

## **Regular Meeting of the Village of Sundridge Council**

**Wednesday, October, 8, 2025 at 6:00 p.m.**

### **Village of Sundridge Council Chambers**

Council Meetings will be audio recorded and recordings will be posted on the municipal website. If connection is lost during the meeting, it will proceed and if possible, a recording of the meeting will be made available. The minutes will remain the official record of the meeting.

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/87962404596?pwd=N3siJjXEr1bHEJhj6RMVe7vbedoKOo.1>

## **COUNCIL AGENDA**

### **1) CALL TO ORDER**

The Chair, Mayor Shawn Jackson called the meeting to order at

### **LAND ACKNOWLEDGEMENT**

The Village of Sundridge would like to acknowledge that we are meeting on Williams Treaty Lands and they are the traditional home of the Anishinabek First Nations. We wish to honour the original inhabitants, thanking them for their land stewardship and recognizing our responsibilities to promote the healing of our communities through earnest and sincere application of the Truth and Reconciliation Commission recommendations. Miigwech.”

### **2) APPROVAL OF AGENDA**

**Moved By:** Choose an item.

**Seconded By:**

**THAT** the agenda for the October 8, 2025 regular meeting be approved as circulated.

<b>Recorded Vote</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Preston, Luke</b>			
<b>Smith, Sharon</b>			
<b>Williamson, Fraser</b>			
<b>Jackson, Shawn</b>			

### **3) DECLARATION OF PECUNIARY INTEREST**

4) **PLANNING MATTERS** - None

5) **DELEGATIONS** - None

6) **PRESENTATIONS** - None

7) **CONSENT ITEMS**

[Items from the Consent List may be moved by members to be discussed under Section 9 – New Business/Action Items]

7 (E.1) Follow Up List – October 8, 2025

7 (E.2) Joint Building Committee – Audit Findings Report

7 (E.3) SSJ Arena & Hall – Audit Findings Report

7 (E.4) OCIF (Ontario Continuous Improvement Fund) – 2026 Allocation Notice

7 (E.5) Ministry of the Solicitor General – OPP Billing Model Revisions

7 (E.6) Township of Bonfield – Letter to Prime Minister regarding Canada Post

7 (E.7) Phragmite Working Group – August 21, 2025

7 (E.8) The Municipality of St. Charles – Natural Gas Expansion

7 (E.9) ACED Resolution #2025-25 – Transition to two-staff dept. Jan.1/2026

7 (E.10) ACED Resolution #2025-26 – Percentage to Levy Contribution Concept

7 (E.11) City of North Bay Resolution #2025-279 – Northern Ontario Resource Development Support Pilot Program (NORDS)

7 (E.12) Joint Building Committee Permit Summary – September 2025

7 (E.13) SSJ Areana & Hall Committee R2025-111 – Spartans Agreement  
{refer to agenda Item (12.2) by-Law to enter into an agreement}

8) **APPROVAL OF CONSENT ITEMS**

**Moved By:** Choose an item.

**Seconded By:**

**THAT** Items listed as Consent Items for October 8, 2025 and the recommendations contained therein be received;

**AND THAT** any Items for which pecuniary interest has been declared are deemed not to have been voted on or discussed by the individual making the declaration.

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

9) **NEW BUSINESS/ACTION ITEMS**

9.1. ROMA 2026 Conference [Rural Ontario Municipal Association]

**Moved By:** Choose an item.

**Seconded By:**

**THAT** the Council for the Corporation of The Village of Sundridge receives the 2026 ROMA Conference itinerary and associated fees,

**AND THAT** Council authorize the following members to attend:

-  
-

**AND THAT** conference registration fees, accommodation, and daily allowances will be covered by the municipality as per the Council Remuneration By-Law.

Recorded Vote	For	Against	Abstain
Preston, Luke			
Smith, Sharon			
Whitmell, Vicki			
Williamson, Fraser			
Jackson, Shawn			

9.2. Sundridge Strong Union Public Library Board Agreement

**Moved By:** Choose an item.

**Seconded By:**

**THAT** the Council for the Corporation of The Village of Sundridge receive the Library Board’s Resolution No. 5, along with a revised and updated Sundridge Strong Union Public Library Agreement,

**AND THAT** Council authorize the Mayor and the Clerk Administrator to sign and execute the agreement.

Recorded Vote	For	Against	Abstain
Preston, Luke			
Smith, Sharon			
Whitmell, Vicki			
Williamson, Fraser			
Jackson, Shawn			

9.3. Budgetary Control Report – Ending Sept. 30, 2025

**Moved By:** Choose an item.

**Seconded By:**

**THAT** the Council for the Corporation of The Village of Sundridge receives the Budgetary Control Report ending September 30, 2025.

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

9.4. Holiday Lights Contest & Colouring Sheet Activity  
[motion introduced by Fraser Williamson September 24, 2025]

**Moved By:** Choose an item.

**Seconded By:**

**WHEREAS** the holiday season is coming upon us and many residents in the village have celebrated the season by decorating their properties with decorations, which have made the holiday season more enjoyable for all who work and live in the village, and in the past there have been holiday decoration contests.

**THEREFORE BE IT RESOLVED THAT** the Village of Sundridge hold two Holiday Spirit Activities,

**AND THAT** the first activity is a contest with the following parameters:

- whereby village residents or businesses would decorate their properties for the Holiday Season;
- Village residents and/or business would register their address with Village Staff in order to create a "Light up List" to be judged by other residents on Friday December 12 2025.
- A light up list would be available to complete online.
- One entry per resident/business, 18 years and older;
- Decorated properties must be in the Village of Sundridge;
- Gift card prizes would be awarded for the top three (3) entries in the amounts of 1st - \$75.00, 2nd - \$50.00, and 3rd - \$25.00.
- Approval from the participants would be required in regard to the municipality being given permission to use/share any photos taken.
- Winners would be featured on the Village's website and social media page.



**AND THAT** the second activity be a holiday colouring sheet with the following parameters:

- Colouring sheets would be available at the Village Office.
- Completed entries can be dropped off at the office until Friday December 12, 2025.
- One entry per child (age 4 -12 years);
- All holiday colouring activity participants will receive a small holiday treat gift bag.
- Approval from a parent/legal guardian would be required in regards to receiving the gift bags and for the municipality being given permission to use/share any photos taken.
- All colouring submissions would be featured on the Village's website and social media page.

**AND THAT** The Village of Sundridge will direct staff to set up these contests.

**AND THAT** these contests be posted on social media separate from each other as well as separated from any other holiday season posts.

**AND THAT** the cost of these contests come from \_\_\_\_\_ in the municipal budget

Recorded Vote	For	Against	Abstain
Preston, Luke			
Smith, Sharon			
Whitmell, Vicki			
Williamson, Fraser			
Jackson, Shawn			

## 10) COMMITTEE REPORTS/MINUTES

**Moved By:** Choose an item.

**Seconded By:**

**THAT** Items 10 (A.1) to 10 (B.2) be received and discussed.

10 (A.1) Sundridge-Strong Fire Committee Minutes – September 11, 2025

10 (A.2) Sundridge District Medical Centre – September 16, 2025

10 (A.3) Joint Building Department – September 18, 2025

10 (A.4) SSJ Arena & Hall – September 3, 2025

10 (A.5) Central Almaguin Planning Board – July 2, 2025

10 (A.6) Central Almaguin Planning Board – August 6, 2025

10 (A.7) Sundridge Strong Union Public Library Board – June 19, 2025

10 (A.8) SSUPLB Librarian's Report

- 10 (A.9) Emergency Management Program Committee – June 11, 2025
- 10 (B.1) Regular Council – September 24, 2025
- 10 (B.2) Council Closed Session – September 24, 2025
- 10 (B.3) Special Bi Council – September 25, 2025
- 10 (B.4) Special Tri Council – September 25, 2025
- 10 (B.5) Tri Council Closed Session – September 25, 2025

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

## 11) STAFF REPORTS

- 11.1. Staff Report S2025-018 SDMC – Review of Number of Directors for Not for Profit be received.  
[refer to agenda Item 10 (A.2) SDMC Committee Minutes)

**Moved By:** Choose an item.

**Seconded By:**

**THAT** Council receive Staff Report S2025-018, dated October 8, 2025, regarding SDMC – Review of Number of Directors for Not For Profit be received.

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

- 11.2. Staff Report S2025-019 Municipal Lands

**Moved By:** Choose an item.

**Seconded By:**

**THAT** Council receive Staff Report S2025-019, dated October 8, 2025 regarding Municipal Lands – Assessed Value.

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

12) **BY-LAWS**

12.1 By-Law No. 2025-041 Contracted By-Law Enforcement Services

**Moved By:** Choose an item.

**Seconded By:**

**THAT** By-Law No. 2025-041, being a by-law to enter into an agreement for the services of a Municipal Law Enforcement Officer and Municipal Law Enforcement Manager, be approved,

**AND THAT** the Mayor or Council signatory, and the Clerk Administrator be authorized to sign the by-law and to execute the agreement.

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

12.2 By-Law No. 2025-042 SSJ Arena & Hall Agreement with the Spartans

**Moved By:** Choose an item.

**Seconded By:**

**THAT** By-Law No. 2025-042, being a by-law to enter into an agreement with the Almaguin Spartans Metro Junior "A" Hockey League for use of the Sundridge Strong Joly Arena & Hall,

**AND THAT** the Mayor or Council signatory, and the Clerk Administrator be authorized to sign the by-law and to execute the agreement.

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

**13) ANNOUCEMENTS**

- **Shawn Jackson**
- **Sharon Smith**
- **Luke Preston**
- **Fraser Williamson**
- **Vicki Whitmell**
- **Nancy Millar, Clerk Administrator**

**14) INTRODUCTION OF FUTURE MOTIONS**

**15) CONFIRMING BY-LAW**

**Moved By:** Choose an item.

**Seconded By:**

**THAT** By-Law No. 2025-043, being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its regular meeting of **October, 8, 2025**, be adopted.

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

**16) CONSIDERATION OF A CLOSED SESSION - None**

**17) ADJOURNMENT**

**Moved By:** Choose an item.

**Seconded By:**

**THAT** we do now adjourn at      p.m. until the Regular Council Meeting on October, 22, 2025, or at the call of the Mayor.

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

**Staff Follow Up  
and Report to Council Master List**

Updated October 6 , 2025

COUNCIL DATE	ITEM	RESOLUTION NUMBER	ASSIGNED TO	STATUS *Assigned *In Progress *Complete	DATE EXPECTED TO RETURN TO COUNCIL
27-Mar-24	<p style="text-align: center;"><b>Lions Park Playground Equipment</b></p> <p>THAT the Council for the Corporation of the Village of Sundridge discuss the parks play equipment AND THAT Council provide the following direction on what they would like to see done with each piece of equipment currently on site:</p> <ol style="list-style-type: none"> <li>1. Large play apparatus – to be retained at this time</li> <li>2. Spiral Slide – to be removed</li> </ol> <p>AND THAT Council discuss the above items as they pertain to the 2024 municipal budget, AND FURTHER THAT Council continues to discuss the replacement of the play apparatus at a regular meeting of Council in November of 2024.</p>	#2024-071	Mayor Leveque to discuss individually with members of council and bring summary back to council for further discussion.	Design and approval complete installation in spring 2026	
08-May-24	<p style="text-align: center;"><b>Intersection of Main &amp; Paget Street</b></p> <p><b>THAT</b> the Council for the Corporation for the Village of Sundridge discuss visibility and safety concerns at the intersection of Main and Paget Streets,</p> <p><b>AND THAT</b> Council would like to discuss these items with the Village Superintendent at a future meeting of Council.</p>	2024-134	Village Superintendent & By-Law Enforcement	Assigned	To Be Confirmed

**Staff Follow Up  
and Report to Council Master List**

Updated October 6 , 2025

COUNCIL DATE	ITEM	RESOLUTION NUMBER	ASSIGNED TO	STATUS *Assigned *In Progress *Complete	DATE EXPECTED TO RETURN TO COUNCIL
08-May-24	<p style="text-align: center;"><b>High Street Addressing</b></p> <p>THAT the Council for the Corporation for the Village of Sundridge discuss possible solutions to concerns raised at the April 24, 2024 Town Hall Session about confusing addresses on High Street, AND THAT Council would like the Village Superintendent to provide his input/suggestions to alleviate the confusion of addressing on High Street</p>	2024-135	Village Superintendent	Assigned	To Be Confirmed

**Staff Follow Up  
and Report to Council Master List**

Updated October 6 , 2025

COUNCIL DATE	ITEM	RESOLUTION NUMBER	ASSIGNED TO	STATUS *Assigned *In Progress *Complete	DATE EXPECTED TO RETURN TO COUNCIL
12-Mar-25	<p><b>Enhancing Public Education and Training on Bear Management</b></p> <p>... the Village of Sundridge take steps to enhance public awareness &amp; training on bear management by:</p> <p>1. Investigating opportunities to provide residents with further education on bear behaviour, attractant mgt, and response strategies, incl. distributing informational materials and hosting public workshops or presentations in collaboration with organizations such as Bear With Us and MNRF; 2. Engaging with the Ontario MNRF to seek support for this initiative, incl. requesting in person presentations, guidance on best practices, and potential funding or resources for community outreach; 3. Exploring partnerships with neighbouring municipalities, local conservation groups, &amp; relevant stakeholders to implement joint initiatives that enhance regional bear mgt education efforts; 4. Encourage residents to participate in Bear Wise program and promote the use of MNRF's Bear Wise reporting line (866-514-2327) to ensure effective tracking &amp; response to bear activity within the community; 5. Direct Staff to report back to Council with recommendations on implementing an ongoing bear mgt education initiative, including potential costs, available funding sources, and community engagement strategies.</p>	2025-054	Clerk Administrator	In progress MNRF participating in Sunflower Festival with a booth to convey "Bear Wise" information. Bear Wise Information included on newsletter.	



**Staff Follow Up  
and Report to Council Master List**

Updated October 6 , 2025

COUNCIL DATE	ITEM	RESOLUTION NUMBER	ASSIGNED TO	STATUS *Assigned *In Progress *Complete	DATE EXPECTED TO RETURN TO COUNCIL
April 23 2025	<p>Employee Recognition Policy WHEREAS the Village of Sundridge values the dedication and long-term commitment of its staff;</p> <p>AND WHEREAS it is important to formally recognize years of service and show appreciation through milestone awards and annual staff events;</p> <p>AND WHEREAS the proposed Employee Recognition Policy outlines recognition at 5, 10, 15, and 20-year milestones, with formal in-person presentations and gifts at key intervals, and includes an annual Christmas luncheon to be organized at the Clerk's discretion and paid for by the Village as part of the staff recognition program;</p> <p>NOW THEREFORE BE IT RESOLVED THAT Council directs staff to develop an Employee Recognition Policy for review and consideration by council at a future regular meeting.</p>	2025-112	Deputy Clerk	In progress Staff Bonuses and & Employee Recognition Policy being discussed by Ad Hoc Committee (Sun/Strong/Joly)	To Be Determined

# **AUDIT FINDINGS REPORT**

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**Presented to the Burk's Falls, Joly, Machar, Ryerson, South  
River, Strong and Sunridge Joint Building Committee**

Prepared by Baker Tilly SNT  
September 9, 2025

# PURPOSE OF THE REPORT

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We have been engaged to express an audit opinion on the financial statements of Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee ("the entity") for the year ended December 31, 2024. We have substantially completed our audit and are pleased to report our findings to date.

The purpose of this report is to summarize certain aspects of the audit that we believe to be of interest to the entity. This report should be read in conjunction with the draft financial statements and our audit report thereon.

We have received full cooperation during the course of our audit and unrestricted access to all documents, books and records. We did not encounter any significant difficulties during the audit.

This report is intended for use by the entity only.



A vertical image on the left side of the page showing a close-up of a wood grain texture, with various shades of brown and black lines representing the grain and cracks.

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# RESPONSIBILITIES

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AUDITOR	BOARD OF DIRECTORS	MANAGEMENT
Express an opinion on whether the financial statements present fairly, in all material respects, the financial position and its results of its operations and its cash flows for the year in accordance with Canadian Public Sector Accounting Standards	Act as an objective, independent liaison between the auditor and management	Ensure financial statements are prepared and presented in accordance with Canadian Public Sector Accounting Standards
Perform the audit in accordance with Canadian generally accepted auditing standards	Assist in the planning process when appropriate	Ensure completeness of information with regards to financial records and data and provide information on non-compliance, illegal acts, related party transactions
Assess risk that the financial statements may contain material misstatements that, individually or in the aggregate are material to the financial statements as a whole	Meet with the auditors prior to the release and approval of the audited financial statements to review the audit, disclosure and compliance issues	Ensure proper controls are in place to prevent and detect fraud and error, assess risk and provide information on any fraud or suspected fraud



# RESPONSIBILITIES (continued)

AUDITOR	BOARD OF DIRECTORS	MANAGEMENT
Assessing the accounting policies used and their application	Review selection of accounting policies	Ensure proper recognition, measurement and disclosure for selection of accounting policies, significant assumptions, future plans, related party transactions, any claims and possible claims and contingent gains and losses
Assessing the significant estimates made by management	Review and approve draft financial statements	Provide a written confirmation of significant representations to the auditor
Examine on a test basis, evidence supporting the amounts and disclosures in the financial statements	Advise auditor of any issues of disclosure, governance, fraud or illegal acts	

# OUR AUDIT PROCESS

1

## INITIAL PLANNING

- Assess and respond to engagement risk
- Assessment of audit management process
- Enhance understanding of the entity and accounting processes
- Determine planning materiality
- Perform walkthroughs
- Establish an overall audit strategy

2

## DEVELOP THE AUDIT PLAN

- Assess risk at account balance and potential error levels
- Plan use of working papers
- Plan substantive and control tests

3

## EXECUTE THE AUDIT PLAN

- Perform substantive and control tests including sampling techniques using the appropriate tools and software
- Review completion documents and working papers for areas with significant or high risk

4

## REPORT & ASSESS PERFORMANCE

- Obtain management representations
- Complete engagement reporting
- Issue audit report and management letter
- Summarize audit results
- Assess engagement quality





# OUR AUDIT APPROACH

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We determined, based on our understanding of internal controls, that limited reliance would be placed on the system of internal controls due to the size of the entity.

Testing of internal controls was not, in our view, cost effective for the level of assurance such tests would provide.

We adopted a substantive approach for the audit.





# AUDIT RISKS & RESULTS

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There were no significant audit risks identified.

# SIGNIFICANT FINDINGS FROM THE AUDIT

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## **Audit Opinion**

The Independent Auditor's Report will be issued without modification.

## **Accounting Policies**

On January 1, 2024 the entity adopted the following new accounting policies:

- PS 3400 Revenue
- PSG-8 Purchased Intangibles
- PS 3160 Public Private Partnerships (P3s)

The adoption of these policies had no impact on the opening balances.

## **Key Estimates**

Key estimates in the financial statements include:

- Useful life of tangible capital assets and the related amortization
- Employee future benefits payable



# MATERIALITY

Materiality is the term used to describe the significance of financial statement information to decision makers. An item of information, or an aggregate of items, is material if it is probable that its omission or misstatement would influence or change a decision. Materiality is a matter of professional judgement in the particular circumstances.

FACTORS	COMMENTS	AMOUNT
Basis for Calculation	Total expenses	\$ 314,704
Factors Used	Middle of the range accepted by Canadian Auditing Standards	2.50%
Overall Materiality	Level at which misstatements individually or in aggregate would affect the decisions of the users of the financial statements	\$ 7,800
Performance Materiality	Amount that is used when determining the extent of substantive testing	\$ 5,460 (70%)
Trivial Error Threshold	Matters identified during the audit, which are trivial	\$ 390 (5%)



# MISSTATEMENTS

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Misstatements are categorized as corrected audit misstatements and uncorrected audit misstatements. These include disclosure deficiencies as well.

## Significant Misstatements

We have not found any material misstatements or unadjusted items that exceed materiality.

# INDEPENDENCE

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Canadian auditing standards require us to confirm our independence with the entity and those responsible with governance.

To our knowledge, Baker Tilly SNT has no independence issues in the following areas:

- Holding a financial interest, either directly or indirectly, in the entity;
- Holding a position, either directly or indirectly, that gives the right of responsibility to exert significant influence over the financial or account policies of the entity;
- Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with the entity;
- Economic dependence on the entity; and
- Provision of services in addition to the audit engagement.





# OTHER MATTERS

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## **Related Party Transactions**

All related party transactions are disclosed in the notes to the financial statements.

## **Significant Unusual Transactions**

No significant transactions were entered into by the entity that you should be aware of.

## **Significant Matters Discussed with Management**

There were no significant matters arising from the audit discussed with management and no disagreements.

## **Written Representations Requested from Management**

We request that management prepare a letter to us reaffirming various representations that were provided to us and we have relied upon.

## **Internal Control Recommendations and Management Letter**

We will not be issuing a management letter, as we did not identify deficiencies in internal controls.

## **Other**

No instances of illegal acts, fraud, intentional misstatements or errors were noted during the audit.

No instances of non-compliance of laws and regulation were identified during our audit.

# CONCLUSION

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We are ready to release the financial statements subject to completion of the following:

- Receipt of signed management representation letter
- Completing our discussion with the entity
- Receipt of evidence of the entity's approval of the financial statements

# KEY DELIVERABLES

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KEY DELIVERABLES	EXPECTED DATE
Present draft financial statements to the entity	September 9, 2025
Issue audited financial statements	September 12, 2025



We would like to take this opportunity to note our appreciation to management and administrative personnel for their cooperation and assistance.

We welcome any feedback on our performance as we strive to continually improve our service.



# Tax

Our Tax Services are designed to meet your business tax compliance and consulting needs.

- Tax
- Advisory
- Indirect Tax
- Transfer Pricing
- Cross Border & International
- SR&ED
- Personal and Corporate Tax Compliance
- Tax Minimizing Strategies
- Corporate Reorganizations
- Tax Dispute Resolution

# Transaction

Whether you are a buyer or a seller, knowledge is power and decisive action begins with clarity.

- Mergers and Acquisitions
- Capital Raising
- Transaction Support
- Valuations
- Corporate
- Finance
- Restructuring and Recovery

# IT

Navigating through the maze of information technology needs and business optimization planning is a challenge to most businesses in today's evolving world.

- Security and Data Protection
- Network Assessment
- Infrastructure
- Recommendations and Implementation
- Backup Solutions

# Assurance

When you're facing a changing global economy, it's important to have someone next to you who will help navigate through the evolving accounting standards and changing regulatory environment.

- Entrepreneurial
- Audit and Accounting
- Private Enterprise
- Public Markets

# Data Analytics

At Baker Tilly, we strive to be up-to-date on the latest data analytic trends and software.

Techniques commonly performed include:

- Predictive modelling
- Key Performance Indicator (KPI) analysis
- Historical operational analysis
- Tax recovery
- Improved production line efficiency
- Reduction of unnecessary costs
- Analyze complex forex
- Data visualization
- Risk analysis
- Benchmarking
- System implementation

# Advisory

Across our advisory service lines, we get to the essence of value drivers, so clients can realize optimal value and achieve their business objectives.

- Organizational Effectiveness & Productivity
- Operational Performance Reviews
- Business Development
- Social Enterprise Development
- Project Management
- Corporate and Organizational Governance
- Human Resources
- Financial and Risk Management
- Government
- Funding Applications
- Succession Planning
- Marketing and Client Strategy

# BT Advantage

As a business owner, you need information that's timely and relevant to drive daily decisions. Baker Tilly Advantage addresses that need by leveraging best-in-class technologies to deliver customized accounting, finance and operational assistance. Traditional accounting solutions focus on where you have been. Baker Tilly Advantage transforms this approach into proactive solutions that focus on where you are going. The difference is a powerful combination of innovative cloud technology, financial expertise and industry insight delivered by experienced advisors, who are committed to helping you gain a competitive advantage.

**3 offices | 18 partners | 100 professionals**



**THANK YOU**

**Burk's Falls, Joly, Machar, Ryerson,  
South River, Strong and Sundridge Joint  
Building Committee**

**Independent Auditor's Report and Financial Report**

**December 31, 2024**

# **Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**

## **Financial Report**

**December 31, 2024**

Management's Responsibility for the Financial Statements

Independent Auditor's Report

Statement of Financial Position 1

Statement of Operations and Accumulated Surplus (Deficit) 2

Statement of Cash Flows 3

Statement of Change in Net Debt 4

Notes to the Financial Statements 5-15



## Management's Responsibility for the Financial Statements

The accompanying financial statements of the Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee (the "Committee") are the responsibility of the Committee's management and have been prepared in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, as described in Note 2 to the financial statements.

The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Committee's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized, and recorded in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management. The Committee's Board meets with management and the external auditor to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by Baker Tilly SNT LLP, independent external auditor appointed by the Committee. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Committee's financial statements.

A handwritten signature in blue ink, appearing to read "David Unatub", is written over a horizontal line.

Treasurer

September 9, 2025

## **Independent Auditor's Report**

**To the Members of the Burk's Falls, Joly, Machar,  
Ryerson, South River, Strong and Sundridge Joint  
Building Committee**

### **Opinion**

We have audited the financial statements of the Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee, which comprise the statement of financial position as at December 31, 2024, and the statements of operations and accumulated surplus (deficit), cash flows, and change in net debt for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee as at December 31, 2024, and its results of operations and its cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

### **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Committee in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Other Matter**

The financial statements of the Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee for the year ended December 31, 2023 were audited by another auditor who expressed an unmodified opinion of those statements on August 20, 2024.

ACCOUNTING • TAX • ADVISORY

*Baker Tilly SNT LLP is a member of Baker Tilly Canada Cooperative, which is a member of the global network of Baker Tilly International Limited. All members of Baker Tilly Canada Cooperative and Baker Tilly International Limited are separate and independent legal entities.*

COMPTABILITÉ • FISCALITÉ • SERVICES-CONSEILS

*Baker Tilly SNT s.r.l. est membre de la Coopérative Baker Tilly Canada, qui fait partie du réseau mondial Baker Tilly International Limited. Les membres de la Coopérative Baker Tilly Canada et de Baker Tilly International Limited sont tous des entités juridiques distinctes et indépendantes.*

## **Independent Auditor's Report (continued)**

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Committee's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Committee or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Committee's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Committee's internal control.



## **Independent Auditor's Report (continued)**

### **Auditor's Responsibilities for the Audit of the Financial Statements (continued)**

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Committee's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Committee to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

North Bay, Ontario  
September 9, 2025

*Baker Tilly SNT LLP*  
CHARTERED PROFESSIONAL ACCOUNTANTS,  
LICENSED PUBLIC ACCOUNTANTS

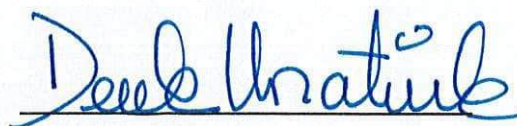
**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and  
Sundridge Joint Building Committee**

**Statement of Financial Position**

**December 31, 2024**

	<u>2024</u>	<u>2023</u>
<b>Financial Assets</b>		
Cash	\$ 456,694	\$ 587,955
Other investments (note 4)	204,904	103,370
Accounts receivable (note 5)	<u>11,671</u>	<u>3,770</u>
	<u>673,269</u>	<u>695,095</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (note 6)	13,348	18,500
Deferred revenues - obligatory reserve funds (note 7)	661,559	677,040
Employee future benefits payable (note 8)	<u>42,077</u>	<u>39,139</u>
	<u>716,984</u>	<u>734,679</u>
<b>Net Debt</b>	<u>(43,715)</u>	<u>(39,584)</u>
<b>Non-Financial Assets</b>		
Tangible capital assets (note 9)	57,654	24,120
Prepaid expenses	<u>1,638</u>	<u>445</u>
	<u>59,292</u>	<u>24,565</u>
<b>Accumulated Surplus (Deficit) (note 10)</b>	<u>\$ 15,577</u>	<u>\$ (15,019)</u>

Approved by:



The accompanying notes are an integral part of these financial statements.

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and  
Sundridge Joint Building Committee**  
Statement of Operations and Accumulated Surplus (Deficit)  
For The Year Ended December 31, 2024

	<b>2024</b>		<b>2023</b>
	<b>Budget</b>	<b>Actual</b>	<b>Actual</b>
	(Unaudited)		
<b>Revenues</b>			
Building permits and fines (note 11)	\$ 367,200	\$ 301,317	\$ 250,230
Other	30,000	32,451	28,537
Gain on disposal of tangible capital assets	-	11,532	-
Total revenues	<u>397,200</u>	<u>345,300</u>	<u>278,767</u>
<b>Expenses</b>			
Salaries, wages, and employee benefits	266,325	256,454	236,484
Materials and supplies	34,775	14,617	19,337
Contracted services	28,300	29,540	20,402
Rents and financial expenses	7,800	7,718	5,965
Amortization of tangible capital assets	<u>6,376</u>	<u>6,375</u>	<u>4,514</u>
Total expenses	<u>343,576</u>	<u>314,704</u>	<u>286,702</u>
<b>Annual surplus (deficit)</b>	<b>53,624</b>	<b>30,596</b>	<b>(7,935)</b>
<b>Accumulated deficit, beginning of year</b>	<u><b>(15,019)</b></u>	<u><b>(15,019)</b></u>	<u><b>(7,084)</b></u>
<b>Accumulated surplus (deficit), end of year</b>	<u><u><b>\$ 38,605</b></u></u>	<u><u><b>\$ 15,577</b></u></u>	<u><u><b>\$ (15,019)</b></u></u>

The accompanying notes are an integral part of these financial statements.

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and  
Sundridge Joint Building Committee**  
Statement of Cash Flows  
For The Year Ended December 31, 2024

	<u>2024</u>	<u>2023</u>
<b>Operating transactions</b>		
Annual surplus (deficit)	\$ 30,596	\$ (7,935)
<b>Cash provided by (applied to)</b>		
Non-cash items:		
Employee future benefits payable	2,938	9,411
Amortization of tangible capital assets	6,375	4,514
Gain on disposal of tangible capital assets	(11,532)	-
Change in non-cash working capital balances		
Increase in accounts receivable	(7,901)	(2,579)
Increase (decrease) in accounts payable and accrued liabilities	(5,152)	1,234
Increase (decrease) in deferred revenues - obligatory reserve funds	(15,481)	91,954
Decrease (increase) in prepaid expenses	(1,193)	177
Cash provided by (applied to) operating transactions	<u>(1,350)</u>	<u>96,776</u>
<b>Capital transactions</b>		
Acquisition of tangible capital assets	(56,377)	(5,990)
Proceeds on disposal of tangible capital assets	28,000	-
Cash applied to capital transactions	<u>(28,377)</u>	<u>(5,990)</u>
<b>Investing transactions</b>		
Acquisition of other investments	(101,534)	(1,627)
Cash applied to investing transactions	<u>(101,534)</u>	<u>(1,627)</u>
<b>Increase (decrease) in cash</b>	(131,261)	89,159
<b>Cash, beginning of year</b>	<u>587,955</u>	<u>498,796</u>
<b>Cash, end of year</b>	<u><u>\$ 456,694</u></u>	<u><u>\$ 587,955</u></u>

The accompanying notes are an integral part of these financial statements.

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and  
Sundridge Joint Building Committee**  
Statement of Change in Net Debt  
For The Year Ended December 31, 2024

	<u>2024</u> <u>Budget</u> (Unaudited)	<u>2024</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>
<b>Annual surplus (deficit)</b>	\$ 53,624	\$ 30,596	\$ (7,935)
Amortization of tangible capital assets	6,376	6,375	4,514
Gain on disposal of tangible capital assets	-	(11,532)	-
Proceeds on disposal of tangible capital assets	-	28,000	-
Acquisition of tangible capital assets	(60,000)	(56,377)	(5,990)
Change in prepaid expenses	-	(1,193)	177
<b>Increase in net debt</b>	-	(4,131)	(9,234)
<b>Net debt, beginning of year</b>	<u>(39,584)</u>	<u>(39,584)</u>	<u>(30,350)</u>
<b>Net debt, end of year</b>	<u><u>\$ (39,584)</u></u>	<u><u>\$ (43,715)</u></u>	<u><u>\$ (39,584)</u></u>

The accompanying notes are an integral part of these financial statements.

# **Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**

**Notes to the Financial Statements  
December 31, 2024**

## **1. Status and Nature of Activities**

The Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee (the "Committee") is a joint committee of the Corporation of the Municipality of the Village of Burk's Falls, the Corporation of the Township of Joly, the Corporation of the Township of Machar, the Corporation of the Township of Ryerson, the Corporation of the Village of South River, the Corporation of the Township of Strong, and the Corporation of the Village of Sundridge. Its mandate is to provide building services. The revenue/expense of the Committee is allocated to the participating municipalities annually based on the permit fees collected for the participant as a percentage of the total permit fees collected by all participating parties.

## **2. Significant Accounting Policies**

These financial statements of the Committee are the representation of management prepared in accordance with accounting policies recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgement.

### **(a) Basis of Accounting**

#### **(i) Accrual Basis**

The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services, and the creation of a legal obligation to pay.

#### **(ii) Cash**

Cash includes cash on hand and balances held at financial institutions.

#### **(iii) Deferred Revenues - Obligatory Reserve Funds**

The Committee receives certain government grants, transfers and other revenues under the authority of legislation. These funds, by their nature, are restricted in their use and, until applied to specific expenses, are recorded as deferred revenues. Amounts applied to qualifying expenses are recorded as revenue in the fiscal period they are expended.

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**  
**Notes to the Financial Statements**  
**December 31, 2024**

**2. Significant Accounting Policies (Continued)**

**(a) Basis of Accounting (Continued)**

**(iv) Employee Future Benefits**

The Committee makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS) which is a multi-employer contributory defined benefit program with contributions expensed as incurred. Obligations for sick leave and employee retirement gratuities are accrued as the eligible employees render the services necessary to earn the benefits.

**(v) Non-Financial Assets**

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the change in net debt for the year.

*i) Tangible Capital Assets*

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development, or betterment of the asset, and legally or contractually required retirement activities. The costs, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Vehicles	8 years
Equipment	5 to 10 years

One half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use. Tangible capital assets received as donations are recorded at their fair value at the date of receipt and also are recorded as revenue.

*ii) Prepaid Expenses*

Prepaid expenses represent amounts paid in advance for a good or service not yet received. The expense is recognized once the goods have been received or the services have been performed.

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**  
**Notes to the Financial Statements**  
**December 31, 2024**

**2. Significant Accounting Policies (Continued)**

**(a) Basis of Accounting (Continued)**

**(vi) Other Revenues**

Building permits and fines are recognized in the period in which the revenue relates.

Other income is recognized when earned and collection is reasonably assured.

**(vii) Government Grants and Transfers**

Government transfers, such as municipal contributions and grants, are recognized in the financial statements in the period in which events giving rise to the transfer occurs, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when, and to the extent that stipulations associated with the transfer give rise to a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. The transfer revenue is recognized in the statement of operations and accumulated surplus as the stipulations giving rise to the liabilities are settled.

**(viii) Use of Estimates**

The preparation of financial statements in conformity with the Canadian Public Sector Accounting Standards requires management to make estimates and assumptions. These estimates and assumptions are based on management's best information and judgement and may differ significantly from actual results. Accounts subject to significant estimates include the useful life of tangible capital assets and the related amortization, and employee future benefits payable. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in the periods in which they become known.

**(ix) Financial Instruments**

Financial instruments are classified at either fair value or amortized cost.

Financial instruments classified at amortized cost include cash, other investments, accounts receivable, and accounts payable and accrued liabilities. They are initially recorded at their fair value and subsequently carried at amortized cost using the effective interest rate method, less impairment. Transaction costs are added to the carrying value of the instrument.



**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**  
**Notes to the Financial Statements**  
**December 31, 2024**

**3. Change in Accounting Policies**

On January 1, 2024, the Committee adopted the following standards on a prospective basis: PS 3400 - *Revenue*, PSG-8 - *Purchased Intangibles* and PS 3160 - *Public Private Partnerships (P3s)*. The adoption of these standards had no impact on the opening balances.

Section PS 3400 - *Revenue* establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions.

Guideline PSG-8 - *Purchased Intangibles* provides guidance on the accounting and reporting for purchased intangible assets that are acquired through arm's length exchange transactions between knowledgeable, willing parties that are under no compulsion to act.

Section PS 3160 - *Public Private Partnerships (P3s)* provides specific guidance on the accounting and reporting for public private partnerships between public and private sector entities where the public sector entity procures infrastructure using a private sector partner.

**4. Other Investments**

	<u>2024</u>	<u>2023</u>
Guaranteed Investment Certificates maturing July 5, 2025, and July 5, 2026, bearing accrued interest at 5.1% and 4.9% respectively	<u>\$ 204,904</u>	<u>\$ 103,370</u>

**5. Accounts Receivable**

	<u>2024</u>	<u>2023</u>
Federal government	\$ 11,546	\$ 3,722
Province of Ontario	<u>125</u>	<u>48</u>
	<u>\$ 11,671</u>	<u>\$ 3,770</u>

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**  
**Notes to the Financial Statements**  
**December 31, 2024**

**6. Accounts Payable and Accrued Liabilities**

	<u>2024</u>	<u>2023</u>
Province of Ontario	\$ 2,323	\$ 1,839
Trade payables	214	2,232
Other	<u>10,811</u>	<u>14,429</u>
	<u><u>\$ 13,348</u></u>	<u><u>\$ 18,500</u></u>

**7. Deferred Revenues - Obligatory Reserve Funds**

A requirement of the Chartered Professional Accountants Canada Public Sector Accounting Handbook, is that obligatory reserve funds be reported as deferred revenues. This requirement is in place as legislation and external agreements restrict how these funds may be used and under certain circumstances these funds may possibly be refunded. The balances in the obligatory reserve funds of the Committee are summarized below:

	Balance as at December 31, 2023	Amounts received during the year	Recognized as revenues during the year	<b>Balance as at December 31, 2024</b>
Building code act	<u>677,040</u>	<u>-</u>	<u>15,481</u>	<u><b>661,559</b></u>
<b>Total Deferred Revenues - Obligatory Reserve Funds</b>	<u><u>\$ 677,040</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 15,481</u></u>	<u><u><b>\$ 661,559</b></u></u>

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and  
Sundridge Joint Building Committee**  
Notes to the Financial Statements  
December 31, 2024

**8. Employee Future Benefits Payable**

Under the sick leave benefits policy, employees hired prior to January 1, 2014 can accumulate unused sick leave without limit and are entitled to one-half of their accumulated time, to a maximum of 30 days when the leave the Committee's employment. The sick leave liability estimates the use of accumulated sick leave prior to retirement, as well as any lump sum payments upon retirement, and assumes that both the appropriate discount rate and future salary and wage levels will increase by 2% per annum.

Under the retirement gratuity policy, qualifying employees are entitled to a payout, upon retirement, based on length of service and rate of pay. The retirement gratuity liability estimates the lump-sum payments upon retirement, and assumes that both the appropriate discount rate, and future salary and wage levels will increase by 2% per annum.

	<u>2024</u>	<u>2023</u>
Sick leave	\$ 22,637	\$ 21,485
Retirement gratuity	<u>19,440</u>	<u>17,654</u>
	<u><u>\$ 42,077</u></u>	<u><u>\$ 39,139</u></u>

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**  
Notes to the Financial Statements  
December 31, 2024

**9. Tangible Capital Assets**

	Cost			Accumulated Amortization		Net Book Value		
	Balance, beginning of year	Additions	Transfers / Disposals	Balance, end of year	Amortization	Disposals	December 31, 2024	December 31, 2023
Vehicles	\$ 32,936	\$ 56,377	\$ (32,936)	\$ 56,377	\$ 14,409	\$ 5,582	\$ 52,854	\$ 18,527
Equipment	5,990	-	-	5,990	397	793	4,800	5,593
	<u>\$ 38,926</u>	<u>\$ 56,377</u>	<u>\$ (32,936)</u>	<u>\$ 62,367</u>	<u>\$ 14,806</u>	<u>\$ 6,375</u>	<u>\$ 57,654</u>	<u>\$ 24,120</u>

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**  
**Notes to the Financial Statements**  
**December 31, 2024**

**10. Accumulated Surplus (Deficit)**

	<u>2024</u>	<u>2023</u>
Surplus		
Invested in tangible capital assets	\$ 57,654	\$ 24,120
Unfunded liabilities		
Employee future benefits payable	<u>(42,077)</u>	<u>(39,139)</u>
Accumulated Surplus (Deficit)	<u>\$ 15,577</u>	<u>\$ (15,019)</u>

**11. Building Permits and Fines**

The composition of building permits and fines reported on the Statement of Financial Position is as follows:

	<u>2024</u>	<u>2023</u>
Permit fees and fines collected in the year		
Village of Burk's Falls	\$ 12,425	\$ 24,143
Township of Joly	10,095	31,153
Township of Machar	56,723	103,377
Township of Ryerson	46,087	70,810
Village of South River	29,054	24,669
Township of Strong	70,532	34,932
Village of Sundridge	<u>60,920</u>	<u>53,100</u>
	285,836	342,184
Transfers from (to) deferred revenues - obligatory reserve funds	<u>15,481</u>	<u>(91,954)</u>
	<u>\$ 301,317</u>	<u>\$ 250,230</u>

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**  
**Notes to the Financial Statements**  
**December 31, 2024**

**12. Related Party Transactions**

The related party transactions below are in the normal course of operations and are measured at their exchange amount, which is the amount of consideration established and agreed to by the related parties.

The following table summarizes the Committee's related party transactions with its contributing municipalities during the year:

	<u>2024</u>	<u>2023</u>
Expenses		
Township of Strong		
Administration	\$ 10,000	\$ 7,200
Rent	7,490	5,712

**13. Pension Agreements**

The Committee makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of all qualifying members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The OMERS Administration Corporation Board of Directors, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. OMERS provides pension services to approximately 640,000 active and retired members and approximately 1,000 employers.

Each year an independent actuary determines the funding status of OMERS Primary Pension Plan ("the Plan") by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. On December 31, 2024, the estimated accrued pension obligation for all members of the Plan was \$140,766 million (2023 - \$134,574 million). The Plan had an actuarial value of net assets at that date of \$137,853 million (2023 - \$130,372 million) indicating an actuarial deficit of \$2,913 million (2023 - \$4,202 million). The Plan is a multi-employer plan, therefore any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Committee does not recognize any share of the OMERS pension surplus or deficit.

The amount contributed by the Committee to OMERS for 2024 was \$22,735 (2023 - \$20,691) for current services and is included as an expense on the statement of operations and accumulated surplus (deficit).



**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**  
**Notes to the Financial Statements**  
**December 31, 2024**

**14. Financial Instruments**

Risks arising from financial instruments and risk management

The Committee is exposed to a variety of financial risks including credit risk, liquidity risk and market risk.

There have been no changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

Credit risk

Credit risk is the risk of losses resulting from a counterparty's failure to honour its contractual obligations. The Committee is exposed to credit risk to the extent that accounts receivable are not collected in a timely manner. The Committee's financial assets consisting of cash, other investments, and accounts receivable are subject to credit risk. The carrying amounts of financial assets on the statement of financial position represent the maximum credit risk of the Committee at the date of the statement of financial position. The Committee does not believe it is subject to significant credit risk.

Liquidity risk

Liquidity risk is the risk that the Committee will not be able to meet its financial obligations as they become due. The Committee's financial liabilities include accounts payable and accrued liabilities. The Committee maintains sufficient resources to meet its obligations. The Committee does not believe it is subject to significant liquidity risk.

Market risk

Market risk is the risk of changes in the fair value of financial instruments resulting from fluctuations in the market. The Committee is exposed to currency risk, interest risk, and price risk to the extent that the fair value of a financial instrument will fluctuate as a result of market factors. The Committee's financial instruments consisting of cash, other investments, accounts receivable, and accounts payable and accrued liabilities are subject to market risk. The Committee does not believe it is subject to significant market risk.

**Burk's Falls, Joly, Machar, Ryerson, South River, Strong and Sundridge Joint Building Committee**  
**Notes to the Financial Statements**  
**December 31, 2024**

**15. Budget Figures**

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Committee. The budget approved by the Committee is based on a model used to manage spending within the guidelines of the model. Given the differences between the model and generally accepted accounting principles established by the Public Sector Accounting Board, the budget figures presented have been adjusted to conform with this basis of accounting that is used to prepare the financial statements. The budget figures are unaudited.

	<u>2024</u>	<u>2023</u>
Budget By-law surplus for the year	\$ -	\$ -
Add: Acquisition of tangible capital assets	60,000	6,000
Less: Amortization of tangible capital assets	<u>(6,376)</u>	<u>(4,514)</u>
 Budget surplus per statement of operations and accumulated surplus	 <u>\$ 53,624</u>	 <u>\$ 1,486</u>

**16. Comparative Figures**

The presentation of certain accounts of the previous year has been changed to conform with the presentation adopted for the current year.

# **AUDIT FINDINGS REPORT**

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**Presented to the Sunridge-Strong-Joly Arena & Hall**

Prepared by Baker Tilly SNT  
September 9, 2025

# PURPOSE OF THE REPORT

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We have been engaged to express an audit opinion on the financial statements of Sundridge-Strong-Joly Arena & Hall ("the entity") for the year ended December 31, 2024. We have substantially completed our audit and are pleased to report our findings to date.

The purpose of this report is to summarize certain aspects of the audit that we believe to be of interest to the entity. This report should be read in conjunction with the draft financial statements and our audit report thereon.

We have received full cooperation during the course of our audit and unrestricted access to all documents, books and records. We did not encounter any significant difficulties during the audit.

This report is intended for use by the entity only.



A vertical image on the left side of the page showing a close-up of a wood grain texture, with various shades of brown and black lines representing the grain and cracks.

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# RESPONSIBILITIES

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AUDITOR	BOARD OF DIRECTORS	MANAGEMENT
Express an opinion on whether the financial statements present fairly, in all material respects, the financial position and its results of its operations and its cash flows for the year in accordance with Canadian Public Sector Accounting Standards	Act as an objective, independent liaison between the auditor and management	Ensure financial statements are prepared and presented in accordance with Canadian Public Sector Accounting Standards
Perform the audit in accordance with Canadian generally accepted auditing standards	Assist in the planning process when appropriate	Ensure completeness of information with regards to financial records and data and provide information on non-compliance, illegal acts, related party transactions
Assess risk that the financial statements may contain material misstatements that, individually or in the aggregate are material to the financial statements as a whole	Meet with the auditors prior to the release and approval of the audited financial statements to review the audit, disclosure and compliance issues	Ensure proper controls are in place to prevent and detect fraud and error, assess risk and provide information on any fraud or suspected fraud





# RESPONSIBILITIES (continued)

AUDITOR	BOARD OF DIRECTORS	MANAGEMENT
Assessing the accounting policies used and their application	Review selection of accounting policies	Ensure proper recognition, measurement and disclosure for selection of accounting policies, significant assumptions, future plans, related party transactions, any claims and possible claims and contingent gains and losses
Assessing the significant estimates made by management	Review and approve draft financial statements	Provide a written confirmation of significant representations to the auditor
Examine on a test basis, evidence supporting the amounts and disclosures in the financial statements	Advise auditor of any issues of disclosure, governance, fraud or illegal acts	

# OUR AUDIT PROCESS

1

## INITIAL PLANNING

- Assess and respond to engagement risk
- Assessment of audit management process
- Enhance understanding of the entity and accounting processes
- Determine planning materiality
- Perform walkthroughs
- Establish an overall audit strategy

2

## DEVELOP THE AUDIT PLAN

- Assess risk at account balance and potential error levels
- Plan use of working papers
- Plan substantive and control tests

3

## EXECUTE THE AUDIT PLAN

- Perform substantive and control tests including sampling techniques using the appropriate tools and software
- Review completion documents and working papers for areas with significant or high risk

4

## REPORT & ASSESS PERFORMANCE

- Obtain management representations
- Complete engagement reporting
- Issue audit report and management letter
- Summarize audit results
- Assess engagement quality





# OUR AUDIT APPROACH

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We determined, based on our understanding of internal controls, that limited reliance would be placed on the system of internal controls due to the size of the entity.

Testing of internal controls was not, in our view, cost effective for the level of assurance such tests would provide.

We adopted a substantive approach for the audit.



# AUDIT RISKS & RESULTS

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There were no significant audit risks identified.



# SIGNIFICANT FINDINGS FROM THE AUDIT

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## **Audit Opinion**

The Independent Auditor's Report will be issued without modification.

## **Accounting Policies**

On January 1, 2024 the entity adopted the following new accounting policies:

- PS 3400 Revenue
- PSG-8 Purchased Intangibles
- PS 3160 Public Private Partnerships (P3s)

The adoption of these policies had no impact on the opening balances.

## **Key Estimates**

Key estimates in the financial statements include:

- Useful life of tangible capital assets and the related amortization
- Employee future benefits payable
- Asset retirement obligations



# MATERIALITY

Materiality is the term used to describe the significance of financial statement information to decision makers. An item of information, or an aggregate of items, is material if it is probable that its omission or misstatement would influence or change a decision. Materiality is a matter of professional judgement in the particular circumstances.

FACTORS	COMMENTS	AMOUNT
Basis for Calculation	Total expenses	\$ 479,702
Factors Used	Middle of the range accepted by Canadian Auditing Standards	2.50%
Overall Materiality	Level at which misstatements individually or in aggregate would affect the decisions of the users of the financial statements	\$ 12,000
Performance Materiality	Amount that is used when determining the extent of substantive testing	\$ 8,400 (70%)
Trivial Error Threshold	Matters identified during the audit, which are trivial	\$ 600 (5%)



# MISSTATEMENTS

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Misstatements are categorized as corrected audit misstatements and uncorrected audit misstatements. These include disclosure deficiencies as well.

## Significant Misstatements

We have not found any material misstatements or unadjusted items that exceed materiality.

# INDEPENDENCE

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Canadian auditing standards require us to confirm our independence with the entity and those responsible with governance.

To our knowledge, Baker Tilly SNT has no independence issues in the following areas:

- Holding a financial interest, either directly or indirectly, in the entity;
- Holding a position, either directly or indirectly, that gives the right of responsibility to exert significant influence over the financial or account policies of the entity;
- Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with the entity;
- Economic dependence on the entity; and
- Provision of services in addition to the audit engagement.





# OTHER MATTERS

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## **Related Party Transactions**

All related party transactions are disclosed in the notes to the financial statements.

## **Significant Unusual Transactions**

No significant transactions were entered into by the entity that you should be aware of.

## **Significant Matters Discussed with Management**

There were no significant matters arising from the audit discussed with management and no disagreements.

## **Written Representations Requested from Management**

We request that management prepare a letter to us reaffirming various representations that were provided to us and we have relied upon.

## **Internal Control Recommendations and Management Letter**

We will not be issuing a management letter, as we did not identify deficiencies in internal controls.

## **Other**

No instances of illegal acts, fraud, intentional misstatements or errors were noted during the audit.

No instances of non-compliance of laws and regulation were identified during our audit.

# CONCLUSION

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We are ready to release the financial statements subject to completion of the following:

- Receipt of signed management representation letter
- Completing our discussion with the entity
- Receipt of evidence of the entity's approval of the financial statements

# KEY DELIVERABLES

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KEY DELIVERABLES	EXPECTED DATE
Present draft financial statements to the entity	September 9, 2025
Issue audited financial statements	September 12, 2025



We would like to take this opportunity to note our appreciation to management and administrative personnel for their cooperation and assistance.

We welcome any feedback on our performance as we strive to continually improve our service.





# Tax

Our Tax Services are designed to meet your business tax compliance and consulting needs.

- Tax
- Advisory
- Indirect Tax
- Transfer Pricing
- Cross Border & International
- SR&ED
- Personal and Corporate Tax Compliance
- Tax Minimizing Strategies
- Corporate Reorganizations
- Tax Dispute Resolution

# Transaction

Whether you are a buyer or a seller, knowledge is power and decisive action begins with clarity.

- Mergers and Acquisitions
- Capital Raising
- Transaction Support
- Valuations
- Corporate
- Finance
- Restructuring and Recovery

# IT

Navigating through the maze of information technology needs and business optimization planning is a challenge to most businesses in today's evolving world.

- Security and Data Protection
- Network Assessment
- Infrastructure
- Recommendations and Implementation
- Backup Solutions

# Assurance

When you're facing a changing global economy, it's important to have someone next to you who will help navigate through the evolving accounting standards and changing regulatory environment.

- Entrepreneurial
- Audit and Accounting
- Private Enterprise
- Public Markets

# Data Analytics

At Baker Tilly, we strive to be up-to-date on the latest data analytic trends and software.

Techniques commonly performed include:

- Predictive modelling
- Key Performance Indicator (KPI) analysis
- Historical operational analysis
- Tax recovery
- Improved production line efficiency
- Reduction of unnecessary costs
- Analyze complex forex
- Data visualization
- Risk analysis
- Benchmarking
- System implementation

# Advisory

Across our advisory service lines, we get to the essence of value drivers, so clients can realize optimal value and achieve their business objectives.

- Organizational Effectiveness & Productivity
- Operational Performance Reviews
- Business Development
- Social Enterprise Development
- Project Management
- Corporate and Organizational Governance
- Human Resources
- Financial and Risk Management
- Government
- Funding Applications
- Succession Planning
- Marketing and Client Strategy

# BT Advantage

As a business owner, you need information that's timely and relevant to drive daily decisions. Baker Tilly Advantage addresses that need by leveraging best-in-class technologies to deliver customized accounting, finance and operational assistance. Traditional accounting solutions focus on where you have been. Baker Tilly Advantage transforms this approach into proactive solutions that focus on where you are going. The difference is a powerful combination of innovative cloud technology, financial expertise and industry insight delivered by experienced advisors, who are committed to helping you gain a competitive advantage.

**3 offices | 18 partners | 100 professionals**



**THANK YOU**

**Sundridge-Strong-Joly Arena & Hall**

**Independent Auditor's Report and Financial Report**

**December 31, 2024**

# **Sundridge-Strong-Joly Arena & Hall**

## **Financial Report**

**December 31, 2024**

Management's Responsibility for the Financial Statements

Independent Auditor's Report

Statement of Financial Position	1
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Statement of Operations and Accumulated Surplus	2
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Statement of Cash Flows	3
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Statement of Change in Net Debt	4
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## Management's Responsibility for the Financial Statements

The accompanying financial statements of the Sundridge-Strong-Joly Arena & Hall (the "Arena") are the responsibility of the Arena's management and have been prepared in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, as described in Note 2 to the financial statements.

The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Arena's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized, and recorded in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management. The Arena's Board meets with management and the external auditor to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by Baker Tilly SNT LLP, independent external auditor appointed by the Arena. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Arena's financial statements.

A handwritten signature in blue ink, reading "Derek Unatub". The signature is fluid and cursive, with the first name "Derek" and last name "Unatub" clearly distinguishable.

Treasurer

September 9, 2025

**Baker Tilly SNT LLP / s.r.l.**

1850 Bond, Unit / Unité A

North Bay, ON, Canada P1B 4V6

**T:** +1 705.494.9336

**F:** +1 705.494.8783

**[www.bakertilly.ca](http://www.bakertilly.ca)**

## **Independent Auditor's Report**

### **To the Members of the Sundridge-Strong-Joly Arena & Hall**

#### **Opinion**

We have audited the financial statements of the Sundridge-Strong-Joly Arena & Hall, which comprise the statement of financial position as at December 31, 2024, and the statements of operations and accumulated surplus, cash flows, and change in net debt for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Sundridge-Strong-Joly Arena & Hall as at December 31, 2024, and its results of operations and its cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

#### **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Arena in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Other Matter**

The financial statements of the Sundridge-Strong-Joly Arena & Hall for the year ended December 31, 2023 were audited by another auditor who expressed an unmodified opinion of those statements on August 20, 2024.

ACCOUNTING • TAX • ADVISORY

*Baker Tilly SNT LLP is a member of Baker Tilly Canada Cooperative, which is a member of the global network of Baker Tilly International Limited. All members of Baker Tilly Canada Cooperative and Baker Tilly International Limited are separate and independent legal entities.*

COMPTABILITÉ • FISCALITÉ • SERVICES-CONSEILS

*Baker Tilly SNT s.r.l. est membre de la Coopérative Baker Tilly Canada, qui fait partie du réseau mondial Baker Tilly International Limited. Les membres de la Coopérative Baker Tilly Canada et de Baker Tilly International Limited sont tous des entités juridiques distinctes et indépendantes.*



## **Independent Auditor's Report (continued)**

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Arena's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Arena or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Arena's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Arena's internal control.

## **Independent Auditor's Report (continued)**

### **Auditor's Responsibilities for the Audit of the Financial Statements (continued)**

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Arena's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Arena to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

North Bay, Ontario  
September 9, 2025

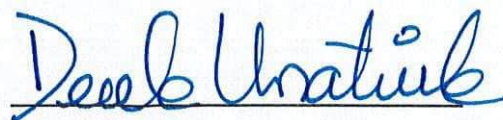
*Baker Tilly SNT LLP*  
CHARTERED PROFESSIONAL ACCOUNTANTS,  
LICENSED PUBLIC ACCOUNTANTS

**Sundridge-Strong-Joly Arena & Hall**  
**Statement of Financial Position**  
**December 31, 2024**

	<u>2024</u>	<u>2023</u>
<b>Financial Assets</b>		
Cash	\$ 157,921	\$ 166,260
Accounts receivable (note 4)	<u>10,420</u>	<u>10,455</u>
	<u>168,341</u>	<u>176,715</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (note 5)	50,361	51,180
Long-term debt (note 6)	229,329	306,979
Employee future benefits payable (note 7)	18,681	20,109
Asset retirement obligations (note 8)	<u>45,501</u>	<u>43,583</u>
	<u>343,872</u>	<u>421,851</u>
<b>Net Debt</b>	<u>(175,531)</u>	<u>(245,136)</u>
<b>Non-Financial Assets</b>		
Tangible capital assets (note 9)	1,420,475	1,316,172
Prepaid expenses	3,244	-
Inventories of supplies	<u>4,308</u>	<u>7,528</u>
	<u>1,428,027</u>	<u>1,323,700</u>
<b>Accumulated Surplus (note 10)</b>	<u>\$ 1,252,496</u>	<u>\$ 1,078,564</u>

Approved by:

  
 \_\_\_\_\_

  
 \_\_\_\_\_

The accompanying notes are an integral part of these financial statements.

**Sundridge-Strong-Joly Arena & Hall**  
**Statement of Operations and Accumulated Surplus**  
**For The Year Ended December 31, 2024**

	<b>2024</b>		<b>2023</b>
	<b>Budget</b>	<b>Actual</b>	<b>Actual</b>
	(Unaudited)		
<b>Revenues</b>			
Municipal contributions			
- Township of Joly	\$ 49,989	\$ 49,989	\$ 45,815
- Township of Strong	249,945	249,945	229,073
- Village of Sundridge	199,956	199,956	183,259
User fees	58,800	52,316	40,158
Other	92,474	101,428	90,603
Loss on disposal of tangible capital assets	-	-	(1,999)
Total revenues	<u>651,164</u>	<u>653,634</u>	<u>586,909</u>
<b>Expenses</b>			
Salaries, wages and employee benefits	214,529	193,599	227,912
Interest on long-term debt	10,050	10,050	12,942
Materials and supplies	180,976	174,676	170,532
Contracted services	31,731	31,570	25,516
Rents and financial expenses	650	2,872	2,422
Amortization of tangible capital assets	66,935	66,935	59,674
Total expenses	<u>504,871</u>	<u>479,702</u>	<u>498,998</u>
<b>Annual surplus</b>	146,293	173,932	87,911
<b>Accumulated surplus, beginning of year</b>	<u>1,078,564</u>	<u>1,078,564</u>	<u>990,653</u>
<b>Accumulated surplus, end of year</b>	<u>\$ 1,224,857</u>	<u>\$ 1,252,496</u>	<u>\$ 1,078,564</u>

The accompanying notes are an integral part of these financial statements.

**Sundridge-Strong-Joly Arena & Hall**  
**Statement of Cash Flows**  
**For The Year Ended December 31, 2024**

	<u>2024</u>	<u>2023</u>
<b>Operating transactions</b>		
Annual surplus	\$ 173,932	\$ 87,911
<b>Cash provided by (applied to)</b>		
Non-cash items:		
Employee future benefits payable	(1,428)	4,924
Accretion expense	1,918	1,837
Amortization of tangible capital assets	66,935	59,674
Loss on disposal of tangible capital assets	-	1,999
Change in non-cash working capital balances		
Decrease in accounts receivable	35	137,336
Decrease in accounts payable and accrued liabilities	(819)	(87,364)
Increase in prepaid expenses	(3,244)	-
Decrease in inventories of supplies	3,220	3,617
Cash provided by operating transactions	<u>240,549</u>	<u>209,934</u>
<b>Capital transactions</b>		
Acquisition of tangible capital assets	<u>(171,238)</u>	<u>(65,032)</u>
Cash applied to capital transactions	<u>(171,238)</u>	<u>(65,032)</u>
<b>Financing transactions</b>		
Long-term debt repaid	<u>(77,650)</u>	<u>(74,767)</u>
Cash applied to financing transactions	<u>(77,650)</u>	<u>(74,767)</u>
<b>Increase (decrease) in cash</b>	<b>(8,339)</b>	<b>70,135</b>
<b>Cash, beginning of year</b>	<u>166,260</u>	<u>96,125</u>
<b>Cash, end of year</b>	<u><u>\$ 157,921</u></u>	<u><u>\$ 166,260</u></u>

The accompanying notes are an integral part of these financial statements.

# Sundridge-Strong-Joly Arena & Hall

## Statement of Change in Net Debt

For The Year Ended December 31, 2024

	<u>2024</u> <u>Budget</u> (Unaudited)	<u>2024</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>
<b>Annual surplus</b>	\$ 146,293	\$ 173,932	\$ 87,911
Amortization of tangible capital assets	66,935	66,935	59,674
Loss on disposal of tangible capital assets	-	-	1,999
Acquisition of tangible capital assets	(213,578)	(171,238)	(65,032)
Change in prepaid expenses	-	(3,244)	-
Change in inventories of supplies	<u>-</u>	<u>3,220</u>	<u>3,617</u>
<b>Decrease (increase) in net debt</b>	(350)	69,605	88,169
<b>Net debt, beginning of year</b>	<u>(245,136)</u>	<u>(245,136)</u>	<u>(333,305)</u>
<b>Net debt, end of year</b>	<u><u>\$ (245,486)</u></u>	<u><u>\$ (175,531)</u></u>	<u><u>\$ (245,136)</u></u>

The accompanying notes are an integral part of these financial statements.



# Sundridge-Strong-Joly Arena & Hall

## Notes to the Financial Statements

December 31, 2024

### 1. Status and Nature of Activities

The Sundridge-Strong-Joly Arena & Hall (the "Arena") is a joint board of the Corporation of the Village of Sundridge, the Corporation of the Township of Strong, and the Corporation of the Township of Joly. Its mandate is to arena and hall services.

The contributions towards the Arena are in the following proportions:

	<u>2024</u>	<u>2023</u>
The Corporation of the Township of Joly	10 %	10 %
The Corporation of the Township of Strong	50 %	50 %
The Corporation of the Village of Sundridge	40 %	40 %

### 2. Significant Accounting Policies

These financial statements of the Arena are the representation of management prepared in accordance with accounting policies recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgement.

#### (a) Basis of Accounting

##### (i) Accrual Basis

The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services, and the creation of a legal obligation to pay.

##### (ii) Cash

Cash includes cash on hand and balances held at financial institutions.

##### (iii) Employee Future Benefits

The Arena makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS) which is a multi-employer contributory defined benefit program with contributions expensed as incurred. Obligations for sick leave and employee retirement gratuities are accrued as the eligible employees render the services necessary to earn the benefits.

# **Sundridge-Strong-Joly Arena & Hall**

## **Notes to the Financial Statements**

**December 31, 2024**

### **2. Significant Accounting Policies (Continued)**

#### **(a) Basis of Accounting (Continued)**

##### **(iv) Asset Retirement Obligations**

Asset retirement obligations represent the legal obligations associated with the retirement of a tangible capital asset that result from its acquisition, construction, development, or normal use.

The liability associated with an asset retirement obligation is measured with reference to the best estimate of the amount required to ultimately remediate the liability at the financial statement date to the extent that all recognition criteria are met. Asset retirement obligations are only recognized when there is a legal obligation for the Arena to incur costs in relation to a specific tangible capital asset, when the past transaction or event causing the liability has already occurred, when economic benefits will need to be given up in order to remediate the liability, and when a reasonable estimate of such amount can be made. The best estimate of the liability includes all costs directly attributable to the remediation of the asset retirement obligation, based on the most reliable information that is available as at the applicable reporting date. Where cash flows are expected over future periods, the liability is recognized using a present value technique.

When a liability for an asset retirement obligation is initially recognized, a corresponding adjustment to the related tangible capital asset is also recognized. Through the passage of time in subsequent reporting periods, the carrying value of the liability is adjusted to reflect accretion expenses incurred in the current period. This expense ensures that the time value of money is considered when recognizing outstanding liabilities at each reporting date. The capitalized asset retirement cost within tangible capital assets is also simultaneously depreciated on the same basis as the underlying asset to which it relates.

At remediation, the Arena derecognizes the liability that was established. In some circumstances, gains or losses may be incurred upon settlement related to the ongoing measurement of the liability and corresponding estimates that were made and are recognized in the statement of operations and accumulated surplus.

# Sundridge-Strong-Joly Arena & Hall

## Notes to the Financial Statements

December 31, 2024

### 2. Significant Accounting Policies (Continued)

#### (a) Basis of Accounting (Continued)

##### (v) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the change in net debt for the year.

##### *i) Tangible Capital Assets*

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development, or betterment of the asset, and legally or contractually required retirement activities. The costs, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements	20 years
Buildings	10 to 50 years
Machinery and equipment	10 to 20 years

One half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use. Tangible capital assets received as donations are recorded at their fair value at the date of receipt and also are recorded as revenue.

##### *ii) Inventories of Supplies*

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost.

##### *iii) Prepaid Expenses*

Prepaid expenses represent amounts paid in advance for a good or service not yet received. The expense is recognized once the goods have been received or the services have been performed.

##### (vi) Other Revenues

User fees are recognized in the period in which the revenue relates.

Other income is recognized when earned and collection is reasonably assured.

# **Sundridge-Strong-Joly Arena & Hall**

## **Notes to the Financial Statements**

**December 31, 2024**

### **2. Significant Accounting Policies (Continued)**

#### **(a) Basis of Accounting (Continued)**

##### **(vii) Government Grants and Transfers**

Government transfers, such as municipal contributions and grants, are recognized in the financial statements in the period in which events giving rise to the transfer occurs, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when, and to the extent that stipulations associated with the transfer give rise to a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. The transfer revenue is recognized in the statement of operations and accumulated surplus as the stipulations giving rise to the liabilities are settled.

##### **(viii) Use of Estimates**

The preparation of financial statements in conformity with the Canadian Public Sector Accounting Standards requires management to make estimates and assumptions. These estimates and assumptions are based on management's best information and judgement and may differ significantly from actual results. Accounts subject to significant estimates include the useful life of tangible capital assets and the related amortization, employee future benefits payable, and asset retirement obligations. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in the periods in which they become known.

##### **(ix) Financial Instruments**

Financial instruments are classified at either fair value or amortized cost.

Financial instruments classified at amortized cost include cash, accounts receivable, accounts payable and accrued liabilities, and long-term debt. They are initially recorded at their fair value and subsequently carried at amortized cost using the effective interest rate method, less impairment. Transaction costs are added to the carrying value of the instrument.

# Sundridge-Strong-Joly Arena & Hall

## Notes to the Financial Statements

December 31, 2024

### 3. Change in Accounting Policies

On January 1, 2024, the Arena adopted the following standards on a prospective basis: PS 3400 - *Revenue*, PSG-8 - *Purchased Intangibles* and PS 3160 - *Public Private Partnerships (P3s)*. The adoption of these standards had no impact on the opening balances.

Section PS 3400 - *Revenue* establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions.

Guideline PSG-8 - *Purchased Intangibles* provides guidance on the accounting and reporting for purchased intangible assets that are acquired through arm's length exchange transactions between knowledgeable, willing parties that are under no compulsion to act.

Section PS 3160 - *Public Private Partnerships (P3s)* provides specific guidance on the accounting and reporting for public private partnerships between public and private sector entities where the public sector entity procures infrastructure using a private sector partner.

### 4. Accounts Receivable

	<u>2024</u>	<u>2023</u>
Federal government	\$ 1,132	\$ 2,267
Other municipalities	1,802	2,311
Other	<u>7,486</u>	<u>5,877</u>
	<u>\$ 10,420</u>	<u>\$ 10,455</u>

### 5. Accounts Payable and Accrued Liabilities

	<u>2024</u>	<u>2023</u>
Province of Ontario	\$ 1,674	\$ 1,876
Other municipalities	1,198	1,267
Trade payables	32,005	27,021
Accrued interest	724	970
Other	<u>14,760</u>	<u>20,046</u>
	<u>\$ 50,361</u>	<u>\$ 51,180</u>



# Sundridge-Strong-Joly Arena & Hall

## Notes to the Financial Statements

December 31, 2024

### 6. Long-Term Debt

	<u>2024</u>	<u>2023</u>
Debenture loan, repayable in monthly instalments of \$7,329, including interest at the fixed rate of 3.79%, maturing September 1, 2027	<u>\$ 229,329</u>	<u>\$ 306,979</u>

Principal instalments required to be paid over the next three years are as follows:

2025	\$ 80,645
2026	83,755
2027	<u>64,929</u>
Total	<u>\$ 229,329</u>

### 7. Employee Future Benefits Payable

Under the sick leave benefits policy, employees hired prior to January 1, 2014 can accumulate unused sick leave without limit and are entitled to one-half of their accumulated time, to a maximum of 30 days when they leave the Arena's employment. The sick leave liability estimates the use of accumulated sick leave prior to retirement, as well as any lump sum payments upon retirement, and assumes that both the appropriate discount rate and future salary and wage levels will increase by 2% per annum.

Under the retirement gratuity policy, qualifying employees are entitled to a payout, upon retirement, based on length of service and rate of pay. The retirement gratuity liability estimates the lump-sum payments upon retirement, and assumes that both the appropriate discount rate and future salary and wage levels will increase by 2% per annum.

	<u>2024</u>	<u>2023</u>
Sick leave	\$ 12,724	\$ 14,298
Retirement gratuity	<u>5,957</u>	<u>5,811</u>
	<u>\$ 18,681</u>	<u>\$ 20,109</u>

# Sundridge-Strong-Joly Arena & Hall

## Notes to the Financial Statements

December 31, 2024

### 8. Asset Retirement Obligations

	<u>2024</u>	<u>2023</u>
Balance, beginning of year	\$ 43,583	\$ 41,746
Accretion expense	<u>1,918</u>	<u>1,837</u>
Balance, end of year	<u><u>\$ 45,501</u></u>	<u><u>\$ 43,583</u></u>

The asset retirement obligation is as follows:

	<u>2024</u>	<u>2023</u>
Asbestos removal	<u><u>\$ 45,501</u></u>	<u><u>\$ 43,583</u></u>

#### Asbestos removal

The Arena owns buildings which contain asbestos, and therefore, the Arena is legally required to perform abatement activities upon renovation or demolition of these assets. Abatement activities include handling and disposing of the asbestos in a prescribed manner when it is disturbed. A discount rate of 4.4% (2023 - 4.4%) and an inflation rate of 2.6% (2023 - 2.6%) has been used in the calculation.

**Sundridge-Strong-Joly Arena & Hall**  
Notes to the Financial Statements  
December 31, 2024

**9. Tangible Capital Assets**

	Cost			Accumulated Amortization			Net Book Value	
	Balance, beginning of year	Additions	Transfers / Disposals	Balance, end of year	Balance, beginning of year	Amortization	Disposals	Balance, end of year
Land and land improvements	\$ 3,503	\$ 6,512	\$ -	\$ 10,015	\$ -	\$ 163	\$ -	\$ 9,852
Buildings	1,606,219	2,807	-	1,609,026	501,069	40,012	-	1,067,945
Machinery and equipment	734,127	161,919	(83,399)	812,647	530,027	26,760	(83,399)	339,259
Work in progress	3,419	-	-	3,419	-	-	-	3,419
	<u>\$ 2,347,268</u>	<u>\$ 171,238</u>	<u>\$ (83,399)</u>	<u>\$ 2,435,107</u>	<u>\$ 1,031,096</u>	<u>\$ 66,935</u>	<u>\$ (83,399)</u>	<u>\$ 1,420,475</u>
								<u>\$ 1,316,172</u>

# Sundridge-Strong-Joly Arena & Hall

## Notes to the Financial Statements

December 31, 2024

### 10. Accumulated Surplus

	<u>2024</u>	<u>2023</u>
Surplus		
Invested in tangible capital assets	\$ 1,420,475	\$ 1,316,172
General (a)	91,142	100,673
Unfunded liabilities		
Long-term debt	(229,329)	(306,979)
Asset retirement obligations	(45,501)	(43,583)
Employee future benefits payable	(18,681)	(20,109)
Total surplus	<u>1,218,106</u>	<u>1,046,174</u>
Reserves		
Ball field capital	410	410
Rubber flooring	22,000	20,000
Working capital	<u>11,980</u>	<u>11,980</u>
Total reserves	<u>34,390</u>	<u>32,390</u>
Accumulated Surplus	<u>\$ 1,252,496</u>	<u>\$ 1,078,564</u>

#### (a) General Surplus:

The general surplus of \$91,142 (2023 - \$100,673) at the end of the year is comprised of the following:

	<u>2024</u>	<u>2023</u>
Opening balance	\$ 100,673	\$ 36,186
Annual surplus	173,932	87,911
Transfer (to) from reserves	(2,000)	47,941
Net change in tangible capital assets	(104,303)	(3,359)
Decrease in unfunded liabilities	<u>(77,160)</u>	<u>(68,006)</u>
Closing balance	<u>\$ 91,142</u>	<u>\$ 100,673</u>

# Sundridge-Strong-Joly Arena & Hall

## Notes to the Financial Statements

December 31, 2024

### 11. Related Party Transactions

The related party transactions below are in the normal course of operations and are measured at their exchange amount, which is the amount of consideration established and agreed to by the related parties.

The following table summarizes the Arena's related party transactions with its contributing municipalities during the year:

	<u>2024</u>	<u>2023</u>
Municipal contributions		
Township of Joly	\$ 49,989	\$ 45,815
Township of Strong	249,945	229,073
Village of Sundridge	199,956	183,259
Expenses		
Township of Strong		
Administration	\$ 4,100	\$ 3,000
Village of Sundridge		
Wastewater levy	3,459	3,424
Court security costs (recovery)	(1,802)	1,159
Water testing	-	192
At the end of the year, amounts due to (from) are as follows:		
Township of Strong	\$ 39	\$ (2,203)
Village of Sundridge	(643)	1,159

### 12. Pension Agreements

The Arena makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of all qualifying members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The OMERS Administration Corporation Board of Directors, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. OMERS provides pension services to approximately 640,000 active and retired members and approximately 1,000 employers.



# **Sundridge-Strong-Joly Arena & Hall**

## **Notes to the Financial Statements**

**December 31, 2024**

### **12. Pension Agreements (Continued)**

Each year an independent actuary determines the funding status of OMERS Primary Pension Plan ("the Plan") by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. On December 31, 2024, the estimated accrued pension obligation for all members of the Plan was \$140,766 million (2023 - \$134,574 million). The Plan had an actuarial value of net assets at that date of \$137,853 million (2023 - \$130,372 million) indicating an actuarial deficit of \$2,913 million (2023 - \$4,202 million). The Plan is a multi-employer plan, therefore any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Arena does not recognize any share of the OMERS pension surplus or deficit.

The amount contributed by the Arena to OMERS for 2024 was \$14,480 (2023 - \$15,981) for current services and is included as an expense on the statement of operations and accumulated surplus.

### **13. Financial Instruments**

Risks arising from financial instruments and risk management

The Arena is exposed to a variety of financial risks including credit risk, liquidity risk and market risk.

There have been no changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

Credit risk

Credit risk is the risk of losses resulting from a counterparty's failure to honour its contractual obligations. The Arena is exposed to credit risk to the extent that accounts receivable are not collected in a timely manner. The Arena's financial assets consisting of cash and accounts receivable are subject to credit risk. The carrying amounts of financial assets on the statement of financial position represent the maximum credit risk of the Arena at the date of the statement of financial position. The Arena does not believe it is subject to significant credit risk.

Liquidity risk

Liquidity risk is the risk that the Arena will not be able to meet its financial obligations as they become due. The Arena's financial liabilities include accounts payable and accrued liabilities, and long-term debt. The Arena maintains sufficient resources to meet its obligations. The Arena does not believe it is subject to significant liquidity risk.

# Sundridge-Strong-Joly Arena & Hall

## Notes to the Financial Statements

December 31, 2024

### 13. Financial Instruments (Continued)

#### Market risk

Market risk is the risk of changes in the fair value of financial instruments resulting from fluctuations in the market. The Arena is exposed to currency risk, interest risk, and price risk to the extent that the fair value of a financial instrument will fluctuate as a result of market factors. The Arena's financial instruments consisting of cash, accounts receivable, accounts payable and accrued liabilities, and long-term debt are subject to market risk. The Arena does not believe it is subject to significant market risk.

### 14. Budget Figures

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Arena. The budget approved by the Arena is based on a model used to manage spending within the guidelines of the model. Given the differences between the model and generally accepted accounting principles established by the Public Sector Accounting Board, the budget figures presented have been adjusted to conform with this basis of accounting that is used to prepare the financial statements. The budget figures are unaudited.

	<u>2024</u>	<u>2023</u>
Budget By-law surplus for the year	\$ -	\$ -
Add: Acquisition of tangible capital assets	213,578	189,700
Municipal debt repaid	77,650	74,767
Contributions to reserves	2,000	-
Less: Amortization of tangible capital assets	(66,935)	(59,674)
Accretion expense	-	(1,837)
Contributions from reserves	-	(47,941)
Contributions from general surplus	<u>(80,000)</u>	<u>(36,186)</u>
 Budget surplus per statement of operations and accumulated surplus	 <u><u>\$ 146,293</u></u>	 <u><u>\$ 118,829</u></u>

### 15. Comparative Figures

The presentation of certain accounts of the previous year has been changed to conform with the presentation adopted for the current year.



Ontario Community Infrastructure Fund (OCIF)

**Allocation Notice**

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Ministry of Infrastructure

The Corporation of the Village of Sundridge

September 2025

*Disponible en français*

## Overview

### **2026 OCIF Funding**

The amount of Funds the municipality named on this Allocation Notice is eligible to receive under the Agreement in the 2026 Funding Year is as follows:

<b>2026 formula allocation</b>	<b>\$183,794</b>
--------------------------------	------------------

### **Terms and Conditions**

The provision of Funds to the Recipient are subject to the terms and conditions of the Agreement.

### **OCIF Financial Reporting Requirements**

The Recipient must submit an Annual Financial Report (AFR) to the Ministry twice each year using the Transfer Payment Ontario (TPON) system.

1. *AFR – Initial* (due March 31, 2026) provides information on how program funding is or will be used along with information on the planned/proposed projects that will make use of the OCIF funding.
2. *AFR- Final* (due February 15, 2027) provides information on how the OCIF funding was used at the end of the calendar year including:
  - the amount of interest earned on the OCIF funds over the year;
  - actual annual expenditures on projects; and
  - status update on projects that make use of OCIF funding, indicating whether each project is still in progress or completed.

In addition, recipients must also submit other reporting requirements as noted in the Agreement (e.g., submission to Ministry of Municipal Affairs and Housing of the 2024 Financial Information Return, etc.).

### **Payment of Funds**

As per section F.2.1 of the Agreement and subject to the submission and acceptance of all required reporting, the province will make payments in accordance with the following schedule:

- Allocations of \$150,000 or less will be provided in one payment;
- Allocations greater than \$150,000 but less than \$1 million will be provided through six payments; and
- Allocations greater than \$1 million will be provided through twelve payments.

As per section A3.2(b) of the Agreement, the province may withhold payments until it determines all reporting has been submitted and is satisfied with the Recipient's plan to utilize funding.

### **Data Sources**

- **Core infrastructure:** Current replacement values (CRVs) estimates were derived from CRV template submissions and Asset Management Plans.
- In cases where CRVs for OCIF eligible core infrastructure were not provided through a CRV template submission, the Ministry extracted CRV from municipal asset management plans.
- As previously communicated during the 2025 CRV data collection process, starting with 2026 allocations the Ministry is no longer using Financial Information Return (FIR) based estimates as an anchor to determine final CRV estimates for the OCIF funding formula. This change may have an impact on the core infrastructure estimate (line “a” of your Allocation Notice). Starting with 2026 allocations, CRVs are solely being updated through the annual CRV data collection process, which allows municipalities to submit CRV estimates for their OCIF-eligible core infrastructure.
- Categories included are:

<u>Line</u>	<u>Item</u>
611	Roads - Paved
612	Roads - Unpaved
613	Roads - Bridges and Culverts
614	Roadways - Traffic Operations & Roadside Maintenance
621	Winter Control - except Sidewalks, Parking Lots
622	Winter Control - Sidewalks, Parking Lots only
650	Street Lighting
811	Wastewater Collection/Conveyance
812	Wastewater Treatment and Disposal
821	Urban Storm Sewer System
822	Rural Storm Sewer System
831	Water Treatment
832	Water Distribution/Transmission
- Median household income: Statistics Canada’s measure of median income for all private households in 2020.
- Weighted property assessment: Measures the size of the municipality's tax base. Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes (PILs) retained by the municipality).
  - Weighted Assessment: 2024 Returned Roll and 2025 starting tax ratios (Municipal Property Assessment Corporation (MPAC) and municipal tax rate bylaws)
  - PIL Weighted Assessment: Municipal FIR (2022 or 2023).
- 2025 OMPF (Ontario Municipal Partnership Fund) data released October 2024.

Ontario Community Infrastructure Fund (OCIF)  
Allocation Notice  
The Corporation of the Village of Sundridge

Below are the key data source values used to calculate your 2026 allocation:

The Corporation of the Village of Sundridge		
	Inputs	
a	Core infrastructure CRV estimate	\$76,253,720
b	Adjusted core infrastructure	\$76,253,720
c	Weighted property assessment	\$108,321,414
d	Number of households	512
e	Median household income	\$61,200
Ind 1*	<b>Indicator 1 (<math>h \div i</math>)</b>	0.3366
f	Indicator 1 – Raw ( $b \div c$ )	0.7040
g	Indicator 1 of eligible municipalities: Median, Lowest, Highest Value	g1: Median: 0.3345 g2: Lowest: 0.0083 g3: Highest: 1.4321
h	Difference between Indicator value and Median ( $f - g1$ )	0.3695
i	Difference between the Maximum and the Median Value ( $g3 - g1$ ) <sup>1</sup>	1.0976
Ind 2*	<b>Indicator 2 (<math>l \div m</math>)</b>	0.3428
j	Indicator 2 – Raw ( $b \div d \div e$ )	2.4335
k	Indicator 2 of eligible municipalities: Median, Lowest, Highest Value	k1: Median: 1.2599 k2: Lowest: 0.0572 k3: Highest: 4.6838
l	Difference between Indicator value and Median ( $j - k1$ )	1.1736
m	Difference between the Maximum and the Median Value ( $k3 - k1$ ) <sup>2</sup>	3.4239
Ind	<b>Infrastructure Index (<math>Ind1 + Ind2</math>)/2</b>	<b>0.3397</b>
n	Median of Infrastructure Indices of all eligible municipalities	-0.0302
o	Percentage points away from the Median	36.99
p	Core infrastructure multiplier (per \$100,000 of core infrastructure) $\$171.243 + \$24 \times (Ind - n) \div 10\%$ <sup>3</sup>	\$257.00
q	Median core infrastructure multiplier	\$171.243
2025 OCIF Allocation		\$167,085
<b>2026 OCIF Allocation</b> Maximum of ( $p \times a \div \$100,000$ ) or \$125,000, up to \$10 million, limited to $\pm 10\%$ variance from 2025 grant**		<b>\$183,794</b>

**\*\*Core infrastructure value must be divided by \$100,000 before applying the core infrastructure multiplier.**

Please Note: Due to rounding, some calculations may vary from the results shown.

\*The re-weighted indicators are on a scale of -1 to +1.

Note 1: Since the indicator is above the median, the difference between the maximum value and median is calculated ( $g3 - g1$ )

Note 2: Since the indicator is above the median, the difference between the maximum value and median is calculated ( $k3 - k1$ )

Note 3: Since the index is above the median, the funding multiplier per \$100,000 of core infrastructure is greater than \$171.243

Details of how grants are calculated, including the infrastructure index and the way in which it impacts OCIF funding by comparing it to the median infrastructure index of all eligible municipalities, can be found in the Ontario Community Infrastructure Fund program guidelines at: [www.ontario.ca/page/ontario-community-infrastructure-](http://www.ontario.ca/page/ontario-community-infrastructure-)



Ontario Community Infrastructure Fund (OCIF)  
Allocation Notice  
The Corporation of the Village of Sundridge

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[fund#section-5.](#)

**Solicitor General**

Office of the Solicitor General

25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 326-5000  
Toll Free: 1 866 517-0571  
Minister.SOLGEN@ontario.ca

**Solliciteur général**

Bureau du solliciteur général

25, rue Grosvenor, 18<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél. : 416 326-5000  
Sans frais : 1 866 517-0571  
Minister.SOLGEN@ontario.ca



132-2025-3641  
**By email**

September 26, 2025

Dear Heads of Council and Chief Administrative Officers of OPP-Policed Municipalities:

The Ministry of the Solicitor General has undertaken a review of the Ontario Provincial Police (OPP) cost recovery model. I would like to extend my gratitude for your participation and input into this process.

I am writing to inform you that because of the review, regulatory amendments have been made to Ontario Regulation 413/23: Amount Payable by Municipalities for Policing from Ontario Provincial Police under the *Community Safety and Policing Act, 2019*. These amendments are in effect and will inform the 2026 annual billing statement to be issued shortly.

Firstly, an 11 per cent cap is established on the increase in policing costs owed by municipalities for the 2026 calendar year when compared to 2025, excluding the costs related to any service enhancements.

Secondly, a new discounts table will be established in regulation and will apply to the 2026 billing year and going forward. This new discount table introduces a lower eligibility threshold to receive a discount. Municipalities will now receive calls for service and overtime discounts when they are three or more standard deviations from the average calls for service weighted time to property count ratio, rather than the current regulatory threshold of five standard deviations.

The amendments have been approved by Cabinet and have been filed with the Registrar of Regulations. They will be accessed publicly online through the [e-Laws page](#) – and will be available here within the next few business days.

The preparation of 2026 annual billing statements is underway and statements are targeted for release in November 2025.

As we undertook this review, we heard loud and clear that greater clarity, predictability and stability in the OPP cost recovery model, and associated billing statements, is critical to municipalities as annual budget processes are undertaken. These amendments were contemplated, and ultimately decided upon, based on those concerns and the direct feedback that we heard from OPP-policed municipalities.

Page 2

Should you have any questions about the regulatory updates, please reach out to [solgeninput@ontario.ca](mailto:solgeninput@ontario.ca).

Please direct any questions about your annual billing statements to the Crime Prevention and Community Support Bureau at [opp.municipalpolicing@opp.ca](mailto:opp.municipalpolicing@opp.ca).

Thank you again for your partnership.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael S. Kerzner", with a stylized flourish at the end.

The Honourable Michael S. Kerzner  
Solicitor General

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety  
Ministry of the Solicitor General

Thomas Carrique, C.O.M.  
Commissioner, Ontario Provincial Police

September 24, 2025

**To:** The Right Honourable Mark Carney

**Subject:** Urgent Appeal Regarding Canada Post Labour Dispute and Impact on Municipal Communications

Dear Mr. Carney

On behalf of the Council of the Township of Bonfield, I am writing to express our concern regarding the ongoing labour dispute between Canada Post and the Canadian Union of Postal Workers (CUPW), which remains unresolved despite months of negotiations.

As you are aware, CUPW has suspended the delivery of flyers nationwide in an effort to encourage Canada Post to return to the bargaining table. While we respect the rights of workers to collectively bargain, this suspension has had a significant impact on businesses, non-profit organizations, and municipal governments, limiting our ability to communicate essential information to our residents.

The Township of Bonfield, like many rural municipalities, has limited internet connectivity and relies heavily on Canada Post for the distribution of newsletters and other important communications. The interruption in mail services directly affects our capacity to keep residents informed on municipal matters, emergency notifications, and other critical community information.

**Therefore, be advised that the Council of the Township of Bonfield:**

1. Urges the Canadian Union of Postal Workers and the Federal Government to promptly return to the negotiating table; and
2. Calls upon CUPW to reconsider the suspension of flyer deliveries, including municipal communications, to ensure the continued dissemination of critical community information.

A copy of this resolution has been sent to the Nipissing–Timiskaming MP, Pauline Rochefort, Nipissing MPP, Vic Fedeli, Canada Post, the CUPW President, FONOM, and AMO.

*Small Community. Big Heart*



We respectfully request your attention to this matter to help facilitate a timely resolution, ensuring that municipalities like Bonfield can continue to effectively communicate with their residents.

Thank you for your consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read "Andrée Gagné". The script is fluid and cursive, with a horizontal line extending from the end of the signature.

Andrée Gagné  
Deputy Clerk-Treasurer  
Township of Bonfield





# BONFIELD TOWNSHIP

## OFFICE OF THE DEPUTY CLERK

365 HIGHWAY 531

BONFIELD ON P0H 1E0

Telephone: 705-776-2641 Fax: 705-776-1154

Website: <http://www.bonfieldtownship.com>

Email: [deputyclerk@bonfieldtownship.com](mailto:deputyclerk@bonfieldtownship.com)

### RESOLUTION OF COUNCIL

September 23rd, 2025

#### Motion 5

Moved by Councillor MacInnis

Seconded by Councillor Corbett

WHEREAS the labour dispute between Canada Post and the Canadian Union of Postal Workers (CUPW) remains unresolved despite months of negotiations; AND WHEREAS CUPW has suspended the delivery of flyers nationwide in an effort to bring Canada Post back to the bargaining table; AND WHEREAS this suspension significantly impacts businesses, non-profit organizations, and municipal governments, limiting their ability to communicate essential information; AND WHEREAS many rural municipalities, including the Township of Bonfield, have limited internet connectivity and rely heavily on Canada Post for the distribution of newsletters and other important communications to residents; NOW THEREFORE BE IT RESOLVED that the Council of the Township of Bonfield:

1. Urges the Canadian Union of Postal Workers and the Federal Government to promptly return to the negotiating table; and
2. Calls upon CUPW to reconsider the suspension of flyer deliveries, which includes municipal communications, to ensure the continued dissemination of critical community information

AND THAT a copy of this resolution be sent to the Right Honourable Mark Carney, Nipissing Timiskaming MP, Pauline Rochefort, Nipissing MPP, Vic Fedeli, Canada Post, CUPW President, FONOM, and AMO.

Carried

#### DIVISION VOTE

FOR

Donna Clark

Jason Corbett

Steve Featherstone

Dan MacInnis

Narry Paquette

AGAINST

CERTIFIED to be a true copy of Resolution No.5 of the Township of Bonfield's Regular Council Meeting of September 23rd, 2025, and which Resolution is in full force and effect.

  
Andrée Gagné

Deputy Clerk-Treasurer



## Minutes Phragmites Working Group Lake Bernard Meeting

**DATE:** Meeting Thursday Aug 21, 2025, Zoom Web meeting

**TIME:** 7:00 – 8:15 pm

Receiving Invite: Karin Mertins, Marianne Stickland, Caitlin Haggart, Nancy Austin, Robert Attwell, Jocelyn Palm, Dan Burton, Linda Sloka, Dava Slater, Lois Brisbois, Jeff Browne, Lisa Gauthier

Nancy Austin, Brian McCabe, Paul McDonald, Tim Bryson, Vicki Whitmell, Doug Smith, Jennifer Boyes, Jeremy St. Onge, Kristen Callow, Sophie Scott, Mason Dench

Attending: Marilee, Karin Merins, Dan Burton, Linda Sloka, Lois Brisbois, Bob Renaud, and Dava Slater

**1. Discussion Additions/Approval Agenda: Additions: *None* Approved by: *All***

**2. Approval of minutes from July 17, 2025:** Omissions: Corrections: *Date at the end for the next meeting.*

**3. Follow up on Action Items/Business Arising/discussion direction: *None***

### **3.1 Volunteer /Phrag Fighters Cuts 2025 Season and plan for 2025:**

- **Site Management Japanese knotweed:** IPCC applied herbicide to both sides of the creek between Belmont and Barrie Street during dry weather with no incidents. Several small residential stands were treated. No one needed to be offered drinking water as only two lines were in the lake and one was not connected and the second the owner was away.
- *There was one complaint from a renter who had vegetables out. The owner had previously been notified and gave permission. AquaHabitat was used. (WeatherPro?）\*\**
- **Site Visits Phragmites:** IPCC Truxor broke down Monday July 21 – was taken back and another Truxor was brought from London to work Tuesday all day. West end stand shore portion and a side area cleared/raked. 5 sites managed by Truxor. *On the west end stand, a horseshoe shaped area was not cut. It was cut 2 years ago. Marilee through it out to the group that we may need to get this part sprayed.*
- *Although there are concerns, the municipality owns the land.*
- *There is a plan to show the math that 3times a truxor has been paid, plus saws, plus volunteers to manage the phrag without pesticides. It is not economically a good choice for taxpayers.*
- *The west end stand is now sinking because of the dry land management.*
- Did not get to 129 High Rock Road/managed manually. Herbicide applied at the Dam on Private property, the sewage lagoons, Sterling creek shore, and along the railway tracks opposite side of the lake. Phragmites was sprayed at the Union Street beach ditches.
- *Worked at Uly and Colleen Anderson's. At some point we will need to offer herbicide there as well. We have been there 3 times now. Bob renault got a golden boot award (he fell in).*
- *At Archibauld's it was much easier this year.*
- *At Dominic's, the phrag is mostly gone. Same as at Donna Kent's.*
- *Yay, Lois for our photography, which shows this and the efforts.*
- **Cranberry trail Phragmites stand in First Nation conservation area:** October boat trip with drones and DNA kits to assess with Curtis Avery Nipissing First Nation is being planned.

*Curtis is willing to fly a drone and he and Marilee will do the DNA of the phrag. Karin and Marilee met with Curtis in the winter and were delighted.*

- *They are looking at developing a North Bay group which could maybe start with Curtis and the Cranberry trail.*

- **Removal events completed:**

1. Garlic Mustard – Fairgrounds
  2. Tamarack Lane – dead stalks cut and piled, cane cutting along alders done
  3. Private Road Lake Bernard Drive,
  4. Union Street stalks removed along ditch Railway track side completed,
  5. HANDS shore – spading initiated, inwater x 1
  6. Children's Garden – spading x1, In water this week
  7. The Bistro – spading completed,
  8. Strong Township Ditch area past Lisa Rezler's – dry land done
  9. 67 High Rock Road – dry land cut completed, on list for Truxor for in water
  10. 251 High Rock drive and adjacent lot – many hours saw operators to bring down dead stalks – needs return for in water work
  11. United Church Manse – spaded dry land completed/shore work done July 4
  12. Presbyterian Church shore – done
  13. Japanese knotweed tarped areas x 3 – tarps lifted /waiting for touch up herbicide now
  14. Phramacy Shore – done
  15. Turtle Rock Road – done – beach and driveway areas
  16. 36 Crescent Lane – shore portion done/in water booked
  17. 99 Starrett Road Ryerson township – done
  18. 9521 Hwy 522 – Golden Valley – done
  19. Premier Road access – done
  20. 114 Elizabeth Street – beach area done, need in water to complete
  21. 94 Bernard Crescent – small spading site – done
  22. Lions Park and Caswell shore – done. Will recheck when Dock is done
  23. 251 again saws were used to clear on shore
  24. 698 South Lake Bernard Road – Phrag removal
  25. Children's Garden – in water done
  26. Town Dock in water done
  27. 67 High Rock Road done
  28. 89 High Rock Road done
  30. 99 High Rock Road done
  31. 109 High Rock Road done
  32. Ditches past 293 – in water done
  33. West End Stands – Truxor to regrowth edge and marshy area
  34. 843 High Rock Road (High Rock) done
  35. 114 Elizabeth Street in water done
  36. 733 High Rock Road and edge in alders done
  37. 364 Crescent Road done
  38. 36 Crescent Road done
  39. 139 High Rock Road done
  40. Golden valley Milton Lake – done
  41. Dokis Point /Nipissing First Nation – done
- 11 more sites done by Janice on Aug 21 2025.*

**For discussion and decision:**

An additional day of herbicide application is possible - Invoice received from IPCC is less than the quoted amount. (See Correspondence) Some sites of JK were missed and Phragmites at the dam - for various reasons. There is a possibility of a return day for herbicide application to sites on the approved LoO's for the JK and Phragmites.

**Decision:** The Phragmites Working Group approves the additional day of herbicide application to complete the work not done, up to the amount remaining in the budget for Japanese knotweed management and Phragmites management this season.

Approximately: \$6,000.00 remaining.

**Moved by:** Marilee      **Approved by:** Linda, Karin, Bob, Dava, Dan and Lois. Unanimous.

*The grant for Japanese knotweed was 12k. The invoice from Janice at 6k. So the decision was made use the remaining money to fund a spray today, Aug 21, 2025. They sprayed both the JK and the phrag.*

*Sites managed:*

*This year, we lost contact with Paul. He was cutting at Don Ambrose's. The site is much reduced but was approved for herbicide. The property next to him has succeeded in eliminating phrag and one other also.*

*The right away by the municipality also allowed spraying.*

*Ditches were done.*

*Strong Joly boundary road, but some was wet. We may need to go back.*

*Uly Hastings because it was adjacent to west end stand.*

*JK at Belmont,*

*Mary Norman's*

*Past the turnaround by Elizabeth St*

*Plus 2 mega stands.*

*Question: Albert St stands?*

*- both sides were done, but they could not do where wet.*

*North and South on Peacock were done.*

*LoO will have to be added for a marshland.*

*6k was used and we will use a bit of the last minute funding for phrag.*

*Bob notes that Marilee has accomplished more than most groups accomplish in much much more time.*

**3.2 Habitat stewardship program – To do's: nothing at this time.**

**3.3 Budget Report/Funds raised administered by NNEEC**

- **Fundraising Account:** Donation Tim Edwards Nov 2024, \$300.00. Donation from Huntsville Nature Club \$100.00, Donation Terry Totten \$250.00, Donation Tim Bryson \$1000.00, Donation Peter Brooke \$50.00, Tim Hortons card Whitestone 20.00, Cane cutter \$30.00, Cash Foodland \$21.95 and purchased T-shirt Penny Stoker Zaks \$30.00, Sunflower Festival donations \$70.00 Total: \$10,113.46
- **Expenses:** Saw maintenance, gas oil and honorarium for operators – keeping running totals.

- *Saw maintenance will be lower this year, we've used it much less. Honorariums etc are lower also.*
- *Karin motioned that we give Mason money for gas and chest waders.*
- *\$300 was suggested and approved by the group. He is planning to get the add on to his education and to continue in the field. (He will need his waders)*
- *Motion approved unanimously.*
- **Budget 2025:** WE now have \$38,903.46  
Have: \$10,113.46 Fundraising account  
Japanese knotweed application: \$12,290.00  
Ontario Phragmites Action Program: \$16,500.00 (arrived week before the Truxor)  
ISAP: We may not need to contribute: \$2,721.00 to be billed in the fall.

Applications in play:

1. Ontario Wildlife Foundation Application: no information yet. *This was for student pay. We paid 2k+.*  
*Consider if we want students next year. Marilee suggests that someone else could possibly apprentice them.*  
*Ontario Wildlife was to respond by July 25, but then we did not hear. By then we had received Ont Prag Action Program money.*
2. TdFEF – Application submitted for next year. *This could be used for next year and will will not know until October 2025 (to be spent by July next yr).*
3. Call in Feb from Terry Rees of the Ontario Phragmites Action Program that asked Marilee how much she needed, he would put it aside. 21k was requested. Then with tariffs etc, she asked for news. Then heard nothing. Eventually a note came out that amounted to “You will not be funded”. Then Terry came to the LBPOA property owners meeting. Marilee and Karin took him on a tour of phrag sites. The signs “Hey Dude, where is your dock?” were out on the highway. Terry gave us extra signs:) The very welcome money came the week before the truxor. 16K arrived. Karin has been taking pics of found docks since! (For next grant application perhaps!)

### 3.4 Education:

#### 1. Ongoing displays and presentations

1. Magnetawan Green Fair June 14 – Kayleigh and Marilee/30 + significant conversations – two new Phrag fighters – busy for three hours.
2. Local businesses booked: Hardware July 18, Foodland- done, with students
3. Schools: Emsdale Monday June 16 – went well
4. Sunflower Festival – may need a tent/Mason can provide
5. Powassan Farmers market – booked
6. Nosbonsing FOAH events – one booked at fishing derby/another demo booked
7. Powassan Library/with Wassi Lake Phraggers – went well – about 12
8. Premier Road Demonstration/education event – with STEAM program and Sustainability Canadore -went well. Another booked for this month.
9. Ryerson Township Phrag demonstration –completed Magnetawan River hub no show
10. Whitestone Conservation Association AGM – went well – small group
11. LBPOA Annual meeting – went well – community builders’ picture of Phrag fighters!!

12. Kidd's Hardware display – went well
13. Powassan Farmers Market – again went well
14. Nosbonsing Youth Club Fishing Derby – Mason – Mason did a presentation to 60 kids on a fishing derby.
15. Boat Launch Education Town dock
16. Sunflower Festival – 150 significant conversations
- 17. At some point we need a tent (Mason's girlfriend loaned for this yr). Being on main street was an ideal location.**  
*Really good demo on Milton Lake. Council member for Nippissing will help. Wasi lake phraggers got funding. Lots of Grow Me Instead work*

*90 volunteers this year. Our numbers are down from about 103. Lots of support in different ways, but people are not volunteering the same way.*

*Question: Would pre-scheduled Saturdays help?*

*Marilee is tired already. She could maybe not have students, or do something else. The only way that it could work is if someone else organised the cut. LBPOA was talking about it. We challenged them to set up a day and a site, but it didn't pan out.*

*Marilee did 70 cuts and 16 events. The events are usually on weekends. Saturdays are out.*

*Usually aim for 10-15 displays and presentations. This year they did 16. It was enough.*

*The LoO permission is good for 2-3 more years. That is the dry land herbicide. The wet land is much more difficult. We would need to have Janice and her team do the work for that next year. It is door to door and assess etc. Without a student it would be extremely difficult.*

*Bob remembers that the idea of herbicides was to have it done by experts and be done correctly. Herbicides are needed to get this controlled. There are important parks where this has been shown to work well. It is important to be realistic and make things happen.*

*Karin was at Long Point today and said that it was stunning.*

*Marilee found that in the spring she had seen the difference in sites that were remediating.*

#### **4. Standing Items**

##### **4.1 2025 Work plan:** proceeding well

*Students have done their report. We will use it as an addendum. We will get ours out in October.*

##### **4.2 Applications for funding report:**

*May need to apply for funding for next year – will wait until fall to see how successful we are with applications in play*

## **5. New Business:**

5.1 Chinese Mystery snails Jack Lake – discuss in fall

5.2 Community Builders Trophy: Pictures so far: 1. Strong Township, 2. NNEEC Jocelyn Palm, 3. Landfill staff x3 4. Arborists – to do, 5. Original Phraggers – Kate and Ginger, 6. LBPOA members

*Marilee would like to do a significant report showing the years of work. We need to not forget the number of years of effort. It started in 2018. How can we recognise our community?*

*Other notes/Correspondance included with agenda:*

*Congrats note for Invasive Phrag.*

*Phrag control fee will go to NEECC with a 10% fee for management.*

*Invoice for 15 944. Japanese Knotweed was at 5k\$*

*St Clair Region Authority has a cost saving system. We could offer that... if the owner pays some, we would do the spraying.*

*Our Conservation organisation is not south river. Mattawa conservation is in transition and can't help either.*

*Bob offers that there were Source water protection conversations through LBPOA with Conservation Authority about recharge areas, where salt etc can not be used as this poisons ground water. Support was not available.*

*The hit squad from Mason blurb will be added to correspondence.*

*We need to start to look at things we did well and need to change for next yr.*

*Eagle Lake wants to know more about students.*

*Work plan needs to go in by next December.*

*We need to look at herbicide and specific sites.*

*Linda notes that going past the dam, seeing the recovery is amazing. The spray is done well and makes a difference.*

*Marilee remembers that pics for before and after.*

*Bob also recognised Karin's work at the LBPOA.*

## **6. Next Meeting: Third Thursday of the month**

**Thursday September 18 at 7 pm on zoom**



**The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE**



**Committee of the Whole**

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

---

**Moved by:** Councillor Laframboise  
**Seconded by:** Councillor Lachance

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

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

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

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

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

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

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

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

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

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

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

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

**CARRIED**

  
MAYOR



## RESOLUTION

2025-23 <sup>25 CP</sup>

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

MOVED BY: Tim B

SECONDED BY: SWERNY

CARRIED: ☒ Yes ☐ No

Comments:

*CR*



## RESOLUTION

2025- 260

Be it resolved that the Almaguin Community Economic Development Board

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

MOVED BY:

Vicky

SECONDED BY:

Wendy

CARRIED:

☒ Yes / No

Comments:

C



The Corporation of the  
City of North Bay  
200 McIntyre St. East  
P.O. Box 360  
North Bay, Ontario  
Canada P1B 8H8  
Tel: 705 474-0400

OFFICE OF THE CITY CLERK  
Direct Line: (705) 474-0626, ext. 2522  
Fax Line: (705) 495-4353  
E-mail: [veronique.hie@northbay.ca](mailto:veronique.hie@northbay.ca)

August 13, 2025

Honourable Greg Rickford  
Minister of Northern Development  
Suite 400  
160 Bloor Street  
Toronto, ON M7A 2E6

Dear Hon. Greg Rickford:

This is Resolution No. 2025-279 which was passed by Council at its Regular Meeting held Tuesday, August 12, 2025.

Resolution No. 2025-279:

"Whereas the Northern Ontario Resource Development Support (NORDS) pilot program was introduced to help Northern Ontario municipalities address infrastructure pressures resulting from natural resource sector activities;

And Whereas the program has been well received and has allowed municipalities, such as the City of North Bay, to strategically accumulate multi-year allocations in order to support large-scale infrastructure initiatives critical to community development and economic growth;

And Whereas the City of North Bay recognizes the importance of modern, safe, and efficient infrastructure to support economic growth and industrial competitiveness;

AND WHEREAS the Seymour Street Widening project from Station Road to Wallace Road, including a signalized intersection, is a critical continuation of the intersection improvement at Hwy 11/17 and Seymour Street, directly supporting a high-value industrial zone;

And Whereas this arterial corridor enables key sectors such as mining, forestry, construction, and manufacturing to receive and ship goods efficiently, impacting markets provincially and beyond;

And Whereas the updated total Seymour Street Widening project budget of approx. \$11 million includes contributions from multiple funding programs such as NORDS (\$2 million) and OCIF (\$4,259,448).

Therefore Be It Resolved That the Council of the City of North Bay strongly urges the Government of Ontario to make the Northern Ontario Resource Development Support (NORDS) program a permanent fixture of its support to Northern municipalities;

And Further Be It Resolved That the Province consider expanding program eligibility to recognize the significant impact that agricultural equipment and operations have on municipal infrastructure, particularly in rural communities;

And Further Be It Resolved That the Council of the City of North Bay formally supports the principle of stacking (accumulating) funding from multiple grant and infrastructure programs to advance strategic capital works, such as the Seymour Street Widening project, and requests continued flexibility from higher levels of government to enable effective financial planning and timely delivery of large-scale municipal infrastructure initiatives;

And Further Be It Resolved That a copy of this resolution be forwarded to the Minister of Northern Development, the Minister of Agriculture, Food and Agribusiness, the Minister of Infrastructure, the Minister of Natural Resources, Nipissing MPP Victor Fedeli, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Northwestern Ontario Municipal Association (NOMA), Rural Ontario Municipal Association (ROMA) and all Northern Ontario municipalities for their awareness and support."

Yours truly,



Veronique Hie  
Deputy City Clerk

VH/ck

cc: Minister of Agriculture, Food and Agribusiness  
Minister of Infrastructure  
Minister of Natural Resources  
Nipissing MPP, Victor Fedeli  
Association of Municipalities of Ontario (AMO)  
Federation of Northern Ontario Municipalities (FONOM)  
Northwestern Ontario Municipal Association (NOMA)  
Rural Ontario Municipal Association (ROMA)  
Northern Ontario Municipalities



**JOINT BUILDING COMMITTEE  
ANNUAL PERMIT SUMMARY  
2025**

Month	No. of Permits	Permit Fees	Project Values	Size (sq.m)
January	7	\$12,586.00	\$791,900.00	137
February	5	\$19,070.00	\$1,238,000.00	1552
March	10	\$37,040.50	\$2,402,700.00	1321
April	13	\$30,650.00	\$1,952,000.00	1372
May	19	\$51,896.00	\$2,954,772.00	1535
June	15	\$42,825.00	\$2,754,000.00	3016
July	10	\$50,008.00	\$3,267,800.00	2269
August	13	\$25,125.00	\$1,462,000.00	2249
September	8	\$29,605.40	\$1,920,360.00	1195
October	0	\$0.00	\$0.00	0
November	0	\$0.00	\$0.00	0
December	0	\$0.00	\$0.00	0
<b>TOTALS</b>	100	\$298,805.90	\$18,743,532.00	<b>New Construction</b> 14646 <b>Demolitions</b> 298

**JOINT BUILDING COMMITTEE  
ANNUAL PERMIT SUMMARY  
2025**

SFD'S, Seasonal Dwellings  
and Multi-Unit Dwellings

Month	No. of Permits	Permit Fees	Project Values	<u>2024</u>	<u>2025</u>
Burks Falls	13	\$67,337.50	\$4,401,500.00	3	2
July	2	\$4,827.50	\$308,500.00	0	1
South River	4	\$11,245.00	\$723,000.00	1	1
Machar	32	\$91,350.40	\$5,390,332.00	7	10
Strong	18	\$47,675.00	\$3,035,500.00	4	3
Ryerson	20	\$56,175.50	\$3,611,700.00	4	3
Sundridge	11	\$20,195.00	\$1,273,000.00	3	4
<b>TOTALS</b>	100	\$298,805.90	\$18,743,532.00		24
<b>Permit activity at end of September 30, 2025</b>					
<b>TOTALS</b>	91	\$198,281.50	\$12,360,100.00	24	
<b>Permit activity at end of September 30, 2024</b>					
<b>TOTALS</b>	9	\$100,524.40	\$6,383,432.00		0
<b>Difference from previous year</b>					



## SUNDRIDGE STRONG JOLY ARENA AND HALL

Date Oct 1 2025 Resolution No. 111

Moved by: Jim

Seconded by: Bill

Be it resolved that we the committee do hereby agree

that we discuss the Spartan's  
agreement. The Committee agrees to move  
forward with the contract signing.

Carried ✓

Defeated       

Sharon Smith  
Chairperson

### Recorded Votes

	<u>YES</u>	<u>NO</u>
Bill Black	_____	_____
Brian McCabe	_____	_____
Jeff McLaren	_____	_____
Luke Preston	_____	_____
Jim Ronholm	_____	_____
Sharon Smith	_____	_____



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# Ontario's Rural Leaders Conference

**January 18 – January 20, 2026**

The ROMA Conference is an essential way to begin 2026. A new year that we anticipate will bring an evolving political landscape. Join Ontario's Rural Leaders January 18-20 to be informed and prepared for the year ahead.

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## CONTACT

[events@roma.on.ca](mailto:events@roma.on.ca)

T 416.971.9856

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# Conference Registration

Early bird registrations will close at 4:00pm EST on Friday, October 31, 2025.

Registration Type	Member	Non Member
Full - Early	\$670.00	\$765.00
Sunday - Early	\$240.00	\$310.00
Monday - Early	\$370.00	\$530.00
Tuesday - Early	\$240.00	\$310.00
Full - Regular	\$730.00	\$850.00
Sunday - Regular	\$300.00	\$370.00
Monday - Regular	\$475.00	\$580.00
Tuesday - Regular	\$300.00	\$370.00
Full - Onsite	\$795.00	\$930.00
Sunday - Onsite	\$355.00	\$425.00
Monday - Onsite	\$540.00	\$680.00
Tuesday - Onsite	\$355.00	\$425.00
Cancellation	\$95.00	\$100.00

- *Please note all cancellations must be submitted in writing via email to [events@roma.on.ca](mailto:events@roma.on.ca).*
- *Cancellations received prior to 4:00 pm ET, November 28, 2025 will be eligible for a refund less \$95 (member) or \$100 (non-member) (plus HST) administration fee.*
- *Cancellations made after 4:00 pm are non-refundable. Registrations are transferable. An alternate name may be substituted at any time.*

[REGISTER HERE](#)

## **CONTACT**

[events@roma.on.ca](mailto:events@roma.on.ca)

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# SUNDRIDGE-STRONG UNION PUBLIC LIBRARY

## MOTION SHEET

Sept. 18

SESSION: 2025

NO.

5

### Moved

Diana Cosby	
Brenda Lee	
Karen McLaren	
Kevin Noaik	
Vicki Whitmell	
Fraser Williamson	✓

### Seconded

Diana Cosby	
Brenda Lee	✓
Karen McLaren	
Kevin Noaik	
Vicki Whitmell	
Fraser Williamson	

That the Sundridge-Strong Union Public Library Board

agree to submit

the proposed updated Sundridge-Strong Union  
Public Library board agreement.

CARRIED

DEFEATED



## **SUNDRIDGE-STRONG UNION PUBLIC LIBRARY BOARD AGREEMENT**

This agreement replaces the agreement as drawn up, amended and signed on the following dates: May 28, 1978, September 14, 1982, April 11, 1989, May 8, 1990, and January 22, 1991 made in duplicate

between

THE CORPORATION OF THE VILLAGE OF SUNDRIDGE

and

THE CORPORATION OF THE TOWNSHIP OF STRONG

WHEREAS the Village of Sundridge and the Township of Strong have entered into an agreement to form a Union Public Library Board, the parties agree to the following:

1. There shall be established a Sundridge-Strong Union Public Library Board (hereinafter called the "Board") the duties of which will be to manage and operate the Sundridge-Strong Union Public Library.
2. The "Board" shall be comprised of one (1) member of Council of the Village of Sundridge, one (1) member of the Council of the Township of Strong and four (4) public members appointed for the term of council, two (2) appointed by the Council of the Village of Sundridge and two (2) appointed by the Council of the Township of Strong.
3. The "Board" shall follow the rules and requirements for Public Library Boards as legislated and outlined in the Ontario Public Libraries Act, RSO 1990 c. 44, as amended.
4. Each year the "Board" shall prepare and present to each council a budget for their approval.
5. All operating funds required by and any deficits and debt incurred by the "Board" on behalf of the Sundridge-Strong Union Public Library shall be apportioned between each of the parties on the following basis:  
  
Village of Sundridge 50%  
  
Township of Strong 50%
6. The administering municipality shall supply bookkeeping and financial duties, including the preparation of financial statements and treasurer reports and the

payment of accounts and payroll in a timely manner as required by the "Board" at an agreed upon administration fee.

7. Any operating surplus or deficit by the Sundridge-Strong Union Public Library shall be brought forward to the next budget year.

8. The financial records shall be audited on an annual basis by the auditor of the administering municipality. Upon completion a copy of the draft audit report and approved audit report shall be delivered to the "Board".

9. This agreement may be terminated upon the conditions mutually agreeable to the parties, provided that this agreement shall not terminate until a period of one (1) year has expired, from the time that one party has given notice in writing to the other party of its intention to terminate this agreement.

10. This agreement shall come into force when approved by the Council of the Corporation of the Village of Sundridge and the Council of the Corporation of the Township of Strong giving the Mayor and the Clerk of both municipalities the authority to place the Corporate Seal and sign the said agreement.

Date agreement signed this \_\_\_\_ day of \_\_\_\_ 2025.

THE CORPORATION OF THE VILLAGE OF  
SUNDRIDGE

Per: \_\_\_\_\_  
Mayor

Per: \_\_\_\_\_  
Clerk

THE CORPORATION OF THE TOWNSHIP OF  
STRONG

Per: \_\_\_\_\_  
Mayor

Per: \_\_\_\_\_  
Clerk

Report Date  
2025-10-06 1:24 PM

Village of Sundridge  
**Budgetary Control**  
For the Period 2025-01-01 - 2025-09-30

Page 1

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>REVENUE</b>						
G-140-083-0790 - PIL REVENUE				3,102.00	(3,102.00)	100.0-
G-140-084-0790 - Railway Taxation				2,098.00	(2,098.00)	100.0-
G-150-060-0760 - MUNICIPAL LEVY	2,168,909.01	2,168,909.01		2,169,846.00	(936.99)	
G-150-060-0761 - MUNICIPAL SUPPLEMENTAL				5,000.00	(5,000.00)	100.0-
G-150-060-0762 - EDUC.TAX LEVY-ENG.PUB.				225,473.55	(225,473.55)	100.0-
G-150-060-0763 - EDUC TAX LEVY FRENCH PUBLIC				12,652.30	(12,652.30)	100.0-
G-150-060-0764 - EDUC.TAX LEVY-ENG. SEPARATE				31,213.01	(31,213.01)	100.0-
G-150-060-0765 - EDUC TAX LEVY FRENCH SEP				28,740.19	(28,740.19)	100.0-
G-150-060-0767 - RES USERS SEWER SERVICE CHARGE 107	100,064.54	200,129.08		197,774.00	2,355.08	1.2
G-150-070-0747 - 30 YR FRT CHGE SEWER CAP WRKS 104	54,951.86	109,903.72		109,904.00	(0.28)	
G-150-070-0767 - STRONG TWP SEWER SERVICE CHARGE/USEF	6,361.60	12,723.20		12,710.00	13.20	0.1
G-150-070-0768 - Strong Sewer Penalty	74.74	562.63		500.00	62.63	12.5
G-151-000-0768 - INTEREST TAX ARREARS REVENUE	3,084.08	26,331.61		36,000.00	(9,668.39)	26.9-
G-160-060-0767 - COMMERCIAL SEWER USERS CHGE 106	50,297.70	100,595.40		103,433.00	(2,837.60)	2.7-
G-190-074-0841 - BANK/INVESTMENT INTEREST REVENUE		20,266.15		54,000.00	(33,733.85)	62.5-
G-190-074-0848 - DIVIDEND,LAKELAND POWER		54,900.00		73,200.00	(18,300.00)	25.0-
G-190-075-0105 - PENNY ROUNDING ACCOUNT		(0.03)			(0.03)	
G-190-075-0800 - MISC REVENUE	75.00	12,577.19		2,000.00	10,577.19	528.9
G-190-075-0801 - TAX CERTIFICATES	50.00	1,712.00		100.00	1,612.00	1612.0
G-190-075-0802 - Burial Permit Fees		300.00		600.00	(300.00)	50.0-
G-190-075-0803 - DOGS		960.00		1,100.00	(140.00)	12.7-
G-190-075-0805 - BUSINESS LICENCES		1,000.00		1,000.00		
G-190-075-0806 - LOTTERIES		180.00		250.00	(70.00)	28.0-
G-190-075-0807 - Sundridge Fire Permits	80.00	1,820.00		1,600.00	220.00	13.8
G-190-075-0809 - ZONING CERTIFICATES		550.00		250.00	300.00	120.0
G-190-075-0811 - BANK CHARGES NSF CHQS-OTHERS	35.00	120.00		70.00	50.00	71.4
G-190-075-0814 - ADMINISTRATION REVENUE-Joint Services	1,710.00	19,899.54		25,120.00	(5,220.46)	20.8-
G-190-075-0817 - Sale of Sundridge Product		8.85		15.00	(6.15)	41.0-
G-190-075-0822 - TRAILER/SEWER PERMITS		200.00		1,000.00	(800.00)	80.0-
G-190-075-0852 - PARKING TICKET FINES		255.00		150.00	105.00	70.0
G-190-075-0857 - COURT FINES				50.00	(50.00)	100.0-
G-190-075-0858 - AMPS Penalties	900.00	1,500.00		600.00	900.00	150.0
G-190-075-0876 - BLUE BOX-RECYCLING	12.39	111.51		100.00	11.51	11.5
G-190-075-0878 - Lions Donation to Message Board				240.00	(240.00)	100.0-
G-191-081-0210 - PROVINCIAL OMPF Funding		397,950.00		530,600.00	(132,650.00)	25.0-
G-191-081-211 - Ontario Cannabis Funding				1,500.00	(1,500.00)	100.0-
G-250-087-0910 - TRANSFER FROM FIRE RESERVE	367,668.00	367,668.00		367,668.00		

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<b>Total REVENUE:</b>		2,754,273.92	3,501,132.86	3,999,659.05	(498,526.19)	12.5-
<b>EMERGENCY REVENUES</b>						
G-281-080-0919 - PROVINCIAL OFFENCES REVENUE				1,000.00	(1,000.00)	100.0-
G-282-085-0833 - CEMC Contribution - Twp of Joly			5,000.00	5,000.00		
G-282-085-0925 - CEMC Contribution-Village of South River			5,000.00	5,000.00		
G-282-085-0930 - CEMC Contribution -Twp of Strong			2,337.20	5,000.00	(2,662.80)	53.3-
G-282-085-0935 - CEMC Contribution -Village of Sundridge				5,000.00	(5,000.00)	100.0-
<b>Total EMERGENCY REVENUES:</b>			12,337.20	21,000.00	(8,662.80)	41.3-
<b>POLICING - REVENUE</b>						
G-300-080-0924 - PROV GRANT POLICING COURT TRAN			142.00	566.00	(424.00)	74.9-
G-300-080-0925 - OPP Detachment Revenue		568.33	867.87	1,000.00	(132.13)	13.2-
<b>Total POLICING - REVENUE:</b>		568.33	1,009.87	1,566.00	(556.13)	35.5-
<b>TRANSPORTATION SERVICES - REVENUE</b>						
G-350-080-0912 - PROV GOV'T GRANTS - OCIF FORMULA FUNDIN				167,085.00	(167,085.00)	100.0-
G-350-085-0931 - CNR Strong Portion				2,200.00	(2,200.00)	100.0-
G-350-086-0842 - MISC ROAD REVENUE			460.00	500.00	(40.00)	8.0-
G-350-086-0846 - Transfer From PW Bldg Reserve		7,500.00	7,500.00	7,500.00		
G-350-086-0849 - FED. GAS TAX REBATE				26,128.00	(26,128.00)	100.0-
G-350-086-0851 - NORDS Funding				68,465.00	(68,465.00)	100.0-
G-400-085-0851 - STREET LIGHT RECOVERY				620.00	(620.00)	100.0-
<b>Total TRANSPORTATION SERVICES - REVENUE:</b>		7,500.00	7,960.00	272,498.00	(264,538.00)	97.1-
<b>ENVIRONMENTAL SERVICES - REVENUE</b>						
G-410-080-0913 - PROV GOV'T GRANTS-STEWARDSHIP ONT			432.14	38,275.00	(37,842.86)	98.9-
G-410-089-0844 - TRANSFER From sewer reserves				44,555.00	(44,555.00)	100.0-
G-410-341-1456 - Recycling - reimbursement			21,222.26		21,222.26	
<b>Total ENVIRONMENTAL SERVICES - REVENUE:</b>			21,654.40	82,830.00	(61,175.60)	73.9-
<b>RECREATION SERVICES - REVENUE</b>						
G-710-076-0860 - Park Donations - Trees				200.00	(200.00)	100.0-
G-710-076-0865 - SPLASH PAD - RESERVE				2,000.00	(2,000.00)	100.0-
G-710-076-0895 - Strong Playground Equipment Contribution			250.00	250.00		
G-710-077-0873 - SENIORS ROOM RENTAL Income		639.25	5,753.25	7,671.00	(1,917.75)	25.0-
G-710-077-0874 - LIBRARY RENTAL Income		703.18	4,219.08	8,438.10	(4,219.02)	50.0-
G-710-077-0876 - Transfer from Parks Development Reserve				18,000.00	(18,000.00)	100.0-
<b>Total RECREATION SERVICES - REVENUE:</b>		1,342.43	10,222.33	36,559.10	(26,336.77)	72.0-

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<b>PLANNING AND DEVELOPMENT - REVENUE</b>						
G-910-079-0825 - ZONING CHARGES				100.00	(100.00)	100.0-
G-910-079-0827 - MISCELLANEOUS PLANNING REVENUE				500.00	(500.00)	100.0-
G-990-999-9000 - Opening Surplus (for budget only)				104,951.20	(104,951.20)	100.0-
<b>Total PLANNING AND DEVELOPMENT - REVENUE:</b>				105,551.20	(105,551.20)	100.0-
<b>Street Lights</b>						
<b>Revenue Totals:</b>		2,763,684.68	3,554,316.66	4,519,663.35	(965,346.69)	21.4-
<b>School Boards</b>						
G-200-091-0758 - TSF TO SCH BD-FRENCH PUBLIC				12,652.30	12,652.30	100.0
G-200-091-0759 - TSF TO SCH BD-FRENCH SEPARATE				28,740.19	28,740.19	100.0
G-200-091-0761 - TSF TO SCH BD - ENG SEPARATE				31,213.01	31,213.01	100.0
G-200-091-0762 - TSF TO SCH BD-ENGLISH PUBLIC				225,473.55	225,473.55	100.0
<b>Total School Boards:</b>				298,079.05	298,079.05	100.0
<b>Council</b>						
G-200-111-1110 - Council - SALARIES AND WAGES		5,176.55	53,160.76	76,080.00	22,919.24	30.1
G-200-111-1210 - Council - EMPLOYER COSTS		339.56	3,584.73	4,500.00	915.27	20.3
G-200-111-1540 - Council - TRAVEL				300.00	300.00	100.0
G-200-111-1546 - Council - TRAINING/CONFERENCES/MEALS		1,157.73	4,372.73	1,500.00	(2,872.73)	191.5-
G-200-111-1555 - Council - OTHER SERVICES		164.96	4,518.89	27,309.00	22,790.11	83.5
G-200-111-1563 - Transfer to Election Reserve		2,000.00	2,000.00	2,000.00		
G-200-111-1615 - Council - INSURANCE			1,927.80	1,800.00	(127.80)	7.1-
<b>Total Council:</b>		8,838.80	69,564.91	113,489.00	43,924.09	38.7
<b>Admin</b>						
G-200-121-1110 - Admin - SALARIES AND WAGES		25,065.26	218,833.87	330,000.00	111,166.13	33.7
G-200-121-1210 - Admin - EMPLOYER COSTS		4,547.19	63,166.98	90,000.00	26,833.02	29.8
G-200-121-1410 - Admin - DISTRIBUTED WAGES				(1,425.00)	(1,425.00)	100.0-
G-200-121-1440 - Admin - MATERIALS AND SUPPLIES		356.84	3,107.33	10,000.00	6,892.67	68.9
G-200-121-1445 - Admin - IT		890.70	8,701.44		(8,701.44)	
G-200-121-1450 - Admin - CONTRACTED SERVICES		4,309.33	28,524.34	45,000.00	16,475.66	36.6
G-200-121-1451 - Accessibility Cost				100.00	100.00	100.0
G-200-121-1510 - Admin - STATIONERY & SUPPLIES			1,199.32	2,500.00	1,300.68	52.0
G-200-121-1511 - Admin - OFFICE EQUIPMENT			6,442.52	8,200.00	1,757.48	21.4

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G-200-121-1515 - Admin - POSTAGE		1,261.82	2,793.01	5,000.00	2,206.99	44.1
G-200-121-1525 - Heat/Hydro		530.48	7,496.27	8,500.00	1,003.73	11.8
G-200-121-1535 - Admin - TELEPHONE		313.81	3,312.12	4,500.00	1,187.88	26.4
G-200-121-1538 - Admin - VILLAGE WEBSITE			488.45	1,500.00	1,011.55	67.4
G-200-121-1545 - Admin - MEMBERSHIP FEES		10.17	3,784.48	3,500.00	(284.48)	8.1-
G-200-121-1546 - Admin - TRAINING COURSES			3,628.02	7,000.00	3,371.98	48.2
G-200-121-1550 - Admin - ADVERTISING			281.37	250.00	(31.37)	12.6-
G-200-121-1555 - Admin - OTHER SERVICES				1,000.00	1,000.00	100.0
G-200-121-1565 - Water Testing		69.92	209.75	350.00	140.25	40.1
G-200-121-1569 - Admin - RESERVE TRANSFER		15,000.00	15,000.00	15,000.00		
G-200-121-1610 - Admin - AUDIT & LEGAL		7,431.07	7,933.57	45,000.00	37,066.43	82.4
G-200-121-1612 - Admin - Insurance Deductible-legal				1,000.00	1,000.00	100.0
G-200-121-1614 - Taxes		1,437.14	2,874.28	3,000.00	125.72	4.2
G-200-121-1615 - Admin - INSURANCE			61,936.92	63,000.00	1,063.08	1.7
G-200-121-1620 - Admin - FINANCIAL EXPENSES-TAX W/O				5,000.00	5,000.00	100.0
G-200-121-1625 - Admin - FINANCIAL EXPENSES-BK.SER.CHG.		29.00	2,382.31	4,700.00	2,317.69	49.3
G-200-121-1632 - RBC Loan Interest			3,598.56	5,559.00	1,960.44	35.3
G-200-121-1633 - RBC Loan Principal			32,342.72	52,846.00	20,503.28	38.8
G-200-121-1635 - Admin - CAPITAL EXPENDITURE			31,905.15	30,000.00	(1,905.15)	6.4-
G-200-121-1645 - Admin - OTHER TRANSFERS AND DONATIONS			2,089.54	2,500.00	410.46	16.4
G-200-121-1659 - Admin - ASSESSMENT SERVICES - MPAC			13,506.21	18,008.29	4,502.08	25.0
G-200-121-1715 - Repairs & Maintenance		931.75	1,775.84	9,000.00	7,224.16	80.3
G-200-121-1740 - H & S - Materials and Supplies				500.00	500.00	100.0
G-200-121-1746 - H & S - Training				500.00	500.00	100.0
G-250-000-0000 - Sundridge Share of Fire Department				587,408.00	587,408.00	100.0
G-250-121-1559 - FIRE EQUIP. RESERVES TRANSFER		30,000.00	30,000.00	30,000.00		
<b>Total Admin:</b>		92,184.48	557,314.37	1,388,996.29	831,681.92	59.9
<b>911</b>						
G-260-121-1450 - 911 CONTRACTED SERVICES			526.22	500.00	(26.22)	5.2-
<b>Total 911:</b>			526.22	500.00	(26.22)	5.2-
<b>Bylaw</b>						
G-280-121-1440 - MATERIALS AND SUPPLIES		2,502.06	3,655.33	1,000.00	(2,655.33)	265.5-
G-280-121-1450 - Contracted Service			14,138.12	20,000.00	5,861.88	29.3
G-280-121-1540 - TRAVEL				500.00	500.00	100.0
<b>Total Bylaw:</b>		2,502.06	17,793.45	21,500.00	3,706.55	17.2

**Emergency Measures**



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G-282-121-1110 - Emergency Wages (shared)		546.31	3,979.56	15,000.00	11,020.44	73.5
G-282-121-1210 - Emergency Employer Costs (shared)		57.44	404.22	2,100.00	1,695.78	80.8
G-282-121-1440 - Emergency Materials&Supplies (shared)		39.94	1,427.96	1,200.00	(227.96)	19.0-
G-282-121-1450 - Emergency Contracted Services (Shared)			244.22	500.00	255.78	51.2
G-282-121-1455 - Mileage - To and From Offices				200.00	200.00	100.0
G-282-121-1460 - Advertising				1,000.00	1,000.00	100.0
G-282-121-1550 - Village portion of Shared Emergency Meas				5,000.00	5,000.00	100.0
G-282-121-1555 - Sundridge only-Emerg Meas Mat&Supplies		1,532.73	1,821.63		(1,821.63)	
<b>Total Emergency Measures:</b>		2,176.42	7,877.59	25,000.00	17,122.41	68.5
<b>Animal Control</b>						
G-290-121-1440 - Animal Control MATERIALS AND SUPPLIES			219.66	350.00	130.34	37.2
G-290-121-1450 - Animal Control CONTRACTED SERVICES			3,205.88	1,400.00	(1,805.88)	129.0-
<b>Total Animal Control:</b>			3,425.54	1,750.00	(1,675.54)	95.8-
<b>Policing</b>						
G-300-414-1658 - Policing - OTHER TRANSFERS		18,483.00	129,381.00	261,849.00	132,468.00	50.6
G-300-414-1659 - Policing - Police Services Board		84.33	339.07	700.00	360.93	51.6
<b>Total Policing:</b>		18,567.33	129,720.07	262,549.00	132,828.93	50.6
<b>Roads Admin</b>						
G-350-121-1110 - SALARIES AND WAGES		23,359.33	230,033.99	300,000.00	69,966.01	23.3
G-350-121-1210 - EMPLOYER COSTS		3,849.55	52,199.40	70,000.00	17,800.60	25.4
G-350-121-1410 - Roads - DISTRIBUTED WAGES		(625.62)	(625.62)	(10,000.00)	(9,374.38)	93.7-
G-350-121-1440 - MATERIALS AND SUPPLIES		582.73	2,439.05	5,716.00	3,276.95	57.3
G-350-121-1450 - CONTRACTED SERVICES		207.47	2,900.60	3,017.00	116.40	3.9
G-350-121-1510 - STATIONERY & SUPPLIES			397.88	500.00	102.12	20.4
G-350-121-1511 - OFFICE/SHOP EQUIPMENT		342.87	3,016.40	4,100.00	1,083.60	26.4
G-350-121-1525 - Heat/Hydro		306.34	5,536.30	8,500.00	2,963.70	34.9
G-350-121-1535 - TELEPHONE		188.17	1,800.00	2,300.00	500.00	21.7
G-350-121-1540 - TRAVEL				500.00	500.00	100.0
G-350-121-1545 - MEMBERSHIP FEES			160.00	700.00	540.00	77.1
G-350-121-1546 - TRAINING COURSES				5,000.00	5,000.00	100.0
G-350-121-1550 - ADVERTISING				500.00	500.00	100.0
G-350-121-1615 - INSURANCE			33,068.76	34,000.00	931.24	2.7
G-350-121-1715 - REPAIRS & MAINTENANCE - BLDG		(2,671.08)	932.45	2,500.00	1,567.55	62.7
G-350-121-1955 - Roads - Unplanned Expense		6,849.29	16,610.11		(16,610.11)	
<b>Total Roads Admin:</b>		32,389.05	348,469.32	427,333.00	78,863.68	18.5

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<b>Roads - CAPITAL ITEMS</b>						
G-350-204-1610 - William St Engineering and Construction		72,661.19	60,186.33	233,186.00	172,999.67	74.2
G-350-204-1612 - Culvert Capital				28,493.00	28,493.00	100.0
G-350-204-1696 - PW Building Capital		12,674.09	12,674.09	7,500.00	(5,174.09)	69.0-
<b>Total Roads - CAPITAL ITEMS:</b>		85,335.28	72,860.42	269,179.00	196,318.58	72.9
<b>Bridges and Culverts</b>						
G-350-210-1440 - Bridge & Culvert MATERIALS & SUPPLIES		1,071.17	2,908.31	5,000.00	2,091.69	41.8
G-350-210-1450 - Bridge & Culvert CONTRACTED SERVICES			3,538.48	4,500.00	961.52	21.4
<b>Total Bridges and Culverts:</b>		1,071.17	6,446.79	9,500.00	3,053.21	32.1
<b>Grass Cutting</b>						
G-350-211-1440 - Grass Cutting - MATERIAL & SUPPLIES B1			516.91	500.00	(16.91)	3.4-
<b>Total Grass Cutting:</b>			516.91	500.00	(16.91)	3.4-
<b>Brush Removal</b>						
G-350-212-1440 - Brush Removal - MATERIAL & SUPPLIES			303.75	500.00	196.25	39.3
G-350-212-1450 - Brush Removal - CONTRACTED SERVICES		450.27	450.27	4,000.00	3,549.73	88.7
<b>Total Brush Removal:</b>		450.27	754.02	4,500.00	3,745.98	83.2
<b>Ditching</b>						
G-350-213-1450 - Ditching - CONTRACTED SERVICES				5,000.00	5,000.00	100.0
<b>Total Ditching:</b>				5,000.00	5,000.00	100.0
<b>Catch Basin</b>						
G-350-214-1440 - Catch Basin - MATERIALS & SUPPLIES			269.38	1,000.00	730.62	73.1
G-350-214-1450 - Catch Basin - CONTRACTED SERVICES			305.28	4,000.00	3,694.72	92.4
<b>Total Catch Basin:</b>			574.66	5,000.00	4,425.34	88.5
<b>Debris &amp; Litter Pickup</b>						
G-350-215-1440 - Debris & Litter MATERIALS & SUPPLIES				500.00	500.00	100.0
<b>Total Debris &amp; Litter Pickup:</b>				500.00	500.00	100.0
<b>Patching Hardtop</b>						
G-350-221-1440 - Patching Hardtop - MATERIALS & SUPPLIES			7,999.87	4,500.00	(3,499.87)	77.8-
G-350-221-1450 - Hardtop Patching - Contract Services				1,000.00	1,000.00	100.0
<b>Total Patching Hardtop:</b>			7,999.87	5,500.00	(2,499.87)	45.5-
<b>Sweeping and Flushing</b>						

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G-350-222-1440 - Sweep & Flush - MATERIALS & SUPPLIES			1,983.34	4,100.00	2,116.66	51.6
G-350-222-1450 - Sweep & Flush - CONTRACTED SERVICES				1,700.00	1,700.00	100.0
<b>Total Sweeping and Flushing:</b>			1,983.34	5,800.00	3,816.66	65.8
<b>Shoulder Maintenance</b>						
G-350-223-1440 - Shoulder Main. - MATERIALS & SUPPLIES				500.00	500.00	100.0
<b>Total Shoulder Maintenance:</b>				500.00	500.00	100.0
<b>Patching Loosetop</b>						
G-350-231-1440 - Patching Loosetop MATERIALS & SUPPLIES				500.00	500.00	100.0
<b>Total Patching Loosetop:</b>				500.00	500.00	100.0
<b>Grading</b>						
G-350-232-1440 - Grading - MATERIALS & SUPPLIES			685.78	500.00	(185.78)	37.2-
<b>Total Grading:</b>			685.78	500.00	(185.78)	37.2-
<b>Dust Control</b>						
G-350-233-1440 - Dust Control - MATERIALS & SUPPLIES				500.00	500.00	100.0
G-350-233-1450 - Dust Control - CONTRACTED SERVICES			6,126.16	7,600.00	1,473.84	19.4
<b>Total Dust Control:</b>			6,126.16	8,100.00	1,973.84	24.4
<b>Gravel Resurfacing</b>						
G-350-235-1440 - Gravel Resurface MATERIALS & SUPPLIES				1,000.00	1,000.00	100.0
<b>Total Gravel Resurfacing:</b>				1,000.00	1,000.00	100.0
<b>Line Painting</b>						
G-350-236-1440 - Line Painting - MATERIALS & SUPPLIES		6.59	2,181.85	2,500.00	318.15	12.7
G-350-236-1450 - Line Painting - CONTRACTED SERVICES			2,248.39	3,500.00	1,251.61	35.8
<b>Total Line Painting:</b>		6.59	4,430.24	6,000.00	1,569.76	26.2
<b>Signs and Safety</b>						
G-350-241-1440 - Signs & Safety - MATERIALS & SUPPLIES			763.43	2,000.00	1,236.57	61.8
G-350-241-1450 - Signs & Safety - CONTRACTED SERVICES			1,172.46	500.00	(672.46)	134.5-
<b>Total Signs and Safety:</b>			1,935.89	2,500.00	564.11	22.6
<b>Railway Crossing</b>						
G-350-243-1450 - Railway Crossing - CONTRACTED SERVICES		1,317.25	11,855.25	18,100.00	6,244.75	34.5
<b>Total Railway Crossing:</b>		1,317.25	11,855.25	18,100.00	6,244.75	34.5

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Village of Sundridge  
**Budgetary Control**  
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<b>Snow Removal</b>						
G-350-252-1450 - Snow Removal - CONTRACTED SERVICES				6,000.00	6,000.00	100.0
<b>Total Snow Removal:</b>				6,000.00	6,000.00	100.0
<b>Sanding and Salting</b>						
G-350-253-1440 - Sand & Salt - MATERIALS & SUPPLIES				15,000.00	15,000.00	100.0
<b>Total Sanding and Salting:</b>				15,000.00	15,000.00	100.0
<b>Culvert Thaw/Catch Basin</b>						
G-350-254-1440 - Culvert & Basin - MATERIALS & SUPPLIES				500.00	500.00	100.0
<b>Total Culvert Thaw/Catch Basin:</b>				500.00	500.00	100.0
<b>Reserves</b>						
G-350-271-1640 - TO ROADS CONSTRUCTION RESERVE		17,000.00	17,000.00	17,000.00		
G-350-271-1641 - TO ROADS EQUIPMENT RESERVE		55,000.00	55,000.00	55,000.00		
<b>Total Reserves:</b>		72,000.00	72,000.00	72,000.00		
<b>Compact Tractor - 2014 Kubota</b>						
G-350-K01-1440 - MATERIALS AND SUPPLIES Kubota Tractor				500.00	500.00	100.0
G-350-K01-1710 - FUEL Kubota Tractor		222.89	3,141.13	4,333.00	1,191.87	27.5
G-350-K01-1715 - REPAIRS & MAINTENANCE Kubota Tractor		46.31	1,921.24	3,500.00	1,578.76	45.1
<b>Total Compact Tractor - 2014 Kubota:</b>		269.20	5,062.37	8,333.00	3,270.63	39.3
<b>Loader - 2020 Case</b>						
G-350-L01-1710 - FUEL Case Loader		294.24	5,417.50	8,700.00	3,282.50	37.7
G-350-L01-1715 - REPAIRS & MAINTENANCE Case Loader			6,591.63	8,000.00	1,408.37	17.6
<b>Total Loader - 2020 Case:</b>		294.24	12,009.13	16,700.00	4,690.87	28.1
<b>Trucks</b>						
G-350-T01-1440 - Trucks - MATERIALS AND SUPPLIES			585.92	2,000.00	1,414.08	70.7
G-350-T01-1710 - Trucks - FUEL		371.48	5,046.60	14,000.00	8,953.40	64.0
G-350-T01-1715 - Trucks - REPAIRS & MAINTENANCE		88.52	8,715.59	10,000.00	1,284.41	12.8
G-350-T01-1720 - Trucks - LICENSES			51.00	3,500.00	3,449.00	98.5
<b>Total Trucks:</b>		460.00	14,399.11	29,500.00	15,100.89	51.2
<b>Sidewalks</b>						
G-353-121-1440 - Sidewalks - MATERIALS AND SUPPLIES				4,500.00	4,500.00	100.0
<b>Total Sidewalks:</b>				4,500.00	4,500.00	100.0

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Village of Sundridge  
**Budgetary Control**  
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Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>Crossing Guards</b>						
G-390-121-1110 - Crossing Guard - SALARIES AND WAGES		1,321.65	11,453.37	17,500.00	6,046.63	34.6
G-390-121-1210 - Crossing Guard - EMPLOYER COSTS		123.96	1,284.86	1,820.00	535.14	29.4
G-390-121-1440 - Crossing Guard - MATERIALS AND SUPPLIES			244.20	500.00	255.80	51.2
<b>Total Crossing Guards:</b>		1,445.61	12,982.43	19,820.00	6,837.57	34.5
<b>Streetlights</b>						
G-400-121-1525 - Street Lights - HYDRO		912.38	11,057.97	17,765.00	6,707.03	37.8
G-400-121-1715 - Street Lights - REPAIRS & MAINTENANCE			9,376.16	15,000.00	5,623.84	37.5
G-400-121-1720 - Street Lights - Utility Locates		493.64	808.84		(808.84)	
<b>Total Streetlights:</b>		1,406.02	21,242.97	32,765.00	11,522.03	35.2
<b>Sewers</b>						
G-410-311-1445 - Sewers - CONTRACTED SERVICES - OTHER		230.00	8,384.61	11,000.00	2,615.39	23.8
G-410-311-1450 - Sewers - CONTRACT - OCWA			153,455.23	239,026.00	85,570.77	35.8
G-410-311-1525 - Sewers - HYDRO		3,971.16	39,655.53	60,000.00	20,344.47	33.9
G-410-311-1610 - Sewers - AUDIT & LEGAL			91.58	500.00	408.42	81.7
G-410-311-1614 - Sewers - TAXES			5,117.88	5,200.00	82.12	1.6
G-410-311-1615 - Sewer User Fee Writeoffs				2,500.00	2,500.00	100.0
G-410-311-1629 - Sewers - INTEREST EXP ON IO DEBENTURES			33,217.11	49,532.00	16,314.89	32.9
G-410-311-1635 - Sewers - CAPITAL EXPENDITURE			13,821.70	49,200.00	35,378.30	71.9
G-410-311-1642 - Sewers - PRINC PMT ON 30 YR DEBENTURES			32,416.65	48,918.00	16,501.35	33.7
G-410-311-1715 - Sewers - REPAIRS & MAINTENANCE			382.68	3,000.00	2,617.32	87.2
<b>Total Sewers:</b>		4,201.16	286,542.97	468,876.00	182,333.03	38.9
<b>Garbage Collection</b>						
G-410-321-1440 - MATERIALS AND SUPPLIES				150.00	150.00	100.0
G-410-321-1450 - Garbage Collection CONTRACTED SERVICES		3,512.17	28,097.36	82,835.00	54,737.64	66.1
<b>Total Garbage Collection:</b>		3,512.17	28,097.36	82,985.00	54,887.64	66.1
<b>Garbage Disposal</b>						
G-410-331-1645 - Garbage Disposal Landfill LevySTRONG TWP			64,559.46	87,720.00	23,160.54	26.4
<b>Total Garbage Disposal:</b>			64,559.46	87,720.00	23,160.54	26.4
<b>Garbage Recycling</b>						
G-410-341-1440 - Garbage Recycling MATERIALS AND SUPPLIES			2,443.52	16,000.00	13,556.48	84.7
G-410-341-1450 - Recycling CONTRACTED SERVICES		3,512.18	28,097.41	38,324.00	10,226.59	26.7
G-410-341-1455 - Recycling - non eligible ICI		3,738.71	28,226.35		(28,226.35)	
G-410-341-1646 - Garbage Recycling OTHER TRANSFERS-ARI			3,180.11	3,531.37	351.26	10.0

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Village of Sundridge  
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Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>Total Garbage Recycling:</b>		7,250.89	61,947.39	57,855.37	(4,092.02)	7.1-
<b>Health Unit</b>						
G-510-411-1647 - Health Unit - Levy		2,614.67	26,146.66	31,376.00	5,229.34	16.7
<b>Total Health Unit:</b>		2,614.67	26,146.66	31,376.00	5,229.34	16.7
<b>Land Ambulance</b>						
G-510-412-1657 - Land Ambulance - Levy			38,050.28	38,050.28		
<b>Total Land Ambulance:</b>			38,050.28	38,050.28		
<b>Almaguin Highlands Health Centre</b>						
G-510-414-1647 - AH Health Centre Contribution			7,007.00	7,007.00		
G-510-414-1657 - TRANSFER TO HOSPITAL BUILD RESERVE		7,000.00	7,000.00	7,000.00		
<b>Total Almaguin Highlands Health Centre:</b>		7,000.00	14,007.00	14,007.00		
<b>Medical Centre</b>						
G-510-421-1648 - Medical Centre - Sun Por of Med Cen Levy			67,559.00	67,559.00		
<b>Total Medical Centre:</b>			67,559.00	67,559.00		
<b>DSSAB</b>						
G-610-431-1649 - DSSAB Levy			24,627.28	49,225.00	24,597.72	50.0
<b>Total DSSAB:</b>			24,627.28	49,225.00	24,597.72	50.0
<b>Eastholme</b>						
G-610-441-1650 - Eastholme Levy		9,945.00	29,835.00	39,703.00	9,868.00	24.9
<b>Total Eastholme:</b>		9,945.00	29,835.00	39,703.00	9,868.00	24.9
<b>Seniors</b>						
G-610-442-1440 - Seniors Grant			1,350.00	1,800.00	450.00	25.0
<b>Total Seniors:</b>			1,350.00	1,800.00	450.00	25.0
<b>High Rock</b>						
G-710-511-1660 - High Rock - Sun Por of Highrock Levy			3,072.32	3,500.00	427.68	12.2
<b>Total High Rock:</b>			3,072.32	3,500.00	427.68	12.2
<b>WHARF</b>						
G-710-521-1440 - Wharf - MATERIALS AND SUPPLIES		67.14	859.44	1,500.00	640.56	42.7
<b>Total WHARF:</b>		67.14	859.44	1,500.00	640.56	42.7

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Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>Band Shell</b>						
G-710-522-1440 - Band Shell - MATERIALS AND SUPPLIES			168.55		(168.55)	
G-710-522-1525 - Band Shell - HYDRO		297.92	1,195.66	1,500.00	304.34	20.3
G-710-522-1715 - Band Shell - REPAIRS & MAINTENANCE		4.97	4.97	5,000.00	4,995.03	99.9
<b>Total Band Shell:</b>		302.89	1,369.18	6,500.00	5,130.82	78.9
<b>Parks/Children's Garden</b>						
G-710-531-1440 - Parks - MATERIALS AND SUPPLIES			687.47	2,000.00	1,312.53	65.6
G-710-531-1450 - Parks - CONTRACTED SERVICES			211.59	500.00	288.41	57.7
G-710-531-1640 - Transfer to Reserve for Parks Capital		78,927.00	78,927.00	78,927.87	0.87	
<b>Total Parks/Children's Garden:</b>		78,927.00	79,826.06	81,427.87	1,601.81	2.0
<b>Arena</b>						
G-710-551-1645 - Arena - Sundridge Portion of Arena Levy			153,966.15	205,000.00	51,033.85	24.9
<b>Total Arena:</b>			153,966.15	205,000.00	51,033.85	24.9
<b>Playground/Lions Parks</b>						
G-710-559-1440 - Playground MATERIALS AND SUPPLIES			183.94	100,000.00	99,816.06	99.8
G-710-559-1450 - Playground CONTRACTED SERVICES				2,000.00	2,000.00	100.0
G-710-559-1555 - Playground OTHER SERVICES				1,500.00	1,500.00	100.0
G-710-559-1665 - Playground Supplies SPLASHPAD		29.50	1,661.82	2,000.00	338.18	16.9
G-710-559-1715 - Playground REPAIRS & MAINT SPLASHPAD		483.87	626.81		(626.81)	
<b>Total Playground/Lions Parks:</b>		513.37	2,472.57	105,500.00	103,027.43	97.7
<b>Rec Committee</b>						
G-710-562-1450 - Sundridge Portion of Rec Comm Levy			3,167.00	12,688.00	9,521.00	75.0
<b>Total Rec Committee:</b>			3,167.00	12,688.00	9,521.00	75.0
<b>LIBRARY</b>						
G-710-581-0934 - Library OPERATIONS LEVY			48,224.49	48,224.49		
G-710-581-1110 - Library Committee Members				700.00	700.00	100.0
<b>Total LIBRARY:</b>			48,224.49	48,924.49	700.00	1.4
<b>ACED</b>						
G-910-582-1654 - ACED		4,798.25	14,394.75	19,193.00	4,798.25	25.0
<b>Total ACED:</b>		4,798.25	14,394.75	19,193.00	4,798.25	25.0
<b>GIS</b>						
G-910-584-1661 - GIS BLUE SKY		2,229.46	8,962.53	9,000.00	37.47	0.4



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Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>Total GIS:</b>		2,229.46	8,962.53	9,000.00	37.47	0.4
<b>Planning and Development</b>						
G-910-611-1440 - Planning and Dev. MATERIALS AND SUPPLIES			3.05	250.00	246.95	98.8
G-910-611-1450 - Planning and Dev. CONTRACTED SERVICES			72.50		(72.50)	
<b>Total Planning and Development:</b>			75.55	250.00	174.45	69.8
<b>Expense Totals:</b>		442,075.77	2,347,669.25	4,519,633.35	2,171,964.10	48.1

Accounts Printed: 235

**SUNDRIDGE –STRONG FIRE COMMITTEE  
MINUTES  
THURSDAY SEPTEMBER 11, 2025 at 6:00 P.M.**

**PRESENT:**

**SUNDRIDGE:** Luke Preston(electronically), Shawn Jackson (electronically)

**STRONG:** Tim Bryson, Jim Ronholm

**STAFF PRESENT:** Andrew Torrance, Fire Chief  
Christine Hickey, Joint Committee Recording Secretary

C1 Call to order

The Chair called the meeting to order at 6:00 p.m.

C2 Approval of Agenda

**Resolution #FC2025-028**  
**Moved By: Luke Preston**  
**Seconded By: Tim Bryson**

**THAT** the Agenda for the September 11 2025 regular meeting of the Sundridge-Strong Fire Committee be approved.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston	x		
Jim Ronholm	x		

**CARRIED**

C3 Declaration of Pecuniary Interest - None

C4 Delegations – None

C5 Approval of Previous Committee Minutes

a) July 10, 2025 – Regular Meeting

**Resolution #FC2025-029**  
**Moved By: Shawn Jackson**  
**Seconded By: Tim Bryson**

**THAT** the July 10, 2025 Regular Meeting Minutes of the Sundridge-Strong Fire Committee be approved as circulated.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston	x		
Jim Ronholm	x		

**CARRIED**

C6 Follow Up/New Business

a) Staff Report - Fire Chief's Report

**Resolution #FC2025-030**

**Moved By: Tim Bryson**

**Seconded By: Shawn Jackson**

**THAT** Fire Chief's Report dated September 11, 2025 be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston	x		
Jim Ronholm	x		

**CARRIED**

b) Staff Report – Joly Municipal Fire Protection Agreement - Renewal

**Resolution #FC2025-031**

**Moved By: Tim Bryson**

**Seconded By: Shawn Jackson**

**THAT** the Staff Report regarding Joly Municipal Fire Protection Agreement Renewal be received;

**AND THAT** Staff prepare requested information for further discussion.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston	x		
Jim Ronholm	x		

**CARRIED**

c) Staff Report - FireSmart Canada Presentation

**Resolution #FC2025-032**

**Moved By: Tim Bryson**

**Seconded By: Shawn Jackson**

**THAT** the FireSmart Canada Presentation from Brendan Adams, Fire Prevention & Assistant Training Officer be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

**CARRIED**

Member Luke Preston left the meeting at 6:45 p.m.

d) Disposal of Surplus Goods - FL80 Pumper Truck (Pumper 611) - Update

**Resolution #FC2025-033**

**Moved By: Shawn Jackson**

**Seconded By: Tim Bryson**

**THAT** the Sundridge-Strong Fire Committee receive the Staff Memo regarding the disposal of FL80 Pumper Truck (Pumper 611).

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

**CARRIED**

e) Fleet Replacement Policy - Freightliner M2 Tanker (Tanker 614)

**Resolution #FC2025-034**

**Moved By: Tim Bryson**

**Seconded By: Shawn Jackson**

**THAT** the Sundridge-Strong Fire Committee receive the Staff Memo regarding the Fleet Replacement Policy - Freightliner M2 Tanker (Tanker 614);

**AND THAT** respective Councils start the process of funding reserves for the replacement of the tanker;

**AND FURTHER THAT** a report be prepared with an estimated cost of a tanker and the approximate value of reserves.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

**CARRIED**

f) Budget Summary Report

**Resolution #FC2025-035**

**Moved By: Shawn Jackson**

**Seconded By: Tim Bryson**

**THAT** the Budget Summary Report dated September 11, 2025 be received.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

**CARRIED**

C7 Closed Session – None

C8 Adjournment

**Resolution #FC2025-036**

**Moved By: Tim Bryson**

**Seconded By: Shawn Jackson**

**THAT** we do now adjourn at 7:16 until Thursday October 9, 2025 at 6:00 p.m. or at the call of the Chair.

	Yea	Nay	Abstain
Tim Bryson	x		
Shawn Jackson	x		
Luke Preston (absent)			
Jim Ronholm	x		

**CARRIED**

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Jim Ronholm, Chair

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Christine Hickey, Recording Secretary

# SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING

## REGULAR MEETING MINUTES

**TUESDAY SEPTEMBER 16, 2025 @ 6:00 P.M.**

**PRESENT:** Township of Joly: Tom Bryson, Budd Brown  
Township of Strong: Jim Ronholm, Tim Bryson  
Village of Sundridge: Shawn Jackson (electronic), Fraser Williamson

**STAFF:** Christine Hickey (Recording Secretary)

**GUEST:** Dr. Sarah MacKinnon

C1 Call to Order

The Chair called the meeting to order at 6:00 p.m.

C2 Approval of Agenda

**Resolution #2025-100MC**

**Moved by: Jim Ronholm**

**Seconded by: Fraser Williamson**

**THAT** the agenda for the Regular Meeting of the Sundridge & District Medical Centre Committee on September 16, 2025, be approved.

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	<b>x</b>		
<b>Bryson, Tim</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>Ronholm, Jim</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Bryson, Tom</b>	<b>x</b>		
<b>CARRIED</b>			

C3 Declaration of Pecuniary Interest - None

C4 Deputations - None

C5 Presentations - None

C12 a) Closed Session

**Resolution #2025-101MC**

**Moved by: Jim Ronholm**

**Seconded by: Budd Brown**

**THAT** the Sundridge & District Medical Centre Committee hold a Closed Session meeting as provided for by Section 239 (2)(d) of the *Municipal Act*, 2001, as amended, and the Village of Sundridge Procedural By-law No. 2020-037 to deal with: labour relations or employee negotiations.

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	x		
<b>Bryson, Tim</b>	x		
<b>Jackson, Shawn</b>	x		
<b>Ronholm, Jim</b>	x		
<b>Williamson, Fraser</b>	x		
<b>Bryson, Tom</b>	x		
<b>CARRIED</b>			

**Resolution #2025-102MC**

**Moved by: Fraser Williamson**

**Seconded by: Shawn Jackson**

**THAT** the Sundridge & District Medical Centre Committee now resume the regular portion of the meeting open to the public at 6:26 p.m. after having only discussed the matters they were permitted to under the resolution authorizing the public exclusion.

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	x		
<b>Bryson, Tim</b>	x		
<b>Jackson, Shawn</b>	x		
<b>Ronholm, Jim</b>	x		
<b>Williamson, Fraser</b>	x		
<b>Bryson, Tom</b>	x		
<b>CARRIED</b>			

C6 Approval of Minutes

**Resolution #2025-103MC**

**Moved by: Jim Ronholm**

**Seconded by: Budd Brown**

**THAT** the following meeting minutes of the Sundridge & District Medical Centre Committee Meeting be approved:



Regular Meeting - August 19, 2025  
Closed Meeting – August 19, 2025  
Special Meeting – August 25, 2025

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	<b>x</b>		
<b>Bryson, Tim</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>Ronholm, Jim</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Bryson, Tom</b>	<b>x</b>		
<b>CARRIED</b>			

C7 New Business

- a) Sundridge and District Medical Centre Committee – Transition to Not for Profit  
Re: Draft By-law and Articles of Incorporation

Larry Crossan, Lexcor Business Lawyers LLP (for questions from Committee)

**Resolution #2025-104MC**  
**Moved by: Fraser Williamson**  
**Seconded by: Jim Ronholm**

**THAT** the Sundridge and District Medical Centre Committee reviewed the questions regarding the draft By-Laws and Articles of Incorporation with Larry Crossan, Lexcor Business Lawyers LLP.

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	<b>x</b>		
<b>Bryson, Tim (absent)</b>			
<b>Jackson, Shawn</b>	<b>x</b>		
<b>Ronholm, Jim</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Bryson, Tom</b>	<b>x</b>		
<b>CARRIED</b>			

**Resolution #2025-105MC**  
**Moved by: Fraser Williamson**  
**Seconded by: Jim Ronholm**

**THAT** the Sundridge and District Medical Centre Committee discuss the Draft By-Laws and Articles of Incorporation;

**AND THAT** a revised draft be brought to the next meeting for further discussion.

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	<b>x</b>		
<b>Bryson, Tim</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>Ronholm, Jim</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Bryson, Tom</b>	<b>x</b>		
<b>CARRIED</b>			

- b) Township of Strong Resolution – R2025-225  
Re: Number of Directors for Not for Profit

**Resolution #2025-106MC**  
**Moved by: Jim Ronholm**  
**Seconded by: Shawn Jackson**

**THAT** the Sundridge and District Medical Centre Committee receive resolution R2025-225 from the Township of Strong;

**AND THAT** the respective Councils discuss Township of Strong Resolution R2025-225.

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	<b>x</b>		
<b>Bryson, Tim</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>Ronholm, Jim</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Bryson, Tom</b>	<b>x</b>		
<b>CARRIED</b>			

- c) SDMC Consolidated Maintenance Listing

**Resolution #2025-107MC**  
**Moved By: Fraser Williamson**  
**Seconded By: Shawn Jackson**

**THAT** the SDMC Consolidated Maintenance Listing dated September 16, 2025 be received.

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	<b>x</b>		
<b>Bryson, Tim</b>	<b>x</b>		
<b>Jackson, Shawn</b>	<b>x</b>		
<b>Ronholm, Jim</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Bryson, Tom</b>	<b>x</b>		
<b>CARRIED</b>			

d) Sundridge and District Medical Centre – Facility Management

**Resolution #2025-108MC**

**Moved By: Shawn Jackson**

**Seconded By: Tim Bryson**

**THAT** the Sundridge and District Medical Centre Committee discuss the management of the facility;

**AND THAT** the Committee request the Village of Sundridge resume management duties of the Sundridge and District Medical Centre Facility until a solution is reached.

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	<b>x</b>		
<b>Bryson, Tim</b>	<b>x</b>		
<b>Jackson, Shawn</b>		<b>x</b>	
<b>Ronholm, Jim</b>	<b>x</b>		
<b>Williamson, Fraser</b>			<b>x</b>
<b>Bryson, Tom</b>	<b>x</b>		
<b>CARRIED</b>			

C8 Correspondence – None

Member Jackson left the meeting at 8:51 p.m.

C9 Budget Summary & Accounts Payable

**Resolution #2025-109MC**

**Moved By: Fraser Williamson**

**Seconded By: Budd Brown**

**THAT** the Sundridge & District Medical Centre Budget Summary Report for the Period of January 1, 2025 to August 31, 2025 be received;

**AND THAT** the Sundridge & District Medical Centre Accounts Payable for the Period of August 1, 2025 to August 31, 2025 in the amount of \$60,621.97 be approved.

<b>Recorded Vote:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Brown, Budd</b>	<b>x</b>		
<b>Bryson, Tim</b>	<b>x</b>		
<b>Jackson, Shawn (absent)</b>			
<b>Ronholm, Jim</b>	<b>x</b>		
<b>Williamson, Fraser</b>	<b>x</b>		
<b>Bryson, Tom</b>	<b>x</b>		
<b>CARRIED</b>			

- C10 Announcements
- C11 Notice of Future Motion
- C12 Closed Session (moved to after C5)
- C13 Adjournment

**Resolution #2025-110MC**  
**Moved By: Budd Brown**  
**Seconded By: Fraser Williamson**

**THAT** the Sundridge & District Medical Centre Committee now adjourn at 8:53 p.m. until the next regular meeting being October 21, 2025 or at the call of the Chair.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn (absent)			
Ronholm, Jim	x		
Williamson, Fraser	x		
Bryson, Tom	x		
CARRIED			

\_\_\_\_\_  
Tom Bryson, Chair

\_\_\_\_\_  
Christine Hickey, Recording Secretary

# JOINT BUILDING COMMITTEE MEETING

## Minutes

Thursday, September 18, 2025 at 6:00 p.m.  
Township of Strong Office

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The Zoom Link to attend the virtual meeting is available on the website;  
<https://calendar.strongtownship.com/meetings>

**Present:** Burk's Falls – Ashley Brandt (virtual)  
Joly – Budd Brown (in person)  
Machar – Neil Scarlett (in person)  
Ryerson – Absent  
South River – Robert Brooks (virtual)  
Strong – Marianne Stickland (in person)  
Sundridge – Shawn Jackson (virtual)

**Absent:** Ryerson – Glenn Miller

**Staff Present:** CBO: Brian Dumas (in person), Secretary: Kim Dunnett (in person)

**Guests:** No guests attended.

### 1. Call to Order

The Joint Building Committee meeting was called to order at 6:02 pm by the Chair.

### 2. Declaration of Pecuniary Interest

No pecuniary interest was declared by the JBC members attending.

### 3. Approval of Agenda

#### Resolution # 2025-009

**Moved by: Neil Scarlett**

**Seconded by: Robert Brooks**

Be it resolved that this committee does hereby approve the agenda of the regular meeting for September 18, 2025 as presented.

**Carried**

### 4. Delegation

No requests were submitted.

### 5. Adoption of Minutes

#### 5.1 January 16, 2026

#### Resolution # 2025-010

**Moved by: Marianne Stickland**

**Seconded by: Shawn Jackson**

Be it resolved that this committee does hereby adopt the minutes of January 16, 2025 regular meeting, as circulated.

**Carried**

### 6. Approval of Financials

#### 6.1–6.8 Resolution # 2025-011

**Moved by: Robert Brooks**

**Seconded by: Neil Scarlett**

Be it resolved that this committee does hereby approve the following expenses of;

- January 2025           \$47,895.49
- February 2025       \$31,400.09
- March 2025           \$38,977.72

# JOINT BUILDING COMMITTEE MEETING

## Minutes

Thursday, September 18, 2025 at 6:00 p.m.  
Township of Strong Office

- April 2025 \$29,778.56
- May 2025 \$41,518.05
- June 2025 \$25,013.24
- July 2025 \$28,230.52
- August 2025 \$35,335.51

and accepts the Financial Reports for January, February, March, April, May, June, July and August 2025. **Carried**

## 7. Items of Discussion

### 7.1 Septic Inspections

The Chair explained it was brought to his attention by a member, later confirmed by the secretary that the JBC's request could be expiated for approval to do your own septic inspections. The announcement was made at the last DPSMA meeting, cut off for the request was in August of 2025. However, staff and training had to be in place at the time of approval. The JBC is not prepared at this time, and the CBO did not recommend it because of financial expenses versus revenue.

### 7.2 Draft Financial Statement - Report to Council

The secretary stated the auditors are more than happy to attend virtually at the November meeting to do a presentation, if members requested.

#### Resolution #2025-012

**Moved By: Robert Brooks**

**Seconded by: Marianne Stickland**

Be it resolved that this committee has hereby received and reviewed the 2024 Draft Audited Financial Statements & Report to Council. **Carried**

## 8. Staff Reports

No reports submitted.

## 9. Correspondence

9.1 Burks Falls – 2025 Budget R2025-54

**Received**

9.2 Joly – 2025 Budget R2025-0057

**Received**

9.3 Machar – 2025 Budget R14-25

**Received**

9.4 Ryerson – 2025 Budget R17-25

**Received**

9.5 South River – 2025 Budget R48-2025

**Received**

9.6 Strong - 2025 Budget R2025-034

**Received**

9.7 Sundridge - 2025 Budget R2025-041

**Received**

# JOINT BUILDING COMMITTEE MEETING

## Minutes

Thursday, September 18, 2025 at 6:00 p.m.

Township of Strong Office

### 10. Closed Session

No closed session was required.

### 11. Adjournment

#### Resolution # 2025-013

**Moved by: Shawn Jackson**

**Seconded by: Neil Scarlett**

Be it resolved that this committee does hereby adjourn at 6:12 pm to meet again on November 20, 2025 at 6:00 pm or at the call of the Chair.

***Carried***

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Kim Dunnett, Secretary

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Budd Brown, Chair

Draft





## SUNDRIDGE STRONG JOLY ARENA AND HALL

The arena meeting was held Wednesday September 3, 2025 @ 6:00 p.m. at the Strong Township Office and by Zoom

**Present:** Jeff McLaren, Tim Bryson for Jim Ronholm, Bill Black, Brian McCabe, Sharon Smith, Luke Preston

*Arena Manager:* Adam Clarke

*Recording secretary:* Tera Minor

**Absent:** Jim Ronholm

The Chair called the meeting to order at 6:02 p.m.

### 1. Approve Agenda

#### **Resolution #25-86: Brian McCabe– Bill Black**

Be it resolved that we the committee approve the amended agenda to move item 10 to after item 5 for the September 3, 2025 meeting.

***Carried***

### 2. Declaration of Pecuniary Interest and General Nature Thereof:

None

### 3. Approve the Minutes

#### **Resolution #25-87: Jeff McLaren – Luke Preston**

Be it resolved that we the Committee approve the minutes of the July 2, 2025 meeting.

***Carried***

Discussion from the minutes. Security camera invoice was over budget as additional cameras were needed to get a full view of the exterior arena building and grounds.

### 4. Approve the accounts

#### **Resolution #25-88: Brian McCabe– Bill Black**

Be it resolved that we the Committee approve the accounts payable in the amount of \$12,208.67 for the month of July, and \$21,316.62 for the month of August 2025.

***Carried***

**5. Delegation**

None

**10 Closed Session**

**10.1 Closed Session – Grant Status**

**Resolution #25-89: Jeff McLaren – Luke Preston**

Be It Resolved that the Committee move into closed session at 6:08 p.m. under Subsection 239(2) (h) of the Municipal Act to consider a matter involving “information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them”.

***Carried***

The committee for the SSJ Arena resumed the regular meeting at 6:17 p.m.  
The Chair reported that the committee discussed the matters it was permitted to under the resolution authorizing the public exclusion.

**6. Staff Reports**

**6.1 Overbudget Invoices**

**Resolution #25-90: Brian McCabe – Jeff McLaren**

That the SSJ Arena Committee hereby receive and read Staff Report 2025-SSJ-015 regarding overbudget invoices and hereby direct the Administering Municipality to proceed with paying the following overbudget invoices: Stinson Electrical \$339.00, AFC \$370.79, Safeguard \$638.76, Technical Standards and Safety Authority \$272.50, Welmar \$1419.56.

***Carried***

**7. Managers Report**

**7.1** Spectator heater quotes

**7.2** Lions Club building concerns with managers notes

**7.1** Furnace repair quote

**7.2** Fire Inspection Order

**7.3** Stinson Electrical quote

**7.4** Kitchen Inventory

**7.5** Martin Contracting quote

**Resolution #25-91: Bill Black – Luke Preston**

That the SSJ Arena Committee hereby receive and read Staff Report 2025-SSJ-016 regarding Black and Mac quotes for the new spectator heaters and recommend proceeding with the quote dated August 19/25 in the amount of \$42,938.00.

***Carried***

**Resolution #25-92: Luke Preston – Bill Black**

That the SSJ Arena Committee hereby receive and read Staff Report 2025-SSJ-017 regarding the Lion Club building concerns with Arena Managers notes.

***Carried***

**Resolution #25-93: Luke Preston – Jeff McLaren**

That the SSJ Arena Committee hereby receive and read Staff Report 2025-SSJ-018 regarding the quote from Hartfell Heating and recommend proceeding with furnace repairs.

***Carried***

**Resolution #25-94: Brian McCabe – Bill Black**

Be it resolved that the SSJ Arena Committee hereby receive and read Staff Report 2025-SSJ-019 regarding the Fire Inspection Order along with the items that have since been completed by the Arena Manager and direct staff to obtain quotes and proceed with Building Permits for items 1, 3, 4, 5, 7, 12, 16, 17 in Inspection Order 06-05-2025B.

***Carried***

**Resolution #25-95: Luke Preston – Jeff McLaren**

That the SSJ Arena Committee hereby receive and read Staff Report 2025-SSJ-020 regarding the quote from Stinson Electrical and proceed with the work this year.

***Carried***

**Resolution #25-96: Bill Black – Tim Bryson**

That the SSJ Arena Committee hereby receive and read the kitchen inventory report.

***Carried***

**Resolution #25-97: Jeff McLaren – Bill Black**

That the SSJ Arena Committee hereby receive and read Staff Report 2025-SSJ-021 regarding the quote from Martin Custom Contracting and proceed with either quotes with the work this year. That is the only spot to store the number of tables and chairs we have.

***Carried***

**8. Correspondence**

- 8.1 Budgetary Control as of July 31, 2025 (Aug. 31 if available)
- 8.2 Chair's response letter to the Lion's Club
- 8.3 Chair's response letter to Youth Baseball
- 8.4 Fire Department Inspection Order
- 8.5 Chair's response letter to the Fire Department
- 8.6 Chair's response letter to the Spartans
- 8.7 Spartans Release

**Resolution #25-98: Luke Preston – Brian McCabe**

Be it resolved that we the committee receive and read correspondence as below:

- 8.1 Budgetary Control as of July 31, 2025 (August AP not complete)
- 8.2 Chair's response letter to the Lion's Club
- 8.3 Chair's response letter to Youth Baseball
- 8.4 Fire Department Inspection Order
- 8.5 Chair's response letter to the Fire Department
- 8.6 Chair's response letter to the Spartans
- 8.7 Spartans Release

***Carried***

**9 New Business**

**9.1 Seasonal Job Description:**

Adam decided to just go ahead with the Part Time position that is being advertised for now as the Spartans will not be playing this season.

**9.2 Future budgeting for arena roof, grants?**

**9.3 Spartans Agreement**

**Resolution #25-99: Jeff McLaren – Bill Black**

Be it resolved that we the committee do hereby agree to have the administering municipality search for grants to replace the SSJ Arena & Hall roof, and for the Arena Manager to obtain quotes for future budgeting purposes.

***Carried***

**Resolution #25-100: Luke Preston – Bill Black**

Be it resolved that we the committee would like to meet with the Spartan owner to discuss the contract prior to signing by the municipalities.

***Carried***

**11. Next Regular Meeting Date**

At the call of the Chair

**12. Adjournment**

**Resolution #25-101: Tim Bryson – Jeff McLaren**

Be it resolved that we now adjourn at 7:37 p.m. until the next meeting October 1, 2025 or at the call of the Chair.

***Carried***

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Chairperson

**Central Almaguin Planning Board**  
**MINUTES**  
**Wednesday, July 2, 2025**  
**At the Village of South River Municipal Office located at**  
**63 Marie Street, South River (705-386-2573)**

Attending:

**Chair** South River Member Jim Coleman  
Provincial Member John MacLachlan  
**Vice Chair** Machar Member Lynda Carleton  
Sundridge Member Fraser Williamson (electronically)  
Joly Member Chris Nicholson  
Strong Member Tim Bryson

Secretary-Treasurer: Christine Hickey

Public: George Allen, Laura Lebel-Pantazopoulous, Dave McAllister  
(other public members may have been in attendance)

1. Call to order

The Chair called the meeting to order at 5:34 p.m.

2. Approval of Agenda

**Resolution #1**

**Moved by: John MacLachlan**

**Seconded by: Chris Nicholson**

BE IT RESOLVED THAT this Board does hereby approve the July 2, 2025 agenda.

**CARRIED**

3. Declaration of Pecuniary Interests - None

4. Minutes – June 4, 2025

**Resolution #2**

**Moved by: Lynda Carleton**

**Seconded by: Fraser Williamson**

BE IT RESOLVED THAT this Board does hereby adopt the minutes of Wednesday, June 4, 2025; as written

**CARRIED**

5. Payment of July Accounts:

**Resolution #3**

**Moved by: Chris Nicholson**

**Seconded by: John MacLachlan**

BE IT RESOLVED THAT this Board does hereby approve payment of the July Accounts:

Ch# 658 - Village of South River – Rent for July 2025 - \$363.78

Ch# 659 - Christine Hickey – Wages (June 1, 2025 – June 30, 2025 – 25.5 hours)

Online CRA Payments for June (\$148.67)

Online CRA Payments – Paper Filing Penalty (\$127.65)

Online Visa Payment for June (\$18.65)

**CARRIED**

6. Public Meetings/Decisions on the following Files

6.1 B012/25 Lount – Concession 5, Part of Broken Lot 6 – 92 Pike Road

The meeting time for this application was approximately 5:38 p.m. to 5:40 p.m.

The Secretary-Treasurer confirmed that the required circulation was completed and that there were no written or electronic comments received. The Chair confirmed if there were any questions or comments from those attending electronically or in person.

**Resolution #4**

**Moved by: Chris Nicholson**

**Seconded by: Fraser Williamson**

BE IT RESOLVED THAT this Board does hereby approve File B012/25 Lount

That this approval shall:

Re-establish existing lots through a Lot Line Adjustment that will separate Part 2 from Part 3 and Part 1 from Part 2 (as identified on the sketch). Part 2 will have:

218 m (+/-) Shoreline Frontage, with a depth of 55 m (+/-) and an area of 0.76 ha (+/-).  
Property Access from Pike Road (Private Road)

The retained lot will be Part 3 which will have: 314m (+/-) Frontage on Sherwood Acres Road (Private Road), with a depth of 494 m (+/-) and an area of 11.78ha (+/-).

THE SUBJECT LANDS ARE LOCATED at Concession 5, Part of Broken Lot 6, Township of Lount, District of Parry Sound.

The Board requires that all conditions of draft approval from the Central Almaguin Planning Board be met before the deeds can be stamped and final approval given **CARRIED**

7. New Files

7.1 B013/25 Lount – Concession 2, Lot 6 – Boundary Road

The Secretary-Treasurer was directed to proceed with a Notice of Public Meeting

8. Follow-up/New Items

8.1 Planning Fees by Application

**Resolution #5**

**Moved by: John MacLachlan**

**Seconded by: Chris Nicholson**

BE IT RESOLVED THAT the Central Almaguin Planning Board receive the report regarding Planning Fees by Application dated July 2, 2025. **CARRIED**

8.2 Insurance Renewal – August 2025 – August 2026

**Resolution #6**

**Moved by: Fraser Williamson**

**Seconded by: Lynda Carleton**

BE IT RESOLVED THAT the Central Almaguin Planning Board approve the insurance quote from MIS Insurance/ Knox Hutchison Insurance in the amount of \$1,761.80 (plus HST). **CARRIED**

8.3 B010/25 Strong – Comments regarding Appeal

**Resolution #7**

**Moved by: Fraser Williamson**

**Seconded by: Tim Bryson**

BE IT RESOLVED THAT the Central Almaguin Planning Board receive the letter regarding appealing application B010/25;

AND THAT the Secretary-Treasurer be directed to send a letter to Mr. Bonnett to confirm receipt of his comments and the restrictions to third party appeals. **CARRIED**

Note that the process was not followed.



9. Correspondence/Updates - None

10. Closed Session - None

11. Adjournment

**Resolution #8**

**Moved by: Tim Bryson**

**Seconded by: Chris Nicholson**

BE IT RESOLVED THAT the Central Almaguin Planning Board adjourn at 5:57 p.m. until  
Wednesday August 6, 2025 or at the call of the Chair.

**CARRIED**

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Jim Coleman, Chair

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Christine Hickey, Secretary-Treasurer

**Central Almaguin Planning Board**  
**MINUTES**  
**Wednesday, August 6, 2025**  
**At the Village of South River Municipal Office located at**  
**63 Marie Street, South River (705-386-2573)**

Attending:

**Chair** South River Member Jim Coleman  
Provincial Member John MacLachlan  
**Vice Chair** Machar Member Lynda Carleton  
Sundridge Member Fraser Williamson (electronically)  
Joly Member Chris Nicholson  
Strong Member Tim Bryson

Secretary-Treasurer: Christine Hickey

Public: Frank Coccaro, Michael Gravis, Dru and Eugene Daigle, Denise Mattiuz, Peter Benninger, Dave McAlister, Eugene NG (other public members may have been in attendance)

1. Call to order

The Chair called the meeting to order at 5:30 p.m.

2. Approval of Agenda

**Resolution #1**

**Moved by: John MacLachlan**

**Seconded by: Chris Nicholson**

BE IT RESOLVED THAT this Board does hereby approve the August 6, 2025 agenda.

**CARRIED**

3. Declaration of Pecuniary Interests - None

4. Minutes – July 2, 2025

**Resolution #2**

**Moved by: Lynda Carleton**

**Seconded by: Fraser Williamson**

BE IT RESOLVED THAT this Board does hereby adopt the minutes of Wednesday, July 2, 2025; as written

**CARRIED**

5. Payment of August Accounts:

**Resolution #3**

**Moved by: Chris Nicholson**

**Seconded by: Lynda Carleton**

BE IT RESOLVED THAT this Board does hereby approve payment of the August Accounts:

Ch# 660 - Village of South River – Rent for August 2025 - \$363.78

Ch# 661 - Christine Hickey – Wages (July 1, 2025 – July 31, 2025 – 34 hours)

Ch# 662 – Return of unused Deposit – B015/24 – Hart - \$177.92

Ch# 663 – McDougall Insurance Brokers Limited – Invoice CENTALM-01 - \$1902.74

Online CRA Payments for July (\$196.26)

Online Visa Payment for July (\$18.65)

**CARRIED**

6. Public Meetings/Decisions on the following Files

6.1 B013/25 Lount – Concession 2, Lot 6 – Boundary Road

The meeting time for this application was approximately 5:33 p.m. to 5:35 p.m.

The Secretary-Treasurer confirmed that the required circulation was completed and there were no written or electronic comments received. The Chair confirmed if there were any questions or comments from those attending electronically or in person, there were no further comments or discussion.

**Resolution #4**

**Moved by: Chris Nicholson**

**Seconded by: John MacLachlan**

BE IT RESOLVED THAT this Board does hereby approve File B013/25 Lount

This approval applies to create two (2) new lots which will have:

Lot 1: 76.2m (+/-) Frontage on Boundary Road, with a depth of 182.88m (+/-) and an area of 1.388ha (+/-).

Lot 2: 76.2m (+/-) Frontage on Boundary Road, with a depth of 182.88m (+/-) and an area of 1.388ha (+/-).

Retained Lot will be 37.4ha (+/-).

THE SUBJECT LANDS ARE LOCATED at Concession 2, Part Lot 6, Township of Lount, District of Parry Sound.

The Board requires that all conditions of draft approval from the Central Almaguin Planning Board be met before the deeds can be stamped and final approval given. **CARRIED**

## 7. New Files

### 7.1 B014/25 Laurier – Concession 1, Lot 8 – 544 Brennans Road

Discussion on recommendation Item 4 from Planner, Secretary-Treasurer to confirm this process prior to the next meeting

The Secretary-Treasurer was directed to obtain the required documents or the information needed prior to the Notice be circulated.

## 8. Delegations

Spring Lake Cottage Association

Re: Zoning By-Law NO. 2008-02 Contravention – Lot 9

### **Resolution #5**

**Moved by: John MacLachlan**

**Seconded by: Chris Nicholson**

BE IT RESOLVED THAT this Board does hereby receive the delegation from the Spring Lake Cottage Association regarding Zoning By-Law NO. 2008-02 Contravention – Lot 9. **CARRIED**

## 9. Follow-up/New Items

### 10.1 B012/25 Lount – Concession 5, Part of Broken Lot 6 – 92 Pike Road (verbal)

### **Resolution #6**

**Moved by: Chris Nicholson**

**Seconded by: Lynda Carleton**

BE IT RESOLVED THAT the Central Almaguin Planning Board receive the update from the Secretary-Treasurer regarding Condition of Consent: Confirmation from North Bay Mattawa Conservation Authority that the proposed lots are able to accommodate an on-site sewage system (if applicable);

AND THAT the applicant be advised that confirmation from the NBMCA that Part 3 is able to accommodate an on site sewage system is recommended but not required.

**CARRIED**

- 10.2 Amalgamation Exploration – Update and Impact to Planning Board  
(Member Tim Bryson)

Item 10.2 to be Move to September Agenda

11. Correspondence/Updates - None

12. Closed Session

**Resolution #7**

**Moved by: Lynda Carleton**

**Seconded by: Fraser Williamson**

BE IT RESOLVED THAT the Central Almaguin Planning Board hold a Closed Session as provided for by Section 239 (b) of the Municipal Act, 2001, as amended to deal with: Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**Resolution #8**

**Moved by: Fraser Williamson**

**Seconded by: Chris Nicholson**

BE IT RESOLVED THAT the Central Almaguin Planning Board does hereby return to open session at 6:49 p.m. **CARRIED**

The following motion was introduced

**Resolution #9**

**Moved by: John MachLachlan**

**Seconded by: Chris Nicholson**

THAT the Secretary-Treasurer be authorized to obtain further advice from the Solicitor on the Contravention to By-law 2008-02 **CARRIED**

13. Adjournment

**Resolution #10**

**Moved by: Chris Nicholson**

**Seconded by: John MachLachlan**

BE IT RESOLVED THAT the Central Almaguin Planning Board adjourn at 6:51p.m. until  
Wednesday September 3, 2025 or at the call of the Chair.

**CARRIED**

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Jim Coleman, Chair

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Christine Hickey, Secretary-Treasurer



## SUNDRIDGE-STRONG UNION PUBLIC LIBRARY BOARD MEETING

THURSDAY, JUNE 19, 2025

**PRESENT:** Diana Cosby (zoom), Brenda Lee, Kevin Noaik, Vicki Whitmell (zoom), Fraser Williamson  
**REGRETS:** Karen McLaren  
**STAFF:** Melinda Kent, Librarian/CEO

**Call to Order** - The Chair called the meeting to order at 6:45 p.m.

**Discloser of Conflicts of Interest** – None

### Agenda

06-01	<b>Moved:</b>	Diana Cosby	<b>Seconded:</b>	Kevin Noaik
That the agenda be approved as circulated. <b>Carried.</b>				

### Minutes

06-02	<b>Moved:</b>	Fraser Williamson	<b>Seconded:</b>	Diana Cosby
That the minutes of the May 22, 2025 meeting of the Sundridge-Strong Union Public Library Board be adopted as presented. <b>Carried.</b>				

### Business Arising

- For the Canada Day Celebrations, we need someone from the recreation committee to deliver the cub car track to the event. The librarian can supply 10 dinky cars for the track. We will also have colour pages. The librarian will be there from 4-7:30.
- The Township of Joly would not sign the two year library services agreement for 2026-2027. Instead, they passed a resolution to make payment for 2026 only and for 2027 to be revisited with the new term of council.

06-03	<b>Moved:</b>	Diana Cosby	<b>Seconded:</b>	Kevin Noaik
That the Sundridge-Strong Union Public Library Board will write a library services agreement for 2026 for \$1400.00. The library board will send a new three year contract in October 2026 for 2027, 2028, 2029 with 5% increases each year to the Township of Joly. <ul style="list-style-type: none"><li>• <b>Carried.</b></li></ul>				

## Statement of Expenses

06-04	<b>Moved:</b>	Kevin Noaik	<b>Seconded:</b>	Fraser Williamson
	That the income statement for the Sundridge-Strong Union Public Library for the month of May 2025 in the amount of -6613.48. <b>Carried.</b>			

## Librarian's Report

- See attached
- The new bench that was made for the kids' area was delivered and looks great.

## Correspondence

## New Business

## Strategic Plan Update

- Board chair Whitmell, board member McLaren and the librarian/CEO attended the tri-council meeting on May 29<sup>th</sup>. The committee will be attending the Lake Bernard Property Association's meeting on July 5<sup>th</sup> to get feedback from that group. We will also be meeting with other groups in the community.

## Policies & Procedures

## Announcements

## Adjournment

06-05	<b>Moved:</b>	Kevin Noaik
	That the Sundridge-Strong Union Public Library Board adjourn at 7:30 p.m. The next regular meeting will be held at 6:45 pm on September 18, 2025 or at the call of the chair. <b>Carried.</b>	

  
Chair

  
Recording Secretary



**LIBRARIAN'S REPORT**  
**September 18, 2025 Board Meeting**



**Statistics:**

	<b>JUNE 2025 - CIRCULATION</b>				
	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Library</b>	1227	979	1018	967	939
<b>Overdrive</b>	227	268	253	349	443
<b>Total</b>	1454	1247	1271	1316	1382

	<b>JULY 2025 - CIRCULATION</b>				
	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Library</b>	1629	1580	1284	1366	1306
<b>Overdrive</b>	232	338	371	363	426
<b>Total</b>	1861	1918	1655	1729	1732

	<b>AUGUST 2025 - CIRCULATION</b>				
	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Library</b>	1545	1463	1322	1141	1082
<b>Overdrive</b>	213	350	480	347	477
<b>Total</b>	1758	1813	1802	1488	1559

	<b>COMPUTERS USE</b>			<b>WiFi USE</b>		
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>June</b>	88	82	60	216	327	265
<b>July</b>	93	68	76	449	452	293
<b>Aug.</b>	84	72		424	372	257

	<b>KIDS ELECTRONICS</b>			<b>IN LIBRARY LEGO USE</b>		
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>June</b>	35	22	36	--	--	34
<b>July</b>	67	40	94	--	--	47
<b>Aug.</b>	93	93		--	--	

<b>June Programming &amp; Attendance</b>		
<b>Program/Event</b>	<b>Adults</b>	<b>Kids</b>
Book Club	7	
Knitting & Crocheting	29	
Storytime	17	21
Walking Club	31	

<b>July Programming &amp; Attendance</b>		
<b><i>Program/Event</i></b>	<b><i>Adults</i></b>	<b><i>Kids</i></b>
Book Club	8	
TD Summer Reading Club	29	56
Walking Club	36	

<b>August Programming &amp; Attendance</b>		
<b><i>Program/Event</i></b>	<b><i>Adults</i></b>	<b><i>Kids</i></b>
Book Club	6	
TD Summer Reading Club	10	24
Walking Club	24	

We had a special guest at our Library Book Club in June, author Denis Stokes from North Bay. He did a poetry reading from his three poetry books.

The Blue Sky libraries printed a book mark to promote all our local libraries.

The library participated in "Northern Neighbours: Health, Education & Environment Open House" on Saturday June 21.

The library participated in Canada Day activities.

The book sale was once again very successful thanks to all the donations received and the volunteers. The grand total from the book sale was \$3225.00 with our share being \$1612.50.

The knitting and crocheting club and Storytime have both begun for the fall.

The Commonwell Impact Report Video shoot was August 11<sup>th</sup>. No word yet on when the video will be available.

Upcoming Events:

- Public Library Week October 19-25, patron appreciation & draws.
- Halloween Stories & Crafts – October 29th

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Melinda Kent

**Emergency Management Program Committee**  
**June 11, 2025 Meeting Minutes**  
**Held in the Township of Strong Council Chambers**  
**28 Municipal Lane, Sundridge, ON**

**PRESENT:** Mark Smuck, Kevin Noaik, Sam Elik, Kim Dunnett (alternate for Caitlin Haggart), Bill Black, Don McArthur, Katey Brimacombe, Sharon Smith, Nancy Millar

**ABSENT:** Brenda Scott, Andrew Torrance, Jennifer Martin, Risto Maki, Caitlin Haggart, Robyn Ferrante

Chairperson, Bill Black, began the meeting at 10:00am.

**Action Item #1** (April 16, 2025 Minutes)

The Chair asked for discussion on the previous emergency management program committee meeting's draft minutes. One modification required to reflect Katey Brimacombe as absent instead of present.

Moved By: Sharon Smith and Seconded By: Kevin Noaik. Carried

**Agenda Item #1** (Acceptance of the Agenda)

The agenda for the June 11, 2025 meeting of the Emergency management Program Committee be approved as circulated.

Moved By: Kevin Noaik and Seconded By: Sharon Smith. Carried.

**Agenda Item #2** (Special Events Form Package)

- Include an example of an emergency plan for reference in application
  - Include weather information guide
  - Include guidelines for organization/hosting a special event
    - o Put out notice regarding the 'special event' application and package on municipal social media accounts, in municipal newsletters and on municipal websites.
- \*\* Be sure to communicate the 120 days' application notice requirement (or a timeframe at the discretion of the CEMC)
- This item to return on the next agenda for further discussion

**Agenda Item #3** (Dates for EOC Training)

The CEMC has formed dates for the EOC training as being:

- July 17 at 10:00am [Sundridge]
- July 24 at 1:00pm [Strong]
- July 31 at 10:00am [Sundridge]
- August 7 at 1:00pm [South River]

The training is anticipated to be 1 to 1.5 hours in duration. Clerks are to invite all Council and all Staff to participate in at least one of the training sessions.

Clerks are to send out communication to their respective representatives and personnel and confirm attendance with CEMC.

#### **Agenda Item #4 (IMS 200 Training)**

Chief Maki is working on coordinating IMS 200 training for South River, Strong, Sundridge and Joly. An update on the schedule for this training will be forthcoming.

Alternatively, Emergency Management Ontario has scheduled the following dates for the IMS 200 training (outside of our area) on the following dates:

IMS 200 (prerequisite: successful completion of the IMS 100 prior to registration)

September 16-17 – Carling Community Centre, Township of Carling

September 24-25 - District of Muskoka Paramedic Services/Town of Bracebridge Fire Department, Town of Bracebridge

#### **Agenda Item #5 (Pub-Ed Video Update)**

CEMC provided an update on the public education video that is in progress with Sarah Cooke of ACED (Almaguin Community Economic Development). CEMC provided Committee with a brief discussion on the types of videos and educational components for the next series of videos discussed with Sarah Cooke.

The committee viewed the video produced in draft at this time and provided their feedback.

#### **Agenda Item #6 (Roundtable Discussion)**

- A. Ministry of Emergency Preparedness and Response: Re-Introduction of proposed amendments to modernize the *Emergency Management and Civil Protection Act*. They are seeking input from municipalities. The Village of South River has drafted a letter asking for group efforts (such as our program with four (4) participating municipalities) to be recognized in the legislation.
- B. The Parry Sound Amateur Radio Club would like to invite EMO professionals, family and friends to observe their operations. More than 30,000 Amateur Radio people (also called “hams”) set up temporary transmitting stations in public locations to test and demonstrate their abilities to operate under simulated emergency conditions.

The Parry Sound Amateur Radio Club will be setting up and operating Saturday and Sunday June 28 and 29 at the Foley Community Hall 60 Rankin Lake Road, Seguin, Ontario ([Field Day | Parry Sound Amateur Radio Club](#)). A special briefing for EM professionals will be held on Sunday June 29 at 10 am. The briefing and demonstration should last about 45 minutes.

Despite the development of very complex, modern communications systems ham radio has been called into action again and again to provide communications in crises when it really matters and when all else fails. Hams can still communicate even if there is a wide-spread disaster that impacts hydro, telephone landlines, cell phones and the Internet networks. Hams are

- well known for our communications support in real disaster and post-disaster situations.
- C. Further discussion on the Special Events Application Package and a definition of 'the size of an event'. This item to come back to the next meeting.
  - D. The South River/Machar Fire Department is having an open house on Saturday from 10am to 2pm. The Emergency Mgt Program Committee is going to have their booth set up for this public educational opportunity. Members of the program committee are invited to attend and take a turn interacting with members of the public on the importance of emergency preparedness.
  - E. A new resource has come to the attention of the program committee.

### **Bimaajitoon Search and Rescue Team**

Ground search and rescue (GSAR) team serving the Parry Sound District. Team has been active since 2021/22. Prior to then the Parry Sound District did not have a GSAR team. Surroundings areas have been served by GSAR teams for years – North Bay – BaySAR, Muskoka-Simcoe – GBVSAR, Sudbury-Espanola – North Shore SAR.

#### **Primary Role**

Search and Rescue under the direction of OPP. Search Team members are trained to standards required by OPP through courses and trainers overseen by OSARVA (Ontario Search and Rescue Volunteer Association). The team is activated to searches solely by the OPP. All missing persons should be reported to 911 who will route the call to OPP. They respond and investigate. The OPP has search and rescue resources. They will include Bimaajitoon SAR when they deem it appropriate (i.e. When they could use additional resources/manpower, and they are not worried about the presence of dangerous persons in the area).

#### **Secondary Role**

Community event standby – for first aid/rescue operations.

#### **Secondary Role – new 2024/2025**

EMO (Emergency Management Ontario) includes GSAR teams among the resources that may be deployed during an emergency.

SARVAC (Search and Rescue Volunteer Association of Canada) organizes GSAR team member response to national emergencies (Humanitarian Workforce - HWF)

Capabilities that can be tasked include: search and rescue, site management/incident command, first aid, operational communications, wellness checks, logistics support, security / traffic management and general labour.

#### **How are we funded?**

We are an incorporated not-for-profit. In Ontario, there is no provincial or federal support programs for GSAR teams. Our volunteer members organize and run various fundraising events -Boot Drive , Polar Dip. We depend on donations, and apply for Grants as opportunities arise.

During EMO and HWF call outs do reimburse us for expenses incurred during the call. All other activities (OPP directed searches, training, stand-by at community events) are not funded.

#### **Activities:**

Since 2021 the team has responded to searches in the Town of Parry Sound, Carling Township, Magnetawan, and Sundridge. We have also been activated for mutual aid requests in the Timmins and Huntsville areas. EMO used the team in Orillia in response to the ice storm in April 2025.

Public Education in the form of Adventure Smart. Adventure Smart is a national program dedicated to encouraging Canadians and visitors to Canada to "Get informed and go outdoors". Our Adventure Smart instructors have presented to numerous groups.

Community standby - Georgian Nordic Sounder ski race, Challenge the Shield adventure race, Parry Sound 50 canoe race.

#### **Plans for the near-future:**

There is potential to expand our Rescue operations – to be involved in first aid and extracting patients from remote locations – bringing them to locations accessible by EMS. We will not replace Fire Department rescue response. Regional Fire Departments will likely be able to respond quicker if they are not already occupied. But we can be backup when additional resources are required. Mutual Assistance Agreements need to be completed.

Project Lifesaver: a program whereby persons at risk of wandering and getting lost wear an electronic transmitter. When missing these persons are located on average within 35 minutes! Currently run by community paramedics, we hope to be able to assist them with this program (this program is run in the North Bay area by BaySAR).

We hope to expand our search equipment inventory by adding a drone (and training some team members as drone pilots), and we hope to acquire a off-road stretcher system. Each of these represent expenses in the multiple thousands of dollars! Donations gladly accepted!

#### **Contact:**

<https://sites.google.com/view/bimaajitoon-search-and-rescue/about-us>

#### **F. Emergency Management Grants**

- a. CEMC reviewed the list of grant recipients (114)
- b. It appears as those applications with back up generators for EOC, drones, electronic equipment for EOC, communication equipment and training on the all the equipment were successful.

#### **Next Meeting Agenda Items:**

- Special Events full package, including decision on what constitutes a large vs small event
- Annual Emergency Management Tabletop Exercise
  - o Date to be determined (ideally late fall of September/October)

**Next EMPC meeting date: Thursday September 11<sup>th</sup>, 2025 at 10:00am** Being held at the Village of South River municipal office and hosted by the Village of South River.

#### **Adjournment:**

Moved By: Katey Brimacombe

**THAT** the emergency management program committee adjourn at 11:20am.  
Carried.

## **Regular Meeting of the Village of Sundridge Council**

**Wednesday, September, 24, 2025 at 6:00 p.m.**

**Village of Sundridge Council Chambers**

**PRESENT:** Mayor Shawn Jackson, Councillor Luke Preston, Councillor Sharon Smith, Councillor Fraser Williamson, Councillor Vicki Whitmell

**STAFF:** Nancy Millar, Clerk Administrator

### **COUNCIL AGENDA**

#### **1) CALL TO ORDER**

The Chair, Mayor Shawn Jackson called the meeting to order at 6:05p.m.

#### **LAND ACKNOWLEDGEMENT**

The Village of Sundridge would like to acknowledge that we are meeting on Williams Treaty Lands and they are the traditional home of the Anishinabek First Nations. We wish to honour the original inhabitants, thanking them for their land stewardship and recognizing our responsibilities to promote the healing of our communities through earnest and sincere application of the Truth and Reconciliation Commission recommendations. Miigwech."

#### **2) APPROVAL OF AGENDA**

**Resolution #2025-231**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** the agenda for the September 24, 2025 regular meeting be approved as amended to move Item (16) Closed Session, to follow Item (17) Adjournment of the regular portion of the meeting.

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

**CARRIED.**

- 3) **DECLARATION OF PECUNIARY INTEREST - NONE**
- 4) **PLANNING MATTERS – NONE**
- 5) **DELEGATIONS**

5 (A.1) Tim Bryson – Waterfront and Backdoor Access at 105 Main Street

**Resolution #2025-232**

**Moved By: Luke Preston**

**Seconded By: Fraser Williamson**

**THAT** the delegation by Tim Bryson, be received with thanks.

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

- 6) **PRESENTATIONS - NONE**

- 7) **CONSENT ITEMS**

[Items from the Consent List may be moved by members to be discussed under Section 9 – New Business/Action Items]

7 (E.1) Follow Up List – September 24, 2025

7 (E.2) Joint Building Committee Permit Summar – August 2025

7 (E.3) Township of Armour Resolution No. 266 – Blue Box Transition

7 (E.4) Township of Armour Resolution No. 271 – MAOHT Recruiter Funding

7 (E.5) 2025 Sunflower Festival Committee Debrief – August 18, 2025

7 (E.6) *Moved into Committee of the Whole by Councillor Preston*

7 (E.7) Summary of Invasive Species Activities - Phragmites Working Group

7 (E.8) Phragmites Committee Correspondence

- 8) **APPROVAL OF CONSENT ITEMS**

**Resolution #2025-233**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** Items listed as Consent Items for September 24, 2025 and the recommendations contained therein be received;

**AND THAT** any Items for which pecuniary interest has been declared are deemed not to have been voted on or discussed by the individual making the declaration.



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

## 9) NEW BUSINESS/ACTION ITEMS

### 9.1. Oath of Office – Newly Appointed Member

*I Vicki Whitmell have been elected or appointed to the office of **Council** in the Municipality of **Sundridge** do solemnly promise and declare that:*

- 1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.*
- 2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office biased, corrupt or in any other improper manner.*
- 3. I will disclose any pecuniary interest, direct or indirect, in accordance with the Municipal Conflict of Interest Act.*
- 4. I will be faithful and bear true allegiance to His Majesty King Charles,*  
*And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.*

### 12.1. By-Law No. 2025-039 To Appoint a Council Representative

**Resolution #2025-234**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** By-Law No. 2025-039, being a by-law to appoint a Council Representative, be approved.

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

9.2. Community Safety Zone  
[Motion Introduced by Luke Preston]

Community Safety on Main Street in the Downtown Core  
**[original motion as it appeared on the June 25, 2025 agenda]**  
**Resolution #2025-159**  
**Moved By: Luke Preston**  
**Seconded By: Shawn Jackson**

**WHEREAS** pedestrian and road user safety within the Village's downtown core is a top priority; and

**WHEREAS** a recent incident involving a pedestrian being struck while crossing the road has raised concerns regarding visibility, vehicle speed, and pedestrian infrastructure; and

**WHEREAS** the presence of parked vehicles, insufficient crossing indicators, and inconsistent speed limits may contribute to unsafe conditions for pedestrians, including seniors, children, and users of mobility devices;

**THEREFORE BE IT RESOLVED THAT** Council direct staff to review and report back on potential improvements to community safety within the downtown corridor, including but not limited to the following considerations:

1. **Speed Limit Adjustments** – Evaluate the feasibility of:
  - Extending the 30 km/h speed zone to cover the full length of the downtown core; or
  - Reducing the speed limit further to 25 km/h within pedestrian-heavy zones;
  - Designating the area as a “Community Safety Zone” under the Highway Traffic Act.
2. **Pedestrian Safety Enhancements** – Explore:
  - Installation of high-visibility painted crosswalks at key intersections and near high-traffic pedestrian areas (e.g., churches, restaurants and pharmacy);
  - Erecting pedestrian crossing signs and yield signage;
  - Implementation of additional traffic calming measures such as curb extensions or flashing pedestrian beacons, where warranted.
3. **Parking Visibility** – Assess whether modifications to on-street parking—such as set-back distances from intersections and crossings—can improve sightlines for both pedestrians and drivers.
4. **Alternative Motorized Mobility Devices** – Investigate:
  - The use and regulation of enclosed motorized scooters or cabin-style mobility vehicles operating on roadways;

- Alignment with existing provincial regulations regarding personal mobility devices;
- Bylaw options based on best practices from other municipalities to ensure safe and appropriate use of such vehicles within the Village.

**AND FURTHER THAT** the Village Superintendent be asked to attend a future regular meeting of Council to discuss the various options available for consideration.

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

September 24, 2025 Resolution

**Resolution #2025-235**

**Moved By: Luke Preston**

**Seconded By: Sharon Smith**

**THAT** the Council for the Corporation of The Village of Sundridge has discussed Community Safety on Main Street in the downtown core;

**AND THAT** Council would like to extend the community safety zone so it includes all of Main Street from Albert Street to Union Street,

**AND THAT** continued enforcement of the no parking zones be communicated as a priority,

**AND FURTHER THAT** educational materials be conveyed to the public regarding the following:

- Use and regulation of enclosed motorized scooters
- No parking areas
- Public parking lots

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

9.3. Deputy Mayor Appointment

**Resolution #2025-236**

**Moved By: Sharon Smith**

**Seconded By: Vicki Whitmell**

**THAT** the Council for The Village of Sundridge discuss the Deputy Mayor appointment,

**AND THAT** Council appoint Sharon Smith as the new Deputy Mayor.

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

9.4. Committee Appointments  
[For the remainder of 2022 to 2026 term of Council]

**Resolution #2025-237**

**Moved By: Fraser Williamson**

**Seconded By: Luke Preston**

**THAT** the following members are appointed to the respective committees below:

Almaguin Highlands Health Council (AHHC) – Shawn Jackson

SSJ Arena Committee – Sharon Smith & Vicki Whitmell

Almaguin Community Economic Development Committee – Luke Preston

- Almaguin Housing Task Force – Luke Preston {alternate Sharon Smith}
- Almaguin Transportation Committee – Vicki Whitmell

Sundridge Strong Fire Department – Shawn Jackson & Luke Preston

High Rock Lookout Park – Shawn Jackson

Joint Building Committee (JBC) – Luke Preston

Sundridge Strong Union Public Library Board – Fraser Williamson

Sundridge & District Medical Centre – Shawn Jackson & Vicki Whitmell

Central Almaguin Planning Board – Fraser Williamson

SSJ Recreation Committee – Sharon Smith & Fraser Williamson

Almaguin Recycling Initiative (ARI) – Fraser Williamson

Provincial Offences Act (POA) – Sharon Smith

SSJ Restructuring Committee – Luke Preston & Vicki Whitmell

Shared Emergency Management Program – Sharon Smith

Ad Hoc Committee: LBPOA – Fraser Williamson

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

9.5. Santa Claus Parade 2025

**Resolution #2025-238**

**Moved By: Vicki Whitmell**

**Seconded By: Fraser Williamson**

**THAT** the Council for the Corporation of The Village of Sundridge receive the correspondence from Erika Spencer regarding the Santa Claus Parade 2025;

**AND THAT** Council approves the parade plan as specified in the correspondence;

**AND THAT** the Village will provide barricades as requested, with any additional barricades required being the responsibility of the Santa Claus Parade organizers;

**AND THAT** Council will pay the insurance fees on behalf of the group, to be reimbursed in full.

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

**CARRIED.**

- 9.6. Every Child Matters Flag Raising – Motion Introduced by Councillor Williamson at the September 10, 2025 Regular Meeting

**Resolution #2025-239**

**Moved By: Fraser Williamson**

**Seconded By: Luke Preston**

**WHEREAS** In September 2021 The Village of Sundridge formally recognized the National Day of Reconciliation on September 30 to honour the children who were involved in the tragic legacy of residential schools, those who never returned home and those who survived

**AND THAT** the Village of Sundridge later passed a resolution to begin every council meeting with a land acknowledgement

**BE IT RESOLVED THAT** the Village of Sundridge raise the Every Child Matters flag on the Special Interest Flag Pole from September 29 to October 10, 2025,

**AND THAT** the unveiling ceremony being held on the morning of Monday September 29, 2025 be conveyed to the public via the village's social media account, electronic signboard, notices, and website.

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

**CARRIED.**

**ITEMS MOVED INTO COMMITTEE OF THE WHOLE**

- 7(E.6)** Municipality of Bluewater – Closure of Before and After School Programs

**Resolution #2025-240**

**Moved By: Luke Preston**

**Seconded By: Sharon Smith**

**THAT** the Council for the Corporation of The Village of Sundridge receive the correspondence from the Municipality of Bluewater regarding the closure of before and after school program,

**AND THAT** council supports the efforts of the municipality of bluewater in their petition to the province seeking other service delivery models,

**AND THAT** Councillor Smith will gather DSSAB details and report back to Council.

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

**10) COMMITTEE REPORTS/MINUTES**

**Resolution #2025-241**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** Items 10 (A.1) to 10 (B.2) be received and discussed.

10 (A.1) SSJ Restructuring Committee – August 25, 2025

10 (A.2) SSJ Recreation Committee – September 4, 2025

10 (A.3) Almaguin Highlands Health Council – July 3, 2025

10 (A.4) Sundridge District Medical Centre – August 19, 2025

10 (A.5) Sundridge District Medical Centre – Closed – Aug.19/25

10 (A.6) Sundridge District Medical Centre – Special August 25, 2025

10 (B.1) Council Regular Meeting – September 10, 2025

10 (B.2) Council Closed Meeting – March 26, 2025

10 (B.3) Council Closed Meeting – September 10, 2025

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

## 11) STAFF REPORTS

### 11.1. Staff Report S2025-017 – Lion’s Park Playground RFP Award

**Resolution #2025-242**

**Moved By: Sharon Smith**

**Seconded By: Luke Preston**

**THAT** Council receive Staff Report S2025-017 – Lion’s Park Playground RFP Award

**AND THAT** Council direct staff to proceed with Option #1,

**AND THAT** the add-on items specified be included in the project, so long as their cost does not exceed the currently allotted project funds.

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

## 12) BY-LAWS

### 12.2. DRAFT By-Law – By-Law Enforcement Contract for Services

**Resolution #2025-243**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** the Draft By-Law for By-Law Enforcement Contract Services, be received, and that Staff are directed to prepare a final version of the by-law and bring it back to the next regular meeting of Council, with a three-year term.

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



### 13) ANNOUCEMENTS

- **Shawn Jackson** – Nothing at this time.
- **Sharon Smith** – Nothing at this time.
- **Luke Preston**
  - Councillor Preston will be attending the District of Parry Sound Municipal Association Meeting on Friday September 26<sup>th</sup>, 2025.
  - Councillor Preston will be away October 2 to 14 inclusively and without access to phone or email.
- **Fraser Williamson**
  - The Truth and Reconciliation Flag raising ceremony is being held on Monday September 29, 2025 at 11:15am outside of the municipal office.
- **Vicki Whitmell**
  - Looking forward to attending the District of Parry Sound Municipal Association meeting and the Ministry of Municipal Affairs and Housing Councillor Workshop in October, and thanks Council for these opportunities.
- **Nancy Millar, Clerk Administrator** – Nothing at this time.

### 14) INTRODUCTION OF FUTURE MOTIONS

Councillor Fraser Williamson will introduce a motion regarding the 2025 holiday light contest.

Mayor Shawn Jackson will introduce a motion to include the Lake Bernard Property Owners Association Lake Health Roundtable meeting minutes in the committee reporting section of the agenda.

### 15) CONFIRMING BY-LAW

**Resolution #2025-244**

**Moved By: Luke Preston**

**Seconded By: Sharon Smith**

**THAT** By-Law No. 2025-040, being a by-law to confirm the proceedings of Council of the Corporation of the Village of Sundridge at its regular meeting of **September, 24, 2025**, be adopted.

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

**CARRIED.**

**16) CONSIDERATION OF A CLOSED SESSION**

**Resolution #2025-245**

**Moved By: Fraser Williamson**

**Seconded By: Sharon Smith**

**THAT** Council hold a Closed Session meeting as provided for by Section 239 (2)(c) of the Municipal Act, 2001, as amended, and the Village of Sundridge Procedural By-law No. 2021-051, immediately following this council meeting to deal with a proposed or pending acquisition or disposition of land by the municipality or local board.

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

**17) ADJOURNMENT**

**Resolution #2025-246**

**Moved By: Fraser Williamson**

**Seconded By: Luke Preston**

**THAT** we do now adjourn at 8:15 p.m. until the Regular Council Meeting on October, 8, 2025, or at the call of the Mayor.

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

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Shawn Jackson, Mayor

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Nancy Millar, Clerk Administrator

**CLOSED MEETING MINUTES**  
**WEDNESDAY SEPTEMBER 24, 2025**  
**HELD IN THE VILLAGE OF SUNDRIDGE COUNCIL CHAMBERS**

**Present:** Mayor Shawn Jackson (Electronic Participation), Deputy Mayor Sharon Smith, Councillor Luke Preston, Councillor Vicki Whitmell, Councillor Fraser Williamson

**Staff:** Nancy Millar, Clerk Administrator

**Start Time: 8:20 p.m.**

This closed session meeting has been called to deal with:

1. A proposed or pending acquisition or disposition of land by the municipality or local board; STRONG CON 10 PT LOT 25 RP 42R7444 PART 10 REG

Council reviewed and discussed the information provided by the Clerk Administrator. Further direction by Council was given to Staff. Information to return to Council at a future meeting.

2. Adjournment at **8:48 p.m.**

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Shawn Jackson, Mayor

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Nancy Millar, Clerk Administrator



**BI COUNCIL MINUTES  
SEPTEMBER 25, 2025**

**6:00 P.M.**

**TOWNSHIP OF STRONG (Host Municipality) COUNCIL CHAMBERS  
28 MUNICIPAL LANE, SUNDRIDGE**

The Township of Strong was the host municipality and the Council for the Corporation of The Village of Sundridge participated via in person and electronic platform in the Council Chamber at the Township of Strong's municipal office, as part of a Bi-Council meeting.

For procedural reasons, this Bi-Council meeting will be conducted as two separate Council meetings for the Township of Strong and the Village of Sundridge. The Mayors or Designates for the Township of Strong and the Village of Sundridge will Chair and convene their respective Council meetings. This format will enable agenda items to be considered and ratified prior to adjournment.

The following were in attendance:

Village of Sundridge: Mayor Shawn Jackson (electronically), Deputy Mayor Sharon Smith, Councillor Fraser Williamson, Councillor Luke Preston, Councillor Vicki Whitmell, Staff: Nancy Millar; Clerk Administrator

Township of Strong: Mayor Tim Bryson, Councillor Jeff McLaren, Councillor Kevin Noaik, Councillor Jim Ronholm, Councillor Marianne Stickland. Staff: Caitlin Haggart; Clerk Administrator.

The meeting Chairperson, Mayor Tim Bryson, called the meeting to order at 6:00 p.m.

1. Approval of Agenda

**Resolution # BI-2025-001**

**Moved By: Luke Preston**

**Seconded By: Fraser Williamson**

**THAT** the Council for the Corporation of the Village of Sundridge hereby approve the agenda for the September 25, 2025 Bi Council, as circulated.

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

2. Declaration of Pecuniary Interest or General Nature Thereof - None
3. Delegations/Presentation - None
4. New Business/Follow-up Items [R]

4.1 Boundary Road Agreement – 2026 Boundary Road Capital Projects

**Resolution # BI-2025-002**

**Moved By: Vicki Whitmell**  
**Seconded by: Luke Preston**

**THAT** Council receive Staff Report BI2025-001, dated September 25, 2025 regarding the High Street Boundary Road Rehabilitation Project, and the Albert Street Micro Surfacing Project;

**AND THAT** Council direct staff to proceed with option # 1, being both projects in 2026.

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

4.2 Sundridge Sewer Future Expansion Plans [Township of Strong]

**Resolution # BI-2025-003**

**Moved By: Luke Preston**  
**Seconded by: Fraser Williamson**

**THAT** the Council for the Corporation of The Village of Sundridge discusses the Sundridge Sewer Future Expansion Plans;

**AND THAT** the Sundridge Clerk Administrator will gather relevant information for presentation at the next Tri Council Meeting in January 2026.

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

5. Adjournment

**Resolution # BI-2025-004**

**Moved By: Fraser Williamson**

**Seconded by: Vicki Whitmell**

**BE IT RESOLVED THAT** the Council for The Village of Sundridge hereby adjourn the Special Bi-Council meeting at 6:21p.m. followed immediately by the Special Tri Council meeting.

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

\_\_\_\_\_  
Sharon Smith, Deputy Mayor

\_\_\_\_\_  
Nancy Millar, Clerk Administrator



**TRI COUNCIL AGENDA  
SEPTEMBER 25, 2025  
6:30 P.M.**

**TOWNSHIP OF STRONG (Host Municipality) COUNCIL CHAMBERS  
28 MUNICIPAL LANE, SUNDRIDGE**

The Township of Strong is the host municipality and the Council for the Corporation of The Village of Sundridge and the Council for the Corporation of The Township of Joly participated via in person and electronic platform in the Council Chamber at the Township of Strong's municipal office, as part of a TRI Council meeting.

For procedural reasons, this Tri-Council meeting will be conducted as three separate Council meetings for the Township of Strong, the Village of Sundridge, and The Township of Joly. The Mayors or Designates for the Township of Strong, the Village of Sundridge, and The Township of Joly will Chair and convene their respective Council meetings. This format will enable agenda items to be considered and ratified prior to adjournment.

The following were in attendance:

**Sundridge Council Members Present:**

Mayor Shawn Jackson (electronic participation), Deputy Mayor Sharon Smith, Councillor Fraser Williamson, Councillor Luke Preston, Councillor Vicki Whitmell

**Joly Council Members Present:**

Deputy Mayor Budd Brown, Councillor Tom Bryson, Councillor Chris Nicholson, Councillor Bill Black. Absent: Mayor Brian McCabe

**Strong Council Members Present:**

Mayor Tim Bryson, Deputy Mayor Jim Ronholm, Councillor Jeff McLaren, Councillor Kevin Noaik, Councillor Marianne Stickland.

**Staff Present:**

Jennifer Martin; The Township of Joly  
Caitlin Haggart; The Township of Strong  
Nancy Millar; The Village of Sundridge

Tri-Council Meeting Declared Open at 6:00 PM by Chairperson Mayor Tim Bryson.

1. Approval of Agenda

**Resolution #TRI-2025-022**

**Moved By: Luke Preston**

**Seconded By: Vicki Whitmell**

**THAT** the Council for the Corporation of the Village of Sundridge hereby approve the agenda for the September 25, 2025 Tri Council, as amended to remove Item (4.4) Cooling Centre.

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

2. Declaration of Pecuniary Interest or General Nature Thereof - None

3. Delegations/Presentation - None

4. New Business/Follow-up Items [R]

4.1 Ministry of Natural Resources – Lake Bernard Shoreline Work Permit Information

**Resolution #TRI-2025-023**

**Moved By: Vicki Whitmell**

**Seconded by: Shawn Jackson**

**THAT** the Council for the Corporation of the Village of Sundridge hereby receive the presentation from the Ministry of Natural Resources on Work Permit Applications for Lake Bernard;

**AND THAT** staff be directed to post this publicly on the municipal website and social media pages; and

**FURTHER** request that the MNR host a virtual webinar for public to attend.

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



4.2 The Cenotaph Flowers & Reserve [Village of Sundridge]

**Resolution #TRI-2025-024**

**Moved By: Fraser Williamson**

**Seconded by: Luke Preston**

**THAT** the Council for the Corporation of The Village of Sundridge discusses the Cenotaph Flowers and Reserve;

**AND THAT** each municipality will share the cost and contribute \$200 each for the year 2026 & 2027,

**AND FURTHER THAT** Mayor Tim Bryson will contact the Chamber of Commerce regarding possible donations from local businesses.

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

4.3 Staff Holiday Bonus & Holiday – Taskforce Update

**Resolution #TRI-2025-025**

**Moved By: Vicki Whitmell**

**Seconded by: Shawn Jackson**

**THAT** the Council for the Corporation of the Village of Sundridge receives the Taskforce Update on Staff Holiday Bonus and Party.

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

4.4 Cooling Centre [Village of Sundridge] - \*Removed from agenda\*

4.5 Amalgamation Update

**Resolution #TRI-2025-026**

**Moved By: Luke Preston**

**Seconded by: Fraser Williamson**

**THAT** the Council for the Corporation of the Village of Sundridge receives the Amalgamation Update on behalf of the SSJ Restructuring Committee.

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

4.6 Tree Planting Program

**Resolution #TRI-2025-027**  
**Moved By: Fraser Williamson**  
**Seconded by: Shawn Jackson**

**THAT** the Council for the Corporation of the Village of Sundridge discusses a Tree Planting Program,

**AND THAT** Mayor Tim Bryson, Councillor Tom Bryson, and Mayor Shawn Jackson will form an Ad Hoc Committee and bring a report back to the next tri council meeting.

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

4.7 Sundridge & District Medical Centre – Facility Management and Administration [Township of Strong]

**Resolution #TRI-2025-028**  
**Moved By: Luke Preston**  
**Seconded by: Shawn Jackson**

**THAT** the Council for the Corporation of the Village of Sundridge discusses Sundridge & District Medical Centre – Facility Management and Administration.

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

5. Closed Session – Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees: Sundridge & District Medical Centre – Facility Management and Administration

**Resolution #TRI-2025-029**

**Moved By: Luke Preston**

**Seconded by: Fraser Williamson**

**BE IT RESOLVED THAT** the Council for The Village of Sundridge enter into a Closed Session of Council as per the Municipal Act, C. 25, S.O. 2001 as amended, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees: Sundridge & District Medical Centre – Facility Management and Administration; at 8:05 p.m.

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

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**Resolution #TRI-2025-030**

**Moved By: Luke Preston**

**Seconded by: Vicki Whitmell**

**BE IT RESOLVED THAT** the Council for the Village of Sundridge return to the open portion of the Council meeting at 8:20p.m. after having only discussed the permitted matters.

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

6. Next Tri-Council Meeting – January 2026 Hosted by Township of Joly

**Resolution #TRI-2025-031**

**Moved By: Vicki Whitmell**

**Seconded by: Luke Preston**

**THAT** the next Tri-Council Meeting be scheduled on January 29, 2026, to be hosted by The Township of Joly.

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

7. Adjournment

**Resolution #TRI-2025-032**

**Moved By: Fraser Williamson**

**Seconded by: Shawn Jackson**

**BE IT RESOLVED THAT** the Council for The Village of Sundridge hereby adjourn the Special Tri-Council meeting at 8:25 p.m. until the regular meeting scheduled on October 8, 2025 at 6:00 p.m., or at the call of the Mayor.

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

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Sharon Smith, Deputy Mayor

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Nancy Millar, Clerk Administrator



**TRI COUNCIL AGENDA  
SEPTEMBER 25, 2025  
6:30 P.M.  
TOWNSHIP OF STRONG (Host Municipality) COUNCIL CHAMBERS  
28 MUNICIPAL LANE, SUNDRIDGE**

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**CLOSED MEETING MINUTES  
THURSDAY SEPT. 25, 2025  
HELD IN THE TOWNSHIP OF STRONG COUNCIL CHAMBERS**

**Present:** Mayor Shawn Jackson (electronic participation), Deputy Mayor Sharon Smith, Councillor Luke Preston, Councillor Vicki Whitmell, Councillor Fraser Williamson

**Staff:** Nancy Millar, Clerk Administrator

**Start Time: 8:05 p.m.**

This closed session meeting has been called to deal with:

1. Closed Session – Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees: Sundridge & District Medical Centre – Facility Management and Administration

Council received the information as conveyed by the Chairperson for the Tri Council meeting, The Township of Strong Mayor Tim Bryson.

2. Adjournment 8:20 p.m.

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Sharon Smith, Deputy Mayor

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Nancy Millar, Clerk Administrator



## Corporation of the Village of Sundridge

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**Report Number:** S2025-018  
**Date:** October 8, 2025  
**To:** Mayor, Deputy Mayor and Members of Council  
**From:** Christine Hickey, Treasurer  
**Report Title:** SDMC – Review of Number of Directors for Not for Profit

### RECOMMENDATION

**THAT** Staff Report S2025-018 regarding SDMC – Review of Number of Directors for Not for Profit be received.

### BACKGROUND

At the September 16, 2025 Sundridge and District Medical Centre Committee meeting the following resolution was passed:

**Resolution #2025-106MC**  
**Moved by: Jim Ronholm**  
**Seconded by: Shawn Jackson**

**THAT** the Sundridge and District Medical Centre Committee receive resolution R2025-225 from the Township of Strong;

**AND THAT** the respective Councils discuss Township of Strong Resolution R2025-225.

### **Resolution R2025-225 from the Township of Strong:**

#### **R2025-225**

**Moved By: Jeff McLaren Seconded by: Kevin Noaik**

Be it resolved that the Council for the Township of Strong have hereby discussed the Sundridge & District Medical Centre Draft By-law and Articles of Incorporation; and

Hereby request 5 Directors: 2 – Village of Sundridge, 2 – Township of Strong, 1 – Township of Joly

**Carried**

## ANALYSIS/OPTIONS

This report is to provide Council with information to assist in the discussion on Resolution R2025-225 from the Township of Strong. Staff reviewed applicable minutes and historical records as well as the KPMG Review of Shared Services.

### Ownership of the Lands

In 1973 there appears to have been discussion that a medical centre facility was needed and that such a facility would be a necessity to the surrounding communities (Township of Strong and the Township of Joly). Although there is not a complete trail of the entire process, it was determined in 1974 that the best location would be where the Medical Centre is currently located.

As Council is aware the Medical Centre Lands and premise are jointly owned by each of the three municipalities with each municipality having a 33.333 percent interest. The lands are owned in this manner as they were **given in trust** from the Edgar family with the intent that they would be used for park purposes and monument grounds. Prior to the building of the Medical Centre permission to do so was obtained and was permitted as the facility would be a benefit to the community and it would still **belong to the three municipalities**.

### Municipal Contributions

Staff are not able to determine exactly how the contribution percentage was set although when you look at population and household numbers the 50-40-10 split is fairly consistent to this. Currently, where the three municipalities share services all of the Committees and/or boards use the 50-40-10 split. This includes the Arena, Medical Centre, Recreation Committee.

In addition, Committees such as JBC or ACED all have one representative from each of the participating municipalities even though we contribute different amounts based on assessment or revenue generated.

As the SDMC explores transitioning to a Not for Profit, and in reviewing draft articles of incorporation and by-laws, a request was brought forward from the Township of Strong to reduce the Township of Joly vote to one (1) as they only contribute 10% of operating and capital budgets and based on this contribution amount should only have 1 vote. Once the transition to Not for Profit is completed, this would result in 5 directors (2 for Township of Strong, 2 for Village of Sundridge and 1 for Township of Joly).

As per the KPMG Review of Shared Services (page 23) one of the reasons that a municipality would consider shared services is for a Mutual Benefit:

The concept of mutual benefit is crucial to the success of any shared service arrangement. At no time during the process, no partner should be able to clearly identify “winners” and “losers” and should be able to point to the benefit of the partnership. In some cases, one municipality may experience an increase in revenues as a result of sharing with another whereas the other will experience a decrease in operating costs. In the absence of mutual benefit, the relationship/arrangement is exposed to the risk of one side seeking to end it.

As with any shared service municipal contributions can be calculated using different approaches. Staff have seen formulas based on total assessment base, population and households (just to name a few). Not often will a shared service be divided equally if not all of the comparables (i.e. population, assessment base) are not equal.

The KPMG Review of Shared Services was noted at the recent SDMC meeting as part of the reason the number of votes for each municipality is being discussed, page 28 states:

Review the cost allocation model within each agreement – it would appear all agreements have a cost apportionment model in place. However, it would appear that every agreement has a 50% - Township of Strong; 40% - Village of Sundridge; and 10% - Township of Joly with the exception of Fire Services (50%-50% split between the Village of Sundridge and the Township of Strong). This is not to suggest the allocation is incorrect for the services that the split pertains to but it may serve beneficial for all partners to ensure there is empirical evidence to support it versus a historical approach.

Review the governance model within each agreement – the current approach used within each agreement is decision making is split equally across the partnership. While having an equal number of members promotes equity across the partnership, it may also not be reflective of the financial contributions of each partner. The three municipalities may want to explore altering the governance model to be in line with the financial relationship within each agreement

Staff have looked at the medical centre budget over the last 5 years and provided details based on the current model (50-40-10), an equal contribution and a revised model (40-40-20). Also included is the cost per resident (population) and HH. The information is not intended to be a detailed review; it is only being provided for discussion.

In looking at population and household, the 50-40-10 cost allocation is still consistent with a small variance of five to seven percent.



<b>2021 Stats Canada Numbers</b>				
	Population	Households	% of Pop.	% of HH
TOS	1566	953	55.99	60.86
VOS	938	458	33.54	29.25
TOJ	293	155	10.48	9.90
	<b>2797</b>	<b>1566</b>		

Year	Total Medical Centre Costs	Capital Projects		TOS 50%	VOS 40%	TOJ 10%
2021	\$118,991.00	\$0.00		\$59,495.50	\$47,596.40	\$11,899.10
2022	\$158,602.00	\$1,250,000.00		\$79,301.00	\$63,440.80	\$15,860.20
2023	\$155,617.00	\$75,000.00	Engineer - Parking lot	\$77,808.50	\$62,246.80	\$15,561.70
2024	\$163,354.00	\$264,187.00	Addition of Parking Lot	\$81,677.00	\$65,341.60	\$16,335.40
2025	\$168,898.00	\$48,500.00	Remed. and renovation work	\$84,449.00	\$67,559.20	\$16,889.80
	\$765,462.00			\$382,731.00	\$306,184.80	\$76,546.20

Year	Total Medical Centre Costs	Capital Projects		TOS 40%	VOS 40%	TOJ 20%
2021	\$118,991.00	\$0.00		\$47,596.40	\$47,596.40	\$23,798.20
2022	\$158,602.00	\$1,250,000.00		\$63,440.80	\$63,440.80	\$31,720.40
2023	\$155,617.00	\$75,000.00	Engineer - Parking lot	\$62,246.80	\$62,246.80	\$31,123.40
2024	\$163,354.00	\$264,187.00	Addition of Parking Lot	\$65,341.60	\$65,341.60	\$32,670.80
2025	\$168,898.00	\$48,500.00	Remed. and renovation work	\$67,559.20	\$67,559.20	\$33,779.60
	\$765,462.00			\$306,184.80	\$306,184.80	\$153,092.40

Year	Total Medical Centre Costs	Capital Projects		Total Budget 33.33%
2021	\$118,991.00	\$0.00		\$39,663.67
2022	\$158,602.00	\$1,250,000.00		\$52,867.33
2023	\$155,617.00	\$75,000.00	Engineer - Parking lot	\$51,872.33
2024	\$163,354.00	\$264,187.00	Addition of Parking Lot	\$54,451.33
2025	\$168,898.00	\$48,500.00	Remed. and renovation work	\$56,299.33
	\$765,462.00			\$255,154.00

Year	Cost per Pop TOS	Cost per Pop VOS	Cost per Pop TOJ	Cost per HH TOS	Cost per HH VOS	Cost per HH TOJ
2021	\$37.99	\$50.74	\$40.61	\$62.43	\$103.92	\$76.77
2022	\$50.64	\$67.63	\$54.13	\$83.21	\$138.52	\$102.32
2023	\$49.69	\$66.36	\$53.11	\$81.65	\$135.91	\$100.40
2024	\$52.16	\$69.66	\$55.75	\$85.71	\$142.67	\$105.39
2025	\$53.93	\$72.02	\$57.64	\$88.61	\$147.51	\$108.97
	\$48.88	\$65.28	\$52.25	\$80.32	\$133.71	\$98.77

## OPTIONS

This report is to assist Council in the discussion of Township of Strong Resolution R2025-225.

## FINANCIAL CONSIDERATION

At this time there are no financial considerations.

## ATTACHMENTS

N/A



## Corporation of the Village of Sundridge

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**Report Number:** S2025-019  
**Date:** October 8, 2025  
**To:** Mayor, Deputy Mayor and Members of Council  
**From:** Christine Hickey, Treasurer  
**Report Title:** Municipal Lands – Assessed Value

### **RECOMMENDATION**

**THAT** Council receive Staff Report S2025-019, dated October 8, 2025 regarding Municipal Lands – Assessed Value.

### **BACKGROUND**

At the July 9, 2025 meeting, Council requested a list of Village owned lands that included the value of each parcel of land.

### **ANALYSIS/OPTIONS**

Attachment 1 provides a list of all Village owned lands, this list includes lands that are jointly owned with the Township of Strong and the Township of Joly.

The value associated to each parcel is the assessed value as provided by the Municipal Property Assessment Corporation (MPAC). Please note this would not be a true indicator of the real estate value.

Where lands are jointly owned, the assessed value noted is the Village portion with the total listed in the notes.

### **OPTIONS**

Not applicable, report is for information purposes.

### **FINANCIAL CONSIDERATION**

At this time there are no financial considerations.

NAMES	ASSESSED VALUE	NOTES
Parking Lot - Main Street	\$24,000.00	
Unopened Road Allowance - Paget Street	\$21,000.00	
Unopened Road Allowance - Main Street	\$67,000.00	
Vacant Land - Murray Street	\$21,000.00	
Vacant Land - Albert Street	\$20,000.00	
Vacant Land - Murray Street	\$20,000.00	
Elgin Park	\$22,500.00	
Vacant Land - John Street	\$14,400.00	
Boat Launch	\$252,000.00	
Park and Lions Building	\$366,000.00	
Centennial Gardens	\$169,000.00	
Centennial Gardens	\$900.00	
Unopened Road Allowance - Main Street	\$129,000.00	
Cenotaph (Jointly owned by VOS, TOS and TOJ)	\$165,000.00	
Sundridge Village Office	\$392,000.00	
PW Buidling - Yonge Street	\$178,000.00	
Medical Centre (Jointly owned by VOS, TOS and TOJ)	\$115,000.00	\$345,000 total assessed value
Medical Centre Parking lot (Jointly owned by VOS, TOS and TOJ)	\$5,700.00	\$17,100 total assessed value
Vacant Land - Lakeview Drive	\$15,200.00	
Fire Hall (Jointly owned by VOS, TOS and TOJ)	\$203,500.00	407,000 total assessed value
Vacant Land - Tower Road	\$54,000.00	
Vacant Land - Commerce Court	\$54,000.00	
Arena (Jointly owned by VOS, TOS and TOJ)	\$848,333.00	2,545,000 total assessed value
	<b>\$3,157,533.00</b>	

**THE MUNICIPAL CORPORATION OF THE VILLAGE OF SUNDRIDGE**

**BY-LAW # 2025-041**

Being a by-law to enter into an agreement for the services  
of a Municipal Law Enforcement Officer and  
Municipal Law Enforcement Manager

**WHEREAS** Section 20 (1) of the Municipal Act, 2001, Chapter 25, as amended, allows a municipality to enter into an agreement regarding a joint undertaking, which may include a Municipal Law Enforcement Services;

**NOW THEREFORE** the Council of The Municipal Corporation of the Village of Sundridge enacts as follows:

1. That the Agreement attached hereto as Appendix "A" between The Municipal Corporation of the Township of Armour and the Village of Sundridge be entered into by the municipality.
2. That the Mayor and the Clerk be authorized to execute all documentation necessary to fulfil the Agreement.
3. That the Agreement entered into between The Municipal Corporation of the Township of Armour and the Village of Sundridge is hereby ratified and confirmed, when signed by all parties.
4. That the Clerk of the Village of Sundridge is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read in its entirety, approved,  
signed and the seal of the  
Corporation affixed thereto and  
finally passed in open Council  
this 8<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Shawn Jackson,  
Mayor

\_\_\_\_\_  
Nancy Millar, Clerk

**Appendix "A"**  
**By-Law #2025-041**

**SERVICE AGREEMENT**

**BETWEEN**

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

**AND**

**THE VILLAGE OF SUNDRIDGE**

**WHEREAS** the Township of Armour has hired a Municipal Law Enforcement Officer and Municipal Law Enforcement Manager to provide services as described in the job descriptions attached as Schedule "A" to this by-law;

**AND WHEREAS** the Township of Armour agrees to share the services of the Municipal Law Enforcement Officer/Manager with the Village of Sundridge;

**AND WHEREAS** the Township of Armour and the Village of Sundridge agree that the Municipal Law Enforcement Officer/Manager shall be an employee of the Township of Armour;

**AND WHEREAS** the Village of Sundridge agrees to pay the Township of Armour for the costs involved in retaining the services of a Municipal Law Enforcement Officer/Manager, as per the terms of this agreement;

**NOW THEREFORE** the Township of Armour and the Village of Sundridge agree as follows:

1. THAT the Village of Sundridge shall use the Municipal Law Enforcement Officer/Manager for 8 hours per week during the term of this agreement. Every effort shall be made to ensure the availability of the Municipal Law Enforcement Officer/Manager, but it is recognized that the hours must remain flexible and that some hours may be required during weekends. The Municipal Law Enforcement Officer/Manager shall not perform any contract work which may place him/her in conflict. The roles and responsibilities of the Municipal Law Enforcement Officer and the Manager of Municipal Law Enforcement are set out in Schedule A to this Agreement. These job descriptions were reviewed and approved by the Council of the Township of Armour on August 26, 2025, and reflect the revised scope of duties associated with the delivery of By-law Enforcement Services under this Agreement. The revisions to the job descriptions account for expanded responsibilities, increased risk exposure, and the enhanced competencies required to effectively perform the services contemplated herein.
2. THAT the Village of Sundridge shall pay the Township of Armour the current rate at which the Township of Armour is remunerating the Municipal Law Enforcement Officer/Manager for each hour worked for their municipality, plus a 40% premium to cover the cost of benefits and vacation time, plus HST.
3. THAT the Village of Sundridge shall pay for any mileage incurred by the Municipal Law Enforcement Officer/Manager while working for their municipality, at a rate listed in Schedule B of this agreement. Mileage billed shall be based on the daily log of the Municipal Law Enforcement Officer/Manager. Mileage shall be applicable from the Municipal Law Enforcement Officer/Manager's departure from the Township of Armour's municipal office at 56 Ontario Street, Burk's Falls, Ontario.
4. THAT the Village of Sundridge agrees to share any other costs which may be generated by the Municipal Law Enforcement Officer/Manager position on the same percentage basis as the number of hours the Municipal Law Enforcement Officer/Manager does for the Village of Sundridge.
5. THAT the Township of Armour shall invoice the Village of Sundridge a minimum of 8 hours per week on a monthly basis for the period completed.
6. THAT the Village of Sundridge agrees to provide whatever administrative assistance is required in their respective office and will be responsible to provide office supplies required by the Municipal Law Enforcement Officer/Manager while working on their behalf.

- 7. THAT in the event of prosecution by or against the Municipal Law Enforcement Officer/Manager in the territorial jurisdiction of the each of the parties, each party shall be responsible for any costs arising from such legal proceedings, as well as legal representation of their own choosing.
- 8. THAT the Village of Sundridge agrees to maintain an insurance policy to and covering the Municipal Law Enforcement Officer/Manager and his/her related performance or non-performance of services, within its jurisdiction, for the entire term of this agreement. Proof of such insurance policy must be forwarded to the Township of Armour.
- 9. THAT the Village of Sundridge agrees on behalf of themselves, their successors and assigns, to indemnify and save harmless the Township of Armour, its servants and agents from and against any actions, causes of actions, damages, suits, claims and demands whatsoever which may arise, either directly or indirectly, out of the performance or non-performance of the services provided herein and in connection with the carrying out of the provisions of the agreement.
- 10. THAT any dispute arising from the administration of this agreement shall be resolved by the Clerk of the Township of Armour. If the decision of the Clerk is not satisfactory to one of the parties, the matter can be referred to the Council of the Township of Armour.
- 11. THAT this agreement shall be in place from January 1, 2026 to December 31, 2028. Thereafter, it may be renewed by the parties on whatever mutually acceptable basis is determined.
- 12. Any party may cancel their participation in this agreement by serving the other parties, written notice of their intention, ninety (90) days in advance of the date of termination.
- 13. This agreement constitutes the entire agreement between the parties.

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

Dated at the Township of Armour

MAYOR

This \_\_\_\_ day of \_\_\_\_\_, 2025

CLERK

**IN WITNESS THEREOF THE VILLAGE OF SUNDRIDGE HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.**

Dated at the  
Village of Sundridge

MAYOR

This \_\_\_\_ day of \_\_\_\_\_, 2025

CLERK

**Schedule “A”**



**POSITION DESCRIPTION**  
**Municipal Law Enforcement Officer**  
**August 26, 2025**

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**REPORTS TO:**

Manager of Municipal Law Enforcement

**POSITION PURPOSE:**

The Municipal Law Enforcement Officer is responsible for enforcing municipal by-laws and other applicable legislation, while promoting public awareness and education to ensure the safety and protection of residents, property, and municipal employees. The position requires a flexible schedule to accommodate the varying needs of the community and enforcement activities.

This role also includes providing enforcement services to other municipalities, as outlined in agreements with the Township of Armour. The Officer will work collaboratively with the public, internal departments, and external partners to identify and address underlying factors affecting compliance and public safety, supporting a proactive and coordinated approach to municipal law enforcement.

**MAJOR DUTIES & RESPONSIBILITIES:**

1. Conducts a variety of inspections and enforces municipal by-laws and applicable legislation through both proactive patrols and response to complaints.
2. Designated as the Provincial Offences Officer under applicable legislation to initiate legal action on by-laws and issue administrative monetary penalties and compliance notices.
3. Promotes voluntary compliance through persuasive communication, written correspondence, and on-site education.
4. Works collaboratively with property owners, contractors, and residents to resolve non-compliance issues.
5. Investigates by-law violations and prepares detailed documentation including evidence gathering, witness interviews, registered correspondence, and court briefs. Initiates legal proceedings as required, including issuing summonses and preparing materials for prosecution.
6. Maintains thorough and accurate records of enforcement activity in compliance with municipal policy and legal standards.
7. Responds to public inquiries, complaints, and enforcement requests with professionalism and a strong customer service focus.
8. Coordinates enforcement services and shares information with internal departments, partner agencies and other municipalities through shared services agreements.
9. Attends Council meetings, community meetings and public events as required.
10. Provides after-hours field support for complex investigations and urgent public safety concerns.
11. Maintains a system to receive complaints 24/7; triages service requests and coordinates appropriate agency call-outs when safety risks are identified.



12. Assists with animal control and transports animals to an animal shelter designated by the municipality. May be required to administer medications as prescribed to sedate aggressive animals. May be exposed to emotionally distressing situations involving animal cruelty and euthanasia.
13. Keeps informed of by-law enforcement-related matters, including legislation, regulations, practices, and procedures, and attend seminars, workshops, conferences and training courses as required.
14. Maintains effective and cooperative liaison with staff, staff, other municipalities, government agencies, external organizations, and the public to promote a high standard of customer service and public relations at all times.
15. Wears and maintains required personal protective equipment (PPE), including body armour and biohazard protections, during field activities.
16. Works in compliance with the Township of Armour policies, and the Occupational Health and Safety Act and its regulations. Understands and adheres to established procedures of each municipality served.
17. Uses service area equipment and fleet vehicles responsibly. Reports fleet issues to the CAO.
18. Performs additional duties and special projects as assigned by the Clerks of the respective municipalities.

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

1. Minimum two (2) year college diploma in law enforcement or a related field.
2. Minimum one-two (1-2) years experience in municipal enforcement or investigative fieldwork.
3. Certification from, or willingness to obtain certification from, the Municipal Law Enforcement Officers Association of Ontario and the Ontario Association of Property Standards Officers.
4. Excellent verbal and written communication skills; able to interact professionally with elected officials, colleagues, and the public.
5. Strong public relations skills and the ability to foster voluntary compliance through effective communication.
6. Must be able to work frequently with vulnerable sectors including youth, seniors, individuals experiencing homelessness, and those affected by mental health or addiction issues.
7. Strong working knowledge of municipal by-laws, regulatory legislation and enforcement frameworks.
8. Proficient in investigative procedures, including note-taking and evidence collection and preparation of Crown briefs.
9. Knowledge of court procedures and legal documentation requirements, including issuing summonses and preparing for testimony.
10. Ability to coordinate enforcement services across multiple municipalities and triage service requests efficiently.
11. Demonstrated conflict resolution, negotiation, and de-escalation skills, with the ability to remain calm, objective and maintain personal safety in high-stress or confrontational situations.
12. Capable of managing exposure to emotionally challenging situations including those involving trauma, grief, domestic conflict, or animal cruelty, while maintaining professionalism and emotional resilience.

13. Able to work independently and as part of an enforcement team, exercising sound judgement and discretion.
14. Experience collaborating with external agencies such as MNRF, MOECCP, PSDSSAB, NBPSDHU, NBMCA, OMFRA, Animal Welfare, and emergency services providers
15. Ability to support a proactive and integrated approach to public safety and enforcement through interagency collaboration.
16. Strong organizational, time management, and administrative skills.
17. Ability to maintain accurate records, prepare detailed reports, and manage enforcement files in compliance with municipal policies and privacy requirements.
18. Comfortable wearing PPE and able to walk long distances, climb various terrain, and work in remote or rugged conditions.
19. Visual acuity must meet acceptable standards for investigative work.
20. Able to operate Township vehicles and equipment responsibly; reports maintenance issues promptly.
21. Available to respond during municipal emergencies or emergency management activations.
22. Willing to conduct occasional after-hours patrols and investigations.
23. Valid G driver's license with a clean driver abstract required; use of personal vehicle may be required.
24. Possession of a valid Pleasure Craft Operator Card.
25. Must provide and maintain a clean criminal record check.
26. Must maintain strict confidentiality and comply with all applicable workplace safety regulations.

### **Independence of Action**

This position requires adapting established guidelines and includes a choice of methods or procedures.

### **Mental Effort**

Variety of duties with frequent interruptions. Mental, visual and/or aural concentration required when, investigating, making notes or going to court.

### **Physical Effort**

Work may involve physically draining and exhausting activities, which may include aiding in emergency response situations and be involved in physically dangerous and confrontational situations.

### **Dexterity**

The coordination of fine motor skills is required when operating office equipment, vehicles, taking notes, writing reports, and using other documentation tools.

### **Accountability**

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

This position is accountable to multiple municipalities through shared service agreements, requiring adaptability to differing community needs and by-law frameworks.

**Safety of Others**

Considerable degree of care required to prevent injury or harm to others during enforcement duties.

**Supervision**

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

**Contacts**

Has frequent contacts for investigations and/or discussions of a difficult, specialized or sensitive nature and needs to be able to influence and persuade a person or persons to co-operate and follow the legislation.

**Working Conditions**

Work is performed mostly outside with the unavoidable externally imposed conditions. Work involves dealing with difficult individuals and includes exposure to physically dangerous and confrontational situations.

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



**POSITION DESCRIPTION**  
**Manager of Municipal Law Enforcement**  
**August 26, 2025**

**REPORTS TO:**

Clerk

**POSITION PURPOSE:**

The Manager of Municipal Law Enforcement provides senior leadership and strategic direction for the Municipal Law Enforcement Department. This position oversees departmental operations, supervises staff, and ensures consistent, effective enforcement of municipal by-laws and other applicable legislation.

The Manager is also responsible for mentoring and supporting staff, guiding complex investigations, and resolving escalated complaints. They also review and recommend updates to by-laws to ensure relevance, legal compliance and alignment with community standards. The role supports the delivery of professional, community-focused enforcement services that promote public safety trust.

**MAJOR DUTIES & RESPONSIBILITIES:**

- 19. Oversees daily operations, scheduling, and coordination of departmental staff; ensures equitable workload distribution and promotes efficiency.
- 20. Provides leadership, orientation, mentoring, and debriefing support for staff well-being and professional development.
- 21. Performs complex inspections and enforcement duties under applicable legislation and municipal by-laws, as needed.
- 22. Acts as a designated Provincial Offences Officer for initiating legal action, issuing administrative monetary penalties, and overseeing compliance-related enforcement.
- 23. Responds to and resolves escalated complaints; conducts complex investigations and prepares Crown briefs, summonses, and compliance letters.

24. Promotes voluntary compliance through effective communication and collaboration with residents, contractors, and property owners.
25. Provides regular reports and presentations to Council regarding enforcement activities, emerging trends, and by-law recommendations.
26. Ensures accurate and complete recordkeeping for the department in accordance with municipal policies and legal requirements.
27. Oversees animal control operations and shelter coordination; may administer prescribed sedatives to aggressive animals and manage emotionally distressing cases involving cruelty or euthanasia.
28. Designated as the Animal Control Officer, Weed Inspector, Property Standards Officer and Fence Viewer. Other designations may also be required.
29. Ensures staff compliance with the Township's policies, Occupational Health and Safety Act, and relevant procedures in all served municipalities.
30. Manages after-hours enforcement procedures; triages complaints and coordinates appropriate agency or staff response.
31. Maintains effective liaison with other departments, municipalities, agencies, and the public to support collaborative enforcement.
32. Attends department head and management meetings and participates in strategic discussions.
33. Contributes to budget development for the enforcement department and monitors expenditures.
34. Represents the department at Council meetings as required, to provide information and clarity on existing, changing, or new by-laws. Attend community meetings and public events as required.
35. Stays current on enforcement-related legislation, regulations, and best practices through ongoing training and professional development.
36. Uses service vehicles and equipment responsibly; reports fleet concerns to the CAO.
37. Performs other related duties and special projects as assigned by Clerks of the respective municipalities.

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

27. Minimum two (2) year college diploma in law enforcement or a related field.
28. Minimum one to two (1-2) years experience in a municipal law enforcement setting.
29. Certification or intent to obtain certification through the Municipal Law Enforcement Officers Association of Ontario.
30. Certification or intent to obtain certification as a Property Standards Officer through the Ontario Association of Property Standards Officers.
31. Managerial or supervisory experience is an asset.
32. Excellent verbal and written communication skills; able to interact professionally with elected officials, staff, and the public.
33. Exceptional organizational, time management and administrative skills.
34. Strong conflict resolution, negotiation, and problem-solving abilities with demonstrated integrity, initiative, and emotional maturity.

35. Ability to lead with tact, diplomacy, and sound judgment, both independently and as part of a team.
36. In-depth understanding of enforcement frameworks, by-laws, and legislation, as well as investigative best practices.
37. Knowledge of court processes and emergency response protocols.
38. Must be able to work frequently with vulnerable sectors including youth, seniors, homeless, mental health and addictions.
39. Experience working with vulnerable populations, including seniors, youth, and individuals experiencing homelessness, addiction, or mental health challenges.
40. Demonstrated resilience and healthy coping strategies for managing exposure to distressing or traumatic situations.
41. Ability to remain current in legislative developments and facilitate ongoing staff knowledge transfer.
42. Capable of coordinating enforcement services across multiple municipalities.
43. Experience working with external partners including MNRF, MOECCP, PSDSSAB, NBPSDHU, NBMCA, OMFRA, Paramedicine Program, Animal Welfare, and other services as required.
44. Able to respond to high-conflict or emergent situations calmly and effectively, with personal and team safety as a priority.
45. Physically able to walk long distances, climb various terrain, and work in remote or rugged environments, and maintain visual acuity to meet investigative standards.
46. Experienced in presenting to Council and communicating enforcement matters clearly and professionally.
47. Valid G driver's license with a clean driver abstract satisfactory to the Municipality; use of personal vehicle may be required.
48. Valid Pleasure Craft Operator Card.
49. Must provide and maintain a clean criminal record check.
50. Strict adherence to confidentiality and health and safety regulations.

### **Independence of Action**

This position requires adapting established guidelines and includes a choice of methods or procedures.

### **Mental Effort**

Variety of duties with almost continuous periods of intermediate mental, visual and/or aural concentration required when, managing personnel, investigating, making notes or going to court.

### **Physical Effort**

Work may involve physically demanding and exhausting activities which may include aiding in emergency response situations and be involved in physically dangerous and confrontational situations.

### **Dexterity**

The coordination of fine motor skills is required when operating office equipment, vehicles, taking notes, writing reports, and use other equipment.

**Accountability**

Actions could result in significant loss of time or resources which could affect the work of others and could cause some embarrassment within the department.

This position is accountable to multiple municipalities through shared service agreements, requiring adaptability to differing community needs and by-law frameworks.

**Safety of Others**

Considerable degree of care required to prevent injury or harm to others.

**Supervision**

This position requires the employee to assume, on a continuous basis, the normal supervisory duties over others. May perform some duties similar to those of the employee supervised.

**Contacts**

Has frequent contacts for investigations and/or discussions of a difficult, specialized or sensitive nature and needs to be able to influence and persuade a person or persons to co-operate and follow the legislation.

**Working Conditions**

Work is performed mostly outside with the unavoidable externally imposed conditions. Work involves dealing with difficult individuals and includes exposure to physically dangerous and confrontational situations.

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

**Appendix “A”**  
**By-Law # -2025**

**Schedule “B”**

**MILEAGE RATE POLICY**

The TOWNSHIP OF ARMOUR, shall be reimbursed for mileage incurred in the performance of Municipal Law Enforcement Services under this Agreement. Mileage shall be reimbursed at the reasonable per-kilometre rates established and published by the Canada Revenue Agency (CRA), as amended from time to time. The applicable rate shall be the rate in effect at the time the mileage is incurred. Current and updated CRA mileage rates can be found at:

<https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/benefits-allowances/automobile/automobile-motor-vehicle-allowances.html>

Reimbursement is subject to the submission of itemized mileage logs and any other supporting documentation reasonably required by the VILLAGE OF SUNDRIDGE, and shall be paid in accordance with the payment terms set out in this Agreement.

**THE CORPORATION OF THE VILLAGE OF SUNDRIDGE**

**BY-LAW #2025-042**

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**Being a By-law to authorize the execution of an Agreement with the Almaguin Spartans Greater Metro Jr “A” Hockey League for use of the Sundridge Strong Joly Arena and Hall**

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**WHEREAS** Section 8 of the *Municipal Act 2001, R.S.O. 2001*, as amended states the powers of a Municipal Corporation shall be exercised by its Council; and has the authority to govern its affairs and considers appropriate and enables the municipality to respond to municipal issues;

**AND WHEREAS** The Township of Strong, Village of Sundridge and Township of Joly are owners of the Sundridge Strong Joly Arena and Hall;

**AND WHEREAS** it is deemed necessary and desirable that the Council for the Corporation of The Village of Sundridge enact a by-law authorizing the Corporation to enter into an agreement with the Almaguin Spartans Greater Metro Jr “A” Hockey League for the use of the Sundridge Strong Joly Arena and Hall located at 14 Albert Street, Sundridge;

**NOW THEREFORE** the Council of The Village of Sundridge hereby enacts as follows:

1. That the Mayor and Clerk Administrator are hereby authorized to execute an Agreement with the Almaguin Spartans Greater Metro Jr “A” Hockey League for the use of the Sundridge Strong Joly Arena and Hall from May 1, 2026 to May 31, 2029;
2. That the Agreement outlining all terms and conditions is attached hereto as Schedule “A”, and forms part of this by-law.
3. That this by-law comes into full force and effect on the date of its passing.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8th DAY OF OCTOBER, 2025.

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Shawn Jackson, Mayor

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Nancy Millar, Clerk Administrator



This Agreement made this ~~08~~ day of ~~August~~, 2025

BETWEEN:

**THE CORPORATION OF THE TOWNSHIP OF STRONG; AND  
THE CORPORATION OF THE VILLAGE OF SUNDRIDGE; AND  
THE CORPORATION OF THE TOWNSHIP OF JOLY**

Hereinafter referred to as "SSJ"

and

**8935068 CANADA INC. CARRYING ON BUSINESS AS  
THE ALMAGUIN SPARTANS GREATER METRO JR. "A" HOCKEY LEAGUE CLUB**

Hereafter referred to as the "Spartans"

**WHEREAS** the SSJ are the owners of the Sundridge Strong Joly Arena and Hall (the SSJ Arena);

**AND WHEREAS** the Spartans, a hockey team in the Greater Metro Jr. "A" Hockey League, has requested the use of the ice surface and the hall of the SSJ Arena for hockey games, practices and the promotion of the Spartans;

**IN CONSIDERATION** of the mutual covenants and conditions herein the parties agree as follows:

**TERMS OF AGREEMENT**

1. The term of this Agreement shall be for a period commencing on May ~~1~~, ~~2025~~<sup>2026</sup> and terminating on May ~~31~~<sup>29</sup>, ~~2028~~<sup>2029</sup>. The parties further agree to review this Agreement annually before each hockey season, commencing with the 2025-2028 season, to confirm the need for any minor revisions or changes to the text of this Agreement.

**MUNICIPAL OBLIGATIONS**

2. SSJ agrees to provide the use of the ice surface at the SSJ Arena for all of the Spartans sanctioned league, league playoff and exhibition games and practices subject to the terms and conditions set out in this Agreement. Such use shall be in the discretion of the SSJ Arena Manager (the "Manager"), or designate, to be exercised in accordance with the terms of this Agreement. Rescheduling any game or practice will be determined by availability of ice time by the Manager, or designate. Ice will be provided annually during the term for the ice surface no later than October 1st in each year commencing in 2026 until the completion of the Spartans competition in league playoffs in the following year.
3. SSJ agrees to provide ice on the ice surface in good playing condition and staff to flood the ice before warm-ups, games and between each period of games.
4. SSJ agrees to supply the exclusive use of a dressing room and coaches office to the Spartans for the term of this Agreement. SSJ has the use of the entire facility, including the designated Spartans' dressing room when required for use by other groups. The dressing room shall include twenty-eight (28) individual player stalls and rubber flooring with plug-in fans to circulate air.
5. SSJ agrees to maintain the dressing room in good repair which shall include repairs to locks, water leaks, electrical repairs, heating repairs and any other repairs and maintenance that if not done, would make the dressing room unfit for use by the Spartans. This obligation shall not apply to any repairs and maintenance that are caused by the negligent or wilful acts of the Spartans or by those for whom it is in law responsible.
6. SSJ agrees to permit the Spartans to have the use of the Hall in the SSJ Arena for the duration of each home game, including one-half (1/2) hour prior to game time and one and one-half (1.5) hour following the conclusion of the game after which the hourly rate will apply. In addition, the Spartans shall have the use of the said Hall for other team functions and team fundraising events as prior approved in writing by the Manager, or designate, and charged as per the fee schedule. This permission is subject to the Spartans complying with all safety and liability measures required under Provincial legislation including regulations for licensing and service of alcohol and compliance with the Provincial Alcohol Policy. In the event that SSJ Arena becomes a fully licensed facility then this clause shall be revisited. The rental for the SSJ Hall for such functions will be current set rental rate and will be invoiced monthly with the ice rental invoice.

7. SSJ agrees that the said Hall will not be rented by third parties during the Spartans' home games including one-half hour prior to game time and one and one-half (1.5) hour following the conclusion of the game unless at least twenty-one (21) days written notice is given to the Spartans. Hall rentals to third parties will be in the sole discretion of the Manager, or designate.
8. SSJ agrees to maintain an adequate sound system for the SSJ Arena ice surface for announcing during Spartans' home games.
9. SSJ agrees to maintain the announcing area, the time clock, lights and nets in the ice surface of the SSJ Arena.
10. SSJ agrees to provide advertising space within the ice surface area of the SSJ Arena including walls, bleacher area, zamboni and rink boards upon payment, in advance, of One Hundred Dollars (\$100.00) per each advertising space per year to be billed to the Spartans by October 15th. All confirmed advertising boards are to be provided by the Spartans to the SSJ Arena Manager, or designate, for installation each year by September 7<sup>th</sup>. Each advertising board shall not exceed the following dimensions: 4' X 8' on the wall. No advertising shall be installed by the Spartans without the prior written approval of the Manager, or designate.

It is acknowledged that any monies received by the Spartans for advertising in excess of the payments required to SSJ shall be for the benefit of the Spartans; provided however that the failure of a third party advertiser to pay the Spartans shall not reduce any payments required to be made by the Spartans to SSJ pursuant to this Paragraph.
11. SSJ agrees that the Spartans shall have rights to sell merchandise and souvenirs during home games including one-half (1/2) hour prior to game time and one-half (.5) hour following the conclusion of the game in the Lobby. Any other third parties may only sell items during this time period with the written permission of the Spartans. This Paragraph shall not apply to the operation of a canteen/concession booth by the Committee in the Hall provided that such booth only sells food products, general merchandise and non-alcoholic beverages.
12. SSJ agrees to provide or arrange good quality service in the operation of the said concession booth/canteen. All gross sales from the said concession booth/canteen during home games and any Spartans' sponsored hockey

tournaments and events will remain the sole benefit of SSJ or arranged contractor.

### **SPARTANS OBLIGATIONS**

13. Spartans' agree to pay the standard adult prime time ice rate for prime hour bookings and agree to pay off prime rates for bookings during off prime hours. An invoice shall be provided monthly listing all outstanding charges and shall be due and payable thirty (30) days from date of invoice. For the purposes of this agreement, prime time shall mean bookings after 6:00PM Monday to Friday and any bookings on Saturdays and Sundays.
14. The Spartans agree that interest shall accrue and be payable at the rate determined by municipal policy, compounded monthly, on any overdue payments required to be made by the Spartans to SSJ pursuant to the terms of this Agreement.
15. The Spartans agree to submit the schedule to both the Manager, or designate, and the Annual Greater Metro Jr. "A" Hockey League within one week of its release to the Spartans.
16. The Spartans agree to maintain the dressing room and storage/drying space allocated to the Spartans in a good, and clean, state of repair. The Manager, or designate, shall have the right to enter upon any of the areas used by the Spartans to monitor the state of maintenance, cleanliness and repair at any time.
17. The Spartans shall not make any alterations, additions, renovations or upgrades to the SSJ Arena dressing room or storage/drying area without prior written consent of the Manager, or designate. The Spartans shall bear the entire cost of any and all such alterations, additions, renovations or upgrading unless otherwise agreed in writing by the Manager, or designate. Any and all such alterations, additions, renovations or upgrading shall become the property of SSJ unless agreed otherwise by the Manager. Any approval of alterations, additions, renovations or upgrading by the Spartans may be subject to a requirement that financial security be in place to ensure that SSJ is adequately protected with respect to construction liens and poor workmanship.

18. The Spartans agree to provide ticket sellers and ticket takers for each home game from one and a half (1 ½) hours prior to game time to the end of the game. All proceeds from the sale of tickets shall be for the benefit of the Spartans.
19. Any security is the responsibility of the Spartans'.
20. The Spartans agree to pay all costs to obtain game officials, time keepers, official scorer, goal judges and the public address announcer for their home games.
21. The Spartans agree to pay all costs associated with Greater Metro Jr. "A" Hockey League participation, all government fees and costs of obtaining required licenses.
22. Notwithstanding the provisions of Paragraph 10 of this Agreement, the Spartans acknowledge that when other major events occur at the SSJ Arena the advertising obtained by the Spartans pursuant to the said Paragraph 10 may be covered up or removed for other major events advertising opportunities, provided that following any major event the Spartans advertising will be restored to its previous location by SSJ or the event organizer.
23. The Spartans agree to be responsible for all costs of the advertising including the provision of advertising boards, maintenance, set up and removal except as otherwise provided in Paragraph 24. The Spartans agree to ensure that no advertising agreements which it makes with third parties extend beyond the term of this Agreement.
24. The Spartans agree to remove all advertising, merchandise and other items which it owns from the Hall at the conclusion of each Spartans sanctioned event and leave the Hall in a clean and tidy condition.
25. The Spartans acknowledge that the Manager, or designate, may book ice time at the SSJ Arena until the start of any Spartans' home game and any ice time in addition to the standard five (5) hours booked and invoiced to the Spartans per home game for the practices or overtime will be charged to the Spartans and

invoiced at the same time in the same manner as the monthly charges set out in Paragraph 14.

### **SCHEDULING CHANGES**

27. The parties acknowledge that unanticipated scheduling changes may occur which may require the rescheduling of ice time or use of the SSJ Arena by the Spartans. The Spartans agree to give SSJ at least fourteen (14) days written notice of any scheduling changes, and if such notice is given then SSJ will not charge for the ice time originally scheduled. However, if less than fourteen (14) days' notice is given, but more than seven (7) days then the Spartans agree to pay to SSJ twenty-five percent (25%) of the standard adult prime time ice rate. If less than seven (7) days' notice is given then the Spartans agree to pay fifty percent (50%) of the said rate. Such payments shall be included in the next monthly invoice. Any scheduling changes which may occur due to playoff games must be approved by the Manager, or designate. Any loss of revenue to SSJ as a result of such scheduling change is the responsibility of the Spartans and shall be included in the next monthly invoice.

For cancellations due to playoff status, inclement weather or a declared Emergency by the Province of Ontario (including but not limited to weather; pandemic, etc.), the Manager, or designate, may approve no charge of cancellation fees.

28. The Spartans acknowledge that by reason of an unanticipated event, SSJ may not be able to provide ice time or Hall space to the Spartans which means an event that is:
- a) Beyond reasonable control of SSJ; and
  - b) Makes SSJ's performance of its obligations under this Agreement impossible or so impracticable as reasonably to be considered impossible in the circumstances.

If such an event occurs it shall not be considered to be a breach of this Agreement by SSJ and the Spartans shall have no claim against SSJ.

### **INSURANCE AND INDEMNITY**

29. The Spartans agree to maintain a policy of general liability insurance having limits of not less than Two Million Dollars (\$2,000,000.00.) inclusive per occurrence for bodily injury, death and damage to property. The general liability policy shall include SSJ as additional insured with a cross-liability clause. A copy

of this policy shall be forwarded to SSJ prior to the signing of this Agreement by SSJ, and as requested by SSJ from time to time. The policy shall contain a provision that the insurer shall give at least fifteen (15) days written notice to SSJ of any cancellation of the policy. Additional insurance may be required for events involving the sale of liquor and shall be provided to the Manager when applicable, along with a copy of the issued Liquor License.

30. The Spartans hereby agree to indemnify and hold harmless SSJ, its agents and employees from and against any and all liability, loss, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits, or other proceedings by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with this Agreement unless solely caused by the negligence or willful misconduct of SSJ or its agents and employees.

#### **ACTS OF DEFAULT AND SSJ'S REMEDIES**

31. An act of default has occurred when:
- a) Either party have failed to pay any amounts owing to the other party for a period of thirty (30) days following invoice.
  - b) Either party have breached any of its covenants or failed to perform any of its obligations under this Agreement and;
    - i. Written notice has been send specifying the nature of the default and the steps required to correct it; and
    - ii. The default has not been corrected as required by the notice within ten (10) days after it has been given.
32. When an act of default on the part of either party has occurred the other party shall have the right to terminate this Agreement forthwith provided however that both parties shall nevertheless continue to be liable for payment of any amounts owed to the other or the satisfaction of any obligations to the other prior to termination in accordance with the provisions of this Agreement.
33. Either party shall also have the right to take any and all necessary steps to rectify any or all acts of default and to charge the costs of such rectification to the other party and to recover the costs as required.

34. Either party shall have the right to give notice of early termination of this Agreement provided one hundred twenty (120) days advance notice has been given by one party to the other party of their intention to terminate this Agreement ahead of the Agreement end date. If one hundred twenty (120) days' notice is not given by either party the party ending this Agreement early shall pay the other party three thousand dollars (\$3,000) penalty to help offset expenses which may have resulted from an early termination of the agreement.

### **END OF TERM**

35. At the end of the term of this Agreement or earlier termination, the Spartans agree to:
- a) Leave the dressing room and storage/drying area in a good state of repair, and
  - b) Remove all Spartans' equipment and chattels, and
  - c) Any necessary repairs will be added to the final invoice.

### **ASSIGNMENT**

36. The Spartans shall not assign this Agreement or sub-license any portion of this Agreement except with the prior written consent of SSJ which may be withheld in its sole and unfettered discretion.

### **NOTICE**

37. Any notice required or permitted to be given by one party to the other pursuant to the terms of this Agreement shall be in writing and shall be delivered by postage-prepaid mail, personal delivery, facsimile or electronic mail and shall be addressed to SSJ and the Spartans respectively as set out below:

To SSJ:

The Township of Strong  
28 Municipal Lane,  
P.O. Box 1120,  
Sundridge, ON P0A 1Z0



Facsimile: 705-384-5819

Email: [info@strongtownship.com](mailto:info@strongtownship.com) or [clerk@strongtownship.com](mailto:clerk@strongtownship.com)

To the Spartans, under 8935068 CANADA INC.:

Brad Gilson

26 Broadway St.

South River, ON P0A 1X0

Email: [almaguin.spartans@outlook.com](mailto:almaguin.spartans@outlook.com)

Notice shall be deemed to have been given and received:

- a) In the case of postage pre-paid mail five (5) business days after such notice is mailed;
- b) In the case of personal delivery immediately upon delivery of the notice;
- c) In the case of facsimile transmission one (1) business day after the transmission; or
- d) In the case of electronic mail immediately upon delivery of the email.

### **ENTIRE AGREEMENT**

38. This Agreement constitutes the entire agreement between the parties with respect to the subject matter contained in the Agreement and supersedes all prior oral written representations and agreements.

39. This Agreement shall be binding upon and ensure to the benefit of the parties hereto and their permitted assigns.

THIS AGREEMENT has been executed by the parties hereto by their duly authorized representatives on the dates noted below:

By the Township of Strong on the \_\_\_\_\_ day of \_\_\_\_\_, 2025

**THE CORPORATION OF THE  
TOWNSHIP OF STRONG**

Per: \_\_\_\_\_  
Tim Bryson, Mayor

Per: \_\_\_\_\_  
Caitlin Haggart, Clerk Administrator

I/We have authority to bind the Corporation

By the Village of Sundridge on the \_\_\_\_\_ day of \_\_\_\_\_, 2025

**THE CORPORATION OF THE  
VILLAGE OF SUNDRIDGE**

Per: \_\_\_\_\_  
Justine Leveque, Mayor

Per: \_\_\_\_\_  
Nancy Millar, Clerk Administrator

I/We have authority to bind the Corporation

By the Township of Joly on the \_\_\_\_\_ day of \_\_\_\_\_, 2025

**THE CORPORATION OF THE  
TOWNSHIP OF JOLY**


Per: \_\_\_\_\_  
Brian McCabe, Mayor

Per: \_\_\_\_\_  
Jennifer Martin, Municipal Administrator

I/We have authority to bind the Corporation

By The Almaguin Spartans on the 5 day of August, 2025

**8935068 CANADA INC; CARRYING  
ON BUSINESS AS THE ALMAGUIN  
SPARTANS GREATER METRO "JR"  
HOCKEY LEAGUE CLUB**

Per:   
Brad Gilson, President

Brad Gilson, President  
Per: \_\_\_\_\_  
Name and Title

I/We have authority to bind the Corporation

# **THE CORPORATION OF THE VILLAGE OF SUNDRIDGE**

## **BY-LAW NO. 2025-043**

Being a By-Law to confirm the proceedings of the Council of the Corporation of the Village of Sundridge at its Regular Meeting October 8, 2025.

**WHEREAS** pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council; and

**WHEREAS** pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**WHEREAS** it is deemed expedient that the proceedings of the Council of the Corporation of the Village of Sundridge at this session be confirmed and adopted by by-law.

**NOW THEREFORE** the Council of the Corporation of the Village of Sundridge hereby enacts as follows:

1. That the actions of the Council of the Corporation of the Village of Sundridge in respect of all recommendations in reports and minutes of committee, all motions and resolutions and all actions passed and taken to the Council of the Corporation of the Village of Sundridge, documents and transactions entered into during the October 8, 2025 meeting of council, are hereby adopted and confirmed, as if the same were expressly embodied in this by-law.
2. That the Mayor and proper officials of the Corporation of the Village of Sundridge are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of the Corporation of the Village of Sundridge during the said meeting referred to in paragraph 1 of this by-law.
3. That the Mayor and the Clerk Administrator are hereby authorized and directed to execute all documents necessary to carry out the action taken by this council as described in Section 1 of this by-law and to affix the Corporate Seal of the Corporation of the Village of Sundridge to those documents requiring the Corporate Seal referred to in said paragraph 1.

PASSED THIS 8<sup>TH</sup> DAY OF OCTOBER, 2025.

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Shawn Jackson, Mayor

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Nancy Millar, Clerk