10, 2026

RESOLUTIONS: cont'd.

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. Carried

Resolution #2026-37 – Moved by Rod Blakelock, seconded by Jerry Brandt; 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. **TABLED**

Resolution #2026-36 - Moved by Jerry Brandt, seconded by Rod Blakelock; 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. Carried

Resolution #2026-38 - Moved by Rod Blakelock, seconded by Dorothy Haggart-Davis; 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. Carried

Resolution #2026-39 - Moved by Jerry Brandt, seconded by Rod Blakelock; 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. Carried

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

February 10, 2026

RESOLUTIONS: cont'd.

Resolution #2026-40 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; 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. Carried

Resolution #2026-41 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; 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. Carried

Resolution #2026-42 - Moved by Wendy Whitwell, seconded by Rod Blakelock; 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. Carried

Resolution #2026-43 - Moved by Jerry Brandt, seconded by Rod Blakelock; 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.

Recorded vote requested by Councillor Jerry Brandt.

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

Resolution #2026-44 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; 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

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

February 10, 2026

RESOLUTIONS: cont'd.

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. Carried

Resolution #2026-45 - Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; 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; and

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; and

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. Carried

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

February 10, 2026

RESOLUTIONS: cont'd.

Resolution #2026-46 - Moved by Rod Blakelock, seconded by Jerry Brandt; 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. Carried

Resolution #2026-47 - Moved by Jerry Brandt, seconded by Rod Blakelock; That the Council of the Township of Armour supports the resolution of the Village of Sundridge urging the Province of Ontario to:

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;

Establish and fund an expert advisory committee to assist municipalities in reducing salt use and protecting freshwater ecosystems and drinking water sources;

Collaborate with municipalities on data sharing, chloride monitoring, and salt-reduction initiatives, particularly within environmentally sensitive communities and watersheds.

Defeated

Resolution #2026-48 - Moved by Jerry Brandt, seconded by Wendy Whitwell; 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. Carried

Resolution #2026-49 - Moved by Wendy Whitwell, seconded by Rod Blakelock; 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. Carried

Resolution #2026-50 - Moved by Jerry Brandt, seconded by Wendy Whitwell; That the Council of the Township of Armour adjourn this regular council meeting at 9:32 p.m. until the next regular council meeting scheduled for February 24, 2026 or at the call of the Mayor or the Clerk. Carried

Rod Ward, Mayor

Dave Gray, CAO/Deputy-Clerk

LIST OF PROPOSED RESOLUTIONS FOR FEBRUARY 24, 2026

ITEM # ON AGENDA (1)

That the Council of the Township of Armour approve the minutes of the regular council meeting held on February 10, 2026, as circulated.

ITEM # ON AGENDA (4)

Whereas the Council of the Corporation of the Township of Armour hereby receives the staff report "B-049/25 Lot Addition (Armstrong), 723 Skyline Drive, Pt. Lot 21, Con 4 Pt. 1, 42R-22453 dated February 20, 2026.

And Whereas the applicants have requested Council consider the removal of Condition # 6 of the Southeast Parry Sound District Planning Board Decision, dated February 9, 2026.

Therefore Be It Resolved that the Council of the Township of Armour continue to support consent application B-049/25, Part Lot 21, Concession 4, 723 Skyline Drive submitted by Mark and Susan Armstrong for a lot addition and request the Southeast Parry Sound District Parry Sound Planning Board remove Condition # 6 from their February 9, 2026 decision.

ITEM # ON AGENDA (5)

That the Council of the Township of Armour accepts the recommendation from Robert Miller, Land Use Planner and authorize the planner to proceed with the zoning by-law amendment for shipping container provisions.

ITEM # ON AGENDA (6)

That the Council of the Township of Armour have read and approve By-law #11-2026 being a by-law to appoint Andrew McGee as the Chief Building Official and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

ITEM # ON AGENDA (7)

That the Council of the Township of Armour have read and approved By-law #12-2026 being a by-law to enter into a shared service agreement with the Town of Huntsville, the Township of Perry and the Township of Lake of Bays for the services of chief building officials/building inspectors for the Township of Armour 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 approves the 2026 TRI R Waste Management budget, in the net amount of \$285,322, with the Township of Armour's share being \$139,099.

ITEM # ON AGENDA (10)

That the Council of the Township of Armour approves the 2026 Armour Ryerson Burk's Falls Memorial Arena budget, in the net amount of \$550,141, with the Township of Armour's share being \$183,380.

ITEM # ON AGENDA

(10)

That the Council of the Township of Armour approves the 2026 Burk's Falls and District Fire Department budget, in the net amount of \$638,026, with the Township of Armour's share being \$305,232.

ITEM # ON AGENDA

(10)

That the Council of the Township of Armour accept the Fire Chief's Report dated February 24, 2026 and approve the purchase and implementation of the First Due software platform at a first-year cost of \$17,150.00, including software, configuration, and initial training;

And Further That Council approve the ongoing annual subscription cost beginning in year two in the amount of \$13,150.00 per year;

And Further That Council acknowledges that the implementation of First Due will replace the existing CodeRED service currently utilized by the three municipalities.

ITEM # ON AGENDA

(11)

That the Council of the Township of Armour approves the payments of \$3,338.00 to the Village of Burk's Falls for the Almaguin Highlands Health Centre 2024 Deficit and \$8,353.00 to the Village of Burk's Falls for the Almaguin Highlands Health Centre 2025 Deficit.

ITEM # ON AGENDA

(14)

Whereas, improved financial stability allows municipal residents to participate, contribute, and invest in their local economies and communities; and Whereas, poverty puts additional pressure on municipalities, who are responsible for delivering necessary public and social services to support residents who are struggling with the consequences of inadequate income; and Whereas, poverty, homelessness and food insecurity have detrimental impacts on physical and mental health; and Whereas, income is an important social determinant of health that greatly impacts a household's ability to pay for the basic costs of living, including housing and food; and Whereas, the 2025 North Bay Parry Sound food affordability results show that households reliant on social assistance do not have enough money for the costs of living; and Therefore Be It Resolved, That the Township of Armour support efforts to raise awareness about, and work to reduce poverty, homelessness and food insecurity; and Furthermore Be It Resolved, That the Township of Armour endorse the recommendations from the North Bay Parry Sound District Health Unit and call on the Province of Ontario to increase Ontario Works and Ontario Disability Support Program rates to reflect the costs of living, and index Ontario Works rates to inflation going forward.

ITEM # ON AGENDA

(15)

That the Township of Armour supports the Municipality of Magnetawan and calls upon the Government of Canada, including ISED, to strengthen affordability requirements tied to federal broadband funding and universal access programs.

ITEM # ON AGENDA

(21)

That the Council of the Township of Armour hereby approve the draft Terms of Reference for the Shared Services Advisory Committees, establishing the Arena Advisory Committee, Fire Advisory Committee, and Waste Management Advisory Committee, as presented;

And Further That Council direct staff to circulate the approved Terms of Reference to the Township of Ryerson and the Village of Burk's Falls for consideration and corresponding approval;

And Further That the Terms of Reference take effect upon adoption by all participating municipalities.

ITEM # ON AGENDA

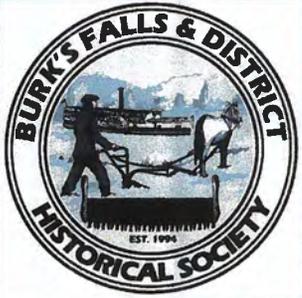
(22)

That the Council of the Township of Armour approves the draft Request for Expressions of Interest (REOI# 2026-01) regarding the Almaguin Health & Innovation Hub on the Pegg's Mountain Road Development Lands and directs staff to undertake all necessary administrative actions to facilitate the REOI process. Furthermore, Council directs staff to report back to Council with a summary of responses received and recommended next steps following the closing of the process.

ITEM # ON AGENDA

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





**Preserving The Valued Heritage, History & Artifacts
From Our Communities since 1996**

Not For Profit Corporation

Our Executive Members

President

Diane Brandt

Vice President

Jarv Osborne

Treasurer

Jenny Hall

Deputy Treasurer / Secretary

Charlene Watt

Membership

Peter Hall



Preserving The Valued Heritage, History & Artifacts From Our Communities since 1996

Not For Profit Corporation

Our Directors

*Peter Hall
Jenny Hall
Nieves Guijarro
Diane Brandt
Barry Burton*

Members At Large

*32 persons from
our communities
who volunteer at
our various events
and historical sites*



Preserving The Valued Heritage, History & Artifacts From Our Communities since 1996

Our Focus For 2026

- * Develop a 5 Year Plan For Both of the Historic Sites
 - * Increase Community Involvement & Membership
-
- * Create Fundraising Strategies to Fund Future Projects
 - * Prepare Master List of Wishes & Needs for the Watt Farm Historical Site
 - * Continuing Detailed Description & Cataloging of Over 6,000 Artifacts



Preserving The Valued Heritage, History & Artifacts From Our Communities since 1996

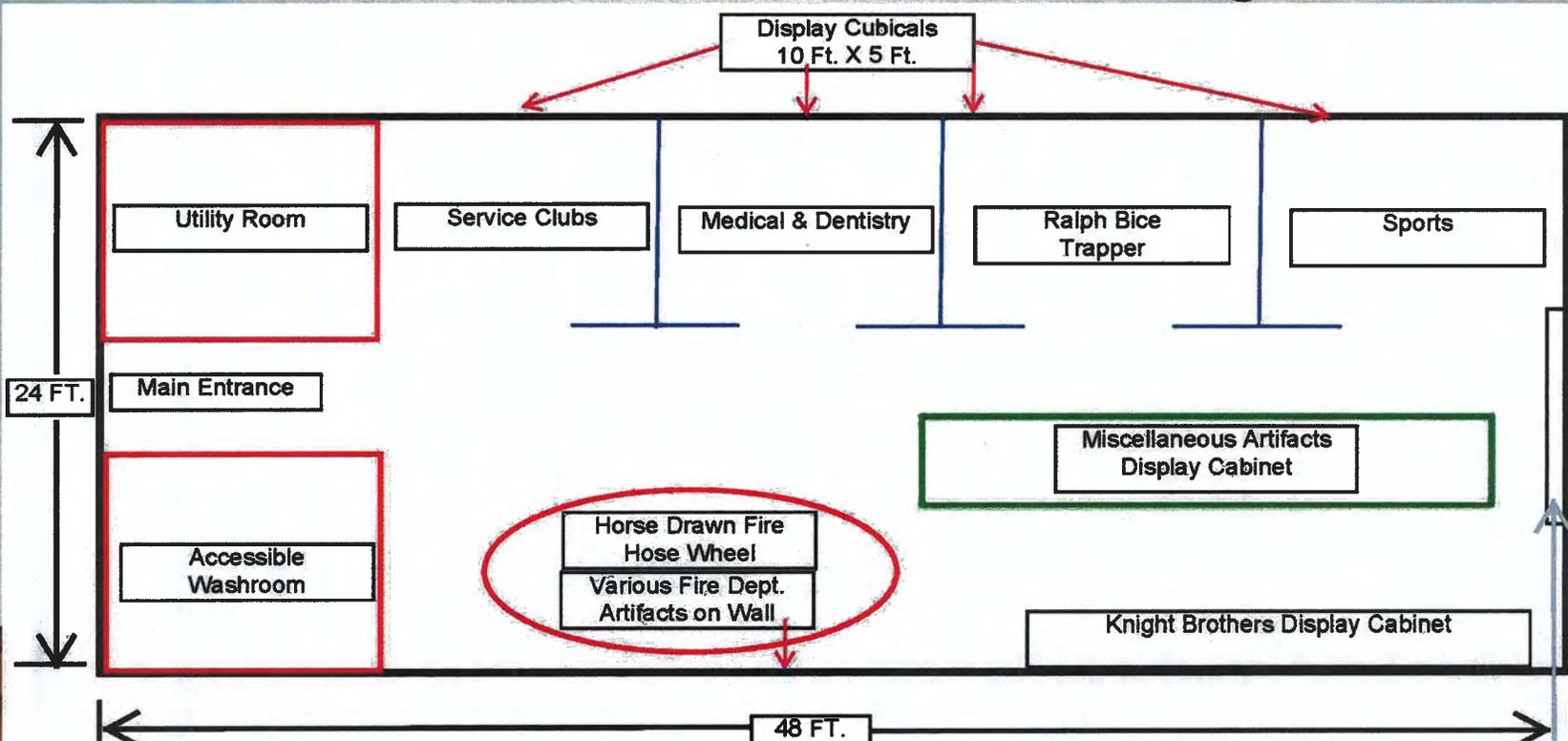
Existing Artifacts





Preserving The Valued Heritage, History & Artifacts From Our Communities since 1996

Plans For The New Red Building





Preserving The Valued Heritage, History & Artifacts From Our Communities since 1996

Medical & Dentistry

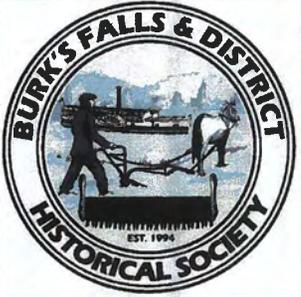




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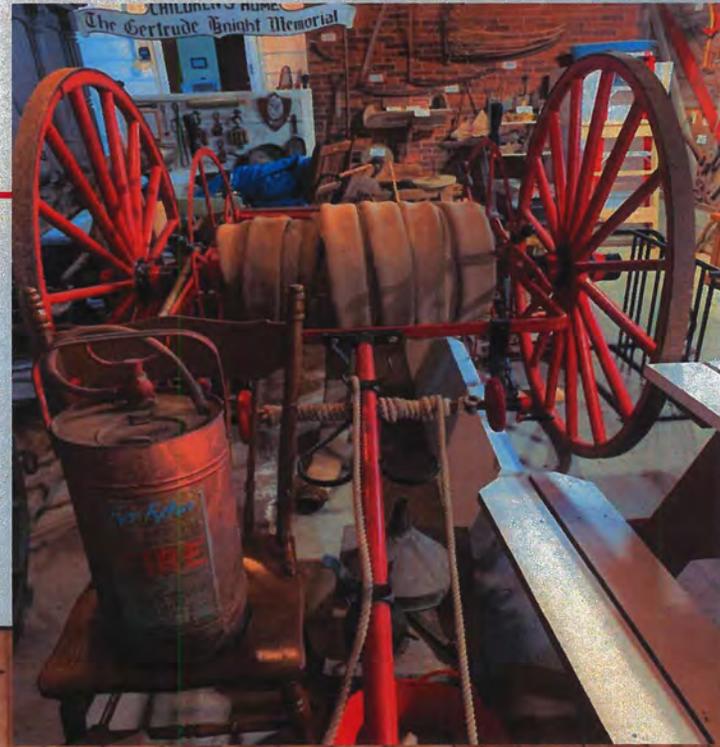
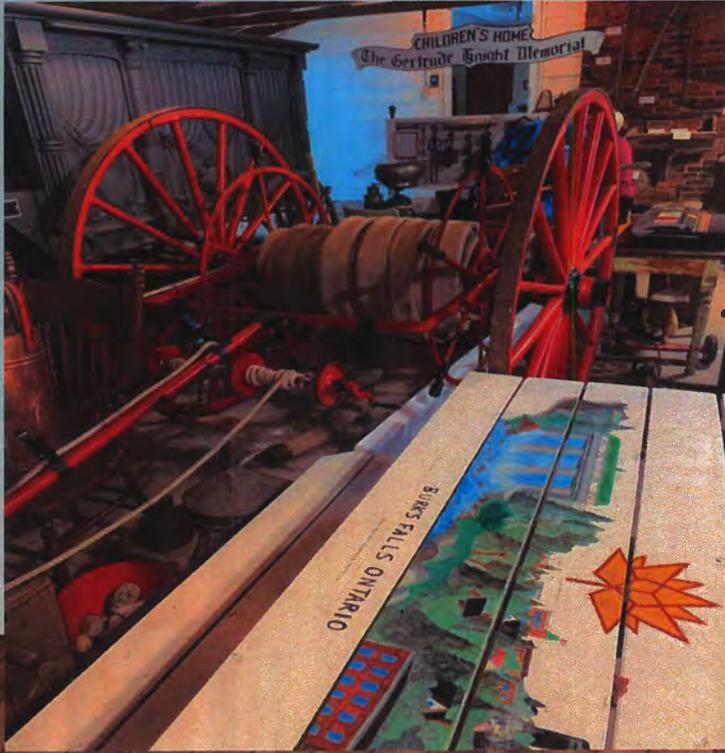
Ralph Bice Trapper

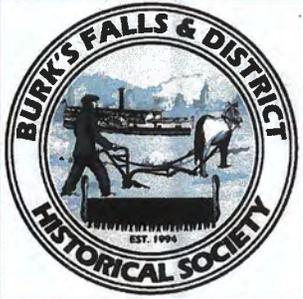




Preserving The Valued Heritage, History & Artifacts From Our Communities since 1996

Horse Drawn Fire Hose Wheel





Preserving The Valued Heritage, History & Artifacts From Our Communities since 1996

Our Immediate Needs

- * Heating & Cooling HVAC
 - * Obtained 3 Quotes Submitted to CAO
-
- * Tasso Lake Heating Solutions Did 2 Site Visits
 - * Provided Detailed Quote
 - * Lowest quote of the Three \$17,301.11
 - * HST \$ 2,249.14
 - * TOTAL \$19,550.25



Preserving The Valued Heritage, History & Artifacts From Our Communities since 1996

Our Resolution



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
Phone: 705-674-3388
Email: info@burksfallsdistricthistoricalsociety.com
www.burksfallsdistricthistoricalsociety.com
Like us on Facebook

Heritage Centre
Walt Century Farm House
827 Chatswynd Road,
Armour Township

Winnipeg's Corner Schoolhouse
112 Middleton Road
Ryton Township

Date: February 16, 2026

Notice of Motion #2025-02-16-2

Resolution for Burk's Falls and District Historical Society:

THAT the Burk's Falls and District Historical Society supports the Council of the Township of Armour directing staff to refocus the Heritage Festival to better reflect a heritage-based mandate, including a direct connection to the Walt Century Farm House Museum and Armour Township heritage assets;

AND FURTHER THAT the Society supports directing staff to explore alternative locations within Armour Township, revised programming, and a scaled budget model for Council's consideration prior to the 2026 budget deliberations;

AND FURTHER THAT the Burk's Falls and District Historical Society respectfully requests that Council consider investing funds allocated for the celebration into capital improvements for the Red Building at the Walt Century Farm House Heritage Centre, thereby strengthening the long-term sustainability and functionality of this important heritage site;

AND FURTHER THAT the Society supports refocusing the event in coordination with the Township of Armour's Recreation Department to ensure effective planning, community engagement, and alignment with the Township's heritage objectives.

Moved By: BARRY BURTON

Seconded By: PETER HALL



Carried



Defeated

Devin Bennett



Preserving The Valued Heritage, History & Artifacts From Our Communities since 1996

Our Resolution



P.O. Box 463, Burk's Falls, Ontario P9A 1C6
 Phone: 705-871-3308
 Email: info@burksfallsdistricthistoricalsociety.com
 www.burksfallsdistricthistoricalsociety.com
 Like us on Facebook

Heritage Centre
 1411 Century Farm House
 827 Chewy Hill Road
 Armour Township
 12252201's Corner School House
 112 Middleton Road
 Byrnes Township

Date: February 16, 2026

Notice of Motion #2025-02-15-1

Resolution for Burk's Falls and District Historical Society:

WHEREAS the Burk's Falls and District Historical Society has received three quotes for the installation of a heating system in the Red Building, with estimated costs ranging from \$19,550.00 to \$22,343.83, as reviewed by the Functions and Facility Committee;

AND WHEREAS the Historical Society has a current bank balance of \$8,373.97, and estimates that the cost of a summer employee in 2026 will be approximately \$3,500, to be supplemented by a Federal Grant through Young Canada Works (grant approval is pending and will be determined in February/March 2026);

AND WHEREAS the Society has received a \$5,000 donation from the Township of Armour, which will be used for operational expenses;

BE IT RESOLVED that the Burk's Falls and District Historical Society may contribute \$5,000 toward the installation of the heating system in the Red Building, if needed.

BE IT FURTHER RESOLVED that the Society will continue to monitor the outcome of the Young Canada Works grant application and will adjust financial plans based on its success or failure in securing funds for the summer employee position.

Moved By: Nancy Kye

Seconded By: Jenny Hall

Carried

Defeated

Diane Brandt
 Diane Brandt, President



PLANNING REPORT

56 Ontario Street, PO Box 533,
Burk's Falls, Ontario, POA 1C0
705-382-3332

THE CORPORATION OF THE TOWNSHIP OF ARMOUR

Date: February 20, 2025
To: Council
From: Stefan Szczerbak, MCIP, RPP
(Planscape Inc.)
File No.: B-049/25 Lot Addition
(Armstrong)
Civic Address: 723 Skyline Drive
Legal Address: Pt. Lot 21, Con 4 (Pt. 1, 42R-22453)
Roll No.: 63700

Origin:

The Township received a recent request from the applicants on February 10, 2026 (Appendix A) to reconsider the inclusion of a Condition of Approval requiring an Official Plan Amendment to permit the subject lot addition.

Requested Relief:

Specifically, they are requesting the removal of Condition # 6 from the Notice of Decision issued by the Southeast Parry Sound Planning Board on February 9, 2026 (Appendix B).

Analysis:

Planscape Inc. has reviewed the previous planner's (Robert Miller) report to the Township, dated January 7, 2026 (Appendix C) and a copy of Council's Motion # 2026-3 (Appendix D).

In Mr. Miller's report, he correctly noted that the lands were recently subject to Official Plan Amendment # 5 where Council supported a new policy - Section 3.1.1(g) that permitted the recreation of the subject and surrounding lots as they were inadvertently

merged on title. The new policy permitted the severances by not defining the property and proposed lots as “backlots”. The severances were approved and the severances were completed.

The subject application was submitted to alter a shared lot line in between two separate lots for the purpose of providing usable frontage along Skyline Drive. This application does not create a NEW backlot. Although one could argue that the provision of additional usable frontage allows for easier access to the benefitting lot, again, the application is not creating a NEW backlot, it is preventing site alteration to access the back of the property.

The Armour Official Plan (Section 3.1.1(n)), specifically permits boundary adjustments, provided the application does not create a new separate lot. This application conforms to this specific policy direction.

Appropriateness of Application:

Removing Condition # 6 is reasonable and it is recommended that the Planning Board consider striking out this condition based on a review of the history of this file and the applicable Official Plan policies, including Official Plan Amendment # 5.

Provincial Planning Statement, 2024:

Planning opinion remains the same. The application remains consistent with the 2024 Provincial Planning Statement.

Township of Armour Official Plan:

With the removal of Condition # 6, the application conforms to the overall direction of the Official Plan, in particular Sections 3.1.1(n) and 3.1.1(g).

Township of Armour Zoning By-law:

The application is subject to a future zoning amendment application (Condition # 7)

Conclusion:

With the removal of the requirement for an Official Plan Amendment application, the application continues to represent good planning and conform to the overall direction of the applicable planning documents.

Appendices:

- Appendix A – Applicant’s Request to Reconsider OPA
- Appendix B – Southeast Parry Sound Planning Board Decision
- Appendix C – Previous Planning Report
- Appendix D - Motion # 2026-3

Recommendation:

WHEREAS the Council of the Corporation of the Township of Armour hereby receives the staff report "B-049/25 Lot Addition (Armstrong), 723 Skyline Drive, Pt. Lot 21, Con 4 Pt. 1, 42R-22453 dated February 20, 2026.

AND WHEREAS the applicants have requested Council consider the removal of Condition # 6 of the Southeast Parry Sound District Planning Board Decision, dated February 9, 2026.

THEREFORE BE IT RESOLVED THAT Council of the Township of Armour continue to support consent application B-049/25, Part Lot 21, Concession 4, 723 Skyline Drive submitted by Mark and Susan Armstrong for a lot addition and request the Southeast Parry Sound District Parry Sound Planning Board remove Condition # 6 from their February 9, 2026 decision."

Alternatives:

Upon review of the request, Council of the Corporation of the Township of Armour may choose one of the following options:

- Deny the request (not recommended);
- Defer the application pending clear direction from Council for the reasons of deferral; or
- Approve the application.

Reviewed By:

Dave Gray, Chief Administrative Officer and Deputy Clerk / Director of Economic Development

Charlene Watt, Municipal Clerk

From: [Charlene Watt \(Deputy Clerk\)](#)
To: [Stefan Szczerbak](#)
Subject: Fw: Request reconsideration of OPA condition (Armstrong)
Date: February 10, 2026 2:48:38 PM

Hi Stefan,

Please see below request. Please provide your comments and recommendation for Council.

Thanks,

Charlene

From: Mark Armstrong <msabarmstrong@gmail.com>
Sent: Tuesday, February 10, 2026 2:34 PM
To: Charlene Watt (Deputy Clerk) <deputyclerk@armourtownship.ca>
Subject: Request reconsideration of OPA condition (Armstrong)

Good afternoon Charlene.

I would like to request reconsideration of condition #6 of the recent Notice of Decision regarding our lot addition request for 723 Skyline Drive, Katrine. The condition that an Official Plan Amendment be required represents an additional \$6000 expense to adjust the lot lines between two properties that we own.

Our reason for requesting this lot addition is two-fold. In the event that we sell the retained portion of land we would like to;

- Maintain our access to our northern meadow land off Skyline drive as access across the hill is next to impossible
- Maintain the use of our private pit on that land. The road to our potential build site by Russel lake is not complete and we will still be using material from that pit, for our personal use, for many years to come

We don't feel an OPA is required as we are not creating a new lot for development purposes. We currently own four properties on Skyline Drive. 63 acres and 78 acres on the south end of the land. Approximately 350 acres in the middle which contains the private lake and 50 acres of land acquired from the Edwards a couple of years ago. (it should be noted that an OPA was not required for this transaction which was also a lot line adjustment). Finally we have the 11 acre lot on Skyline at the north end of the property. We believe that adding 5 acres from the bottom of the 11 acres to the 350 acres does not create a new lot. It only makes the 350 acres (which can't be subdivided as it is a back lot consisting of several PINs) into a 355 acre lot. The lot addition does not further develop the property (355 acres) as we already have permitted access and a drive-way at #723.

There is a pre-existing path from Skyline into the pit area and that will not be altered. I have reviewed 3.1.1 (g) (i) of the OP and I do not believe that this lot addition is equivalent to lot development. It in no way develops the lot for expanded use as we will always be limited in how many building sites are permitted regardless of the size of this backlot.

(g) Backlot severances are not permitted in the Rural Community or Waterfront Community areas. Backlot severances shall be defined as **development of land by subdivision or severance or by any other means within 300 metres (1000 feet) of any lake**

or substantial creek or river that is separated from that waterbody by a public road or by an existing lot of record having a developable area sufficient in size to legally accommodate development.

I note that one of the conditions from the town meeting (Town of Armour 13 Jan 2026) was that the lot severance cannot be conveyed separately but instead shall be merged with the abutting lands. As it stands, the abutting lands are the 350 acres which would eliminate the need for the OPA.

From the Official Plan, the re-establishment of the original PINs did not constitute "backlot" development.

(i) Notwithstanding Armour Township Official Plan Policy 3.1.1(g) consents approved by the Southeast Parry Sound District Planning Board as B-032/23, B-033/23, B-034/23 and B-035/23 plus the retained parcel, and known in a block as 723 Skyline Drive, do not meet the definition of backlot development as they re-establish existing lots of record which were merged in title by error. (OPA 5)

We believe the moving of this lot line also does not act as backlot development.

Condition #6 states that an OPA is required for the purposes of acknowledging conditions that already exist in relation to that land. Once that land merges it becomes part of an already present back-lot and subject to those restrictions. Why is an OPA required to acknowledge something that already exists?

6. Prior to the finalization of consent, the District Planning Board must be advised in writing by the Township of Armour that an Official Plan Amendment has been approved to recognize that the consent results in no new lot for development, as the severed parcel shall merge with the abutting benefiting lands, addressing non-conformity with Section 3.1.1(g) of the Official Plan and Section 51(24) of the Planning Act.

I would like to attend the meeting on the 24th of February if possible. Please advise me if you require any additional information..

Respectfully,
Mark and Sue Armstrong

Applicant: M. & S. ARMSTRONG
File No.: B-049/25
Municipality: Township of Armour
Subject Lands: : Pt. Lot 21, Con 4 (Part 1, 42R-22453)

Date of Decision: January 28, 2026
Date of Notice: February 9, 2026
Last Date of Appeal: March 1, 2026
Lapsing Date: February 9, 2028

NOTICE OF DECISION
Southeast Parry Sound District Planning Board
On Application for Consent
Section 53 of the Planning Act

In compliance with Section 53 of the Planning Act, Revised Statutes of Ontario, 1990, Chapter P. 13, attached is the notice of decision of the District Planning Board with regard to the above noted file(s).

Please be advised that the last day for filing an appeal is **March 1, 2026**.

Section 53 of the Planning Act states that the applicant, the Minister, a specified person or any public body may, not later than 20 days after the giving of notice is completed, appeal the decision or any condition imposed by the Planning Board or appeal both the decision and any condition to the Ontario Land Tribunal (OLT) by filing a notice of appeal setting out the reasons for the appeal, accompanied by the fee required by the Tribunal. The notice of appeal is to be filed with the Secretary-Treasurer of the Planning Board, accompanied by the fee charged by the Tribunal.

In accordance with Section 53(24) of the Planning Act, you will be entitled to receive notice of any changes to the conditions of the provisional consent if you have made a written request to be notified of changes to the conditions of the provisional consent.

The decision of the Planning Board will become final and binding when the final date for appeal has passed and no appeal has been filed, unless the consent was granted with conditions. On a consent granted, before the final certificate can be issued, proof in writing must be submitted to the Secretary-Treasurer showing that all conditions imposed by the Planning Board have been dealt with in a manner satisfactory to the appropriate authority. In accordance with Section 53(41) of the Planning Act, if the conditions imposed by the Planning Board have not been fulfilled within two years of the date of mailing of the notice of decision, the consent lapses.

EFFECT THAT WRITTEN AND ORAL SUBMISSIONS HAD ON DECISION

The Municipality supports approval of the application subject to conditions. No further submissions were received which had an effect on the decision.

**SOUTHEAST PARRY SOUND DISTRICT
PLANNING BOARD**

P.O. Box 310
Kearney, ON PoA 1M0

Tel: 705-787-5070 Email: lmoyer@sepsdplanningboard.ca

NOTICE OF DECISION

SOUTHEAST PARRY SOUND DISTRICT
PLANNING BOARD
P.O. Box 310
Kearney, Ontario P0A 1M0

FILE No....B-049/25...

In the matter of the Planning Act; Revised Statutes of Ontario, 1990, Chapter P.13 and;
In the matter of an application for consent on behalf of:

NAME: Mark & Susan Armstrong
59 Waters Edge Lane
Huntsville, ON P1H 0H9

Type of transaction for which application for consent is being made:

<input type="checkbox"/>	New Lot	<input type="checkbox"/>	Easement or Right-of-Way
<input checked="" type="checkbox"/>	Lot Addition	<input type="checkbox"/>	Mortgage Discharge
<input type="checkbox"/>	Title Correction	<input type="checkbox"/>	Other _____

Location: Part Lot 21, Concession 4 (Part 1, 42R-22453), Township of Armour.

Subject of the application: To transfer a parcel of land approximately 2 ha. (4.94 ac) in size, to be added to the adjacent lands (Part Lots 22, 23 & 24, Concession 4).

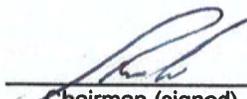
Decision: APPROVED

Reasons:

See attached.

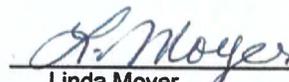
The above decision is subject to the following condition(s):

See attached.



Chairman (signed)

Date of decision:January 28, 2026.....



Linda Moyer
Secretary-Treasurer

Date of notice: February 9, 2026

Last date for filing an appeal to the Ontario Land Tribunal under Section 53 of the Planning Act: March 1, 2026
Additional copies of this Notice of Decision can be obtained at the address shown above.

SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD

REASONS FOR APPROVAL

Consent Application - B-049/25 (ARMSTRONG)

1. The application conforms to the Provincial Planning Statement.
2. The municipality supports the subject application.
3. No concerns or objections have been raised through the circulation of the application.

The conditions to the granting of consent for this transaction, file no. B-049/25, which must be fulfilled within two years from the date of this letter, are set out below. These conditions must be fulfilled prior to the granting of consent.

Conditions

1. That this approval applies to the transfer of one lot addition approximately 2 ha. (4.94 ac) in size, to be added to the adjacent lands (Part Lots 22, 23 & 24, Concession 4), as applied for in the above-noted location and municipality and as indicated on the attached sketch.
2. That the applicant(s) shall have the following documents delivered to the Secretary-Treasurer of the Southeast Parry Sound District Planning Board for the transaction described in Condition 1:
 - a) the "in preparation Transfer";
 - b) a "Long form certificate" (Form 4) on which is set out the legal description of the severed parcel;
 - c) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates, together with an electronic (pdf) version of the plan; or

a legal description acceptable to the Registrar of Deeds. It may be necessary for the applicant's Solicitor to submit a description approval form to the Registry Office exempting the transfer from a survey.
3. That the draft reference plan of survey be submitted to the Secretary-Treasurer of the District Planning Board and to the Township of Armour for review prior to registration.
4. That a digital copy of the final reference plan be provided to the Township of Armour.
5. Prior to the finalization of consent, the applicant shall submit a copy of the latest transfer document and parcel register for the severed parcel and the parcel to which the severed parcel is to be added.
6. Prior to the finalization of consent, the District Planning Board must be advised in writing by the Township of Armour that an Official Plan Amendment has been approved to recognize that the consent results in no new lot for development, as the severed parcel shall merge with the abutting benefitting lands, addressing non-conformity with Section 3.1.1(g) of the Official Plan and Section 51(24) of the Planning Act.
7. Prior to the finalization of consent, the District Planning Board must be advised in writing by the Township of Armour that a Zoning By-law Amendment has been approved, similar in intent to By-law No. 5-2024 (Exception Rural RU-107), to recognize the lot addition as legally existing as of the date of consent approval and to bring the lands into conformity with the Official Plan Amendment.

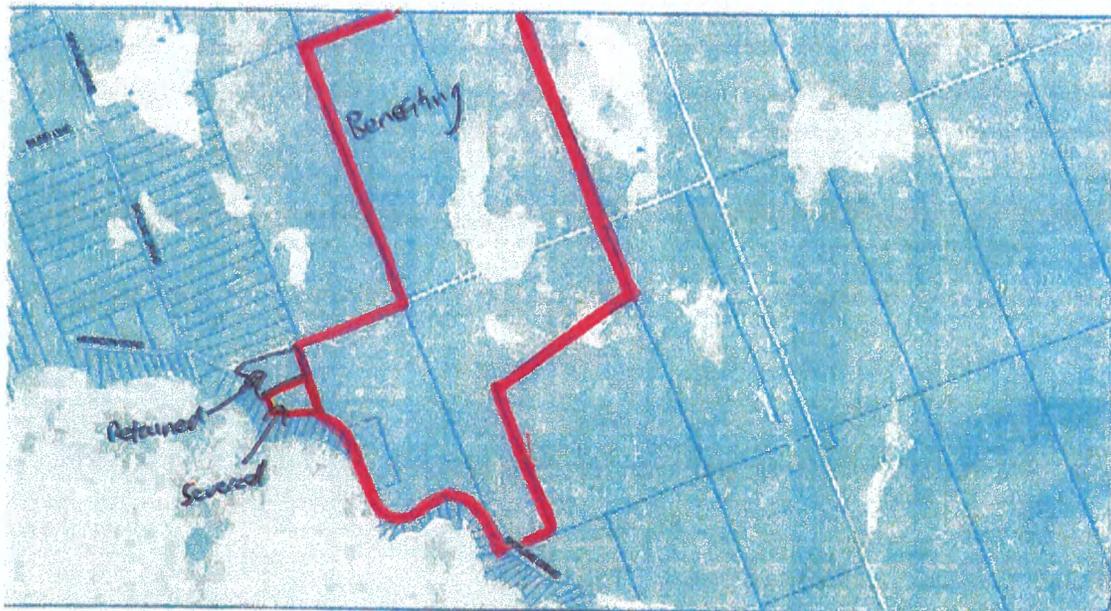
Conditions cont'd.

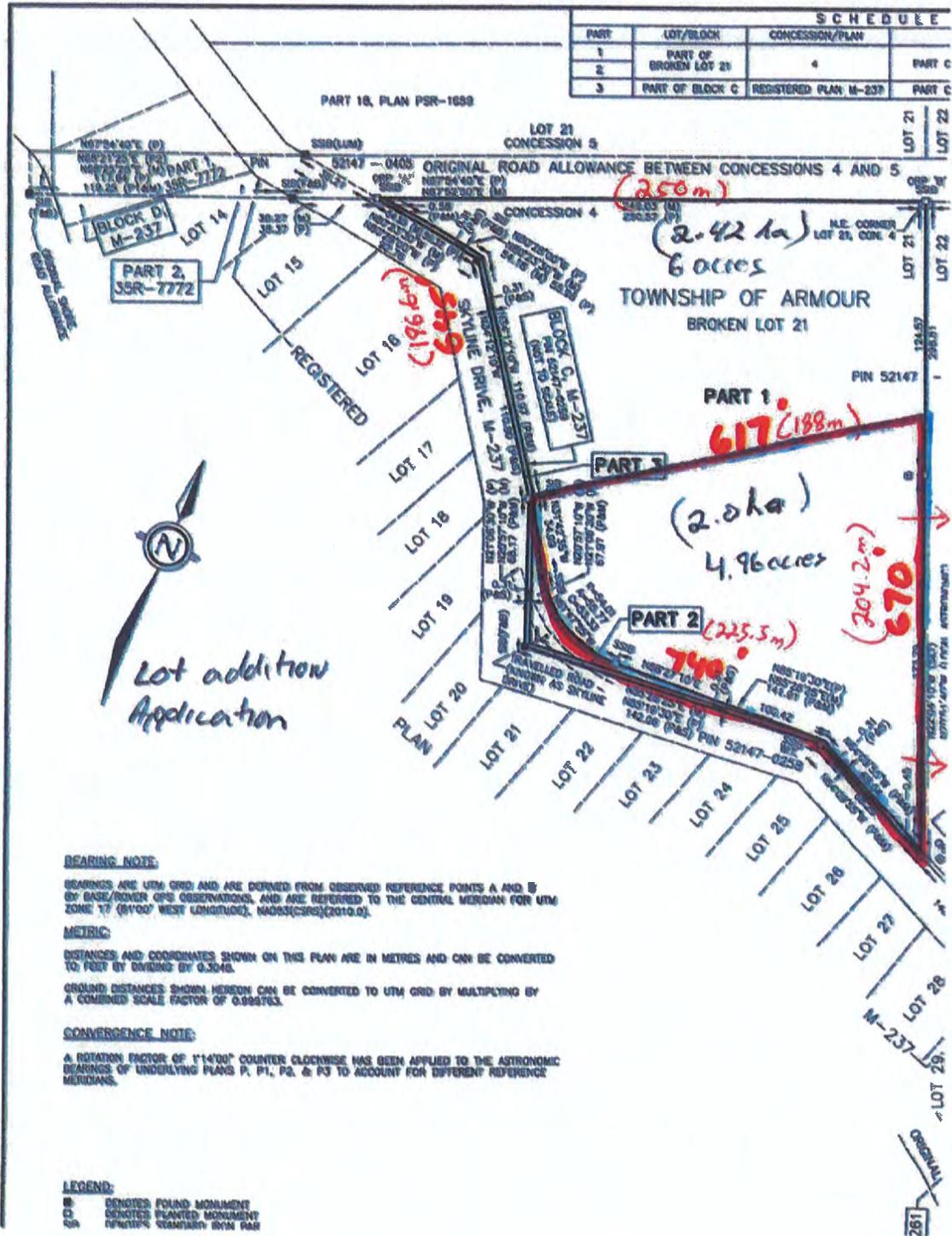
8. That prior to the finalization of consent the District Planning Board is satisfied that the North Bay-Mattawa Conservation Authority has no concerns or objections with regard to sewage disposal systems on the retained parcel.
9. Prior to the finalization of consent, the District Planning Board must be advised in writing by the Township of Armour that the Roads Supervisor has confirmed that a suitable location for a new entrance on the proposed severed and retained lots can be properly constructed to municipal standards. Should signage be required, such as hidden driveway sign(s), the Applicant must cover the costs of the signs and posts.
10. That the applicant(s) shall remit the finalization fee of \$400.00 per transfer document in the form of a certified cheque, money order or e-transfer, to the Southeast Parry Sound District Planning Board prior to finalization of consent.

The following **NOTES** are for your information:

1. Because this consent application is for a lot addition, subsection (3) or (5) of Section 50 of the Planning Act, R.S.O. 1990, shall apply to any subsequent conveyance or transaction. This must be set out in the Certificate to be endorsed by the Secretary-Treasurer.
2. It is the applicant's and/or agent's responsibility to fulfil the conditions of consent approval within two years of the date of this letter pursuant to Section 53(41) of the Planning Act.

If the conditions to consent approval are not fulfilled within TWO YEARS of the date of this letter and the applicant is still interested in pursuing the proposal, a new application will be required.





ROBERT J. MILLER Land Use Planning Services

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

Robert J. Miller
Professional Land Use Planner

Email plansifter@gmail.com

January 7, 2026

VIA EMAIL clerk@armourtownship.ca

Township of Armour
c/o Mrs. Charlene Watt, Municipal Clerk
P.O. Box 533
Burk's Falls, ON P0A 1C0

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

RE: Planning Report B-049/25 Lot Addition (Armstrong)

This letter is in response to a request by the Clerk for a formal report and recommendations for Council on the above application. The report is also to consider the December 10, 2025 Planning Review of this application by LannyD.Planning for the Southeast Parry Sound District Planning Board.

Introduction

This application is simply to sever part of Lot 21 Concession 4 (Part 1 of plan 42R-22453, Roll No. 63700) into roughly equal parts (2 ha. and 2.4 ha) and to convey the severed parcel (2.4 ha.) to the lands immediately adjacent to the east. This lot addition will afford unrestricted access plus additional frontage (225.5 m.) on Skyline Drive for the contiguous eastern lot which has severe topographic and shared access constraints along its entire frontage on Skyline Drive. These restrictions totally preclude reasonable access to the adjacent 25.9 ha. (64 acres) part of Lot 22 Concession 4 (Roll No. 63900), which justifies the need for this lot-addition consent, as explained later in this report.

For background clarification, the entire property subject of this consent application is part of Lot 21 Concession 4 which was unmerged from its eastern neighbour, part of Lot 22 Concession 4, on October 25, 2023 by Consent B-032/23. The adjacent eastern vacant lot will continue to form part of the original retained lands in Consent B-032/23 after it increases in size by 2.4 ha. with 225.5 m. additional frontage achieving good access to Skyline Drive as the benefitting lands from this consent.

Recommendations

1. The proposed consent and lot addition represent good planning and should be subject of Official Plan Amendment No. 6 (an available number) to recognize that the consent results in no new backlot development as the severed parcel will legally merge with the existing retained lot from a previous consent. This will negative the non-conformance with the Official Plan under Section 51(24)(c) of the Planning Act with which the application would otherwise not comply.

2. The proposed consent and lot addition should be subject of a Zoning By-law Amendment similar to previous By-law No. 5/2024, Exception Rural Ru-107, to recognition the lot addition as legally existing on the date of consent approval and to bring it into conformity with above recommended Official Plan Amendment No. 6.

Basis of Recommendations

1. Planning Board Review:

The December 10, 2025 Planning Review of this application by LannyD.Planning is well done, but incomplete and should therefore not be considered as submitted at this point. It fails to account for Armour Official Plan Amendment No. 5 and Armour Zoning By-law Amendment No. 5/2024. These Amendments were in compliance with the conditions of approval for Consent B-32/23 requested in Motion No. 189 of Armour Council on July 11, 2023 and with Conditions 5 and 6 in the approval of Consent B-32/23 issued by the Planning Board on October 25, 2023.

To be fair, my Report to Armour Council on Consent B-32/23, plus three other related consent applications, was submitted on September 20, 2023 in the absence of any planning comments ever received from the Planning Board.

2. Tests For Amending the Official Plan and Implementing Zoning By-law

Application B-049/25 does not conform with Section 3.1.1(g) of the Armour Official Plan which states:

“Backlot severances are not permitted in the Rural Community or Waterfront Community areas. Backlot severances shall be defined as development of land by subdivision or severance or by any other means within 300 metres (1000 feet) of any lake or substantial creek or river that is separated from that waterbody by a public road or by an existing lot of record having a developable area sufficient in size to legally accommodate development.”

As required under Section 22(5) of the Planning Act and Section 5.5.1 of the Armour Official Plan:

“An amendment to Schedule "A" is required to permit the establishment of areas for uses other than those included in the Land Use Plan, Schedule "A". In considering an amendment to the Land Use Plan, Schedule "A", to designate additional areas for a particular use or to change the designated use of a particular area, Council shall have due regard to the criteria set out in paragraphs (a) to (f) inclusive of this subsection which are in addition to those specified in the remainder of the Section. These criteria shall also be considered when reviewing an application to amend the implementing Zoning By-law to permit a development that is in conformity with this Official Plan.

- (a) **The need for the proposed use;**
- (b) **The extent to which the existing areas in the proposed categories are developed, and the nature and adequacy of such existing development;**
- (c) **The physical suitability of the land for such proposed use;**
- (d) **The location of the area under consideration with respect to:**

- (i) The adequacy of the existing and proposed highway system in relation to the development of such proposed areas;
 - (ii) The convenience and accessibility of the site for vehicular and pedestrian traffic and the traffic safety in relation thereto; and
 - (iii) The adequacy of the potable water supply, sewage disposal facilities, and other services in view of the policies contained in this Plan and in accordance with technical reports or recommendations which the Council shall request from any authority deemed advisable, such as the Ministry of Environment Conservation & Parks.
- (e) The compatibility of the proposed use with uses in adjoining and surrounding areas; and
 - (f) The potential effect of the proposed use on the financial position of the municipality.
 - (g) The potential effect of the proposed use upon the natural environment, including areas of wildlife and fisheries habitat.”

I believe the lot-addition consent application B-049/25 meets all of the above tests with the exception of Section 5.5.1(a) “need”. Why does a lot with 1,438.7 m. (4,720 ft.) frontage on Skyline Drive need more frontage?

The Need For Accessible Frontage

1. Virtually all of Part Lot 22 Concession 4 is occupied by what is known locally as “Gibson Mountain” whose slopes on all but part of the north side are so steep it requires a person to go up on “all fours”. Please refer to the attached topographic map for details. In 2006 while I was locating several private burials in Armour, I was told to follow old tree blazes up to the Gibson memorial interments, by Les Phinney, the Road Supervisor. Most of part Lot 22 Concession 4 rises 57 m. (187 ft.) and the top level affords a grand horizon view including all four islands in Three Mile Lake. The memorial area sits within a separate parcel (Roll No. 57700) of 2.67 ha., almost 7 acres, which dominates the level forested summit area. The memorial monument features two plaques which commemorate William Spurgeon Gibson (1882-1951) and his wife Pearl Menzies Gibson (1886-1986). She lived 100 years, and was possibly the daughter of R. H. Menzies, the fifth Reeve of Armour c.1885.
2. The only level area for building on part Lot 22 Concession 4 is in the northwest quadrant adjacent to the area of Consent B-32/23 which is level and proposed for lot-addition Consent B-049/25 which will thereby afford it reasonable access to Skyline Drive.
3. Another alternative location for access to Lot 22 Concession 4 is a small triangular area in its southeast extremity but that is currently being transected by a driveway or trail which goes north all the way to Russell Lake. Its unknown if there are rights-of-way over this trail but its location is a serious deterrent to building in this area. Please refer to the attached properties map by Planscape.

4. Another possible but impractical access would be via the South Armour Colonization Road which is likely reserved in the original patents from the Crown and might be owned by Armour Township. This road is currently used as the driveway access to the residence of Peter Edwards on the east side of Lot 24, Concession 4 and the PIN mapping shows the Edwards have a right-of-way (LT127614) over part of this old roadway. The point where this old road intersects with Skyline Drive has been given the municipal number 647 which Edwards uses as his local address. Please see the old PIN map attached.
5. It might be possible to make use of additional lands owned by the applicants as part of Lot 23, Concession 4 which is also part of the Retained Lands in approved consent B-032/23 but my sense is the legal complications of dealing with the South Armour Colonization Road would be legally complex. The road actually proceeds easterly and south to the point where it meets Cherry Hill Road and given the municipal address of 460 at that point and used by several land owners in the same fashion as the Edwards do at the Skyline Drive terminus. All of the old pioneer area served by the South Armour Colonization Road was known as the Orange Valley Community which flourished with farmsteads and lumbering until abandoned by 1935. The Orange Valley Hunt Camp is the only original building surviving.

Conclusion

In my view, the proposed lot-addition Consent B-049/25 represents good planning; is the most economical and viable approach to meeting the access needs of the benefitting lands; and should therefore be approved by the Planning Board.

Documents Reviewed

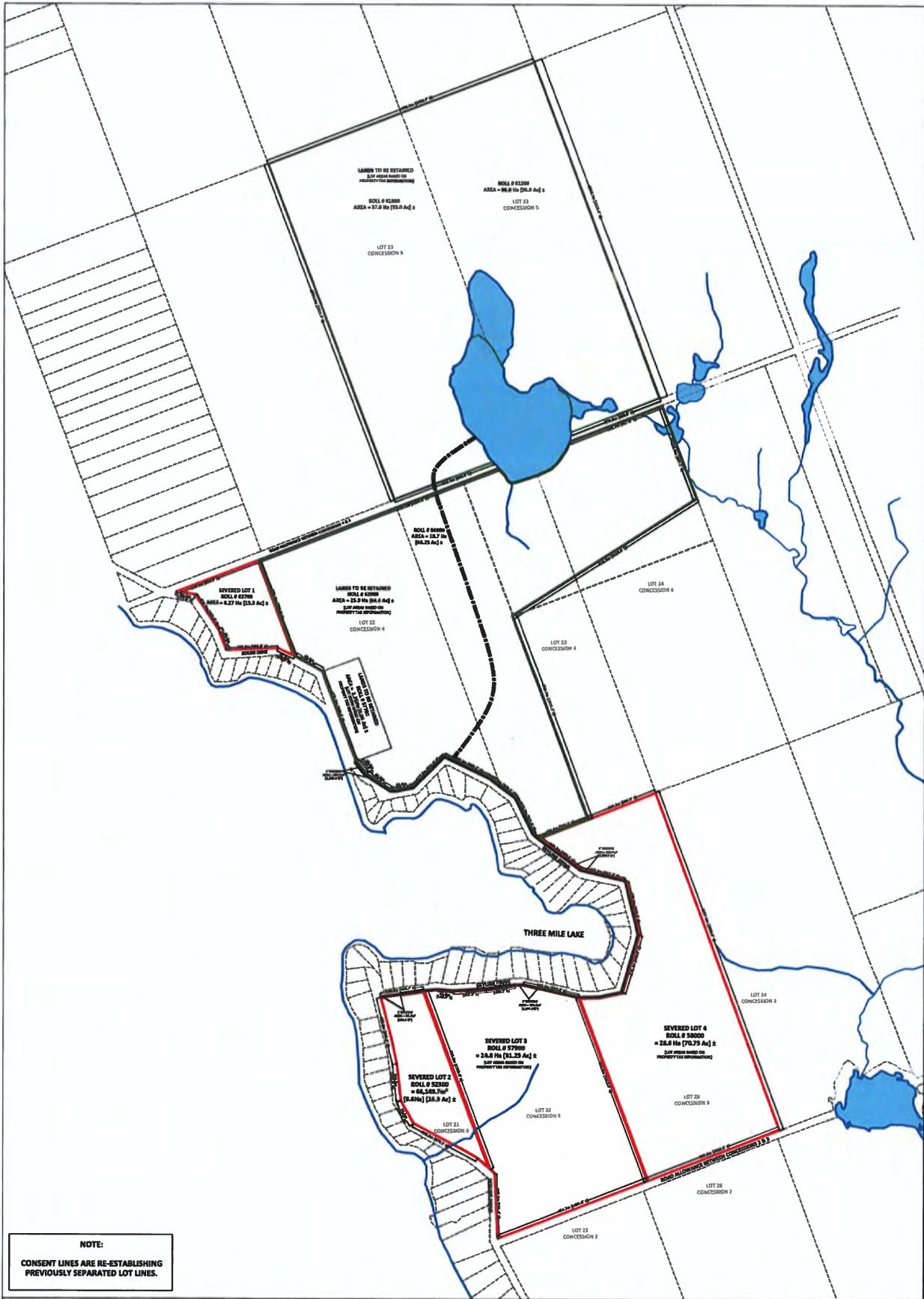
- Armour Township Official Plan and OPA 5
- Provincial Planning Statement 2024 and the Planning Act
- Armour Township Zoning By-law and Amendment No. 5/2024
- Southeast Parry Sound District Planning Board, Application for Consent, Mark & Susan Armstrong, October 9, 2025 and Notice of Application For Consent, File B-049/25, November 4, 2025
- Planning Review-Armstrong-Consent-B-049/25, LannyD.Planning, December 10, 2025
- Edward Veldboom, South Armour Colonization Road, letter Theriault, April 5, 2024
- Survey, Armour, District of Parry Sound, Walter Beatty, P.L.S. July 6, 1876, Rod Blakelock collection
- Map, Ontario Commissioner of Crown Lands, Colonization Roads 1857-1910, Tim Bryson Collection

Respectfully submitted,



Robert J. Miller





NOTE:
 CONSENT LINES ARE RE-ESTABLISHING
 PREVIOUSLY SEPARATED LOT LINES.

**SEVERANCE SKETCH & OFFICIAL
 PLAN AMENDMENT SKETCH**
 723 SKYLINE DRIVE
 PART LOT 21, CONCESSIONS 3 & 4
 LOTS 22, 23, 24, CONCESSIONS 3, 4 & 5
 TOWNSHIP OF ARMOUR
 DISTRICT OF PARRY SOUND
 ARMSTRONG

DISCLAIMER
 THIS DRAWING IS FOR ILLUSTRATION
 PURPOSES ONLY.
 BASE MAPPING CREATED FROM MINISTRY
 OF NATURAL RESOURCES AND FORESTRY
 MAKE A TOPOGRAPHIC MAP
 ALL INFORMATION CONTAINED WITHIN IS
 APPROXIMATE.
 THIS IS NOT A PLAN OF SURVEY AND SHALL
 NOT BE TREATED AS SUCH.

LANDS TO BE SEVERED (Red outline)

LANDS TO BE RETAINED (Black outline)

**LANDS TO BE CONVERTED TO THE
 TOWNSHIP OF ARMOUR**
 (Grey outline)
 (NOT TO SCALE - FOR VISUAL
 PURPOSES ONLY)

NO.	DATE	REVISIONS	BY
1.	05-JUN-2023	SUBMISSION SKETCH	JT
2.			
3.			
4.			

SOURCE:
 MINISTRY OF NATURAL RESOURCES AND FORESTRY -
 MAKE A TOPOGRAPHIC MAP

PLANSCAPE
 BUILDING SUSTAINABILITY THROUGH PLANNING

SCALE: 1 : 10 000

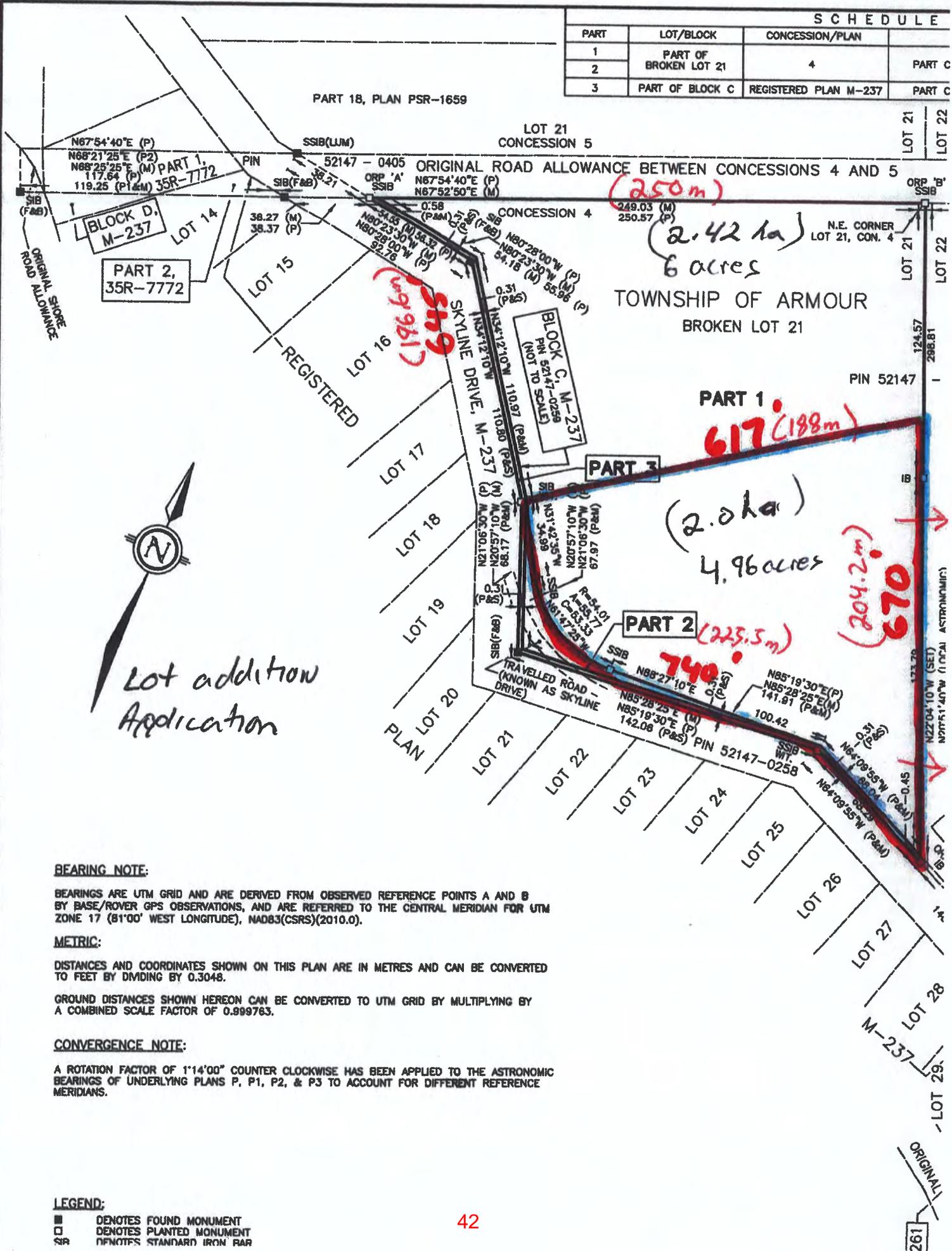
PROJECT NO: 157800

DATE INITIATED: MAY 10, 2023

BY: JT

This Plan is Protected by Copyright
 No person shall copy, reproduce, or alter this plan in
 whole or in part without authorization from Planscape Inc.

SCHEDULE			
PART	LOT/BLOCK	CONCESSION/PLAN	
1	PART OF BROKEN LOT 21	4	PART C
2	PART OF BLOCK C	REGISTERED PLAN M-237	PART C
3	PART OF BLOCK C	REGISTERED PLAN M-237	PART C



BEARING NOTE:

BEARINGS ARE UTM GRID AND ARE DERIVED FROM OBSERVED REFERENCE POINTS A AND B BY BASE/ROVER GPS OBSERVATIONS, AND ARE REFERRED TO THE CENTRAL MERIDIAN FOR UTM ZONE 17 (81°00' WEST LONGITUDE), NAD83(CSRS)(2010.0).

METRIC:

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

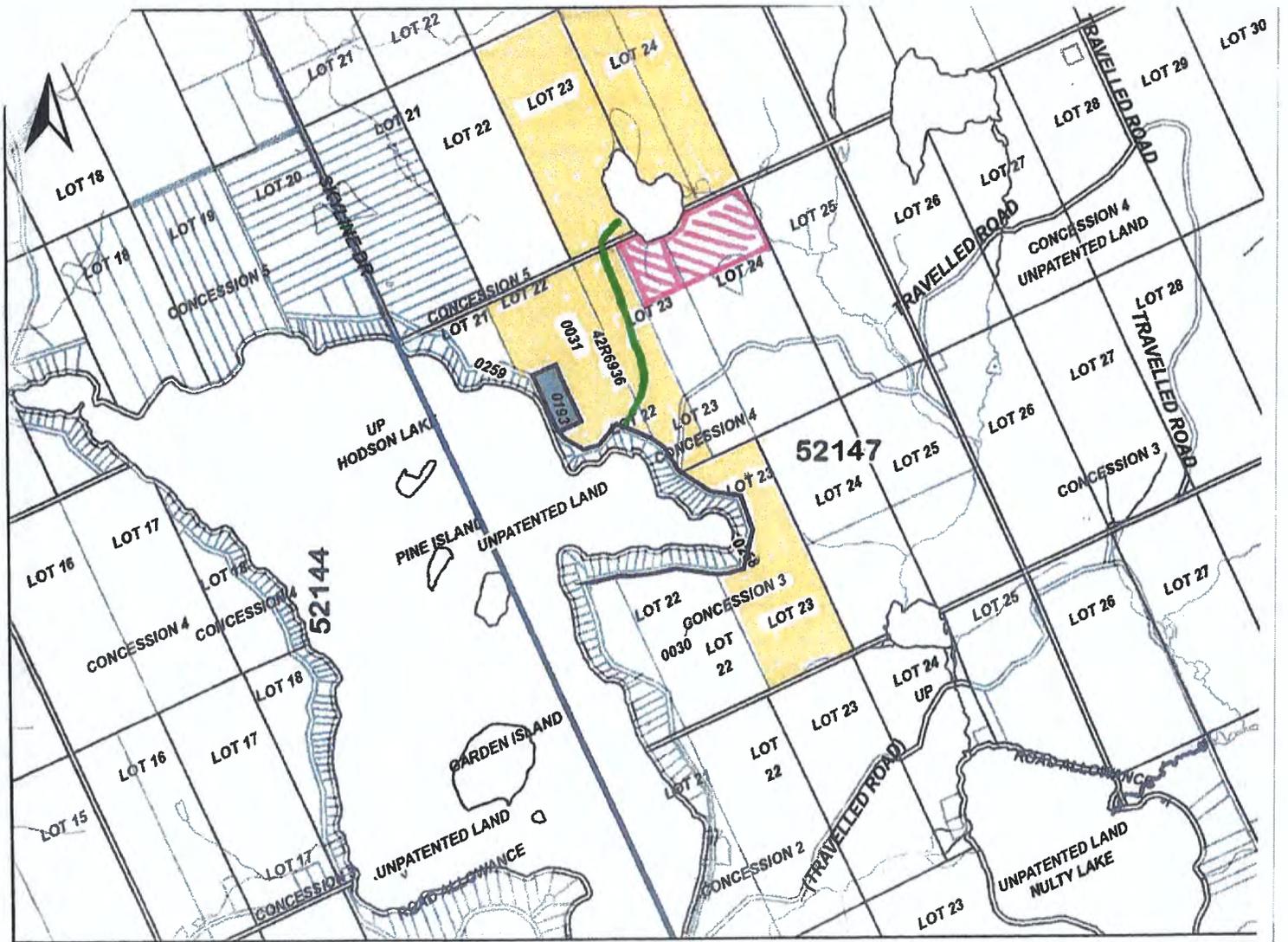
GROUND DISTANCES SHOWN HEREON CAN BE CONVERTED TO UTM GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.999763.

CONVERGENCE NOTE:

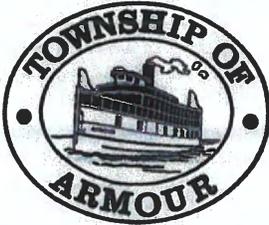
A ROTATION FACTOR OF 1°14'00" COUNTER CLOCKWISE HAS BEEN APPLIED TO THE ASTRONOMIC BEARINGS OF UNDERLYING PLANS P, P1, P2, & P3 TO ACCOUNT FOR DIFFERENT REFERENCE MERIDIANS.

LEGEND:

- DENOTES FOUND MONUMENT
- DENOTES PLANTED MONUMENT
- SR DENOTES STANDARD IRON PIP



DISTRICT OF PARRY SOUND



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

(705) 382-3332

(705) 382-2954

Fax: (705) 382-2068

Email: admin@armourtownship.ca

Website: www.armourtownship.ca

Date: January 13, 2026

Motion # 2026-3

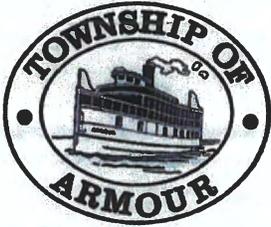
That the Council of the Township of Armour hereby support the consent application B-049/25, Part Lot 21, Concession 4, 723 Skyline Drive submitted by Mark and Susan Armstrong for a lot addition subject to the following conditions:

- 1. That the owner obtain approval of an Official Plan Amendment to recognize that the consent results in no new lot for development, as the severed parcel shall merge with the abutting benefitting lands, addressing non-conformity with Section 3.1.1(g) of the Official Plan and Section 51(24)(c) of the Planning Act.
- 2. That the owner obtain approval of a Zoning By-law Amendment, similar in intent to By-law No. 5-2024 (Exception Rural RU-107), to recognize the lot addition as legally existing as of the date of consent approval and to bring the lands into conformity with Official Plan Amendment.
- 3. That the consent be approved for lot addition purposes only, and that the severed lands shall not be conveyed separately or developed independently and shall merge in title with the benefitting abutting lands.
- 4. That a digital copy of the final reference plan be provided to the Township
- 5. That the transfer of the severed lands be completed concurrently with or immediately following the required conveyance, such that the severed lands legally merge with the benefitting parcel and remain as one lot for all planning purposes.

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

Carried / Defeated 

Declaration of Pecuniary Interest by: _____



DISTRICT OF PARRY SOUND

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

(705) 382-3332

(705) 382-2954

Fax: (705) 382-2068

Email: admin@armourtownship.ca

Website: www.armourtownship.ca

Date: January 13, 2026

Recorded vote requested by:

Recorded Vote:

Blakelock, Rod

Brandt, Jerry

Haggart-Davis, Dorothy

Ward, Rod

Whitwell, Wendy

For

Opposed

Charlene Watt (Deputy Clerk)

From: Robert J. Miller <plansifter@gmail.com>
Sent: February 19, 2026 11:01 AM
To: Charlene Watt (Deputy Clerk)
Cc: Leah
Subject: Shipping containers zoning provisions need updating

Hi Charlene-

I was asked to build a free-standing zoning by-law with shipping container provisions in another municipality and discovered that Armour's By-law is now out of date. I would suggest that Council authorize me to draft the required update to the Definitions and General Provisions for shipping container uses as I prepared the original 26/2017.

Background

About four years ago the City of Hamilton was having legal issues with builders converting shipping containers into dwelling units with no building permits. The controversy ended up before the courts which were tasked with deciding "when does a shipping container become a building or structure subject to a Building Permit?" The subsequent court order imposed limitations on the Ontario Building Code (OBC) to no longer require Building Permits for shipping containers less than 15 m2 (161.5 sq.ft.) in floor area. Effective May 1st, 2022 the Province subsequently amended the OBC to increase the floor area of buildings and structures which do not require a building permit to 15 m2 (161.5 sq.ft.).

In addition the OBC now recognizes shipping containers which range in floor area from 161 to 320 square feet, as "structures" when used on land. In other words, the construction or placement of any shipping container over 15 m2 (161.5 sq.ft.) in floor area now requires a Building Permit, by court order. The smaller shipping containers do not.

Therefore a shipping container is a shipping container unless it exceeds 15 m2 in floor area when it becomes a building or a structure, depending on how those words are defined in the Zoning By-law.

Shipping containers come in various sizes. The most common is 8 feet by 20 feet (160 sq. ft. or 14.87 m2). Therefore, after May 1, 2022 under the OBC the majority of shipping containers no longer require building permits and thereby must not be zoned as a "building" or "structure" in conformity with the OBC. Accordingly, the Township can no longer legalize them as a buildings or structures as they do not meet the requirements for building permits under the OBC.

Under Armour Zoning By-law Amendment No. 26/2017 provisions for shipping containers were added to the comprehensive Armour Zoning By-law as Definitions Section 2.176.1 and General Provisions Section 5.24.1. These Sections now require updating to reflect the 2022 revised OBC regulations. Certain provisions in the Zoning By-law referring to Site Plan Control are also in need of revision.

In my view, the basic solution to this problem with the Zoning By-law is to only permit shipping containers less than 15 m2 (161.5 sq.ft.) in floor area as accessory uses for storage purposes on an existing lot. And only permit them where a permitted principal use already exists on that lot.

Bob

Nothing in this post, or in any attachment created by me, was influenced or synthesized by Artificial Intelligence (AI) software.
Robert J. Miller, UE
Consulting Land Use Planner
905.468.0582 Cell/Text 289.213.4421

ZONING BY-LAW NO. 26-2017
A BY-LAW TO AMEND
ZONING BY-LAW NO. 27-95 as amended
(Shipping Containers)

MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

Box 533
Burk's Falls, Ontario
P0A 1C0

Planning Consultant:

Robert J. Miller
Professional Land Use Planner

EXPLANATORY NOTE

To Zoning By-law No. 26-2017

Passed by the Council of the Municipal Corporation of the Township of Armour

- Lands Affected:** This By-law applies to all lots of record in Armour Township zoned Rural (Ru), Commercial (C), Recreational Commercial (RC), Rural Industrial (M), and Industrial Extractive (MX) Zones.
- By-Law Purpose:** The purpose of this Amendment is to restrict and control the location and use of shipping containers in Armour Township.
- Official Plan:** The proposed Zoning By-law amendment conforms with the regulations of the Armour Township Official Plan.

ZONING BY-LAW NO. 26-2017

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

Being a By-law under the provisions of Sections 34 of the **Planning Act, R.S.O. 1990**, to amend Zoning By-law No. 27-95, as amended, of the Municipal Corporation of the Township of Armour with respect to provisions applying to the use of shipping containers in the Rural (Ru), Commercial (C), Recreational Commercial (RC), Rural Industrial (M), and Industrial Extractive (MX) Zones.

WHEREAS THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR has reviewed Zoning By-law No. 27-95, as amended, and deems it advisable to amend same:

NOW THEREFORE THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR ENACTS as follows:

1. **THAT** Section 2 Definitions is hereby amended by adding a new Section **2.176.1** as follows:

"Shipping Container" means an enclosed metal structure designed to facilitate the transportation of goods by several different means of transportation, and shall include intermodal shipping containers, transport truck trailers, and straight truck boxes, but does not include any vehicle as defined herein." and

2. **THAT** Section 5 General Provisions Applicable In All Zones is hereby amended by adding a new Section **5.24.1** as follows:

"Shipping Containers"

Shipping containers are permitted in the Rural (Ru), Commercial (C), Recreational Commercial (RC), Rural Industrial (M), and Industrial Extractive (MX) Zones provided that:

- (a) Shipping containers all require a building permit and shall only be permitted as an accessory use on a lot where a principal use already exists;
- (b) Unless stated elsewhere in this By-law, shipping containers are only permitted for accessory storage purposes, based on lot area at a rate of one (1) shipping container per 0.4ha (1 ac.) or part thereof to a maximum of four (4). In no case is a shipping container permitted on a lot having an area of less than 0.4ha (1 ac.);
- (c) No shipping container shall be used for human habitation, home industry or any occupation or business;
- (d) Any change of use or exterior finishes for a shipping container shall require a building permit and site plan control under Section 41 of the *Planning Act*;
- (e) No shipping container shall exceed a height of 3m (10 ft.) or a total length of 16.76m (55 ft.);

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

BY-LAW #11-2026

Being a By-law to appoint the Chief Building Official and Inspectors under the Building Code Act, 1992, S.O. 1992, c.23, as amended, for the purposes of enforcement of the said Act.

WHEREAS subsection 3(1) of the Building Code Act, 1992, S.O. 1992, c.23, as amended, (the 'Act'), provides that the Council of each municipality is responsible for the enforcement of the Act in the municipality;

AND WHEREAS subsection 3(2) of the Act provides that the Council of each municipality shall appoint a Chief Building Official and Inspectors for the purposes of the enforcement of the Act in the areas where the municipality has jurisdiction;

AND WHEREAS pursuant to section 77 of the Legislation Act, 2006, the Council is empowered to appoint a Deputy Chief Building Official for the purpose of the enforcement of the Building Code Act, 1992, as amended;

AND WHEREAS it is deemed expedient to appoint the officials mentioned as aforesaid;

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

- 1. Andrew McGee is hereby appointed Chief Building Official for the purpose of the enforcement of the Building Code Act, 1992, as amended, and the regulations thereunder, in the Township of Armour.

For the purposes of enforcement of the Building Code Act, 1992, as amended, in addition to any other remedies available under the Act or the Building Code, the Chief Building Official is hereby authorized to execute, on behalf of The Municipal Corporation of the Township of Armour, limiting distance agreements as provided for in the Building Code.

- 2. The power of appointment of inspectors, including the revocation of appointment, under section 3(2) of the Building Code Act, 1992, as amended, for the purposes of enforcement of the Building Code Act, 1992, as amended, and any regulations thereunder is hereby delegated from the Municipal Council to the Chief Building Official for the Township of Armour, subject to the following conditions:
 - a. The Chief Building Official must maintain a current list, which shall be provided to the Clerk, of all inspectors appointed under section 3 of the Building Code Act, 1992, as amended, for the purpose of enforcement of the Building Code Act, 1992, as amended, in the Township of Armour; and,
 - b. Prior to their appointment, each candidate for appointment as inspector must hold the necessary legislated qualifications for the position to which they are to be appointed.

- 3. That this By-law repeals By-law #30-2024.

- 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 24th day of February, 2026.

Rod Ward, Mayor

Charlene Watt, Municipal Clerk

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

BY-LAW #12-2026

BEING A BY-LAW TO ENTER INTO A SHARED SERVICE AGREEMENT WITH THE TOWN OF HUNTSVILLE, THE TOWNSHIP OF PERRY AND THE TOWNSHIP OF LAKE OF BAYS FOR THE SERVICES OF CHIEF BUILDING OFFICIALS/BUILDING INSPECTORS FOR THE TOWNSHIP OF ARMOUR

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

AND WHEREAS Section 8(1) of the Municipal Act, S.O. 2001, c. 25, as amended, enables a municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR HEREBY ENACTS AS FOLLOWS:

1. THAT the Mayor and Clerk are hereby authorized to execute the Agreement, attached hereto as Schedule "A"
2. THAT the attached Agreement, Appendices, and Schedules shall form part of this By-law
3. THAT the Agreement, attached hereto as Schedule "A", entered into between the Town of Huntsville, the Township of Armour, the Township of Lake of Bays and the Township of Perry are hereby ratified and confirmed when signed by all parties.
4. THAT all conditions of the attached Agreement will remain in effect until the Agreement is terminated, as outlined in Schedule "A".

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this 24th day of February, 2026.

Rod Ward, Mayor

Charlene Watt, Clerk

By-law #12-2026

Schedule "A"

BUILDING INSPECTION SHARED SERVICES AGREEMENT

Made effective this _____ day of _____, 2026

BETWEEN:

THE CORPORATION OF THE TOWN OF HUNTSVILLE
-and-
THE CORPORATION OF THE TOWNSHIP OF LAKE OF BAYS
-and-
THE CORPORATION OF THE TOWNSHIP OF PERRY
-and-
THE CORPORATION OF THE TOWNSHIP OF ARMOUR

WHEREAS each municipality employs a Chief Building Official (CBO) and may employ one or more additional officers and inspectors, as defined by the Building Code Act, to carry out the responsibilities therein;

AND WHEREAS from time to time a municipality may experience a temporary reduction in staff availability or a temporary increase in the need for inspection services, at a time when another municipality may have staff who could assist;

AND WHEREAS this Agreement is made to ensure that each municipality can maintain an appropriate level of inspection services for its inhabitants, by obtaining temporary assistance from the staff of one or more municipalities;

AND WHEREAS this Agreement is made pursuant to Sections 8 and 20 of the Municipal Act, S.O. 2001, c. 25;

NOW THEREFORE in consideration of the mutual covenants herein contained and other good and valuable consideration the parties hereto agree as follows:

1. **Qualifications:**
Each municipality will ensure that its CBO and those Inspectors whose services are made available pursuant to this Agreement are properly qualified to carry out their responsibilities at all times; in accordance with the Building Code Act and Regulations, as they are amended from time to time.
2. **Appointment:**
Each municipality will provide .in advance to the others, the names of the persons whose services are to be made available pursuant to this Agreement, and each municipality will enact a By-law appointing all of those persons as Inspectors for the purpose of carrying out the terms of this Agreement. The By-law will specify that the appointment ceases upon that person no longer being qualified as set out in paragraph one, or upon the municipality withdrawing from this Agreement.
3. **Request for Service**
A CBO of a municipality requiring an Inspector to provide services on a temporary basis may forward a request by e-mail to the CBO of another municipality specified in this agreement. Such requests will contain:
 - (a) The property address and directions to it;
 - (b) The type of inspection requested;
 - (c) The permit number and a general explanation of the construction authorized by the permit;
 - (d) The name and telephone number of the contractor, if any;
 - (e) The name and telephone number of the owner; and,
 - (f) Any other information necessary to enable the recipient to understand precisely what is requested of the Inspector.

4. **Services**

At the request of the CBO of a municipality requiring an Inspector to provide such services, the CBO of the municipality receiving such request will proceed as outline in Appendix 'A', attached hereto.

5. **Compensation**

A municipality which receives services pursuant to this Agreement will compensate the municipality which provides those services at a rate set out in Appendix 'B', attached hereto.

6. **Liability**

(a) Prior to the commencement of this Agreement, and for the entire duration thereof, each party to the Agreement shall obtain and maintain insurance coverage as outlined below, provided by (an) insurance company(ies) licensed to transact business in the Province of Ontario and of satisfactory financial standing to the other parties. Evidence of such insurance shall be provided by each party to the remaining two (2) parties in the form of a Certificate of Insurance signed by an authorized signatory prior to the commencement of this Agreement and annually thereafter for the duration of the Agreement and as otherwise specified below.

i. **Commercial General Liability** insurance policy with limit of not less than \$5,000,000 per occurrence/\$5,000,000 aggregate that insures against third party claims for bodily injury (including death), personal injury and/or property damage as a result of actual or alleged negligence of the requested CBO while acting on behalf of the requesting party. This policy shall include:

- (a) The remaining two (2) parties as Additional Insured;
- (b) Cross Liability/ Severability of Interests clause;
- (c) Contractual Liability;
- (d) Minimum thirty (30) day's written notice of cancellation or non-renewal to the Municipality.

ii. **Non-Owned Automobile Liability (SPF 6)** insurance policy with limit of not less than \$5,000,000.

iii. **Professional Liability** insurance policy with limit of not less than \$5,000,000 per claim / \$10,000,000 aggregate that insures against third party claims that arise out of alleged or actual wrongful acts and/or errors and omissions of the requested CBO while acting on behalf of the requesting party. If written on a claims-made form, such insurance must be kept in force for a minimum of two (2) years following the completion / termination of the Agreement.

7. **Absence of CBO**

When a CBO is absent, the person carrying out the function of the CBO in the municipality is authorized to exercise the responsibilities of the CBO pursuant to this Agreement.

8. **Termination**

A municipality may withdraw from this Agreement at any time, on the following basis:

(a) The CBO is hereby authorized to give notice by e-mail to the other Municipalities, and the notice takes effect immediately;

(b) With respect to an inspection for which the Inspector is at the job site carrying out the inspection when such notice is given, the completion of that inspection will be carried out pursuant to this Agreement;

(c) Each municipality will determine the compensation due to it and due by it, which involves the municipality that is withdrawing, will submit an invoice within 15 days, and any net balance will be paid by or to the withdrawing municipality within 30 days thereafter.

9. **Temporary Services Only**

This Agreement is for temporary services only and is not to be used by a municipality to substitute for the employment of a staff member whose services would have been required on a long-term basis if this Agreement has not been signed.

10. **Subsequent Parties**

Other Municipalities may, with the written consent of the existing parties to this agreement, become parties to this Agreement by:

- (a) Providing a written agreement to be bound by the terms of this Agreement as if an original signing party;
- (b) Complying with Schedule 'A' and 'B' of this Agreement; and,
- (c) Providing an e-mail address for its CBO.

[SIGNATURE PAGE TO FOLLOW]

Executed by the Town of Huntsville this _____ day of _____ 2026

THE CORPORATION OF THE TOWN OF HUNTSVILLE

Mayor

Clerk

We have the authority to bind the Corporation.

Executed by the Township of Lake of Bays this _____ day of _____ 2026

THE CORPORATION OF THE TOWNSHIP OF LAKE OF BAYS

Mayor

Clerk

We have the authority to bind the Corporation.

Executed by the Township of Perry this _____ day of _____ 2026

THE CORPORATION OF THE TOWNSHIP OF PERRY

Mayor

Clerk

We have the authority to bind the Corporation.

Executed by the Township of Armour this _____ day of _____ 2026

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

Mayor

Clerk

We have the authority to bind the Corporation.

By-law #12-2026

Appendix "A"

At the request of the CBO of a municipality requiring an Inspector on his/her behalf, the services provided shall include and will proceed as follows:

- subject to meeting the requirements of his/her own municipality first, an Inspector shall use their best efforts to provide an Inspector to assist the other municipality;
- shall provide an e-mailed response, within a reasonable time frame, as to availability for inspection;
- request by the same response any additional information necessary to properly instruct the Inspector;
- the Inspector who has carried out an inspection shall promptly forward an e-mail report to the requesting CBO, which shall include, but not be limited to, the inspector's name, permit number, the time and date of the inspection, the results of the inspection and the amount of time spent and mileage incurred by the inspector; and,
- in accordance with Appendix "B", Inspectors shall keep a log of the dates, times and mileage incurred in correspondence with inspections done in shared service.

By-law #12-2026
Appendix "B"

HOURS: Regular Business Hours – Monday to Friday, 8:30 a.m. to 4:00 p.m.

BILLABLE HOURLY RATE: \$68.79/hr

The billable hourly rate shall be increased annually beginning in 2021 by calculating the CPI year over year for the preceding 12 months, with October being the base month. When advised of the adjustment in writing, the parties agree that such advice will amend this article.

Mileage

Mileage shall be charged at the CRA Automobile Allowance Rate for the year in which the mileage pertains. The calculation of mileage shall begin with the Inspectors departure from their respective Municipal Office.

By-law #12-2026
Schedule "B"

**List of Staff from Other Municipalities Appointed as Building
Officials/Inspectors for the Township of Armour**

TOWN OF HUNTSVILLE

Christopher Nagy – Chief Building Official
Amanda Ferrante – Manager of Building Inspections
Adam Hall- Building inspector
Curtis Martin- Building inspector
Adrian Asselbergs- Building inspector

TOWNSHIP OF LAKE OF BAYS

Taeke Peereboom – Director of Building & Bylaw services
Jackie Murphy – Deputy Chief Building Official
Brad Shadlock – Building Official

TOWNSHIP OF PERRY

Mike Wilmon – Chief Building Official
Amanda Savage – Building Official

Charlene Watt (Deputy Clerk)

From: Siegel, Tina (MMAH) <Tina.Siegel@ontario.ca>
Sent: February 6, 2026 9:56 AM
To: Charlene Watt
Subject: Armour 2025 Municipal Financial Indicator Threshold and Profile
Attachments: FITC25_Armour Tp.pdf; MFP25_Armour Tp.pdf



Dear Municipal Treasurer,

The Ministry of Municipal Affairs and Housing reviews each municipality’s financial health through the use of key financial indicators which are compared to established provincial thresholds. Please find attached the financial indicator threshold report that has been calculated using your 2024 Financial Information Return (FIR) data.

The formulas (SLC references and calculations) are included in the report for all indicators to provide you with the FIR schedule, line, and column that we have drawn the data from.

For each financial indicator, medians and averages have been calculated for comparator groupings relevant to your municipality. Please note that medians and averages reflect the FIRs submitted at the time your municipality’s indicators were generated.

Although financial indicators may provide important information about a municipality’s fiscal health, it is important to remember that they only provide a financial snapshot at a particular moment in time, should never be used in isolation and instead should be supported with other information and local knowledge.

Also enclosed with the financial indicator template is the Municipal Financial Profile for your municipality. The profile spreadsheet contains data points from the FIR, as well as a variety of calculations based on the FIR information. Other information comes from sources such as, the Municipal Property Assessment Corporation (MPAC), Statistics Canada and the On-Line Property Tax Analysis (OPTA) system.

Section 294 (1) of the Municipal Act states that the treasurer of a municipality shall in each year provide the Minister with a return containing information designated by the Minister with respect to the financial affairs of the municipality. This takes the form of the annual Financial Information Return (FIR).

This year, Armour had 1 indicator that was within the “moderate” level of risk - total taxes receivable.

Please let me know if you have any questions.

All the best, Tina

Tina Siegel

A/Municipal Advisor - Municipal and Housing Operations

Municipal Services Office - North

Ministry of Municipal Affairs and Housing | Ontario Public Service

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159 Cedar Street

Sudbury ON P3E 6A5



Taking pride in strengthening Ontario, its places and its people

FINANCIAL INDICATOR REVIEW

(Based on 2024 Financial Information Return)

Armour Tp

Date Prepared:	21-Oct-25	2024 Households:	1,087	Median Household Income:	69,500
MSO Office:	Northeast	2024 Population:	1,459	Taxable Residential Assessment as a	
Prepared By:	Paul Prospero	2025 MFCL Index:	7.6	% of Total Taxable Assessment:	94.2%
Tier:	ST			Own Purpose Taxation:	3,300,445

SUSTAINABILITY INDICATORS

Indicator	Ranges	Actuals	North - Population >1000 <= 2500		Level of Risk	
			Median	Average		
Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied	Low: < 10% Mod: 10% to 15% High: > 15%	2020	9.4%	11.3%	13.2%	LOW
		2021	7.2%	9.4%	10.8%	LOW
		2022	9.0%	9.0%	10.7%	LOW
		2023	17.4%	10.1%	11.5%	HIGH
		2024	11.1%	10.8%	13.9%	MODERATE
Net Financial Assets or Net Debt as % of Own Source Revenues	Low: > -50% Mod: -50% to -100% High: < -100%	2020	54.5%	61.1%	65.1%	LOW
		2021	66.3%	67.4%	72.5%	LOW
		2022	70.1%	70.1%	69.6%	LOW
		2023	74.1%	39.6%	37.9%	LOW
		2024	68.0%	30.4%	25.0%	LOW
Total Reserves and Discretionary Reserve Funds as a % of Municipal Expenses	Low: > 20% Mod: 10% to 20% High: < 10%	2020	57.2%	63.2%	67.8%	LOW
		2021	69.6%	68.7%	72.6%	LOW
		2022	68.4%	64.3%	73.1%	LOW
		2023	76.9%	61.5%	64.2%	LOW
		2024	79.6%	60.6%	67.1%	LOW
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	Low: > 50% Mod: 50% to 25% High: < 25%	2020	666.5%	652.5%	714.6%	LOW
		2021	575.9%	693.2%	777.4%	LOW
		2022	564.1%	609.4%	658.5%	LOW
		2023	630.5%	642.3%	757.0%	LOW
		2024	659.9%	651.9%	708.6%	LOW

FLEXIBILITY INDICATORS

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	Low: < 5% Mod: 5% to 10% High: >10%	2020	1.3%	2.6%	2.9%	LOW
		2021	1.3%	2.1%	2.2%	LOW
		2022	1.2%	2.1%	2.1%	LOW
		2023	1.1%	2.5%	2.6%	LOW
		2024	1.2%	3.1%	2.8%	LOW
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	Low: < 50% Mod: 50% to 75% High: > 75%	2020	40.0%	53.8%	52.6%	LOW
		2021	41.2%	53.1%	53.6%	LOW
		2022	41.9%	52.1%	55.2%	LOW
		2023	42.9%	49.8%	51.7%	LOW
		2024	41.5%	50.7%	51.8%	LOW
Annual Surplus / (Deficit) as a % of Own Source Revenues	Low: > -1% Mod: -1% to -30% High: < -30%	2020	20.1%	13.8%	16.1%	LOW
		2021	13.2%	11.1%	18.4%	LOW
		2022	12.6%	17.3%	20.9%	LOW
		2023	16.1%	13.2%	17.4%	LOW
		2024	8.9%	14.6%	15.0%	LOW

The data and information contained in this document is for informational purposes only. It is not an opinion about a municipality and is not intended to be used on its own - it should be used in conjunction with other financial information and resources available. It may be used, for example, to support a variety of strategic and policy discussions.

FINANCIAL INDICATOR REVIEW

(Based on 2024 Financial Information Return)

Armour Tp

NOTES

Financial Information Returns ("FIRs") are a standard set of year-end reports submitted by municipalities to the Province which capture certain financial information. On an annual basis, Ministry staff prepare certain financial indicators for each municipality, based on the information contained in the FIRs. It is important to remember that these financial indicators provide a snapshot at a particular moment in time and should not be considered in isolation, but supported with other relevant information sources. In keeping with our Financial Information Return review process and follow-up, Ministry staff may routinely contact and discuss this information with municipal officials.

Supplementary Indicators of Sustainability and Flexibility

The following is a summary, adapted from the Chartered Professional Accountants of Canada Statement of Recommended Practice (SORP) 4.

- A government (including a municipality) may choose to report supplementary information on financial condition, to expand on and help explain the government's financial statements.
- Supplementary assessment of a government's financial condition needs to consider the elements of sustainability and flexibility.
- Sustainability in this context may be seen as the degree to which a municipality can maintain its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others without inappropriately increasing the debt or tax burden relative to the economy within which it operates.
- Sustainability is an important element to include in an assessment of financial condition because it may help to describe a government's ability to manage its financial and service commitments and debt burden. It may also help to describe the impact that the level of debt could have on service provision.
- Flexibility is the degree to which a government can change its debt or tax level on the economy within which it operates to meet its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others.
- Flexibility provides insights into how a government manages its finances. Increasing taxation or user fees may reduce a municipality's flexibility to respond when adverse circumstances develop if the municipality approaches the limit that citizens and businesses are willing to bear.
A municipality may temporarily use current borrowing, subject to the requirements set out in the Municipal Act to meet expenses and certain other amounts required in the year, until taxes are collected and other revenues are received. Municipal current borrowing cannot be carried over the long term or converted to long term borrowing except in very limited circumstances.
- For each element of financial condition, the report on indicators of financial condition should include municipality-specific indicators and municipality-related indicators. It may be useful to also include economy-wide information when discussing financial condition.

Additional Notes on what Financial Indicators may indicate:

Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied - Shows how much of the taxes billed are not collected.

Net Financial Assets or Net Debt as % of Own Source Revenues - Indicates how much property tax and user fee revenue is servicing debt.

Reserves and Reserve Funds as a % of Municipal Expenses - Indicates how much money is set aside for future needs and contingencies.

Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities) - Indicates how much cash and liquid investments could be available to cover current obligations.

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs) - Indicates how much of each dollar raised in revenue is spent on paying down existing debt.

Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio) - Indicates how much of the assets' life expectancy has been consumed.

Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues - Indicates the municipality's ability to cover its operational costs and have funds available for other purposes (e.g. reserves, debt repayment, etc.)

The Northern and Rural Municipal Fiscal Circumstances Index (MFCl) is used by the Ministry of Finance to calculate the "Northern and Rural Fiscal Circumstances Grant" aimed at northern as well as single and lower-tier rural municipalities. The index measures a municipality's fiscal circumstances. The MFCl is determined by six indicators: Weighted Assessment per Household, Median Household Income, Average Annual Change in Assessment (New Construction), Employment Rate, Ratio of Working Age to Dependent Population, and Per Cent of Population Above Low-Income Threshold. A lower MFCl corresponds to relatively positive fiscal circumstances, whereas a higher MFCl corresponds to more challenging fiscal circumstances. (Note: the MFCl index is only available for northern and rural municipalities)

FINANCIAL INDICATOR REVIEW

(Based on 2024 Financial Information Return)

Armour Tp

CALCULATIONS

Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied

$SLC\ 70\ 0699\ 01 / (SLC\ 26\ 9199\ 03 - SLC\ 72\ 2899\ 09)$

Net Financial Assets or Net Debt as % of Own Source Revenues

$SLC\ 70\ 9945\ 01 / (SLC\ 10\ 9910\ 01 - SLC\ 10\ 0699\ 01 - SLC\ 10\ 0899\ 01 - SLC\ 10\ 1098\ 01 - SLC\ 10\ 1099\ 01 - SLC\ 10\ 1811\ 01 - SLC\ 10\ 1812\ 01 - SLC\ 10\ 1813\ 01 - SLC\ 10\ 1814\ 01 - SLC\ 10\ 1830\ 01 - SLC\ 10\ 1831\ 01 - SLC\ 12\ 1850\ 04)$

Total Reserves and Reserve Funds as a % of Municipal Expenses

$(SLC\ 60\ 2099\ 02 + SLC\ 60\ 2099\ 03) / (SLC\ 40\ 9910\ 11 - SLC\ 12\ 9910\ 03 - SLC\ 12\ 9910\ 07)$

Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)

$SLC\ 70\ 0299\ 01 / (SLC\ 70\ 2099\ 01 + SLC\ 70\ 2299\ 01)$

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)

$(SLC\ 74\ 3099\ 01 + SLC\ 74\ 3099\ 02) / (SLC\ 10\ 9910\ 01 - SLC\ 10\ 1831\ 01)$

Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)

$SLC\ 51\ 9910\ 10 / SLC\ 51\ 9910\ 06$

Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues

$(SLC\ 10\ 2099\ 01 - SLC\ 10\ 1831\ 01) / (SLC\ 10\ 9910\ 01 - SLC\ 10\ 0699\ 01 - SLC\ 10\ 0899\ 01 - SLC\ 10\ 1098\ 01 - SLC\ 10\ 1099\ 01 - SLC\ 10\ 1811\ 01 - SLC\ 10\ 1812\ 01 - SLC\ 10\ 1813\ 01 - SLC\ 10\ 1814\ 01 - SLC\ 10\ 1830\ 01 - SLC\ 10\ 1831\ 01 - SLC\ 12\ 1850\ 04)$

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Armour Tp

Date Prepared:
MSO Office: **Northeast**
Prepared By:

2024 FIR Load Status: **Accepted Clean**
Last Updated: **September 10, 2025**

2024 Households: **1,087**
2024 Population: **1,459**
2025 MFCI Index: **7.6**

Median Household Income: **69,500**
2025 Annual Repayment Limit: **1,141,933**
Borrowing Capacity 7% over 10 yrs: **8,020,462**

STATISTICAL INFORMATION

	2020 FY20	2021 FY21	2022 FY22	2023 FY23	2024 FY24	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						North - Population >1000 <= 2500	PROVINCE				
Population **	1,414	1,459	1,459	1,459	1,459	1,535	46,583	0.0%	0.0%	0.0%	3.2%
Households **	1,080	1,087	1,087	1,087	1,087	982	18,334	0.0%	0.0%	0.0%	0.6%
Municipal Expenses *7	\$ 3,844,379	\$ 4,044,376	\$ 4,366,369	\$ 4,571,388	\$ 4,743,686	\$ 5,425,418	\$ 206,177,274	3.8%	4.7%	8.0%	5.2%
Own Source Revenues	\$ 3,282,557	\$ 3,380,993	\$ 3,614,525	\$ 3,920,956	\$ 3,978,243	\$ 4,197,293	\$ 153,185,372	1.5%	8.5%	6.9%	3.0%
Own Source Revenue per Household	\$ 3,039	\$ 3,110	\$ 3,325	\$ 3,607	\$ 3,660	\$ 4,755	\$ 4,499	1.5%	8.5%	6.9%	2.3%
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	72.5%	74.7%	74.5%	74.1%	74.1%	70.4%	74.4%	0.0%	-0.6%	-0.3%	3.0%
Total Revenues	\$ 4,569,879	\$ 4,523,793	\$ 4,937,961	\$ 5,293,020	\$ 5,371,106	\$ 6,097,761	\$ 227,744,110	1.5%	7.2%	9.2%	-1.0%
Annual Repayment Limit	\$ 785,751	\$ 873,976	\$ 927,476	\$ 960,435	\$ 1,054,396	\$ 1,401,640	\$ 31,847,724	9.8%	3.6%	6.1%	11.2%
Own Purpose Taxation	\$ 2,887,562	\$ 2,898,425	\$ 2,997,247	\$ 3,194,328	\$ 3,300,445	\$ 3,006,107	\$ 83,841,728	3.3%	6.6%	3.4%	0.4%
Direct Water Billings as % of Gross Water Expenditures	0.0%	0.0%	0.0%	0.0%	0.0%	37.9%	59.0%				
Taxable Res. Assessment as a % of Total Taxable Assessment	94.0%	94.1%	94.2%	94.2%	94.2%	83.3%	80.4%				

DISCOUNTED WEIGHTED ASSESSMENT ** (Source: Financial Information Return)

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:	
						North - Population >1000 <= 2500	PROVINCE
Taxable	368,579,955	371,556,855	376,791,455	381,441,946	394,042,715	258,858,566	10,884,184,611
PIL	5,717,488	5,568,788	5,568,788	5,568,788	5,568,788	2,974,798	108,233,545
Total	374,297,443	377,125,643	382,360,243	387,010,734	399,611,503	261,833,364	10,992,418,155

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Armour Tp

Date Prepared:
 MSO Office: **Northeast**
 Prepared By:

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 Last Updated: **September 10, 2025**

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 2024 Population: **1,459**
 2025 MFCL Index: ¹⁸ **7.6**

Median Household Income: ¹⁴ **69,500**
 2025 Annual Repayment Limit: **1,141,933**
 Borrowing Capacity 7% over 10 yrs: **8,020,462**

RESIDENTIAL TAXES

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						North - Population >1000 <= 2500	PROVINCE				
# of Residential Households	1,278	1,284	1,284	1,289	1,304	1,020	12,332	1.2%	0.4%	0.0%	0.5%
Avg Municipal Property Taxes Per Avg Residential Household	\$ 1,914	\$ 1,958	\$ 1,982	\$ 2,051	\$ 2,119	\$ 2,311	\$ 2,954	3.3%	3.5%	1.2%	2.3%
Avg Total Property Taxes per Avg Residential Household	\$ 2,294	\$ 2,347	\$ 2,371	\$ 2,443	\$ 2,518	\$ 2,579	\$ 3,353	3.1%	3.0%	1.0%	2.3%
Avg Total Property Taxes per Avg Residential Household as a % of Median Household Income (Tax Effort)	3.8%	3.9%	4.0%	4.1%	3.6%	3.4%	4.2%				
# of Residential Households Excluding Recreational Properties (Excl. RDUs)	646	651	651	653	668	690	11,867	2.3%	0.3%	0.0%	0.8%
Avg Municipal Property Taxes Per Avg Residential Household (Excl. RDUs)	\$ 1,817	\$ 1,843	\$ 1,865	\$ 1,934	\$ 1,999	\$ 2,278	\$ 2,930	3.4%	3.7%	1.2%	1.4%
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs)	\$ 2,178	\$ 2,208	\$ 2,231	\$ 2,303	\$ 2,375	\$ 2,536	\$ 3,322	3.1%	3.2%	1.0%	1.4%
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs) as a % of Median Household Income (Tax Effort)	3.7%	3.7%	3.7%	3.9%	3.4%	3.4%	4.2%				

RESIDENTIAL TAX RATES ¹² (Source: Financial Information Return)

	2020	2021	2022	2023	2024	24/23 %	23/22 %	22/21 %	21/20 %
Lower / Single-Tier General Rate	0.0077035	0.0077077	0.0078017	0.0080100	0.0081258	1.4%	2.7%	1.2%	0.1%
Upper-Tier General Rate	-	-	-	-	-	0.0%	0.0%	0.0%	0.0%
Education Rate	0.0015300	0.0015300	0.0015300	0.0015300	0.0015300	0.0%	0.0%	0.0%	0.0%

TAXES RECEIVABLE

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						North - Population >1000 <= 2500	PROVINCE				
Total Taxes Receivable less Allowance for Uncollectibles	\$ 335,419	\$ 257,887	\$ 330,194	\$ 680,027	\$ 446,238	\$ 468,357	\$ 7,502,393	-34.4%	105.9%	28.0%	-23.1%
Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied	9.4%	7.2%	9.0%	17.4%	11.1%	13.9%	10.2%				
Current Year Taxes Receivable as % of Total Taxes Receivable	69.7%	69.2%	74.8%	66.7%	68.4%	53.5%	62.8%				
Working & Contingency Reserves and Discretionary Reserve Funds as % of Current Yr Taxes Rec.	162.7%	214.3%	156.4%	86.2%	129.2%	284.4%	324.3%				
Previous and Prior Years Taxes Receivable as % of Total Taxes Receivable	23.7%	25.0%	19.5%	25.2%	23.6%	35.1%	27.5%				

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Armour Tp

Date Prepared:
MSO Office: **Northeast**
Prepared By:

2024 FIR Load Status: **Accepted Clean**
Last Updated: **September 10, 2025**

2024 Households: **1,087**
2024 Population: **1,459**
2025 MFCI Index: **7.6**

Median Household Income: **69,500**
2025 Annual Repayment Limit: **1,141,933**
Borrowing Capacity 7% over 10 yrs: **8,020,462**

GRANTS

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						North - Population >1000 <= 2500	PROVINCE				
Total Unconditional Grants	\$ 864,900	\$ 776,654	\$ 698,800	\$ 739,800	\$ 729,800	\$ 811,886	\$ 1,065,992	-1.4%	5.9%	-10.0%	-10.2%
Ontario Municipal Partnership Fund	\$ 709,600	\$ 709,900	\$ 698,800	\$ 739,800	\$ 729,800	\$ 802,005	\$ 1,021,400	-1.4%	5.9%	-1.6%	0.0%
As a % of Municipal Expenses	18.5%	17.6%	16.0%	16.2%	15.4%	14.7%	7.7%				
Other	\$ 155,300	\$ 66,754	\$ -	\$ -	\$ -	\$ 9,881	\$ 44,591	0.0%	0.0%	-100.0%	-57.0%
Total Ontario Conditional Grants	\$ 198,386	\$ 229,087	\$ 278,781	\$ 436,751	\$ 199,621	\$ 682,145	\$ 39,901,077	-54.3%	56.7%	21.7%	15.5%
As a % of Municipal Expenses	5.2%	5.7%	6.4%	9.6%	4.2%	12.2%	13.0%				
Total Ontario Conditional and Unconditional Grants											
As a % of Municipal Expenses	27.7%	24.9%	22.4%	25.7%	19.6%	27.5%	19.9%				

COVID - 19

COVID-19 Municipal Operating Funding Allocations - Actual

- Phase 1 Allocation
- Phase 2 Application Based Allocation
- Phase 2 2021 Allocation

2021 Provincial COVID-19 Recovery Funding for Municipalities

Total COVID-19 Municipal Operating Funding

	2020	2021	TOTAL
- Phase 1 Allocation	\$ 155,300		
- Phase 2 Application Based Allocation	\$ -		
- Phase 2 2021 Allocation		\$ 20,000	
2021 Provincial COVID-19 Recovery Funding for Municipalities		\$ 43,033	
Total COVID-19 Municipal Operating Funding	\$ 155,300	\$ 63,033	\$ 218,333

COVID-19 Municipal Funding - Amounts Recognized

- Safe Restart Agreement - Municipal Operating Funding
- Provincial COVID-19 Recovery Funding for Municipalities

TOTAL COVID-19 MUNICIPAL OPERATING FUNDING RECOGNIZED

	2022	2023	2024	TOTAL
Safe Restart Agreement - Municipal Operating Funding	\$ -	\$ -	\$ -	\$ -
Provincial COVID-19 Recovery Funding for Municipalities	\$ -	\$ -	\$ -	\$ -
TOTAL COVID-19 MUNICIPAL OPERATING FUNDING RECOGNIZED	\$ -	\$ -	\$ -	\$ -
			Funding not recognized:	\$ 218,333

* Note: Because a municipality has recognized all of their funding, does not necessarily mean that they have used all of their funding. Some may still be in a reserve / reserve fund.

Safe Restart Agreement - Public Transit Funding
Social Services Relief Fund (SSRF)

Safe Restart Agreement - Public Transit Funding	\$ -	\$ -	\$ -	\$ -
Social Services Relief Fund (SSRF)	\$ -	\$ -	\$ -	\$ -

Total COVID-19 Expenses as reported on SLC 42 6009 01

	2022	2023	2024
Total COVID-19 Expenses as reported on SLC 42 6009 01	\$ 34,555	\$ -	\$ -

TOTAL DEBT BURDEN

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						North - Population >1000 <= 2500	PROVINCE				
Total Debt Burden	\$ 695,369	\$ 653,627	\$ 610,774	\$ 566,701	\$ 530,972	\$ 1,364,402	\$ 78,842,941	-6.3%	-7.2%	-6.6%	-6.0%

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Armour Tp

Date Prepared:
 MSO Office: Northeast
 Prepared By:

2024 FIR Load Status: Accepted Clean
 Last Updated: September 10, 2025

2024 Households: 1,087
 2024 Population: 1,459
 2025 MFCI Index: 7.6

Median Household Income: 69,900
 2025 Annual Repayment Limit: 1,141,933
 Borrowing Capacity 7% over 10 yrs: 8,020,462

Per Household	\$ 644	\$ 601	\$ 562	\$ 521	\$ 488	\$ 1,788	\$ 1,442	-6.3%	-7.2%	-6.6%	-6.6%
Debt Servicing Cost	\$ 61,009	\$ 60,624	\$ 60,538	\$ 60,529	\$ 62,837	\$ 176,704	\$ 8,046,064	3.8%	0.0%	-0.1%	-0.6%
Per Household	\$ 56	\$ 56	\$ 56	\$ 56	\$ 58	\$ 216	\$ 198	3.8%	0.0%	-0.1%	-1.3%
As a % of Municipal Expenses	1.6%	1.5%	1.4%	1.3%	1.3%	3.1%	3.4%				
As a % of Own Purpose Taxation	2.1%	2.1%	2.0%	1.9%	1.9%	6.3%	6.6%				
As a % of Own Source Revenue	1.9%	1.8%	1.7%	1.5%	1.6%	4.1%	4.2%				
As a % of Total Revenues (Less Donated TCAs)	1.3%	1.3%	1.2%	1.1%	1.2%	2.8%	3.0%				
Debt Service Coverage Ratio (Target: Ratio >= 2)	26	22	23	25	21	6	23				

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

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 MSO Office: **Northeast**
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LIABILITIES (Including Post-Employment Benefits)

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						North - Population >1000 <= 2500	PROVINCE				
Temp. Loans for Current Purposes as % of Municipal Expenses	0.0%	0.0%	0.0%	0.0%	0.0%	0.9%	0.4%				
Post-Employment Benefits	\$ 1,197	\$ 2,170	\$ 3,111	\$ 3,548	\$ 2,574	\$ 23,606	\$ 36,586,902	-27.5%	14.0%	43.4%	81.3%
Total Reserves and Reserve Funds for Post-Employment Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,614	\$ 7,706,950	0.0%	0.0%	0.0%	0.0%

RESERVES AND RESERVE FUNDS

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						North - Population >1000 <= 2500	PROVINCE				
Total Reserves	\$ 2,199,424	\$ 2,813,472	\$ 2,988,738	\$ 3,517,145	\$ 3,774,695	\$ 2,691,529	\$ 43,917,141	7.3%	17.7%	6.2%	27.9%
Total Discretionary Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 931,161	\$ 87,228,340	0.0%	0.0%	0.0%	0.0%
Total Reserves and Discretionary Reserve Funds	\$ 2,199,424	\$ 2,813,472	\$ 2,988,738	\$ 3,517,145	\$ 3,774,695	\$ 3,622,690	\$ 131,145,481	7.3%	17.7%	6.2%	27.9%
Per Household	\$ 2,037	\$ 2,588	\$ 2,750	\$ 3,236	\$ 3,473	\$ 3,972	\$ 3,740	7.3%	17.7%	6.2%	27.1%
As a % of Total Taxes Receivable	651.8%	1082.6%	899.7%	515.7%	842.1%	944.3%	1036.1%				
As a % of Municipal Expenses	57.2%	69.6%	68.4%	76.9%	79.6%	67.1%	73.9%				
As a % of Own Purpose Taxation	76.2%	97.1%	99.7%	110.1%	114.4%	121.2%	132.3%				

FINANCIAL ASSETS

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						North - Population >1000 <= 2500	PROVINCE				
Net Financial Assets or Net Debt as a % of Total Revenues (Less Donated TCAs)	39.6%	49.5%	52.2%	54.9%	50.4%	21.4%	31.1%				
Net Financial Assets or Net Debt as % of Own Source Revenues	54.5%	66.3%	70.1%	74.1%	68.0%	25.0%	38.5%				
Net Working Capital as a % of Municipal Expenses	75.4%	84.7%	87.8%	102.3%	97.9%	65.4%	68.6%				
Net Book Value of Capital Assets as a % of Cost of Capital Assets	59.7%	58.6%	57.6%	57.3%	57.9%	48.3%	54.1%				
Asset Sustainability Ratio (Target: > 90%)	305.4%	116.7%	133.9%	72.8%	187.8%	129.2%	206.3%				
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	40.0%	41.2%	41.9%	42.9%	41.5%	51.8%	47.5%				

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Armour Tp

Date Prepared:
MSO Office: **Northeast**
Prepared By:

2024 FIR Load Status: **Accepted Clean**
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2024 Population: **1,459**
2025 MFCI Index: ^{*8} **7.6**

Median Household Income: ^{**} **69,500**
2025 Annual Repayment Limit: **1,141,933**
Borrowing Capacity 7% over 10 yrs: **8,020,462**

SURPLUS / DEFICIT

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		24/23 %	23/22 %	22/21 %	21/20 %
						North - Population >1000 <= 2500	PROVINCE				
Annual Surplus / (Deficit) (Less Donated TCAs)	\$ 660,491	\$ 445,094	\$ 453,664	\$ 632,822	\$ 354,853	\$ 631,250	\$ 30,080,820	-43.9%	39.5%	1.9%	-32.6%
Annual Surplus / (Deficit) (Less Donated TCAs) Adjusted for Ontario Budget Reg. 284/09)	\$ 1,529,780	\$ 1,221,023	\$ 1,210,538	\$ 1,286,405	\$ 1,225,501	\$ 1,358,800	\$ 49,217,507	-4.7%	6.3%	-0.9%	-20.2%
Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues	20.1%	13.2%	12.6%	16.1%	8.9%	15.0%	15.9%				
Current Ratio (Target: >= 100%)	784.1%	676.9%	633.3%	875.6%	810.1%	1055.9%	712.0%				

OTHER INDICATORS

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:	
						North - Population >1000 <= 2500	PROVINCE
Rates Coverage Ratio (Target: >=40%)	76.1%	73.8%	71.0%	75.2%	70.4%	68.3%	73.4%
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	666.5%	575.9%	564.1%	630.5%	659.9%	708.64%	536.67%
Operating Balance as a % of Total Revenues (Less Donated TCAs) ^{*5}	15.6%	9.8%	11.2%	12.0%	6.6%	8.7%	13.8%
Cumulative Annual Growth Rate ^{**}	1.7%	0.9%	-10.9%	-1.4%	-1.3%	-0.8%	-0.5%
Interest Payments as a % of Total Revenues (Less Donated TCAs)	0.4%	0.4%	0.4%	0.3%	0.3%	0.8%	0.8%

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VULNERABILITY MEASURES

	2020	2021	2022	2023	2024	2024 AVERAGES FOR:		0.0%	-0.6%	-0.3%	3.0%
						North - Population >1000 <= 2500	PROVINCE				
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	72.5%	74.7%	74.5%	74.1%	74.1%	70.4%	74.4%				
Own Source Revenue per Household	\$ 3,039	\$ 3,110	\$ 3,325	\$ 3,607	\$ 3,660	\$ 4,755	\$ 4,499	1.5%	8.5%	6.9%	2.3%
Avg Municipal Property Taxes Per Avg Residential Household as a % of Median Household Income (Tax Effort)	\$ 1,914	\$ 1,958	\$ 1,982	\$ 2,051	\$ 2,119	\$ 2,311	\$ 2,954	3.3%	3.5%	1.2%	2.3%
	3.8%	3.9%	4.0%	4.1%	3.6%	3.4%	4.2%				

SUPPLEMENTARY INDICATORS OF SUSTAINABILITY, FLEXIBILITY AND VULNERABILITY

The following is a summary, adapted from the Chartered Professional Accountants of Canada Statement of Recommended Practice (SORP) 4:

- A government (including a municipality) may choose to report supplementary information on financial condition, to expand on and help explain the government's financial statements.
- Supplementary assessment of a government's financial condition needs to consider, at a minimum, the elements of sustainability, flexibility and vulnerability.
- Vulnerability in this context may be seen as the degree to which a municipality is dependent on sources of funding outside its control or influence or is exposed to risks that could impair its ability to meet its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others.
- Vulnerability is an important element of financial condition because it provides insights into a municipality's reliance on funding sources outside its direct control or influence and its exposure to risks. A municipality whose vulnerability is relatively low has greater control over its financial condition.
- For each element of financial condition, the report on indicators of financial condition should include municipality-specific indicators and municipality-related indicators. It may be useful to also include economy-wide information when discussing financial condition.

ADDITIONAL NOTES ON WHAT FINANCIAL MEASURES MAY INDICATE:

Own Source Revenue as a % of Total Revenues (Less TCAs)

Own Source Revenue as a % of Total Revenues (Less TCAs) is a measure of the municipality's ability to generate revenue from its own sources, excluding transfers from other levels of government. A higher percentage indicates a greater reliance on own source revenue, which is generally considered a positive indicator of financial sustainability.

Own Source Revenue per Household

Own Source Revenue per Household is a measure of the average amount of revenue generated by each household in the municipality. A higher amount indicates a higher level of revenue per household, which is generally considered a positive indicator of financial sustainability.

Average Municipal Property Taxes per Average Residential Household

Average Municipal Property Taxes per Average Residential Household is a measure of the average amount of property taxes paid by each residential household in the municipality. A higher amount indicates a higher level of property taxes, which is generally considered a positive indicator of financial sustainability.

Average Municipal Property Taxes per Average Residential Household as a % of Average Household Income

Average Municipal Property Taxes per Average Residential Household as a % of Average Household Income is a measure of the average amount of property taxes paid by each residential household in the municipality as a percentage of the average household income. A higher percentage indicates a higher level of property taxes relative to household income, which is generally considered a positive indicator of financial sustainability.

MUNICIPAL FINANCIAL PROFILES

(Based on 2024 Financial Information Return)

Armour Tp

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 2024 Population: **1,459**
 2025 MFICI Index: ⁸ **7.6**

Median Household Income: ⁴ **69,500**
 2025 Annual Repayment Limit: **1,141,933**
 Borrowing Capacity 7% over 10 yrs: **8,020,462**

*The data and information contained in this document is for informational purposes only. Any use of the data and information in this document should be done by qualified individuals.
 This information is not intended to be used on its own and should be used in conjunction with other financial information and resources available.*

NOTES

- 1* 2020 to 2024 assessment uses phase-in assessment based on 2016 property values.
- 2* Average tax rates are calculated where necessary when amalgamations occur.
- 3* Household and Population data are as reported by the municipality on Schedule 02 of the FIR.
- 4* Median Household Income - Source: Ministry of Finance - 2025 OMPF
- 5* Total Revenues include revenues from other municipalities.
- 6* The Cumulative Annual Growth Rate has been measured over a three year period. Infrastructure Ontario uses a five year period.
- 7* Total Municipal Expenses exclude amounts for other municipalities
- 8* MFICI Index - Source: Ministry of Finance (2025 OMPF Calculation). This index is available for northern and rural municipalities only.

NUMBER OF MUNICIPALITIES IN COMPARISON GROUPS

	North - Population	Province
	>1000 <= 2500	
2020	37	444
2021	36	443
2022	34	441
2023	30	414
2024	21	252

MUNICIPAL FINANCIAL PROFILES

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CALCULATIONS

STATISTICAL INFORMATION

Population ^{*2}	SLC 02 0041 01
Households ^{*3}	SLC 02 0040 01
Municipal Expenses ^{*7}	SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07
Own Source Revenues	SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1830 04
Own Source Revenue per Household	Own Source Revenues / SLC 02 0040 01
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	Own Source Revenues / (SLC 10 9910 01 - SLC 10 1831 01)
Total Revenues	SLC 10 9910 01
Annual Repayment Limit	The annual repayment limit is calculated annually as per Ontario regulation 403/02. To view the full calculation of the annual repayment limit, please go to the FIR website. https://efis.fma.csc.gov.on.ca/fir/ViewARL.htm
Own Purpose Taxation	ARLs for all municipalities (except the City of Toronto) are posted here as they are made available.
Direct Water Billings as % of Gross Water Expenditures	SLC 10 0299 01
Taxable Res. Assessment as a % of Total Taxable Assessment	(SLC 12 0831 04 + SLC 12 0832 04) / (SLC 40 0831 11 + SLC 40 0832 11) SLC 26 0010 17 / SLC 26 9199 17

DISCOUNTED WEIGHTED ASSESSMENT ^{*1} (Source: Financial Information Return)

Taxable	SLC 26 9199 17
PIL	SLC 26 9299 17
Total	SLC 26 9199 17 + SLC 26 9299 17

RESIDENTIAL TAXES

# of Residential Households	Residential CVA and corresponding household counts are provided by OPTA (excludes the City of Toronto). Residential assessment includes: Single Family, 2 - 6 Units, Farm Residential and Recreational (where included). Note: does not include vacant land.
Avg Municipal Property Taxes Per Avg Residential Household	
Avg Total Property Taxes per Avg Residential Household	
Avg Total Property Taxes per Avg Residential Household as a % of Median Household Income (Tax Effort)	If labeled (Excl. RDUs) Recreational units are excluded.
# of Residential Households Excluding Recreational Properties (Excl. RDUs)	An average household assessment is calculated by taking the sum of the CVA for these residential groups divided by the corresponding households.
Avg Municipal Property Taxes Per Avg Residential Household (Excl. RDUs)	
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs)	An estimated tax rate for each tier (i.e. lower tier, upper tier and school) is applied to the average household assessment to calculate the averages taxes per household by tier.
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs) as a % of Median Household Income (Tax Effort)	(the estimated tax rates are provided by OPTA).

MUNICIPAL FINANCIAL PROFILES

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RESIDENTIAL TAX RATES ^{*2} (Source: Financial Information Return)

Lower / Single-Tier General Rate SLC 22 0010 12 / SLC 22 0010 16
 Upper-Tier General Rate SLC 22 0010 13 / SLC 22 0010 16
 Education Rate SLC 22 0010 14 / SLC 22 0010 16

TAXES RECEIVABLE

Total Taxes Receivable less Allowance for Uncollectibles SLC 70 0699 01
 Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied SLC 70 0699 01 / (SLC 26 9199 03 - SLC 72 2899 09)
 Current Year Taxes Receivable as % of Total Taxes Receivable SLC 70 0610 01 / (SLC 70 0690 01 + SLC 70 0699 01)
 Working Fund Reserves & Contingency Funds as % of Current Yr Taxes Rec. (SLC 60 3010 02 + SLC 60 5020 03) / SLC 70 0610 01
 Previous and Prior Years Taxes Receivable as % of Total Taxes Receivable (SLC 70 0620 01 + SLC 70 0630 01) / (SLC 70 0699 01 + SLC 70 0690 01)

GRANTS

Total Unconditional Grants SLC 10 0699 01
 Ontario Municipal Partnership Fund SLC 10 0620 02
 As % of Municipal Expenses SLC 10 0620 01 / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
 Other SLC 10 0699 01 - SLC 10 0620 01
 Total Ontario Conditional Grants SLC 10 0810 01 + SLC 10 0815 01
 As % of Municipal Expenses (SLC 10 0810 01 + SLC 10 0815 01) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
 Total Ontario Conditional and Unconditional Grants (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
 As % of Municipal Expenses

COVID - 19

COVID-19 Municipal Operating Funding Allocations - Actual

- Phase 1 Allocation
 - Phase 2 Application Based Allocation
 - Phase 2 2021 Allocation
 2021 Provincial COVID-19 Recovery Funding for Municipalities
 Total COVID-19 Municipal Operating Funding

Phase 1 Allocations - Actual
 Phase 2 Application Based Allocations - Actual
 Phase 2 2021 Allocations - Actual
 2021 Provincial COVID-19 Recovery Funding for Municipalities Allocations - Actual
 Phase 1 Allocations + Phase 2 Application Based Allocations + Phase 2 2021 Allocations
 + 2021 Provincial COVID-19 Recovery Funding for Municipalities Allocations

COVID-19 Municipal Funding - Amounts Recognized

Safe Restart Agreement - Municipal Operating Funding
 Provincial COVID-19 Recovery Funding for Municipalities
 TOTAL COVID-19 MUNICIPAL OPERATING FUNDING RECOGNIZED

SLC 10 0626 01
 SLC 10 0629 01
 SLC 10 0626 01 (FY20) + SLC 10 0626 01 (FY21) + SLC 10 0629 01 (FY21)

Funding not recognized:

Safe Restart Agreement - Public Transit Funding
 Social Services Relief Fund (SSRF)
 Total COVID-19 Expenses as reported on SLC 42 6009 01

Total COVID-19 Municipal Operating Funding - Total COVID-19 Municipal Operating Funding Recognized
 SLC 10 0627 01
 SLC 10 0628 01
 SLC 42 6009 01

TOTAL DEBT BURDEN

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Total Debt Burden	SLC 74 9910 01
Per Household	SLC 74 9910 01 / SLC 02 0040 01
Debt Servicing Cost	SLC 74 3099 01 + SLC 74 3099 02
Per Household	(SLC 74 3099 01 + SLC 74 3099 02) / SLC 02 0040 01
As a % of Municipal Expenses	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
As a % of Own Purpose Taxation	(SLC 74 3099 01 + SLC 74 3099 02) / SLC 10 0299 01
As a % of Own Source Revenue	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)
As a % of Total Revenues (Less Donated TCAs)	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 1831 01)
Debt Service Coverage Ratio (Target: Ratio >= 2)	(SLC 10 9910 01 - SLC 40 9910 11 + SLC 40 9910 02 + SLC 40 9910 16) / (SLC 74 3099 01 + SLC 74 3099 02)

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LIABILITIES (Including Post-Employment Benefits)

Temp. Loans for Current Purposes as % of Municipal Expenses **SLC 70 2010 01 / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)**
Post-Employment Benefits **SLC 70 2899 01**
Total Reserves and Reserve Funds for Post-Employment Benefits **SLC 60 5060 02 + SLC 60 5060 03 + SLC 60 5070 02 + SLC 60 5070 03 + SLC 60 5080 02 + SLC 60 5080 03 + SLC 60 5090 02 + SLC 60 5090 03**

RESERVES AND RESERVE FUNDS

Total Reserves **SLC 60 2099 03**
Total Discretionary Reserve Funds **SLC 60 2099 02**
Total Reserves and Discretionary Reserve Funds **SLC 60 2099 02 + SLC 60 2099 03**
Per Household **(SLC 60 2099 02 + SLC 60 2099 03) / SLC 02 0040 01**
As a % of Total Taxes Receivable **(SLC 60 2099 02 + SLC 60 2099 03) / (SLC 70 0699 01 + SLC 70 0690 01)**
As a % of Municipal Expenses **(SLC 60 2099 02 + SLC 60 2099 03) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)**
As a % of Own Purpose Taxation **(SLC 60 2099 02 + SLC 60 2099 03) / SLC 20 0299 01**

FINANCIAL ASSETS

Net Financial Assets or Net Debt as a % of Total Revenues (Less Donated TCAs) **SLC 70 9945 01 / (SLC 10 9910 01 - SLC 10 1831 01)**
Net Financial Assets or Net Debt as % of Own Source Revenues **SLC 70 9945 01 / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1830 04)**
Net Working Capital as a % of Municipal Expenses **(SLC 70 0299 02 + SLC 70 0499 01 + SLC 70 0699 01 + SLC 70 0830 01 + SLC 70 0835 01 + SLC 70 6250 01 + SLC 70 6260 01 + SLC 70 2010 01 + SLC 70 2299 01) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)**
Net Book Value of Capital Assets as a % of Cost of Capital Assets **(SLC 70 6210 01 - SLC 51 2005 11 - SLC 51 2205 11) / (SLC 51 9910 06 - SLC 51 2005 11 - SLC 51 2205 11)**
Asset Sustainability Ratio (Target: > 90%) **SLC 51 9910 03 / SLC 51 9910 08**
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio) **SLC 51 9910 10 / SLC 51 9910 06**

SURPLUS / DEFICIT

Annual Surplus / (Deficit) (Less Donated TCAs) **SLC 10 2099 01 - SLC 10 1831 01**
Annual Surplus / (Deficit) (Less Donated TCAs) Adjusted for Ontario Budget Reg. 284/09 **SLC 10 2099 01 - SLC 10 1831 01 + SLC 40 9910 16 + (SLC 70 2799 01 (CY) - SLC 70 2799 01 (PY)) + (SLC 70 2899 01 (CY) - SLC 70 2899 01 (PY)) - SLC 74 3099 01 (CY = CURRENT YEAR, PY = PREVIOUS YEAR)**
Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues **(SLC 10 2099 01 - SLC 10 1831 01) / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1830 04)**
Current Ratio (Target: >= 100%) **(SLC 70 9930 01 - SLC 70 0829 01 - SLC 70 0845 01 - SLC 70 0898 01) / (SLC 70 2099 01 + SLC 70 2299 01)**

OTHER INDICATORS

Rates Coverage Ratio (Target: >=40%) **(SLC 10 0299 01 + SLC 10 1299 01 + SLC 10 1880 01 + SLC 10 1885 01) / SLC 40 9910 01**
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities) **SLC 70 0299 01 / (SLC 70 2099 01 + SLC 70 2299 01)**
Operating Balance as a % of Total Revenues (Less Donated TCAs)⁷⁵ **(SLC 10 9910 01 - SLC 40 9910 07) / (SLC 10 9910 01 - SLC 10 1831 01)**
Cumulative Annual Growth Rate ⁷⁶ **((SLC 10 9910 01 (CY) / SLC 10 9910 01 (CY - 3)) ^ (1/3) - 1) - ((SLC 40 9910 07 (CY) / SLC 40 9910 07 (CY - 3)) ^ (1/3) - 1)**
Interest Payments as a % of Total Revenues (Less Donated TCAs) **SLC 74 2099 02 / (SLC 10 9910 01 - SLC 10 1831 01)**



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9

Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

MINUTES
Burk's Falls & District Historical Society
Fell Homes, Burk's Falls
Monday, February 16, 2026

Members Present: Diane Brandt – President
Jarv Osborne – Vice President
Jenny Hall - Treasurer
Charlene Watt – Secretary / Deputy Treasurer
Nieves Guijarro
Kristra Trulsen
Peter Hall
Nancy Kyte
Barry Burton
Jarv Osborne

The Members present constituted a quorum.

Call to Order:

The meeting was called to order at 7:00 p.m.
Diane Brandt in the Chair.

Welcome:

Diane welcomed Members.

DRAFT

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance and adoption of the November 17, 2025 Meeting Minutes as circulated: **Moved by Krista Trulsen, Seconded by Nancy Kyte. Carried**

Treasurer's Report:

Treasurer's / Financial Report presented by Jenny Hall. The Treasurer reported that the main bank account balance was \$7,037.50 as of November 1, 2025, and \$8,227.17 as of January 31, 2026. During this period, expenses totaled \$383.79, including \$214.76 for internet and telephone services, \$151.83 for office materials, and \$17.20 for courier fees. Revenue received during the same period included \$1,545.00 from the Heritage Organization



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Development Grant (HODG) and a \$100.00 donation, resulting in an overall increase in the account balance. **Motion to accept the Treasurer's report and pay the monthly invoices: Moved by Jarv Osborne, Seconded by Barry Burton. Carried**

Committee Reports:

Wiseman's Corner Schoolhouse Update:

The heritage centre has been closed for the season.

Watt Farm House Update:

Diane Brandt advised members that she checks in on the farm house on a regular basis.

Membership Committee:

Peter Hall advised members that 2026 memberships will be due prior to the Annual General Meeting scheduled for March. Memberships received at the meeting included Charlene Watt and family, Krista Trulsen, Barry Burton, Jarv Osborne, Diane Brandt, and Nieves Guijarro. Peter will circulate an email to current members notifying them of the upcoming membership renewal deadline and providing details regarding the Annual General Meeting.

Facilities and Functions Committee:

The Facilities and Function Committee met on February 4, 2026, to discuss heating requirements for the Red Building. The discussion included input from the Township of Armour's CAO. It was confirmed that Armour Township will complete the required heat loss study. A quotation from Tasso Lake Heating in the amount of \$17,301.11 plus HST was selected as the preferred option for the heating installation. It was also suggested that any cost savings realized through a reduction in the Heritage Festival budget by Armour Township could be allocated toward capital improvements at the Watt Century Farm House property.

A resolution was presented to the Members outlining the furnace replacement quotations for the Red Building and identifying next steps. Members agreed that Barry Burton would attend a Township of Armour Council meeting as a delegation to seek clarification on how the heating requirements for the Red Building will be addressed. As the property is owned by the Township, the Historical Society may be able to contribute up to \$5,000 toward the project; however, it does not have sufficient funds to cover the full cost. Members expressed concern regarding investing capital funds in a property not owned by the Historical Society. While it was acknowledged that heating in the building is necessary, Members emphasized that the Society does not have the financial capacity to assume full responsibility for the project.



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Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

Diane Brandt advised Members that the Society's laptop was experiencing charging issues and was no longer operating reliably. Given the importance of having dependable computer equipment for administrative and operational purposes, Diane replaced the battery.

Moved by Nancy Kyte, Seconded by Jenny Hall; WHEREAS the Burk's Falls and District Historical Society has received three quotes for the installation of a heating system in the Red Building, with estimated costs ranging from \$19,550.00 to \$22,343.83, as reviewed by the Functions and Facility Committee;

AND WHEREAS the Historical Society has a current bank balance of \$8,373.97, and estimates that the cost of a summer employee in 2026 will be approximately \$3,500, to be supplemented by a Federal Grant through Young Canada Works (grant approval is pending and will be determined in February/March 2026);

AND WHEREAS the Society has received a \$5,000 donation from the Township of Armour, which will be used for operational expenses;

BE IT RESOLVED that the Burk's Falls and District Historical Society may contribute \$5,000 toward the installation of the heating system in the Red Building, if needed.

BE IT FURTHER RESOLVED that the Society will continue to monitor the outcome of the Young Canada Works grant application and will adjust financial plans based on its success or failure in securing funds for the summer employee position. Carried

Correspondence:

Diane Brandt advised Members that a social media feature recognizing Heritage Week was received from the Ministry of Citizenship and Multiculturalism. Diane responded to the correspondence and provided information highlighting the Historical Society's heritage centres.

General Business:

Annual General Meeting & Election of Directors Notice:

Charlene Watt advised members that a public notice was circulated the first week of February, 2026 to advise of the AGM per the terms of our new constitution. The notice was posted to the website and Facebook. Nieves Guijarro has posted the public notice at the library as well. The AGM will be held on March 16, 2026.

Consent to Act as a First Director:

Members were informed that a form must be completed to be a Director of a non-profit organization. In a director's consent, an individual agrees in writing to be a director. Every director who is elected or appointed needs to sign a consent and it must be signed within 10 days of being elected or appointed as a director. Once completed, the form is submitted to the



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Ministry of Public and Business Service Delivery. Charlene Watt will contact Mike Quinton to file the documents. Jenny will follow up with the insurance company after the election and provide the new list of directors and executives.

Parry Sound Life Magazine Article by Andrew Hind:

Jarv Osborne circulated a copy of the Parry Sound Life Magazine Article about the Burk Family dated December, 2025 that was written by Andrew Hind. The Burk family holds the rare distinction of founding two communities in the District of Parry Sound: Seguin Falls and Burk's Falls. Beginning with David Francis Burk Jr., whose temperance hotel along the Nipissing Colonization Road sparked the growth of Seguin Falls, and continuing with his son Frank, who established Burk's Falls around the Magnetawan River, hotels served as the cornerstone of both settlements. Though financial success proved elusive and both hotels ultimately disappeared, the Burks' vision and perseverance left a lasting legacy in the region's history. A copy of the article has also been shared to our website.

Audit of the Books:

Diane Brandt advised Members that auditors are needed for the review of the fiscal year end's financial statement. Jarv Osborne and Krista Trulsen agreed to audit the Treasurer's books.

Heritage Festival 2026:

Members discussed the February 10, 2026 resolution from the Township of Armour refocusing Heritage Festival to reflect a heritage-based mandate and reduced budget model. Members preferred to see funds from the Township directed to capital investments at the Watt Farm House. Members will contact the Township of Armour's Recreation Department regarding Heritage Festival 2026 to plan a smaller community event. A Heritage Festival Committee was created to represent the Historical Society consisting of Barry Burton, Nancy Kyte and Peter Hall.

A resolution was passed to support the discussion. **Moved by Barry Burton, Seconded by Peter Hall; THAT the Burk's Falls and District Historical Society supports the Council of the Township of Armour directing 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 FURTHER THAT the Society supports directing staff to explore alternative locations within Armour Township, revised programming, and a scaled budget model for Council's consideration prior to the 2026 budget deliberations; AND FURTHER THAT the Burk's Falls and District Historical Society respectfully requests that Council consider investing funds allocated for the celebration into capital improvements for the Red Building at the Watt Century Farm House Heritage Centre,**



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thereby strengthening the long-term sustainability and functionality of this important heritage site;

AND FURTHER THAT the Society supports refocusing the event in coordination with the Township of Armour's Recreation Department to ensure effective planning, community engagement, and alignment with the Township's heritage objectives. Carried

New Business:

Change of Monthly Meeting Venue:

Jarv Osborne provided Members with a follow-up to the discussion held in November 2025 regarding meeting space. Charlene Watt advised that the matter was brought forward to an Armour Council meeting for their consideration and the request for use of the Council Chambers for the monthly Historical Society meeting was approved. Members reviewed the Council resolution. The facility was noted to offer several advantages, including improved parking availability, an accessible entrance, and adequate exterior lighting for evening meetings. Members expressed their appreciation to Armour Township Council for its continued support and cooperation. **Motion to move the monthly meetings of the Burk's Falls and District Historical Society to the Township of Armour's Council Chambers effective March, 2026: Moved by Jarv Osborne, Seconded by Peter Hall. Carried**

Members discussed formally expressing their gratitude to Fell Homes for generously permitting use of the common room since the establishment of the Historical Society. Members were invited to consider a creative and meaningful token of appreciation to present to Fell Homes and to bring forward their suggestions at a future meeting for further discussion.

Adjournment:

The next meeting will be held on Monday, February 16, 2026 at the Township of Armour Council Chambers, 56 Ontario Street, Burk's Falls. There being no further business, **Krista Trulsen moved to adjourn the meeting at 8:32 p.m.**

Recorded by
Charlene Watt, Secretary &
Deputy Treasurer

Approved by
Diane Brandt, President



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Armour Township
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112 Midlothian Road
Byerson Township

Date: February 16, 2026

Notice of Motion #2026-02-16-1

Resolution for Burk's Falls and District Historical Society:

WHEREAS the Burk's Falls and District Historical Society has received three quotes for the installation of a heating system in the Red Building, with estimated costs ranging from \$19,550.00 to \$22,343.83, as reviewed by the Functions and Facility Committee;

AND WHEREAS the Historical Society has a current bank balance of \$8,373.97, and estimates that the cost of a summer employee in 2026 will be approximately \$3,500, to be supplemented by a Federal Grant through Young Canada Works (grant approval is pending and will be determined in February/March 2026);

AND WHEREAS the Society has received a \$5,000 donation from the Township of Armour, which will be used for operational expenses;

BE IT RESOLVED that the Burk's Falls and District Historical Society may contribute \$5,000 toward the installation of the heating system in the Red Building, if needed.

BE IT FURTHER RESOLVED that the Society will continue to monitor the outcome of the Young Canada Works grant application and will adjust financial plans based on its success or failure in securing funds for the summer employee position.

Moved By: Nancy Kyte

Seconded By: Jenny Hall



Carried



Defeated

 Diane Brandt
Diane Brandt, President



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Rycerson Township

Date: February 16, 2026

Notice of Motion #2026-02-16-2

Resolution for Burk's Falls and District Historical Society:

THAT the Burk's Falls and District Historical Society supports the Council of the Township of Armour directing 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 FURTHER THAT the Society supports directing staff to explore alternative locations within Armour Township, revised programming, and a scaled budget model for Council's consideration prior to the 2026 budget deliberations;

AND FURTHER THAT the Burk's Falls and District Historical Society respectfully requests that Council consider investing funds allocated for the celebration into capital improvements for the Red Building at the Watt Century Farm House Heritage Centre, thereby strengthening the long-term sustainability and functionality of this important heritage site;

AND FURTHER THAT the Society supports refocusing the event in coordination with the Township of Armour's Recreation Department to ensure effective planning, community engagement, and alignment with the Township's heritage objectives.

Moved By: BARRY BURTON

Seconded By: PETER HALL



Carried



Defeated

Diane Brandt
Diane Brandt, President

2026 TRI R WASTE MANAGEMENT BUDGET

	Account #	Description	2023 ACTUAL	2024 ACTUAL	2025 BUDGET	2025 ACTUAL	2026 DRAFT BUDGET
TRI R WASTE MANAGEMENT OPERATING REVENUE							
1	15-341-000	TRI R-Landfill Tipping Fees	\$176,335	\$101,098	\$75,000	\$88,241	\$75,000
2	15-341-001	TRI R - 2023 Filters - Foodcycler	\$560	\$220	\$250	\$70	\$250
3	15-341-002	TRI R - Landfill Tipping Fees - Municipal Payments	\$0	\$86,070	\$85,000	\$87,042	\$85,000
4	15-341-003	TRI R - Short -Term Rental Kits	\$0	\$0	\$0	\$390	\$300
5	15-342-000	TRI R - Recycling - Diversion Rebates	\$11,108	\$20,391	\$11,000	\$11,372	\$5,600
6	15-344-000	TRI R - Recycling - Sale of Blue Boxes	\$33	\$121	\$150	\$50	\$0
7	15-540-000	TRI R - Govt. Grants Recycling Operating	\$70,970	\$68,392	\$0	\$2,162	\$0
8	15-541-000	TRI R - Circular Materials Contract	\$0	\$0	\$47,000	\$49,451	\$42,670
9	TRI R WASTE MANAGEMENT TOTAL REVENUE		\$259,005	\$276,292	\$218,400	\$238,778	\$208,820
TRI R WASTE MANAGEMENT OPERATING EXPENDITURES							
10	16-451-000	TRI R - Salaries & Benefits	\$331,833	\$281,313	\$340,000	\$354,080	\$340,000
11	16-451-001	TRI R - Training, Health & Safety	\$1,843	\$1,006	\$4,500	\$4,162	\$4,500
12	16-452-000	TRI R - Supplies	\$738	\$1,192	\$2,000	\$2,254	\$2,000
13	16-454-000	TRI R - Skid & Packer Fuel	\$8,391	\$7,368	\$9,000	\$7,624	\$9,000
14	16-455-000	TRI R - Insurance	\$7,266	\$8,373	\$9,200	\$9,198	\$9,600
15	16-455-002	TRI R - Audit & Accountant Fees	\$4,447	\$11,378	\$4,900	\$4,900	\$8,100
16	16-456-000	TRI R - Hazardous Waste Disposal	\$2,375	\$1,335	\$2,000	\$3,554	\$2,500
17	16-460-000	TRI R - Dozer/Site Maintenance	\$113	\$334	\$2,000	\$3,218	\$2,000
18	16-460-005	TRI R - Contracted Services	\$5,363	\$9,601	\$5,000	\$28,680	\$5,000
19	16-461-000	TRI R - Office & Advertising	\$1,323	\$3,099	\$2,500	\$3,478	\$2,500
20	16-461-001	TRI R - Bank Charges	\$3,453	\$4,163	\$4,000	\$4,436	\$4,200
21	16-462-000	TRI R - Payment in Lieu of taxes	\$3,639	\$3,668	\$3,800	\$3,656	\$3,800
22	16-464-000	TRI R - Monitoring	\$24,207	\$21,898	\$24,000	\$21,694	\$22,000
23	16-465-000	TRI R - Equipment Maintenance	\$8,063	\$32,103	\$35,000	\$36,791	\$35,000
24	16-476-000	TRI R - Freight	\$15,636	\$21,689	\$8,000	\$14,024	\$12,000
25	16-476-005	TRI R - Processing Fee	\$31,556	\$30,135	\$4,300	\$5,446	\$5,500
26	16-478-000	TRI R - Building Maint.	\$90	\$183	\$1,000	\$216	\$1,000
27	16-480-000	TRI R - Natural Gas	\$3,009	\$2,333	\$3,000	\$2,237	\$3,000
28	16-481-000	TRI R - Hydro & Telephone	\$3,186	\$3,234	\$3,000	\$2,032	\$3,000
29	16-486-000	TRI R - Winter Maintenance	\$1,948	\$1,741	\$3,000	\$3,577	\$3,000
30	TRI R WASTE MANAGEMENT TOTAL OPERATING EXPENDITURES		\$475,690	\$468,032	\$470,200	\$515,258	\$477,700
31	TRI R WASTE MANAGEMENT NET OPERATING EXPENDITURES		\$216,685	\$191,740	\$251,800	\$276,479	\$268,880

-RESOLUTION-

2026 TRI R WASTE MANAGEMENT BUDGET

Account #	Description	2023 ACTUAL	2024 ACTUAL	2025 BUDGET	2025 ACTUAL	2026 DRAFT BUDGET
TRI R WASTE MANAGEMENT CAPITAL REVENUE						
32	15-343-000 TRI R - Sale of Equipment - COMPACTION BIN	\$1,200	\$0	\$0	\$0	\$8,000
33	15-649-001 TRI R - Food Cyclor Sales	\$0	\$0	\$0	\$0	\$0
34	TRI R WASTE MANAGEMENT TOTAL CAPITAL REVENUE	\$1,200	\$0	\$0	\$0	\$8,000
TRI R WASTE MANAGEMENT CAPITAL EXPENDITURES						
35	16-489-002 TRI R - Landfill - Landfill Compactor Repair	\$0	\$0	\$50,000	\$42,643	\$15,000
36	16-489-003 TRI R - Landfill - Mattress Shred & Disposal	\$0	\$15,620	\$0	\$0	\$0
37	16-489-004 TRI R - Recycling - Compaction bins	\$12,000	\$0	\$0	\$0	\$0
38	16-489-005 TRI R - Recycling - Pole Barn Repair	\$0	\$0	\$15,000	\$8,834	\$9,000
39	16-489-006 TRI R - Landfill - Equipment Repairs	\$13,941	\$0	\$0	\$0	\$0
40	16-489-503 TRI R - Food Cyclor (2022 Pilot) (2023 Filters)	0	\$490	\$700	\$700	\$440
41	TRI R WASTE MANAGEMENT TOTAL CAPITAL EXPENDITURES	\$25,941	\$16,110	\$65,700	\$52,177	\$24,440
42	TRI R WASTE MANAGEMENT NET CAPITAL EXPENDITURES	\$24,741	\$16,110	\$65,700	\$52,177	\$16,440
43	TRI R WASTE MANAGEMENT NET EXPENDITURES	\$241,426	\$207,850	\$317,500	\$328,656	\$285,320
44	TRI R WASTE MANAGEMENT CONTRIBUTIONS BY MUNICIPALITY	2023 budgeted 15% Plus % of Bags	2024 budgeted 15% Plus % of Bags	2025 budgeted 15% Plus % of Bags	2025 ACTUAL 15% Plus % of Bags	2026 Draft budget 15% Plus % of Bags
45	Armour 15% of Net Expenditures	\$36,214	\$31,178	\$47,625	\$49,298	\$42,798
46	2025 total bags 36,616 - 22,470 = 61.367% OF TOTAL BAGS	\$81,393	\$68,922	\$105,280	\$108,979	\$96,301
47	TOTAL CONTRIBUTION	\$117,607	\$100,100	\$152,905	\$158,277	\$139,099
48	Burks Falls 15% of Net Expenditures	\$36,214	\$31,178	\$47,625	\$49,298	\$42,798
49	2025 total bags 36,616 - 1,726 = 4.714% OF TOTAL BAGS	\$7,165	\$7,721	\$11,794	\$12,209	\$7,397
50	TOTAL CONTRIBUTION	\$43,379	\$38,899	\$59,419	\$61,507	\$50,195
51	Ryerson 15% of Net Expenditures	\$36,214	\$31,178	\$47,625	\$49,298	\$42,798
52	2025 total bags 36,616 - 12,420 = 33.920% OF TOTAL BAGS	\$44,226	\$38,076	\$57,551	\$59,573	\$53,229
53	TOTAL CONTRIBUTION	\$80,440	\$69,253	\$105,176	\$108,872	\$96,027
54	TOTAL OF ALL CONTRIBUTIONS	\$241,426	\$208,252	\$317,500	\$328,656	\$285,322
55	Final 2025 Garbage bag count for total contribution by municipality. 2025 total bags = 36,616 (Armour = 22,470 (61.367%) Burks Falls = 1,726 (4.714%) Ryerson = 12,420 (33.920%))					

**BURK'S FALLS, ARMOUR AND RYERSON MEMORIAL
ARENA
2026 DRAFT BUDGET**

February 2026

Account #	Description	2020 Actuals	2021 Actuals	2022 Actuals	2023 Actuals	2024 Actuals	2025 Budget	2025 Actuals as of December 31	2026 Draft	NOTES
OPERATING ACTIVITIES										
15-372	OPERATING REVENUE									
	User fees, Sign Rentals	22,735	58,678	108,925	140,249	171,440	167,250	216,403	195,350	Ice 1950 hours new rates effective Sept 1st
	Concessions, Public Skate, Skate Sharpening	5,811	2,602	6,920	31,143	33,732	33,500	25,284	27,000	new rates effective Sept 1st
	Donations/Other Revenue	285	202	3,700	500	500	300	3,334	2,700	Cadets & PS donations
	TOTAL OPERATING REVENUE	28,831	61,482	119,545	171,892	205,672	201,050	245,021	225,050	
OPERATING EXPENDITURES										
16-721	Arena-Wages & Benefits	113,806	111,321	193,052	227,061	256,556	298,420	291,552	326,053	2026 Wages - Updated pay equity
16-723	Arena Bad Debt Expense	3,644	3,643	0	0					
16-724-1	Audit & Accounting	2,500	2,500	2,500	3,345	5,300	5,500	5,625	5,750	Based on 2025
16-724-10	Insurance	24,894	24,894	35,445	39,218	45,096	48,595	50,251	50,855	Quoted amount
16-724-2	Telephone	1,459	1,459	1,488	1,958	2,861	3,000	1,897	2,500	Landline and Cell phone
16-724-3	Hydro	23,648	23,648	51,145	58,278	65,906	66,000	87,009	91,360	Increased ice use/global pricing
16-724-4	Natural Gas	9,139	9,139	13,646	19,148	16,054	19,000	7,264	8,500	Based on current Facility use
16-724-5	Water & Sewer	2,375	2,375	3,130	4,492	7,965	9,000	5,820	6,600	Based on current Facility use
16-724-6	Ice Plant	4,524	4,524	21,878	10,769	25,328	19,575	32,179	22,500	Based on increased operations
16-724-7	Building/Equipment/Garbage Maintenance	15,936	15,936	19,925	20,727	26,322	22,500	18,189	26,500	Garbage Disposal / New Stove
16-724-8	Cleaning Supplies	1,680	1,680	3,169	6,216	7,768	8,500	6,472	7,000	Based on current Facility use
16-724-9	Zamboni Maintenance, Fuel and Blade Sharpening	9,327	9,327	14,247	8,990	11,285	14,500	14,681	16,500	Radiator leak and replacement
16-724-91	Office supplies/uniform/Tech support/software	2,791	2,791	5,660	5,361	6,381	7,000	12,193	14,500	Laptop/tech support/software
16-724-92	Fire Safety	1,266	1,266	3,475	3,775	3,263	3,550	3,705	3,750	Annual Contract
16724+99	First Aid Supplies						500	68	250	*Defib Batteries \$750* - 2029
16-724-93	Snow Removal and Grounds Maintenance	8,466	8,466	5,360	1,706	2,197	6,000	5,003	6,750	Includes parking lot sweeping
16-724-94	Elevator	1,165	1,165	2,355	1,657	1,727	3,000	1,640	2,500	Maint.Contract with Savaria
16-724-95	Skate Sharpener	0	0	270	410	171	600	99	600	Stones, parts, diamond dresser
16-724-96	Booth Supplies	5,046	5,046	6,269	13,556	17,038	12,825	13,684	9,900	45% of projected sales
16-724-97	Training	270	270	1,162	2,288	2,075	4,500	4,603	4,500	Staff & succession training
16-724-98	Ag-Society - Fall Fair Tents				3,956	4,856	5,000	5,434		Tri-Council Expense moved
16-724-98-1	Asbestos Survey					5,500				
	TOTAL OPERATING EXPENDITURES	252,727	250,241	384,176	432,911	513,649	557,565	567,368	606,868	
	NET OPERATING EXPENDITURES	223,896	188,759	264,631	261,019	307,977	356,515	322,347	381,818	

Arena Revenue Budget Break Down

	2024	2025	2026
Ice Rentals	159,374	149,400	175,500
Hall Rentals	8,745	8,250	10,250
Sign Rentals	3,454	8,850	8,850
Floor Rentals		750	750
Public Skate	3,650	3,650	3,650
Skate Sharpening	1,350	1,350	1,350
Concessions	28,732	28,500	22,000
Donations	500	300	2,700
Totals	205,805	201,050	225,050

Account #	Description	2020 Actuals	2021 Actuals	2022 Actuals	2023 Actuals	2024 Actuals	2025 Budget	2025 Actuals as of August 31	2026 Draft	
CAPITAL TRANSACTIONS										
32	15-372	CAPITAL REVENUE								
33			24,500	0	0	0	0	0	0	
34				0	0	0	0	0	0	
35		0	24,500	0	0	0	0	0	0	
36										
37	16-725	CAPITAL EXPENDITURES								
38		1,552	34,334	64,258	109,900	109,981	132,100	86,539		
39										
40									146,323	Ordered January 2026
41									3,500	Annual Capital Service Contract
42									7,500	Capital Maintenance
46									7,500	Public Health and Safety Issue
47									3,500	Annual Floor Maintenance
48										
49										
50										
51										
52		1,552	34,334	64,258	109,900	109,981	132,100	86,539	168,323	
53										
54		1,552	34,334	64,258	109,900	109,981	132,100	86,539	168,323	
55										
56		225,448	223,093	328,889	370,919	417,958	488,615	408,886	550,141	
57										
58		MUNICIPAL CONTRIBUTIONS								
59	15-672	77,340	88,867	109,630	123,640	139,319	162,872	136,295	183,380	
60	15-671	77,340	88,867	109,630	128,559	139,319	162,872	136,295	183,380	
61		77,340	88,867	109,630	128,559	139,319	162,872	136,295	183,380	
62		232,020	266,601	328,890	380,758	417,958	488,615	408,886	550,141	

ARBF Memorial Arena
10 year Capital Plan

Departme	Item	2,025	2,026	2,027	2,028	2,029	2,030	2,031	2,032	2,033	2,034	
Ice Plant	condenser cleaning	1,850			2,150		2,450		2,700		3,000	
	top end overhaul (6000 hours) Comp #1 & #2					10,000		10,000				
	Safety Valves Inspected/Replaced									5,500		
	Plate/Frame Chiller Regasket				45,000							
	Compressor #1 overhaul (6000 hours)					10,000					10,000	
	Compressor #2 overhaul (6000 hours)					10,000					10,000	
	Compressor #1 Replacement			40,000								
	Compressor #2 Replacement	35,000										
	Compressor Oil Separators (2)	15,300		40,000								
	Oil Separator Reserve Fund											
	Evaporator Condenser Replacement		146,323									
	Upgrade Relief Pipe/Stack/Size	21,000		27,500								
	Building	Structure report				12,500						11,000
		Replace Dishwasher				7,750						
Floor Machine Scrubber		12,500										
Man Gate Handle Replacement			7,500			15,000						
Man-gate Replacement				25,500								
Puck Board Upgrade/Ice Surface									60,000			
2 - Zamboni Roll Up Door Replacement		6,500										
Battery Operated Edger & Lawn Equipment		7,000										
Zamboni Replacement							145,000					
Generator Repairs and Capital Contract		12,500	3,500	3,500	3,500	9,000	4,000	4,000	4,000	4,000		
Generator Demand Regulators and Solenoids			7,500									
Condensor Water Tank Level Control		3,750										
Karl Crozier Room Floor Refinishing			3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	
Arena Roof								225,000				
Remove and replace Lintel & Overhead Door Jams		7,500										
Lobby Tankless - Hot Water Heater		6,200										
Replace damaged masonry blocks		3,000										
In depth inspection of Steel Members					15,000							
HVAC Replacement						50,000						
Lobby Washroom Rubber Flooring					13,000							
Washroom Partitions and Counter Upgrades				17,500								
Dressing Room & Players Benches Replacement					40,000							
Totals		132,100	167,823	139,600	119,600	147,300	154,850	242,500	70,300	44,200	6,800	

	A	B	W	Y	Z	AA	AB	AC
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2	2026 DRAFT BUDGET							
3	February 17, 2026							
4	Account #	Description	2023 Actual	2024 Actual	2025 Budget	2025 Actual (Pre-Audit)	2026 DRAFT BUDGET	Comments
6	OPERATING ACTIVITIES							
7	OPERATING REVENUE							
8	15-321	MVC	7,950	9,713	6,100	4,818	6,800	3-year average
9	15-321-01	Inspections	470	620	500	535	500	
10	15-321-03	Miscellaneous Revenue	8,516	2,910	3,500	9,157	6,900	Fines, burn permits
12	15-321-05	Fire Chief Shared Services	-	38,761	52,700	46,437	-	Agreement terminated in 2025
14	TOTAL OPERATING REVENUE		16,936	52,004	62,800	60,948	14,200	
15								
16	OPERATING EXPENDITURES							
17	16-202	Vehicle Expense	16,275	27,634	32,000	23,222	27,500	
18	16-203	Equipment/Comm Repair	11,358	15,520	11,600	10,962	14,700	
21	16-206	Fire Prevention Supplies	3,319	4,445	5,600	1,775	4,700	
23	16-208	Training	8,902	8,473	14,600	6,707	16,800	
25	16-209	WSIB	6,479	9,234	10,900	8,677	9,600	
26	16-210	Response Wages	82,088	102,121	97,000	85,359	94,000	
27	16-211	Wages & Empl Related Costs	195,353	229,022	225,600	219,988	229,000	
28	16-212	Insurance	33,788	37,291	37,900	37,944	40,700	
29	16-213	Building Repair/Maintenance	2,576	5,061	4,000	1,144	4,000	
30	16-214	Office Expense	17,378	18,455	17,400	19,293	18,300	
34	16-215	Air Station Fill and Maintenance	765	808	1,000	268	1,400	
35	16-216	PPE	465	217	-	-	-	
36	16-217	New Equipment/Gear	22,178	36,381	46,200	35,755	58,600	Portable radios, bunker gear, helmets, boots, station wear
37	16-218	Miscellaneous	811	3,210	1,000	24	1,000	
38	16-219	Snow Removal	1,931	1,510	2,100	3,333	2,100	
39	16-222	Recharge Fire Extinguishers	379	136	500	-	500	
40	16-223	Radio License	1,672	1,745	2,400	1,792	1,850	Increase in fees

	A	B	W	Y	Z	AA	AB	AC
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2	2026 DRAFT BUDGET							
3	February 17, 2026							
4	Account #	Description	2023 Actual	2024 Actual	2025 Budget	2025 Actual (Pre-Audit)	2026 DRAFT BUDGET	Comments
41	16-224	Answering Service	1,286	1,286	1,350	1,330	1,350	
42	16-225	Legal	6,594	2,089	1,000	2,180	2,000	
43	16-226	Office Space Rental	3,242	3,242	3,242	3,242	3,242	
44	16-229	Audit/Accounting	4,818	4,384	4,200	2,193	4,200	Audit fees \$3,700 per contract + \$500 for external accounting
46	16-248	Defib/Medical Supplies	651	1,376	4,000	-	1,000	
47		TOTAL OPERATING EXPENDITURES	422,308	513,639	523,592	465,187	536,542	
48								
49		NET OPERATING EXPENDITURES	405,373	461,636	460,792	404,239	522,342	
50								
52	CAPITAL TRANSACTIONS							
53		CAPITAL REVENUE						
54	15-321-02	Donations	500	2,000	100	-	100	
55	15-323	Transfer to Unfunded Capital	-	-	-	417,269	-	Re: construction cost of new fire hall
56	15-328	Proceeds on sale of Capital Assets	-	10,000	-	-	-	
58	15-325	Capital Grant Revenues					1,850,000	Potential NOHFC Fire Hall grant
59	15-326	Loan Proceeds	-	-	-	-	1,850,000	
61		TOTAL CAPITAL REVENUE	500	12,000	100	417,269	3,700,100	
62								
63		CAPITAL EXPENDITURES						
64	16-221	Capital Purchase	8,805	761,517	32,500	453,516	3,704,000	
69		Debt Repayment						
70	16-212-1	Tanker Loan - interest	4,537	3,733	2,905	2,905	2,052	
71	16-212-2	Tanker Loan - principal	26,510	27,303	28,120	28,120	28,961	
72	16-212-3	Fire Hall Construction Loan - interest	-	-	18,305	-	60,100	Interest on construction financing
73	16-212-4	Fire Hall Loan - interest	-	-	-	-	14,017	
74	16-212-5	Fire Hall Loan - principal	-	-	-	-	6,654	Assuming debentured out by October 2026

	A	B	W	Y	Z	AA	AB	AC
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2	2026 DRAFT BUDGET							
3	February 17, 2026							
4	Account #	Description	2023 Actual	2024 Actual	2025 Budget	2025 Actual (Pre-Audit)	2026 DRAFT BUDGET	Comments
75								
76		TOTAL CAPITAL EXPENDITURES	39,852	792,553	81,830	484,540	3,815,784	
77								
78		NET CAPITAL EXPENDITURES	39,352	780,553	81,730	67,272	115,684	
79								
80		NET EXPENDITURES	444,724	1,242,188	542,522	471,511	638,026	
81								
82		MUNICIPAL CONTRIBUTIONS						
83	15-621 A	Armour (47.84%)	212,756	594,263	259,543	225,571	305,232	
84	15-621 B	Burk's Falls (28.6%)	127,191	355,266	155,161	134,852	182,475	
85		Ryerson (23.56%)	104,777	292,660	127,818	111,088	150,319	
86			444,724	1,242,188	542,522	471,511	638,026	

	<h2>Fire Chief's Report</h2>
To:	Council
From:	Joe Readman, Fire Chief
Date of Meeting:	February 24, 2026
Report Title:	Purchasing First Due software

Recommendation:

That Council receives and approves this report as presented and authorizes the purchase of First Due and enter into a contract for continued use.

Introduction:

Burk's Falls and District Fire Department has always been a pen and paper department for call reports, inspections, equipment logs and so many more areas of the department. While this has worked historically, it is outdated, time consuming, creates duplicated information and takes up lots of physical space. The department has been engaged with multiple software companies over the past year to source out the right software for us and our needs, keeping in mind, security, ease of use/availability and cost.

First Due meets all our needs, it is easy to use platform, and dashboard will streamline day-to-day tasks at both the management and firefighter levels. It is a secured cloud base software with servers here in Canada. It has many beneficial modules including:

Incident Reporting- Fire Code reporting incident documentation, provincial compliance

Inspections- Field inspections, configurable checklists, violation management, virtual inspections, inspection scheduler, and integrated pre-planning.

Community Connect- An on-line portal for residents and businesses to input critical occupant and property data that can be made available to emergency responders during an incident.

This also has the alert system built in to replace CODERED, we did bring our CEMC into the demo of this portion and she was supportive of this software.

Occupancy Management & Pre-incident Planning- manage occupancies, Pre-incident mapping, fire systems, hazardous materials and contact information.

Assets & Inventory

Assets, vehicles, equipment and inventory management, asset and equipment checks, and work order management.

Financial implication:

First year \$17,150.00 This includes the purchase of the First Due software services related to configuring and customizing the First Due Platform and initial training of staff.

Annual subscription starting year two \$13,150.

This will replace an approximate \$4,000 in annual fees to CODERED for the three municipalities.

Conclusion:

Although pen and paper have brought us this far, its time to modernize into the digital world. We have spent the last year exploring and testing available software options and First Due is my recommendation to Council. First Due will provide everything we need as a Fire Department to stay within legal compliance and will also be used partially by our CEMC as an alert system during large scale events or emergencies.



LIBRARY BUILDING MAINTENANCE AND FINANCIAL SUSTAINABILITY

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.



The Municipality of the
VILLAGE OF BURK'S FALLS

172 Ontario Street • PO Box 160 • Burk's Falls ON P0A 1C0
 P 705-382-3138 • F 705-382-2273 • www.burksfalls.net

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 force 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.

Denis Duguay C M R P
CAO/CLERK

Village of Burk's Falls
 Almaguin Highlands Health Centre
 January 1, 2025 to December 31, 2025

Revenues-Almaguin Highlands Health Centre		2025 Actuals
15-540	Health Centre Rental Revenue	123,839
15-544	Health Centre-Other Revenue	486
Total Revenues-Health Centre		124,325

Expenditures-Almaguin Highlands Health Centre		2025 Actuals
16-5401	Health Centre Wages & Benefits	66,299
16-5402	Hydro	21,346
16-5403	Natural Gas	5,611
16-5404	Fuel Oil	557
16-5406	Cleaning Materials	4,735
16-5407	Pest Control	1,054
16-5408	Water & Sewer	1,764
16-5409	Insurance	11,211
16-541	Health Centre-Capital-Replace Fire Panel	18,852
16-541	Health Centre-Capital-Reline Sewer Pipe	23,130
16-5410	Snow Removal	6,868
16-5411	Elevator R&M	4,414
16-5413	Building Maintenance	27,967
16-5416	Miscellaneous	1,706
16-5418	Telephones	2,338
16-550	Transfer to Reserve-Health Centre	10,000
Total Expenses-Almaguin Highland Health Centre		207,852

Surplus / Deficit **-83,527**

2025 Deficit	83,527
Divided by 10 municipalities	8,353

**Village of Burk's Falls
Almaguin Highlands Health Centre
January 1, 2024 to December 31, 2024**

Revenues-Almaguin Highlands Health Centre		2024 Actuals
15-540	Health Centre Rental Revenue	131,976
15-544	Health Centre-Other Revenue	3,232
Total Revenues-Health Centre		135,208

Expenditures-Almaguin Highlands Health Centre		2024 Actuals
16-5401	Health Centre Wages & Benefits	58,856
16-5402	Hydro	21,400
16-5403	Natural Gas	4,906
16-5404	Fuel Oil	1,009
16-5406	Cleaning Materials	4,429
16-5406-1	Janitorial Contract	5,156
16-5407	Pest Control	808
16-5408	Water & Sewer	1,280
16-5409	Insurance	10,486
16-541	Health Centre-Roof over Elevator Shaft	
16-541	Health Centre-Capital-Key System	
16-541	Health Centre-Backflow Preventer	
16-541	Health Centre-Capital	
16-5410	Snow Removal	3,248
16-5411	Elevator R&M	7,701
16-5413	Building Maintenance	33,289
16-5416	Miscellaneous	2,558
16-5418	Telephones	3,458
16-550	Transfer to Reserve-Health Centre	10,000
Total Expenses-Almaguin Highland Health Centre		168,584

Surplus / Deficit **-33,376**

2024 Deficit	33,376
Divided by 10 municipalities	3,338



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

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

Almaguin Highlands O.P.P. Detachment Board

**Special Meeting of the Board
 Wednesday February 11th, 2026
 5:00 p.m.
 Electronic Attendance Only**

**Members of the Public are welcome to join the live teleconference
 audio meeting by calling:**

Phone Number: 1 (646) 931- 3860 Meeting ID: 816 7797 5759

Passcode: 030278

Zoom Meeting Link:

<https://us06web.zoom.us/j/81677975759?pwd=dEpKUFNlVWhqSDZwUEVCbkxzZkhOdz09>

- 1. Call to Order**
- 2. Disclosure of Conflict of Interest**
 (with reference to this Agenda and any previous meeting)
- 3. Adoption of Minutes**
 - 3.1. Regular Board Meeting Minutes – Wednesday, January 14th, 2026
- 4. Delegations - NIL**
- 5. Almaguin Highlands OPP S/Sgt Detachment Commander
 Updates and/or Reports - NIL**
- 6. Board Business**
 - 6.1. Draft 2 – 2026 Budget {Res}
 - 6.2. 2026 Spring Conference and Annual General Meeting {Res}
 - 6.3. Draft Meal Allowance Policy {Res}
- 7. Correspondence and General Information - NIL**
- 8. By-laws – NIL**
- 9. Closed Session – NIL**
- 10. Other Business**

11. Adjournment - Next Meeting: April 8, 2026

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

This is the true original Agenda distributed to the OPP Detachment Board, copied for public handout, and placed in the Almaguin Highlands OPP Detachment Board File. Ref: OPP Detachment Board Agenda 2026 02 11



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

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

Almaguin Highlands O.P.P. Detachment Board

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

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

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

In Attendance:

Council Chambers:

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

Regrets:

Krista Miller, Vice Chair & Community Representative

Members of the Public: n/a

Disclosure of Conflict of Interest

Nil

Item 3 – Adoption of Minutes

Resolution No. 2026-01

Moved by: Dan Robertson

Seconded by: Neil Scarlett

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

Carried

Item 4 Delegations

N/A

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

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

Resolution No. 2026-02

Moved by: Kevin Noaik

Seconded by: Joe Lumley

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

Carried

Item 6 – Board Business

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

Resolution No. 2026-03

Moved by: Kevin Noaik

Seconded by: Joe Lumley

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

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

Carried

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

Resolution No. 2026-04

Moved by: Neil Scarlett

Seconded by: Dan Robertson

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

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

Carried

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

Resolution No. 2026-05

Moved by: Kevin Noaik

Seconded by: Dan Robertson

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

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

Carried

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

Resolution No. 2026-06

Moved by: Joe Lumley

Seconded by: Kevin Noaik

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

Carried

Item 7 – Correspondence and General Information

Resolution No. 2026-07

Moved by: Kevin Noaik

Seconded by: Dan Robertson

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

Carried

10. Other Business

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

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

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

Dated this 11th day of February, 2026.

Original signed by Robert Sutherland
Robert Sutherland, *Chair*

Original signed by Beth Morton
Beth Morton, *Acting Secretary*



**Special Meeting of the Board
Wednesday February 11, 2026**

**Items for consideration:
Draft 2 - 2026 Board Budget,
Annual Conference
& Meal Allowance Policy**

RESOLUTIONS:

Resolution 1

Be it resolved that the Almaguin Highlands OPP Detachment Board has received the Draft 2 2026 Budget and hereby directs that the Secretary bring it forward for approval at the April 8, 2026 Meeting.

Resolution 2

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby approves _____ to attend the 2026 Spring Conference and Annual General Meeting from June 1 to 3, 2026 in Niagara Falls, Ontario.

Resolution 3

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby directs the Secretary to bring forward a Meal Allowance Policy for consideration and approval at the April 8, 2026 Meeting.

OVERVIEW

The Acting Secretary has provided a revised 'Draft 2' Budget for discussion for the 2026 Almaguin Highlands OPP Detachment Board Budget.

Honoraria for community representatives and the provincial appointee has been established to be paid in accordance with the Township of Perry's established per-meeting per diem for advisory boards which is \$61.82 per

meeting beginning in 2026. The Board has established to meet quarterly, but I have added an allowance for up to 2 additional meetings per year.

The 2026 Insurance and Membership costs are confirmed and paid for this year.

General Board costs were originally established at \$1,800 for 2026.

There was a discussion that one or two Board Members may wish to attend the Spring OAPSB Conference this year. There are also Zone Meetings that will be held later in the year in Sudbury and Sault Ste. Marie and during the OAPSB Conference in June.

I was able to obtain the estimated costs for the Conference and Zone Meetings.

For the Spring Conference there is a Early Bird discount up to April 1, 2026. The cost is \$899 plus tax for the conference. Hotel rates are \$159 to 239 plus tax per night depending on availability of rooms. Mileage and other food expenses have also been considered.

For the Zone Meetings, I have calculated approximate costs for hotel, mileage and food expenses.

The budget has been established to allow for the attendance of one member at the Conference and at each Zone Meeting.

It should be confirmed if anyone or who will be attending the conference. The registration will need to be completed prior to the next meeting to ensure that the Early Bird discount is applied (before April 1, 2026). The Acting Secretary can complete the registration and pay the fees for conference. Hotel and other expenses will need be managed by the attendee and reimbursed by the Township of Perry upon providing receipts. Hotel expenses will be reimbursed based on hotel rates advertised should the attendee wish to book at an alternate location. Furthermore, if there is no one attending this year's conference, the funds can be removed from the budget. I do not have the dates for the Zone 1A Meetings as of completion of this report.

Note: There is an option to purchase a companion meal package for \$250 plus tax. If the attendee wishes to take a companion to the conference, this expense must be paid for by the attendee as it is not an approved expense.

\$2,000 has also been included as an appreciation/recognition as per the discussion at the January 14, 2026 Meeting. This item will be further discussed at a future meeting to determine what the Board determines for appreciation/recognition (ie jerseys, awards dinner, etc.)

The municipalities are preparing their 2026 budgets, therefore it is imperative that the total budget be established to assist in their budget preparations. Following this meeting, an update will be provided to each Clerk of the 12 municipalities providing the estimated 2026 budget so that it may be included in the annual operating budget. Once the budget has been adopted, this will also be sent to the municipalities.

In addition to the budget, the Acting Secretary will bring forward a Meal Allowance Policy adopted by Perry Council for consideration by the Board so that a policy may be adopted in advance of the conference and Zone meetings.

This report has been submitted to the Board for discussion purposes in order to provide direction to the Acting Secretary to bring forward the final 2026 Budget at the next Regular Meeting scheduled on April 8, 2026, along with direction for Conference attendance and Meal Allowance Policy.

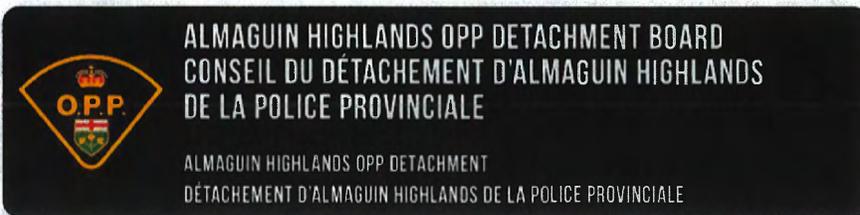
Submitted to the Board for their consideration.

Attachments

- Draft 2 Budget with attachments
- OAPSB Conference for consideration
- Township of Perry Meal Allowance Policy

February 5, 2026 – Draft 2 Budget

Item	Description	Budget
OAPSB	2026 Membership Fee	\$2,996.39
OPP Board Insurance	2026 Insurance	\$3,888.00
Provincial Appointee Honorarium	2026 Provincial Appointee Honorarium	\$370.92
Community Representative Appointees Honorarium	2026 Community Representative Appointees Honorarium	\$741.84 (\$61.82 meeting for each community rep)
General Board Administration	Spring Conference (1 Member – conference, hotel, mileage, food)	\$2,500.00
	Zone 1A Meeting (Sudbury – 1 member – meeting, hotel, mileage, food)	\$1,200.00
	Zone 1A Meeting (Sault Ste. Marie – 1 member – meeting, hotel, mileage, food)	\$1,700.00
2026 Appreciation Recognition		\$2,000.00
2026 Draft Total		\$ 15,397.15 (\$1,283.10 per municipality)



Almaguin Highlands O.P.P. Detachment Board

**Regular Meeting of the Board
Wednesday February 11th, 2026
5:00 p.m.
Electronic Attendance Only**

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

In Attendance:

Electronic:

Robert Sutherland, Chair & Community Representative, Krista Miller, Vice Chair & Community Representative Board Members Kevin Noaik, Joe Lumley and Neil Scarlett, Beth Morton, Acting Secretary

Regrets:

Dan Robertson

Members of the Public:

n/a

Item 2 - Disclosure of Conflict of Interest- Nil

Item 3 – Adoption of Minutes

Resolution No. 2026-08

Moved by: Joe Lumley

Seconded by: Kevin Noaik

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby approves the Regular Board Meeting Minutes dated Wednesday, January 14th, 2026.

Carried

Item 4 Delegations - Nil

Item 5 – Almaguin Highlands OPP Updates and or Reports – Nil

Item 6.1 – Draft 2026 Budget

Resolution No. 2026-09

Moved by: Neil Scarlett

Seconded by: Kevin Noaik

Be it resolved that the Almaguin Highlands OPP Detachment Board has received the Draft 2 – 2026 Budget and hereby directs that the Secretary bring the final budget forward for approval at the April 8, 2026 Meeting.

Carried

Item 6.2 – 2026 Spring Conference and Annual General Meeting

Resolution No. 2026-10

Moved by: Kevin Noaik

Seconded by: Neil Scarlett

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby approves Dan Robertson to attend the 2026 Spring Conference and Annual General Meeting from June 1 to 3, 2026 in Niagara Falls, Ontario.

Carried

Item 6.3 Draft Meal Allowance Policy

Resolution No. 2026-11

Moved by: Joe Lumley

Seconded by: Neil Scarlett

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby directs the Secretary to bring forward a Meal Allowance Policy for consideration and approval at the April 8th, 2026 Meeting.

Carried

The Meeting adjourned at approximately 5:17 p.m.

Dated this 8th day of April, 2026.

Robert Sutherland, *Chair*

Beth Morton, *Acting Secretary*

Charlene Watt (Deputy Clerk)

From: Beth Morton <beth.morton@townshipofperry.ca>
Sent: February 13, 2026 11:27 AM
To: Denis Duguay; Cheryl Marshall ; Nicole Gourlay; Nancy Field; Township of Joly ; Nancy Austin; Caitlin Haggart; Don McArthur; Brayden Robinson; Kerstin Vroom; Angela Loney; Charlene Watt (Deputy Clerk); Dave Gray
Cc: Kim Seguin
Subject: Almaguin Highlands OPP Detachment Board 2026 Budget

Good morning:

In response to Denis's question regarding Council resolution, I did some further digging into the budget and realized that there will need to be some adjustments required to the 2026 Budget and its breakdown.

The appropriate share for the OPP Board Budget is broken down based on a 1/12th share, save and except for the OAPSB membership which is based on a per property calculation. For 2026, OAPSB did not provide a breakdown per property, so I have requested that amount and will provide an update as soon as I have it.

In addition, in reviewing the Terms of Reference, the mileage to attend the conference and zone meetings are paid by the member's respective municipality. This would apply for the Council representative. The Community Representatives and Provincial Appointee costs are shared based on a 1/12th share.

The June Spring Conference in Niagara Falls is being attended this year by Dan Robertson, Councillor of Ryerson Township. I had estimated into the budget a mileage cost of approximately \$525, therefore the conference portion of the budget has been reduced by this amount as it is the municipality responsibility and not the Board to cover this cost. The conference, meals, hotel expenses are the responsibility of the Board.

The Provincial Appointee is regulated to receive remuneration. It is at the Board's discretion to pay the Community Representatives. A monetary amount has been included in the 2026 Budget based on Perry's rates for 2026. Any remuneration of Council representatives (if paid) would be by their respective municipality.

The 1/12th share was agreed upon when establishing the Board, as well as the Board composition.

Under Section 71 of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1 outline the Estimates for the OPP Detachment Boards.

Section 71 (1) outlines that the O.P.P. detachment board shall prepare estimates, in accordance with the regulations made by the Minister, of the total amount that will be required to pay the expenses of the board's operation, other than the remuneration of board members. 2019, c. 1, Sched. 1, s. 71 (1); 2023, c. 12, Sched. 1, s. 31 (1);

And Section 71 (2) outlines that the O.P.P. detachment board shall submit the estimates to every municipality that receives policing from the detachment along with a statement of the municipality's

share of the costs, which are to be determined in accordance with the regulations made by the Minister. 2019, c. 1, Sched. 1, s. 71 (2); 2023, c. 12, Sched. 1, s. 31 (2); and

And Section 71 (3) outlines that subject to subsection (4), the municipalities shall contribute their share of the costs to the O.P.P. detachment board's budget in accordance with the estimates. 2019, c. 1, Sched. 1, s. 71 (3).

Based on this information, the Board Budget amount is to be included within each municipality's budget at the 1/12th share (plus OAPSB calculation cost), therefore there is no resolution required by each Council based on legislation (similar to a levy) as Council is required to pay it.

Once I hear back from OAPSB on the calculation of the membership fee for 2026, I will provide a revised draft budget figure for municipalities.

I apologize for any confusion this may have caused, and please reach out if you have questions.

Take care,

Beth Morton, Clerk-Administrator



Township of Perry | 1695 Emsdale Road
Emsdale ON | (705)636-5941
www.townshipofperry.ca

The Municipal Office is open to the public Monday to Friday from 8:30 am to 4:30 pm. **If you wish to discuss a planning application, kindly email me or call 705-636-5941 to schedule an appointment.** We also are continuing to provide services online, by telephone, and by email. You can also visit our website www.townshipofperry.ca for more information.

My working day may differ from your working day. Please do not feel obliged to reply to this email outside of your normal working hours.

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From: Denis Duguay <clerk@burksfalls.ca>

Sent: February 12, 2026 10:55 AM

To: Beth Morton <beth.morton@townshipofperry.ca>; Cheryl Marshall <clerk@mcmurrichmonteith.com>; Nicole Gourlay <nicole.gourlay@townofkearney.ca>; Nancy Field <deputyclerk@ryersontownship.ca>; Township of Joly <office@townshipofjoly.com>; Nancy Austin <naustin@sundridge.ca>; Caitlin Haggart <clerk@strongtownship.com>; Don McArthur <clerk@southriver.ca>; Brayden Robinson <treasurer@ryersontownship.ca>; Kerstin Vroom <kvroom@magnetawan.com>; Angela Loney <aloneymachar@vianet.ca>; Charlene Watt - Armour

BURK'S FALLS, ARMOUR & RYERSON UNION PUBLIC LIBRARY

February 18, 2026

1. Call to order (5)

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

2. Approval of the Meeting Agenda (M)

3. Declaration of any conflicts of interest

4. Approval of consent agenda (M)

- a) Minutes – JANUARY 2026
- b) Financial Statement – JANUARY 2026
- c) CEO Report – JANUARY 2026

5. Business arising from the minutes (30 min)

- Pay Equity *COMPLETED*
- Board Evaluation
- Councillor Kyte member requirements & committee preferences
- Library Building Maintenance and Financial Sustainability – Village of Burk's Falls Report

6. Committee Reports (15 min)

FINANCE/BUDGET (Ruth, Patty, Joe)

- Letter of support invitation sent

PERSONNEL (Bob, Bev, Patty) No Report

BUILDING/FUNDRAISING (Joe, Ruth, Bev, Rod, Tiffany) No Report

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

- Policy F-IV-2; F-IV-3; F-IV-5; F-IV-13
- AI Policy consideration

7. Correspondence and Information Items (15 min)

- Privacy Commissionaire report
- National Canadian Film Day – Volunteers needed
- Library Space Design Challenges invitation
- Ryerson Township Resolution expressing concerns re: Bill C-15
- Innovative Library Service Delivery: Adapting to the Digital World

8. New Business (15 min)

- Robert tax return volunteer offer
- Email to MP re CSJ
- March Break activities – Volunteers needed
- VOLT
- Library Audit preparations

9. Adjournment (M)

Burk's Falls, Armour & Ryerson Union Public Library

CEO Report JANUARY 2026

Circulation: (651) items (1738) ephemeral

Website hits: (233)

Interlibrary loans – received: (74) (117) searches

Wireless Internet: (56)

Interlibrary loans – shipped: (33) (42) requests

Libby (eBooks/Audio Books): (511)

Public Computers: (103)

Internet Usage by Township

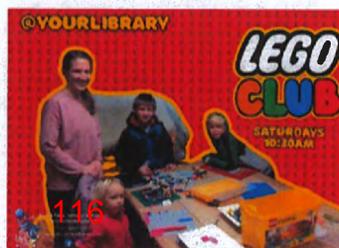
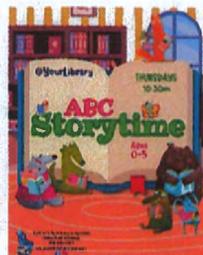
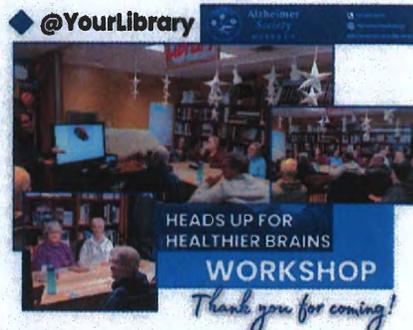
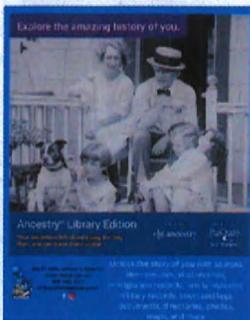
A (27) **BF** (104) **R** (7) **M/M** (1) **N/R** (3)

Inter-Library Loan Usage by Township

A (12) **BF** (34) **R** (4) **M/M** (2) **N/R** (-)

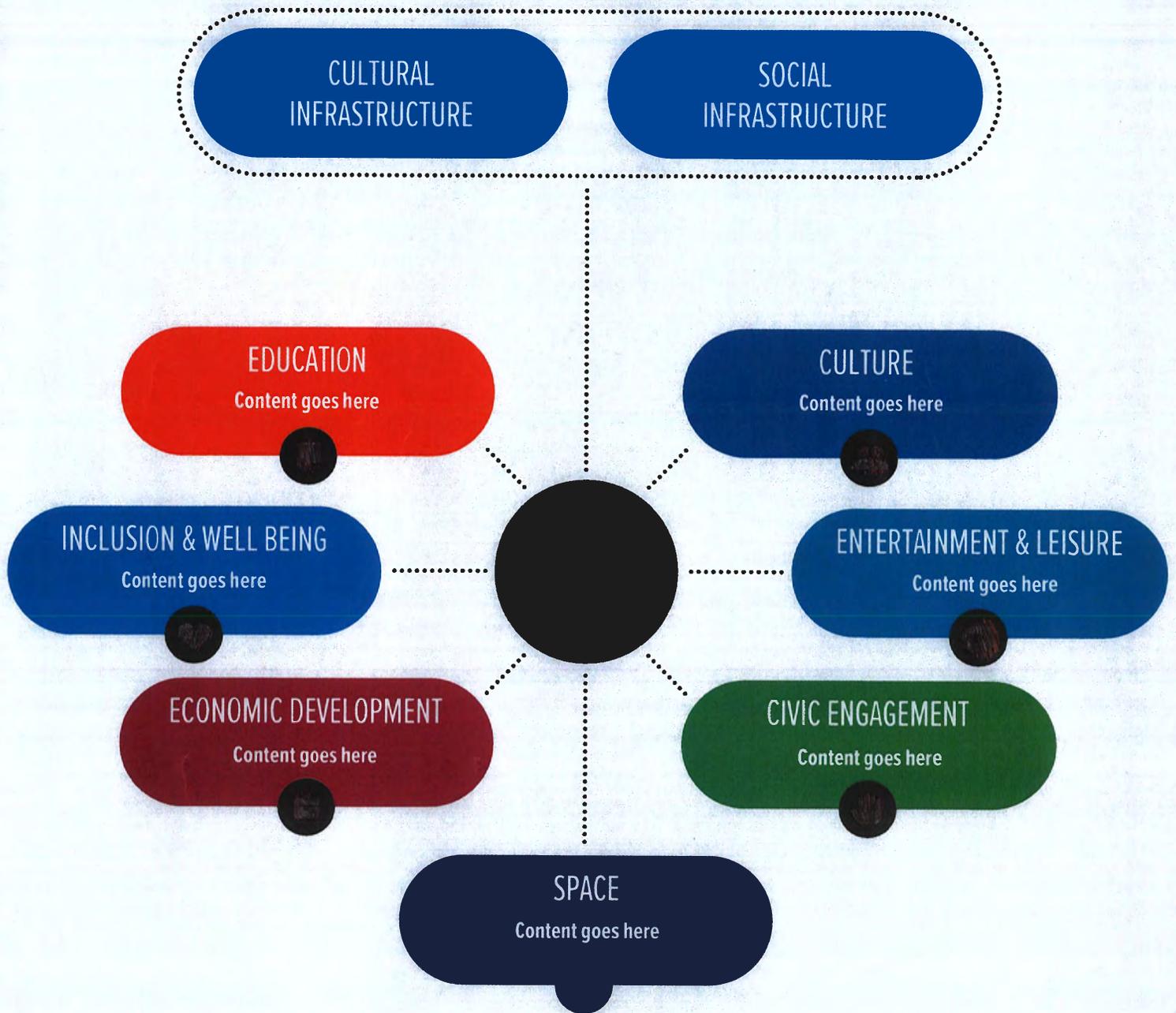
<u>Membership:</u>	Burk's Falls	(566) card holders	(256) items borrowed
	Armour	(515)	(137)
	Ryerson	(303)	(122)
	McMurrich/Monteith	(96)	(29)

Library Programs & Events





PUBLIC LIBRARY





January 30, 2026

The Honourable Peter Bethlenfalvy
Minister of Finance
Suite 213, 1150 Kingston Road
Pickering, Ontario L1V 1C3

Dear Minister Bethlenfalvy,

Thank you for the opportunity to contribute to the [2026 Ontario Budget Consultation](#). The Board of Health for the North Bay Parry Sound District Health Unit (Health Unit) recognizes the Ontario government’s efforts in the 2025 budget to include measures to promote affordability for Ontarians. For the 2026 budget, as a component of a system-wide strategy to address housing and food affordability, the Health Unit recommends that the Government of Ontario strengthen the social assistance system by:

- Increasing Ontario Disability Support Program (ODSP) rates to reflect the cost of living; and
- Increasing Ontario Works (OW) rates to reflect the cost of living and indexing OW rates to inflation going forward.

The Health Unit recently completed its 2025 reporting on food affordability. This year, the analysis was expanded to include local data collection on apartment rental rates in North Bay and Parry Sound. The [2025 food and housing affordability data](#) shows, in real numbers, that households reliant on Ontario Works do not have enough money to meet basic needs. This finding is consistent with [recent data](#) from the Maytree Foundation, which shows that social assistance recipients in Ontario live far below the poverty line.

The most recent local [homelessness count](#) in Nipissing revealed that over 80% of respondents identifying as homeless had OW or ODSP as their main income. Respondents also cited low income and high rental costs as the top two barriers to finding housing. Adequate income is a foundational social determinant of health. Strengthening social assistance in Ontario is a critical component of increasing income security for many of the province’s lowest income households and represents an important and effective policy measure to take action on poverty, homelessness, and household food insecurity as important public health issues.

The importance of strengthening social assistance in Ontario was also communicated as part of the Health Unit’s recommendations [submitted](#) to the 2025-2030 Ontario Poverty Reduction Strategy consultation in November 2025.

At the Board of Health meeting on January 28, 2026, the Board of Health passed a resolution endorsing this submission and supporting increased ODSP and OW rates, as well as the indexing of OW rates to inflation.

Whereas, the Ontario Public Health Standards require public health agencies to monitor food affordability, and assess and report on the health of local populations, describing the existence and impact of health inequities including housing and food insecurity; and

Whereas, income is an important social determinant of health that greatly impacts a household’s ability to pay for the basic costs of living, including housing and food; and

Whereas, food insecurity and housing insecurity have detrimental impacts on physical and mental health; and

Whereas, the 2025 North Bay Parry Sound food affordability results show that households with social assistance as their main income do not have enough money for the costs of living; and

Therefore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit continues to support in principle the efforts of staff to monitor, raise awareness about, and work to reduce health inequities including poverty, homelessness, and household food insecurity; and

Furthermore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit calls on the Province of Ontario to strengthen social assistance by increasing OW and ODSP rates to reflect the costs of living, and index Ontario Works rates to inflation as part of the 2026 Ontario budget; and

Furthermore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit provide correspondence of these resolutions to district municipalities, Ontario Boards of Health, Victor Fedeli, MPP (Nipissing), Graydon Smith, MPP (Parry Sound-Muskoka), John Vanthof, MPP (Timiskaming-Cochrane), the Honourable Doug Ford (Premier), the Honourable Peter Bethlenfalvy (Minister of Finance) the Honourable Michael Parsa (Minister of Children, Community and Social Services), the Honourable Sylvia Jones (Minister of Health), the Association of Local Public Health Agencies (ALPHA), Pauline Rochefort, MP (Nipissing-Timikaming), Scott Aitchison, MP (Parry Sound-Muskoka), District of Parry Sound Social Services Administration Board, District of Nipissing Social Services Administration Board, Association of Municipalities of Ontario (AMO), Federation of Northern Ontario Municipalities (FONOM), and the Council of Ontario Medical Officers of Health (COMOH).

Thank you for reviewing this important local data and considering the recommendation of the Board of Health for the North Bay Parry Sound District Health Unit to strengthen social assistance in Ontario as a priority for the 2026 Ontario budget.

Sincerely,



Rick Champagne (Jan 30, 2026 11:29:06 EST)

Rick Champagne
Chairperson, Board of Health

Carol Zimbalatti

Dr. Carol Zimbalatti, M.D., CCFP, MPH
Medical Officer of Health/Executive Officer

Copy to:
Vic Fedeli, MPP, Nipissing
Graydon Smith, MPP, Parry Sound-Muskoka
John Vanthof, MPP, Timiskaming-Cochrane

Hon. Doug Ford, Premier of Ontario
Hon. Michael Parsa, Minister of Children, Community and Social Services
Hon. Sylvia Jones, Minister of Health
Pauline Rochefort, MP, Nipissing-Timikaming
Scott Aitchison, MP, Parry Sound-Muskoka
Association of Local Public Health Agencies (alPHA)
District Municipalities
Ontario Boards of Health
District of Parry Sound Social Services Administration Board
District of Nipissing Social Services Administration Board
Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
Council of Ontario Medical Officers of Health (COMOH)



RESOLUTION NO. 2026-20

FEBRUARY 11, 2026

Moved by: [Signature]

Seconded by: Brad Kneller

WHEREAS reliable, high-speed internet access is essential infrastructure that supports economic development, housing construction, healthcare, education, municipal operations, and overall community well-being;

AND WHEREAS the Province of Ontario has recognized the importance of digital infrastructure through the *Accelerating Access to Broadband for Ontario Act, 2021*, which seeks to expand broadband access to all Ontarians, particularly in underserved and rural communities;

AND WHEREAS access to affordable high-speed internet is a necessary precondition to achieving provincial and federal housing, economic development, and population growth targets;

AND WHEREAS Bell Canada currently offers dedicated fibre internet services at the following indicative rates under a five (5) year term within a regulated area: 100 Mbps / 100 Mbps \$1,010 per month, 500 Mbps / 500 Mbps \$3,090 per month and 1 Gbps / 1 Gbps \$3,250 per month.

AND WHEREAS such pricing structures place dedicated fibre services beyond the financial reach of many municipalities, small businesses, housing developments, non-profit organizations, and community facilities;

AND WHEREAS unaffordable broadband infrastructure costs undermine the intent of provincial and federal legislation aimed at universal access to high-speed internet, including federal programs administered by Innovation, Science and Economic Development Canada (ISED) and regulatory oversight by the Canadian Radio-television and Telecommunications Commission (CRTC);

AND WHEREAS affordable, high-speed internet access is essential infrastructure and a foundational requirement for inclusive growth, housing delivery, and community resilience and municipalities are required to plan for growth, housing, and economic competitiveness, yet have no say in telecommunications pricing and market structures;

AND WHEREAS the Council of the Municipality of Magnetawan calls upon the CRTC to examine the affordability of dedicated fibre pricing and its impact on municipal infrastructure, housing development, and equitable internet access;

AND WHEREAS the Council of the Municipality of Magnetawan calls upon the Government of Ontario to work with telecommunications providers to ensure that broadband infrastructure costs do not impede the objectives of the *Accelerating Access to Broadband for Ontario Act, 2021* and the *Building Faster Homes and More Choice Act, 2022*;

AND WHEREAS the Council of the Municipality of Magnetawan calls upon Bell Canada to review and revise its dedicated fibre pricing models to ensure they are affordable, transparent, and scaled appropriately for municipalities, community institutions, and local development projects;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan calls upon the Government of Canada, including ISED, to strengthen affordability requirements tied to federal broadband funding and universal access programs;

AND FURTHER THAT this resolution be circulated to the Prime Minister of Canada Mark Carney, the Honourable Premier Doug Ford, the Honourable Melanie Joly, Minister of Innovation, Science and Industry, the Honourable Kinga Surma, Minister of Infrastructure, the Honourable Rob Flack, Minister of Municipal Affairs and Housing, the Honourable Graydon Smith, MPP for Parry Sound–Muskoka, the Honourable Scott Aitchison, MP for Parry Sound–Muskoka, Bell Canada, the CRTC, FONOM, AMO, NOMA, and all Ontario municipalities through AMCTO.

Carried Defeated Deferred

[Signature]
Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

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

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Highlights from the January 2026 MOH report

MOH Updates

Corporate Services

- Following the ratification of collective agreements with the Ontario Nurses' Association, the Ontario Public Service Employees' Union and the Management Non-Union Group at the Health Unit, applicable internal documents are being updated and negotiated changes are being implemented.

Clinical Services

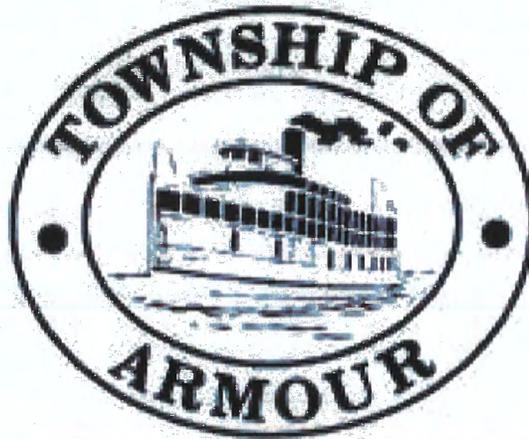
- Lyme Disease is on the rise. There have been 14 cases in the district in 2025, compared to a previous annual record of four cases.
- Sexual Health clinical services are being realigned to better meet the needs of priority populations and those without a primary care provider.
- The Health Unit participated in the Parry Sound Drug Strategy's 2nd annual National Addictions Awareness Week, November 17-21. Health Unit staff provided access to naloxone training as well as HIV and Hepatitis C testing.
- There has been high demand for seasonal respiratory vaccines (influenza, COVID-19 and RSV) this year. 2025-26 is the first year the RSV vaccine is publicly-funded for the general public aged 75 years and older. Fourteen Health Unit clinics offering all 3 vaccines were hosted in communities across the district, as well as offering appointments at both Health Unit office locations from mid-October to the end of November. Seasonal vaccines continue to be available by appointment at clinics in the North Bay and Parry Sound Health Unit offices for individuals unable to access vaccination through a local primary care provider or pharmacy.

Community Services

- The Health Unit participated in a community information session on polyfluoroalkyl substances (PFAS) on November 19 at the Best Western in North Bay. The event attracted significant public interest and included formal presentations with opportunities for one-on-one discussions with Health Unit staff regarding PFAS.

Organizational Effectiveness

- The Indigenous Wellness Circle reconvened in December following a temporary pause. The ongoing work of the Circle aims to strengthen relationships with Indigenous health and social service partners; advance reconciliation through meaningful and sustained action; reduce health inequities across the region; and support the Health Unit in remaining accountable to the Indigenous communities and peoples it serves. This work is grounded in the understanding that Indigenous public health initiatives must be led by Indigenous peoples in the development of policies, procedures, and programming that affect them.
- The Muskoka, Nipissing, Parry Sound Data Collaborative, chaired by the Health Unit, in partnership with the Muskoka, Nipissing, Parry Sound Child and Youth Planning Table has published a new [Learning and Development dashboard](#). The dashboard summarizes key indicators related to the learning journey of children across Muskoka, Nipissing and Parry Sound districts.
- A [letter](#) was provided to Michael Parsa, the Minister of Children, Community and Social Services to inform the development of the 2025-2030 Ontario Poverty Reduction Strategy.



Your Community, Your Budget JOIN THE DISCUSSION

The Township of Armour will be discussing its 2026 Municipal Draft Budget at its regular meeting of March 24, 2026 and will be presenting a by-law to approve the draft budget at its regular meeting of April 14, 2026.

Core services and capital projects are primarily funded by your tax dollars. The Township strives to allocate its limited funds the most efficient way possible, but your feedback is part of the process.

Anyone interested in participating in the budget process is encouraged to attend and share their views.

For more information please contact:

Alison McGregor, Treasurer
56 Ontario Street, PO Box 533
Burk's Falls, Ontario P0A 1C0
Tel: 705-382-3332 ext. 105

Email: treasurer@armourtownship.ca

NEWS RELEASE

Ontario Expanding Support for Road Safety Initiatives

Applications opening for remaining funding to support proven traffic-calming measures that do not raise costs for drivers

February 13, 2026

[Transportation](#)

TORONTO — As part of its plan to protect Ontario, the government is launching the next round of the [Road Safety Initiatives Fund \(RSIF\)](#). Starting February 19, 2026, eligible municipalities can apply for additional funding through the \$210 million program to support increased road safety measures in school zones and community safety zones without using speed cameras that make life more expensive for drivers and taxpayers.

“Our government is protecting Ontario by keeping costs down for drivers while ensuring our roads remain among the safest in North America,” said Prabmeet Sarkaria, Minister of Transportation. “This additional funding through the Road Safety Initiatives Fund will give municipalities the tools they need to invest in infrastructure that reduces speeding in real time, rather than issuing speeding tickets weeks after violations occur.”

Last fall, the province launched the RSIF to help municipalities transition to proven traffic-calming measures that do not raise costs for drivers, including traffic-calming infrastructure like speed bumps, raised crosswalks and roundabouts, as well as high-visibility signage and increased targeted police enforcement in school zones and community safety zones where municipal speed cameras were previously deployed.

In response to public concerns over the increased use of municipal speed cameras as a revenue-raising tool, the *Building a More Competitive Economy Act*, which received Royal Assent on November 3, 2025, prohibits the use of municipal speed cameras as of November 14, 2025.

Quick Facts

- Ontario launched the \$210-million Road Safety Initiatives Fund in November 2025, providing \$42 million in immediate funding to eligible municipalities. All municipalities that previously used municipal speed cameras are eligible to apply for funding.
 - More than 40 municipalities across Ontario had automated speed enforcement camera programs before the provincial ban took effect on November 14, 2025.
 - As a result of the speed camera program, Ontarians were charged millions of dollars in fines, including a single camera in the City of Toronto that issued more than 65,000 tickets and took in nearly \$7 million in fines prior to 2025.
 - The City of Vaughan issued 30,000 tickets over a three-week period through its speed camera program. The city scrapped the program in September 2025.
 - The Region of Waterloo issued 55,000 tickets during the first six months of its speed camera program.
 - For 25 years, Ontario's roads have ranked among the safest in North America, with one of the lowest fatality rates per 10,000 licensed drivers.
-

Additional Resources

[Ontario Launching Road Safety Initiatives Fund](#)

[Ontario Protecting Taxpayers by Banning Municipal Speed Cameras](#)

Related Topics

Driving and road safety

Information about road conditions and safety, driver's licences, vehicle registration, commercial vehicles, transit and transportation infrastructure. [Learn more](#)

Jobs and employment

Armour Township to defend rejection of lithium battery site

On Jan. 13, Armour rejected the proposed battery storage site, on Feb. 4, they were served with an Ontario Land Tribunal notice of appeal.



By Sarah Cooke, Local Journalism Initiative Reporter Almaguin News

Wednesday, February 11, 2026

A legal battle is looming over the rejected battery storage facility on Pegg's Mountain Road.

On Feb. 10, Armour Township council discussed the Ontario Land Tribunal (OLT) notice of appeal from PowerBank Corp. (formerly known as Solar Bank).

What we know

PowerBank is appealing Armour council's Jan. 13 decision to deny official plan and zoning bylaw amendments that would have allowed the development of a 4.99-megawatt lithium ion phosphate battery energy storage system. The facility was slated to co-locate with an existing solar farm at [219 Peggs Mountain Rd.](#)

[Council rejected the proposal](#) following [public outcry, including petitions signed by more than 1,400 people](#). A primary concern cited by council at the time was safety for the community's volunteer firefighters.

Additionally, at the Feb. 10 council meeting, elected officials pointed to an incomplete archeological assessment and an environmental study they characterized as deficient; a bat study allegedly relied on a single microphone when a comprehensive multi-point survey was required.

What we don't know

The exact timeline for the OLT hearing remains unclear, though the current backlog at the tribunal makes an immediate start date unlikely. The OLT has also requested specific supporting information.

Additionally, it is unknown how much the legal defence will cost taxpayers. The township has indicated that previous peer reviews of the planning justification, decommissioning plan, emergency response and environmental reports were funded by the applicant.

What's next

Township staff are currently compiling administrative records and technical data to meet OLT disclosure requirements.

The tribunal will eventually hold a hearing to determine if the proposal meets provincial planning standards, which PowerBank's planners previously argued it did.



TOWNSHIP OF ARMOUR EMPLOYMENT OPPORTUNITY

Office Administrator

**The Township of Armour is presently seeking applications
for the position of Office Administrator**

Pay Range: \$28.86/hr – \$35.50/hr (35 hours/week)

The Office Administrator position is responsible for providing senior level administrative and clerical support services to the Municipal Clerk, Manager of Municipal Law Enforcement, and Chief Building Official in the execution of their duties and responsibilities.

The complete job description for the position is available from the Township of Armour municipal office and on the Township website at <http://www.armourtownship.ca>.

To Apply: Please submit your resume and cover letter clearly indicating

“Application for Office Administrator”

Submission Deadline: Friday, February 27, 2026 @ 4:00PM

Anticipated start date: Monday, March 23rd, 2026

To:	Dave Gray, Chief Administrative Officer
Email:	cao@armourtownship.ca
By mail or in person:	56 Ontario Street, Burk's Falls, ON P0A 1C0

*The Township of Armour is an Equal Opportunity Employer. Accommodations will be provided upon request in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).
Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will only be used for the purpose of determining eligibility for this competition.
We thank all applicants for their interest; only those applicants selected for an interview will be contacted.*

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.

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.

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: _____



REQUEST FOR EXPRESSIONS OF INTEREST
Regarding

Almaguin Health & Innovation Hub
Pegg's Mountain Road Development Lands

REOI# 2026-01

ISSUE DATE: March 11, 2026

SUBMISSION DEADLINE:

April 27, 2026

**TOWNSHIP OF ARMOUR
56 ONTARIO STREET, P.O. BOX 533
BURK'S FALLS, ON P0A1C0**

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1. Purpose of Request for Expressions of Interest (EOI)

The Township of Armour is seeking interested developers, healthcare service providers and other suitable parties (Respondents) who would have an interest in leading and/or supporting the creation of an Almaguin Health and Innovation Hub (AHI Hub). The AHI Hub will expand and complement the existing mix of healthcare services available to the Almaguin Highlands Region. The Township, along with regional partners recognize that access to healthcare and extended services in the region is a key concern for residents as well as a key priority for local and regional decision makers.

The purpose of this Request for Expressions of Interest (REOI) is to identify potential project partners that have an interest in bringing the AHI Hub to life.

2. Background Information

The Township of Armour is a single tier municipality in the District of Parry Sound. It is a small, rural community located along Highway 11, between Huntsville and North Bay. The current population is approximately 1,414 with total households numbering 1,080. The Township is an active member of the [Almaguin Highlands Health Council \(AHC\)](#) along with nine other municipalities. The AHC is a not-for-profit organization focused on retaining and expanding quality healthcare services in the Almaguin Highlands region.

In 2024, the Township of Armour acquired a ~24-acre parcel of land at the corner of Pegg's Mountain Road and Ferguson Road with a vision of creating development opportunities that benefit both township and regional (Almaguin) residents. Since the acquisition of the property, Armour Council has invested in various property studies and reports to support the 'shovel-readiness' of the property. These studies will be made available to respondents to this EOI pending an initial review or intake consultation.

The concept for the AHI Hub has been developed in partnership with private sector developers and key healthcare contacts from various organizations. The Township recognizes that the creation of the Hub is an ambitious undertaking that will likely involve the support of multiple partners across various sectors.

Please see Appendices A & B for supporting documentation which includes information regarding the property and draft design concept as well as planning and servicing considerations.

3. General Conditions

3.1 Eligibility

Before preparing an expression of interest, Respondents are advised to ensure that they can meet the following mandatory eligibility criteria. Expressions must:

- Provide an overview of the Respondent's history of either:
 - Successful commercial or public sector developments/investments
 - Continuous operation of a health, or extended health, related service (public or private sector services are welcome).
- Demonstrate a clear intent to either:
 - Create a new construction project geared to house healthcare or extended healthcare services; or
 - Establish a healthcare or extended healthcare service which is either currently unavailable locally or that fills a known gap in the local healthcare mix.

3.2 Closing Date and Time

Sealed expressions clearly marked “**Expression of Interest – Almaguin Health and Innovation Hub**” must be received by The Municipal Corporation of the Township of Armour, Attention: Dave Gray, CAO; 56 Ontario Street, P.O. Box 533, Burk's Falls, ON P0A1C0 on or before April 27th, 2026 at 12:00 pm noon.

3.3 Clarification

All inquiries regarding this Request for Expressions of Interest (REOI) shall be submitted in writing to the Chief Administrative Officer (CAO) of the Township of Armour. Questions must be received no later than seven (7) calendar days prior to the submission deadline.

Responses to substantive inquiries shall be shared publicly on the Armour Township website at the discretion of the Township in order to ensure fairness and transparency in the REOI process. The Township will not be responsible for any verbal instructions, interpretations, or information provided outside of this written clarification process.

Respondents are solely responsible for seeking clarification on any matter they consider to be unclear or ambiguous within this REOI prior to submission.

3.4 Development Structure & Land Disposition

The Township of Armour anticipates that the Almaguin Health & Innovation Hub may proceed under one of two potential land transaction models:

Fee Simple Sale of all or a portion of the Pegg's Mountain Road development lands, subject to a negotiated Development Agreement; or

Long-Term Municipal Ground Lease, whereby the Township retains ownership of the lands and enters into a long-term lease arrangement with the Lead Developer.

The Township recognizes that a long-term land lease model may provide enhanced opportunities for senior government funding participation and strategic partnership alignment, particularly where continued municipal involvement strengthens eligibility under applicable public funding programs.

The final land transaction structure will be determined through discussions with the selected proponent(s) and shall be subject to Council approval.

3.5 Scope of Desired Services

The Township of Armour, through consultation with Muskoka-Algonquin Healthcare, private sector developers, and the AHHC has identified the need for the following partners to be included in the creation of the AHI Hub.

3.5.1 Lead Developer

The Lead Developer (LD) shall work with the Township of Armour and committed project partners to create a new construction project that will house the services listed below. The Township of Armour will work with the LD to identify and apply to appropriate government funding sources (grants), proceed through the planning and permitting stages, and liaise with project partners as appropriate to facilitate the occupancy of the facility. The LD shall:

- Manage and fund the new construction project;
- Establish a facilities business plan that illustrates revenue targets to support the project.
- Establish and manage leasehold agreements for service-provider tenants

3.5.2 Healthcare & Extended Healthcare Service Providers

Healthcare & extended Healthcare Service Providers (SPs) shall indicate their intention to enter into a lease agreement with the Lead Developer to provide new

or expanded services based on the needs of the Almaguin Region. Desired services include but are not limited to:

Wellness-Related Offices	Fitness Centre	Diagnostic Imaging
Reactivation Centre	Pharmacy	Private Virtual Tele-conferencing rooms
Community Kitchen	Physiotherapy	Chiropractic Offices
Resident Accommodations	Optometrist Offices	Medical Transport Service Offices
Dialysis	Other services as appropriate	

3.6 Summary of Key Dates

Action	Date
Response to Request for EOIs Due	April 27 th , 2026
Recommendations to Council	Regular Council Meeting of Tuesday, May 12 th , 2026
Establishment of MOUs & Partnership Agreements	June 2026
Project Planning & Grant Applications	July 2026 - December 2026
Formal Agreements	January 2027
Construction Phase	Spring 2027

3.7 Term of EOI

All expressions of interest must maintain their validity for a minimum of 12 months past the date of submission.

4. Expression Content

Respondents are asked to submit an EOI which contains all of the information detailed below.

4.1 Eligibility

A statement confirming that the Respondent meets the eligibility criteria as detailed in section 3.1 above is required.

4.2 Company / Organization Profile

- Brief history of the firm including the location of head offices.
- An overview of the firm's existing projects, services, and/or operations.
- Any other information relevant to their interest in this project.

4.3 Executive Overview of Proposed Service (for SPs)

- A summary of services projected to be established.
- An overview of factors that illustrate the sustainability of the service.
- A summary of required facilities such as size of space, area, utilities requirements, etc.
- An overview of timeline projections, estimated employment levels and any other information project partners should be aware of.

4.4 Budgetary Consideration

Respondents are requested to provide an overview of service, construction, or leasehold related investments related to their interest.

4.5 Commitment

Once all expressions have been received and reviewed, selected respondents will be invited to participate in a Memorandum of Understanding (MOU) to confirm their commitment. All parties entering the MOU will form a Stakeholder Group which will assist with the development of final development consideration, project timelines, and other factors as required.

5. Evaluation Criteria

The expressions received shall be evaluated with consideration to the following:

- Suitability of the company, corporation, and their expression.
 - Developer: Experience with commercial/institutional projects.
 - Developer: Project management & advisory background.
 - Services: Preference given where a proven need/gap exists.
 - Services: Provider background and service description.
 - Services: Job creation.
- Overall quality of the expression.
- Investment breakdown.

The Township reserves the right to request respondents to address specific requirements or considerations covered in their initial expression and/or to provide additional information.

The Township will not be responsible for any cost incurred by respondents in the preparation or submission of the EOI.

The Township reserves the right to cancel this REOI at any time without penalty or cost to the Township. The Township further reserves the right to reject any, or all, expressions and to determine in its own judgment the organization/firm best qualified to participate in this EOI. The Township is not obligated to accept any expression.

6. Additional Terms and Conditions

The following additional terms and conditions shall apply to the successful respondent over the term of the engagement:

6.1 Indemnification

In the event of the creation of formal agreements resulting from accepted EOIs, the successful respondent(s) shall indemnify and hold harmless the Township, its officers, council members, agents and employees from and against all actions, claims, demands, losses, costs, damages, suits or proceedings whatsoever which may be brought against or made upon the Township and against all loss, liability, judgments, claims, suits, demands or expenses which the Township may sustain, suffer or be put to resulting from or arising out of the successful respondent's failure to exercise reasonable care, skill or diligence or omissions in the performance or rendering of any work or service required hereunder to be performed or rendered by the successful respondent, its agents, officers and employees

6.2 Insurance

Without restricting the generality of the section on Indemnification, the successful respondent(s), upon the creation of a formal contract resulting from an expression of interest, shall obtain, maintain, pay for and provide evidence of insurance coverage, taken out with insurance companies licensed to transact business in the Province of Ontario.

6.2.1 Professional Liability Insurance

The successful respondent(s) must furnish the Township at his/her cost, a Certificate of Insurance for Professional Liability Insurance coverage with a limit of not less than two million dollars (\$2,000,000) for the company or contractors who perform work on the project prior to commencement of work and at the beginning of each calendar year of the appointment period.

6.3 Laws and Regulations

The successful respondent(s) shall comply with the relevant federal, provincial and municipal statutes, regulations and by-laws pertaining to the work and its performance. The respondent/firm shall be responsible for ensuring similar compliance by its suppliers and subcontractors. The contract shall be governed by and interpreted in accordance with the laws of the Province of Ontario.

6.4 Conflicts of Interest

The successful respondent(s) will be required to indicate whether the respondent's firm or any member of the engagement team is currently employed or retained by a private or public sector client whose interests could be deemed to conflict with those of the Township with respect to this engagement. Prior to accepting the engagement, all firms are required to disclose any potential conflict of interest to Council. If a conflict does exist, as referred to above, Council may, at its discretion withhold the engagement from the firm until the matter is resolved to the satisfaction of Council.

6.5 Confidentiality

The successful respondent(s) shall not at any time before, during or after the completion of the engagement, divulge any confidential information communicated to or acquired by the successful respondent(s) or disclosed by the Township in the course of carrying out the engagement. No such information shall be used by the auditor on any other engagement without prior written approval.

6.6 Procurement Disclaimer

This REOI is not a tender or call for binding offers and no contractual obligations shall arise solely by submitting an EOI. The Township shall not be responsible for compensating any respondent for preparing or submitting an EOI. Further, the Township is not obligated to accept or proceed with any or all EOIs and shall do so at their own discretion.

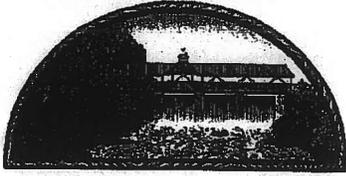
6.7 Freedom of Information and Protection

Submissions received in response to this Request for Expressions of Interest are subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), R.S.O. 1990, c. M.56, as amended. Respondents are advised that information provided to the Township of Armour may be subject to disclosure in accordance with MFIPPA.

Respondents who believe that any portion of their submission contains confidential, proprietary, or commercially sensitive information must clearly identify and mark such information at the time of submission. The Township will make reasonable efforts to protect such information in accordance with MFIPPA; however, the Township does not guarantee that any information supplied will be held in confidence and shall not be liable for disclosure where required by law.

7. Errors and Omissions

The information contained in this RFP is supplied solely as a guideline for respondents and is not necessarily comprehensive or exhaustive. Nothing contained in this RFP is intended to relieve the respondents from forming their own opinions and conclusions with respect to matters herein addressed. The Township shall not be held liable for any errors or omissions in any part of this RFP.



The Municipality of the
VILLAGE OF BURK'S FALLS

Moved By: Sc Date: February 17, 2026
Seconded By: RB Resolution # 2026-45

Be it resolved;

That the Council for the Village of Burk's Falls receives Township of Armour draft By-law 10-2026, Transfer Part of Lot 5, Concession 7- Fire Hall;

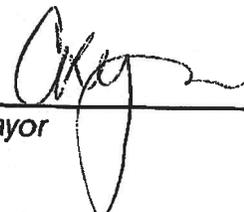
AND FUTHER direct staff to issue payment as prescribed.

Recorded Vote requested by: _____

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

6 Carried Defeated Deferred

Pecuniary Interest declared by:



Mayor

