



## VILLAGE OF BURK'S FALLS COUNCIL AGENDA

January 20, 2026  
5:00 pm at the Young at Heart Seniors Centre

**1. DECLARATION OF PECUNIARY INTEREST**

**2. INDIGENOUS LAND ACKNOWLEDGEMENT**

*Welcome to the Village of Burk's Falls as we gather on the traditional territory of indigenous peoples, dating back countless generations, we wish to honour the ancestral guardians of this land and its waterway and recognize the Robinson-Huron and Williams Treaties, showing respect for the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers."*

**3. ADDITION TO AGENDA**

**4. ADOPTION OF AGENDA**

**5. CIRCULATION OF THE MINUTES- RESOLUTION TO ADOPT PREVIOUS MINUTES:**

Meeting (s) dated: Regular Meeting of December 15, 2025

**6. DELEGATIONS TO COUNCIL**

- a. L. Culp Regarding the Spraying of Chemicals in Residential Neighbourhoods

**7. STAFF AND COMMITTEE REPORT**

- a. Arena Manager Report for January
- b. Arena Manager Garbage Bin Report
- c. Recreation Advisory Committee Minutes of November 24, 2025
- d. Rural Youth Group Advisory Committee Draft Minutes of January 12, 2026

**8. ITEMS FOR DISCUSSION**

- a. Draft 2026 Budget
- b. ACED 2 Year Agreement
- c. MAHC Xray Machine Discussion
- d. Planning Board Discussion
- e. Music Event Concepts
- f. Library Board Membership

**9. RESOLUTIONS TO BE PASSED**

- a. 01-2026 Authorize Temporary Borrowing
- b. 02-2026 Provide for Interim Tax Levy
- c. 03-2026 Appoint Deputy Clerk
- d. 04-2026 Regulate and License Mobile Food Vendors, Hawkers & Peddlers & Pawnbrokers
- e. 05-2026 Services Agreement, Property Maintenance
- f. Adopt Municipal Volunteer Policy
- g. Venue Request, Heritage Festival 2026
- h. 2026 Municipal Insurance Program Renewal, Intact
- i. 2026 Cyber Security Insurance Renewal
- j. Accounts Payable

**10. CONFERENCES AND INVITATIONS**

- a. 2025 Northern Municipal Council Workshop, January 29, 2026

**11. COUNCILLOR(S) REPORT**



## VILLAGE OF BURK'S FALLS COUNCIL AGENDA

January 20, 2026  
5:00 pm at the Young at Heart Seniors Centre

### 12. CORRESPONDENCE

#### C.1 Minutes of Committee

- a. Almaguin Highlands OPP Detachment Board Agenda of January 14, 2026, and 4<sup>th</sup> Quarter Report
- b. AHHC Minutes of November 6, 2025
- c. Southeast Parry Sound District Planning Board Minutes of October 29, 2025
- d. Burk's Falls & District Historical Society Agenda Package for January 19, 2026

#### C.2 Request for Support and Correspondence to Village

- a. Joint Building Committee 2025 Building Permit Summary Report
- b. DSSAB CAO Report for January 2026
- c. Township of Perry Regarding the Removal of HST/GST from New Homes Purchased as Primary Residences to Support Affordable Housing
- d. Municipality of Magnetawan Regarding Site Ready Funding
- e. Town of Prescott Regarding Waste Disposal Issues
- f. City of Brantford Regarding Call for Reform and Publication of Ontario Sex Offender Registry
- g. Township of Brudenell, Lyndoch and Raglan Regarding Affordable Housing
- h. Township of Brudenell, Lyndoch and Raglan Regarding Solve the Crisis and Winter Homelessness Program Support
- i. City of Peterborough Regarding Sustainable Funding for Police Services
- j. Town of Moosonee Regarding Strengthening Self-Defense Protection and Addressing Rising Home Invasions in Ontario
- k. Municipality of Huron Shores and Township of Nairn and Hyman Regarding Improvements to Highways 11/17
- l. Municipality of Meaford Regarding Response to Proposed Consolidation of Ontario's Conservation Authorities
- m. United Counties of Leeds and Grenville Regarding Bill 9
- n. Municipality of South Huron Regarding Response to Bill 68, Proposed New Ontario Provincial Conservation Agency
- o. Township of Nairn and Hyman Regarding Elect Respect Pledge
- p. Township of Nairn and Hyman Regarding Support for Steel and Lumber Sectors
- q. Municipality of Huron Shores Regarding Rent Protection for Tenants
- r. Municipality of South Huron Regarding Opposition to Proposed Consolidation of Conservation Authorities
- s. County of Brandt Regarding Provincial Decision on Automated Speed Enforcement
- t. Ministry of Northern Economic Development and Growth, New Year's Greeting
- u. Ministry of Emergency Preparedness and Response Regarding Passage of Bill 25, Emergency Management Modernization Act
- v. Near North Crime Stoppers, January is Crime Stoppers Month
- w. North Watch Regarding Transportation of High-Level Radioactive Waste
- x. MPAC 2025 Partnerships Report

### 13. CLOSED SESSION

#### Item 13a: Health Centre

Pursuant to the Municipal Act 2001, c. 25:

Section 239(2) (b) regarding an identifiable individual, or municipal employee

### 14. CONFIRMING BY-LAW

### 15. ADJOURNMENT



THE VILLAGE OF BURK'S FALLS  
COUNCIL MEETING MINUTES  
December 15, 2025

The regular meeting of Burk's Falls Council was held on Tuesday, December 15, 2025

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ashley Brandt, Ryan Baptiste, Nancy Kyte Staff: CAO - Clerk Denis Duguay  
Regrets: None

**DECLARATION OF PECUNIARY INTEREST**

**ADOPTION OF AGENDA**

2025-399 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the agenda for the regular meeting of December 15, 2025.

Carried.

**MINUTES**

2025-400 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the minutes of the Special Meeting of December 10, 2025.

Carried.

**DELEGATIONS TO COUNCIL**

None

**REPORTS TO COUNCIL**

- A. Council received the Public Works Foreman's December report, and the foreman provided a summary of activities completed during the month.
- B. Council received the Public Works Foreman's report on winter snow removal issues and thanked him for his efforts implementing a new snowbank removal process on Ontario Street.
- C. Council received the Arena Manager Report for the month of December.
- D. Council received the General Government and Finance Advisory Committee meeting minutes from November 26, 2025, and December 8, 2025, and supported the recommendations contained therein.
- E. Council received the Rural Youth Group Advisory Committee Draft Minutes of December 1, 2025, and supported the recommendations contained therein.

**ITEMS FOR DISCUSSION:**

- A. Council discussed Resolution 2025-272 as it relates to the Rural Youth Group workshops, including the intent and the possibility of holding two workshops on a monthly basis. The discussion noted that, as a pilot project, this approach may not be the most effective avenue, and Council agreed to allow the committee to determine whether a workshop would be beneficial prior to opening the program.
- B. Council discussed the Villages' use of media and social media platforms, including the feasibility of future budget allocations for committees, and supported the use of media and social media by committee groups.
- C. Council was presented with a request from the CAO/Clerk for budget pre-approval for theatre upgrades. Council discussed the recently upgraded washrooms, the outdated colour scheme, and other possible improvements to the theatre, and indicated its support for the proposed changes.
- D. Council discussed the draft Volunteer Policy, including a request from the CAO/Clerk to proceed with a legal review of the policy, Council approved the request.
- E. Council reviewed the proposed two-year agreement from ACED. Some members raised concerns about potential impacts to the Village, while others did not foresee any effects. The resolution was deferred for discussion at the January meeting.



THE VILLAGE OF BURK'S FALLS  
COUNCIL MEETING MINUTES  
December 15, 2025

F. Council discussed the Magnetawan Lions Club's request for financial support for its swimming program, including the benefits of the program to the community.

G. Council discussed a cost-of-living increase for all staff and approved a 1.8% increase, in accordance with the CRA October-to-October rate.

**RESOLUTIONS PASSED:**

2025-401 Moved by N. Kyte - Seconded by R. Baptiste

Be it resolved;

That the Council for the Village of Burk's Falls hereby receives the Public Works Foreman Report for the month of December.

Carried.

2025-402 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby receives the Public Works Foreman Summary Report regarding winter snow removal issues.

Carried.

2025-403 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby receives the Arena Manager Report for the month of December.

Carried.

2025-404 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the General Government and Finance Advisory Committee Minutes of November 26, 2025, and December 8, 2025;

And further accepts the following recommendations:

1. That Council review the Draft 2026 Budget at its regular meeting in January

2. That Council approve the 2025-2030 Fees By-law as presented

Carried.

2025-405 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the Rural Youth Advisory Committee minutes of December 1, 2025;

And further accepts the following recommendations:

1. Council permit members of the Rural Youth Group (M. Thompson, J. Godfrey, C. Penstone, Councillor A. Brandt, Recording Secretary) to post 10-15 preapproved posts to the RYG Facebook page to keep it active. Posts will be inspirational and motivational in nature as well share local youth related events.

Carried.

2025-406 Moved by S. Cotton - Seconded by R. Baptiste

Be it resolved;

WHEREAS the Village of Burk's Falls Theatre is a municipally owned facility that serves as an important cultural and community asset; and

WHEREAS certain capital works and/or capital asset acquisitions are required prior to the adoption of the annual municipal budget in order to maintain the safety, functionality, and long-term viability of the Village Theatre; and

WHEREAS Council has the authority under the *Municipal Act, 2001* to authorize expenditures in advance of the adoption of the annual budget; and

WHEREAS Council deems it appropriate and in the public interest to approve a pre-budget capital expenditure for the Village Theatre;



THE VILLAGE OF BURK'S FALLS  
COUNCIL MEETING MINUTES  
December 15, 2025

NOW THEREFORE BE IT RESOLVED that Council approves a pre-budget capital expenditure in an amount not to exceed \$10,000.00 for the Village Theatre for Lobby Painting and floor replacement.

Carried.

2025-407 Moved by A. Brandt - Seconded by S. Cotton  
Be it resolved;

WHEREAS the Village of Burk's Falls engages volunteers to support various municipal programs, services, and facilities; and

WHEREAS Council recognizes the importance of having a clear, legally sound Volunteer Policy to guide the engagement, management, and responsibilities of volunteers; and

WHEREAS Council wishes to ensure that the Village's Volunteer Policy complies with applicable legislation, municipal by-laws, and risk management best practices; and

WHEREAS Council has the authority under the *Municipal Act, 2001* to obtain professional legal services in support of municipal governance and operations;

NOW THEREFORE BE IT RESOLVED that Council hereby authorizes the CAO-CLERK to obtain independent legal advice with respect to the development, review, or revision of the Village's Volunteer Policy.

Carried.

2025-408 Moved by N. Kyte - Seconded by S. Cotton  
Be it resolved;

That the Council for the Village of Burk's Falls hereby defers discussion regarding ACED 2-year proposal to January 2026.

Carried.

2025-409 Moved by N. Kyte - Seconded by R. Baptiste  
Be it resolved;

WHEREAS Council recognizes the importance of providing fair and equitable compensation for Village staff; and

WHEREAS Council has reviewed the annual change in the Consumer Price Index (CPI) from October to October, which indicates an increase of 1.8%; and

WHEREAS Council wishes to apply a Cost-of-Living Adjustment (COLA) to Village staff compensation based on the CPI increase, while maintaining the integrity of the approved pay grid;

NOW THEREFORE BE IT RESOLVED that Council hereby approves a Cost-of-Living Adjustment of 1.8%, based on the Consumer Price Index change from October to October, to the salaries and wages of eligible Village staff, effective January 1, 2026; and

BE IT FURTHER RESOLVED that eligible Village staff shall also receive pay grid step progression, where applicable, in accordance with the approved pay grid, applicable employment agreements, and municipal human resources policies; and

BE IT FURTHER RESOLVED that the treasurer be authorized to implement the approved compensation adjustments and ensure compliance with all applicable legislative and policy requirements; and

BE IT FURTHER RESOLVED that the financial impact of this adjustment be provided for within the approved 2026 operating budget or through appropriate budgetary allocations.

Carried.

2025-410 Moved by N. Kyte - Seconded by S. Cotton  
Be it resolved:

That the Council for the Village of Burk's Falls hereby adopts By-law 47-2025 to being a by-law to set the fees of the municipality as presented and considered read three times and passed this 15<sup>th</sup> day of December 2025.

Carried.



THE VILLAGE OF BURK'S FALLS  
COUNCIL MEETING MINUTES  
December 15, 2025

2025-411 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the schedule of Regular Meetings for 2026, as presented.

Carried.

2025-412 Moved by N. Kyte - Seconded by A. Brandt

Be it resolved:

That Council for the Village of Burk's Falls hereby receives the 2026 Municipal Donation requests and approves the following:

Land of Lakes Public School	3 x 1 hour skating sessions
Almaguin Highlands Secondary School	\$200.00 Bursary
Almaguin Pride	\$500.00
Royal Canadian Army Cadets	Use of Krozier Hall and Sea Can
Agricultural Society	\$3000.00
Historical Society	\$5000.00
Santa Claus Parade	\$250.00
Almaguin Highlands Special Olympics	
TOPS	Use of AHHC Boardroom 1 x week
Magnetawan Lions Swimming Programme	500.00

Carried.

2025-413 Moved by R. Baptiste - Seconded by A. Brandt

Be it resolved;

That the Accounts Payable listing as presented in the amount of \$487,348.27 for up to and including this date is hereby approved for payment.

Carried.

#### CONFERENCES AND INVITATIONS

None

#### COUNCILLORS REPORT

Deputy Mayor Cotton shared highlights from the Health Council sub-committee meeting, including discussions on health services and the committee's goal to transition toward a regional/district focus.

#### CORRESPONDENCE DISCUSSION

#### CLOSED SESSION

Council did not enter into Closed Session

2025-414 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts Bylaw 48-2025 being a By-law to confirm the proceedings of Council at its regular meeting of December 15, 2025, as presented and considered read three times and passed this 15<sup>th</sup> day of December 2025.

Carried.

2025-415 Moved by S. Cotton - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby adjourns at 6:40 pm.

Carried.

---

Chris Hope, Mayor

---

Denis Duguay, CAO - Clerk



## Delegation Request Form

A Delegation is an opportunity to appear before Council as a Delegation to present information verbally on matters of fact or make a request of the Council. Please refer to page 2 of this form for further information regarding engaging Council through a Delegation.

Completed Forms shall be submitted to the CAO/Clerk and can be dropped off or mailed to, The Village of Burk's Falls, 172 Ontario Street, Burk's Falls, ON P0A 1C0; faxed to 705-382-2273 or emailed to [clerk@burksfalls.ca](mailto:clerk@burksfalls.ca).

### Delegate Information (PLEASE PRINT):

Last Name:

CLARK

First Name:

LES

Street Number:

[REDACTED]

Street Name:

Proposed Meeting Date Requested: JAN 20/26

Alternate Meeting Date Requested: FEB 17/26

Purpose of the Delegation: TO DISCUSS INCIDENT NOV 4/25 - AS A RESULT, TO: TO DISCUSS WITH COUNCIL THE IMPLEMENTATION OF A BYLAW RESTRICTING HOMEOWNERS OR COMMERCIAL BUSINESS FROM SPAYING CHEMICALS WHICH I BELIEVE ARE HAZARDOUS TO THE ENVIRONMENT IN A RESIDENTIAL NEIGHBOURHOOD.

### Background Material Attached:

Power Point Presentation: Yes  No  Handouts for meeting: Yes  No

Personal information contained on this form is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act* and will be used for the purpose of providing correspondence relating to matters before Council.

Please note that all meetings are open to the public except where permitted to be closed under legislated authority. Questions about this collection should be forwarded to the Clerk at 705-382-3138.

[REDACTED]

Date: JAN 12/26

### APPROVAL:

Council Meeting Date: \_\_\_\_\_

CAO/Clerk Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**ROC 40**

 Page 1 of 5  
 Date prepared: 15 March 2016  
 MSDS : ROC 40 SDS GHS

**1. IDENTIFICATION**
**Product Identifier**
**Product Name** ROC 40

**Recommended use of the chemical and restrictions on use**
**Recommended use** Cleaner and degasification aid  
**Restrictions on use** For industrial use only

**Supplier details**

 West Penetone Inc.  
 11411-160 Street  
 Edmonton, AB,  
 T5M3T7  
 Tel: 780-454-3919

**Emergency Telephone Number**

Canutec (613)-996-6666

**2. HAZARDS IDENTIFICATION**
**Classification**

Skin corrosion/irritation	Category 2
Serious eye damage/eye irritation	Category 2A
Carcinogenicity	Category 2
Reproductive toxicity	Category 1B

Hazardous to the aquatic environment, acute hazard	Category 3
--	------------

**Label Elements**

<b>DANGER</b>
<b>Hazard Statements</b>
Causes skin irritation
Causes serious eye irritation
Suspected of causing cancer
May damage fertility or the unborn child
Harmful to aquatic life




**Precautionary Statements - Prevention**

Obtain special instructions before use.  
 Do not handle until all safety precautions have been read and understood.  
 Wash face, hands and any exposed skin thoroughly after handling.  
 Avoid release to the environment.  
 Wear protective gloves/protective clothing/eye protection/face protection.

**Precautionary Statements - Response**

IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing  
 If eye irritation persists: Get medical advice/attention.  
 IF ON SKIN: Wash with plenty of water. If skin irritation occurs, get medical advice/attention. Take off contaminated clothing and wash it before re-use.  
 If exposed or concerned: get medical advice/attention.

**Precautionary Statements - Storage**

Store locked up.

**Precautionary Statements - Disposal**

Dispose of contents/container to an approved waste disposal plant according to local, provincial/federal regulations.

### 3. COMPOSITION / INFORMATION ON INGREDIENTS

Chemical Name	CAS-No	Weight %
sodium lauryl ether sulphate	9004-82-4	3-7
alcohols (C12-C15 ln. saturated) ethoxylate	68131-39-5	1-5
cocoamide DEA	68603-42-9	1-5
lauramine oxide	1643-20-5	1-5
tetrasodium ethylenediaminetetraacetate	64-02-8	1-5
ethanol	64-17-5	0.5-1.5

### 4. FIRST AID MEASURES

**Eye contact**

Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. If eye irritation persists: Get medical advice/attention.

**Skin contact**

Wash with plenty of water. If skin irritation occurs, get medical advice/attention. Take off contaminated clothing and wash it before re-use.

**Inhalation**

If difficulties occur after mist/vapors/spray has been inhaled, remove person to fresh air and keep comfortable for breathing. Call a POISON CENTER or doctor/physician if you feel unwell.

**Ingestion**

Rinse mouth. Remove person to fresh air and keep at rest in a position comfortable for breathing. Do not induce vomiting unless directed by medical personnel. Call a POISON CENTER or doctor/physician if you feel concerned or unwell.

**Most important symptoms and effects, both acute and delayed**

Contact with eyes may cause irritation, discomfort or pain, excess blinking and tear production with marked excess redness and swelling of the conjunctiva. Contact with skin may cause irritation with local redness. Section 2 for possible delayed effects.

**Indication of any immediate medical attention and special treatment needed**

Treat symptomatically.

### 5. FIRE-FIGHTING MEASURES

**Suitable Extinguishing Media**

Use extinguishing measures that are appropriate to local circumstances and the surrounding environment.

**Unsuitable Extinguishing Media**

None.

**Specific hazards arising from the chemical**

During fire, gases hazardous to health may be formed including oxides of carbon, nitrogen, and sulfur.

**Protective Equipment and Precautions for Firefighters**

As in any fire, wear self-contained breathing apparatus pressure-demand, MSHA/NIOSH (approved or equivalent) and full protective gear.

### 6. ACCIDENTAL RELEASE MEASURES

**Personal precautions, protective equipment and emergency procedures**

Avoid contact with skin, eyes and clothing. Use personal protective equipment. High risk of slipping due to product leakage/spillage. Use appropriate containment to avoid environmental contamination.

**Environmental Precautions**

Avoid release to the environment. Prevent further leakage or spillage if safe to do so. Avoid discharge into drains/surface waters/groundwater.

**Methods and material for containment and cleaning up**

Contain and solidify with inert absorbent material. Keep in suitable, closed containers for disposal. Following product recovery, flush area with plenty of water. For large spills, stop flow of material, prevent product from entering drains, and pump off product where this is without risk and possible. Proceed as above.

## 7. HANDLING AND STORAGE

**Precautions for Safe Handling**

**Handling** Avoid contact with skin, eyes and clothing. Avoid prolonged exposure. Do not handle until all safety precautions or special instructions have been read and understood.

**Conditions for safe storage, including any incompatibilities**

**Storage** Keep containers tightly closed away from direct sunlight, away from incompatible materials.

**Incompatible Materials** Acids, strong oxidizing agents

## 8. EXPOSURE CONTROLS / PERSONAL PROTECTION

**Control parameters**

Only constituents with exposure limits are listed. Any constituent not listed has no known exposure limit.

Chemical Name	ACGIH TLV	OSHA PEL	NIOSH IDLH
ethanol 64-17-5	STEL: 1000 ppm	1900 mg/m <sup>3</sup> 1000 ppm	TWA: 1900 mg/m <sup>3</sup> 1000 ppm

**Appropriate engineering controls**

**Engineering Controls** Under the intended modes of use, exposure control measures are not required.

**Individual protection measures, such as personal protective equipment**

**Eye/face Protection** Safety glasses with side shields or goggles.

**Skin and body protection** Wear protective gloves and protective clothing.

**Respiratory Protection** Wear respiratory protection in case of mist/vapor/aerosol release.

**General Hygiene Considerations** Handle in accordance with good industrial hygiene and safety practice. Routinely wash work clothing and protective equipment to remove contaminants.

## 9. PHYSICAL AND CHEMICAL PROPERTIES

**APPEARANCE :**

Clear, green liquid

**ODOR :**

Wintergreen

**ODOR THRESHOLD :**

Not applicable

**pH :**

9.9-10.9

**MELTING POINT / FREEZING POINT :**

-1°C

**BOILING POINT/BOILING RANGE :**

100°C

**FLASH POINT :**

None

**EVAPORATION RATE, water = 1 :**

1

**FLAMMABILITY (SOLID, GAS):**

Not applicable

**VAPOR PRESSURE, mm Hg AT 20°C :**

Not applicable

**VAPOR DENSITY (Air = 1) :**

Not applicable

**RELATIVE DENSITY AT 20°C:**

1.015-1.025

**SOLUBILITY IN WATER :**

Complete

**PARTITION COEFFICIENT, N-OCTANOL/WATER :**

Not available

**AUTO-IGNITION TEMPERATURE :**

None

**DECOMPOSITION TEMPERATURE:**

Not available

**VISCOSITY:**

Not available

**FLAMMABLE LIMITS :**

UPPER: Not applicable LOWER : Not applicable

## 10. STABILITY AND REACTIVITY

### Reactivity

Not reactive.

### Chemical Stability

Stable under normal conditions.

### Possibility of hazardous reactions

Under normal conditions of storage and use, hazardous reactions will not occur.

### Conditions to Avoid

Extreme temperatures. Store away from incompatible materials.

### Incompatible Materials

Strong oxidizing materials, acids, amphoteric or light metals.

### Hazardous decomposition products

Under normal conditions of storage and use, hazardous decomposition products should not be produced. Thermal decompositions can lead to release of irritating gases and vapors such as oxides of carbon, nitrogen, and sulfur as well as other low molecular weight hydrocarbons.

## 11. TOXICOLOGICAL INFORMATION

### Acute toxicity

Chemical Name	LD50 Oral	LD50 Dermal	LC50 Inhalation
sodium lauryl ether sulphate 9004-82-4	>2000 mg/kg (rat)	2000-5000 mg/kg (rabbit)	Not listed
alcohols, C12-C15, ethoxylated 68131-39-5	>2000 mg/kg (rat)	>2000 mg/kg (rabbit)	Not listed
cocoamide DEA 68603-42-9	>5000 mg/kg (rat)	>2000 mg/kg (rabbit)	Not listed
lauramine oxide 1643-20-5	>1065 mg/kg (rat)	>2000 mg/kg (rabbit)	Not listed
tetrasodium ethylenediaminetetraacetate 64-02-8	>1780-<2000 mg/kg (rat)	Not listed	>1 mg/L (aerosol) (rat) – 6 h
ethanol 64-17-5	6200 mg/kg (rat)	19999 mg/kg (rabbit)	8001 mg/L (rat) – 4 h

### Information on likely sources of exposure

**Serious eye damage/irritation** Causes serious eye irritation.

**Skin corrosion/irritation** Causes skin irritation.

**Ingestion** Expected to be a low ingestion hazard.

**Inhalation** Expected to be a low inhalation hazard.

### Delayed and immediate effects and also chronic effects from short and long-term exposure

**Respiratory or skin sensitization** Not a sensitizer.

**Germ cell mutagenicity** None known.

**Carcinogenicity** Cocoamide DEA (CAS 68603-42-9) 2B Possibly carcinogenic to humans

**Reproductive toxicity** Cocoamide DEA (CAS 68603-42-9) 1B May damage fertility or the unborn child

**STOT - single exposure** No information available.

**STOT-repeated exposure** No information available.

**Aspiration Hazard** None.

### Symptoms related to the physical, chemical and toxicological characteristics

May cause serious eye irritation. Skin irritation. See Section 2 for further characteristics.

## 12. ECOLOGICAL INFORMATION

### Ecotoxicity

Chemical Name	Fish	Waterflea	Algae
ROC 40	35.4 mg/L: 96 h rainbow trout LC50	35.4 mg/L: 48 h EC50	Not available

**Persistence and degradability**

BOD (5 day) - 137000 mg/L (full formulation), 95700 mg/L (frag. & dye removed) COD - 440000 mg/L (full formulation), 122000 mg/L (frag. & dye removed)

Expected to be potentially biodegradable

**Bioaccumulative potential**

Accumulation in organisms is not to be expected.

**Mobility in soil**

No information available

**Other adverse effects**

Do not release untreated into natural waters. No other adverse environmental effects are expected.

**13. DISPOSAL CONSIDERATIONS****Waste Disposal Method**

Dispose of in accordance with local regulations.

**Contaminated Packaging**

Empty containers should be taken for local recycling, recovery or waste disposal.

**14. TRANSPORT INFORMATION****TDG classification**

Not regulated

**15. REGULATORY INFORMATION**

All ingredients are listed on the DSL

**16. OTHER INFORMATION****Preparation Date**

15 March, 2016

**Revision Date**

not applicable

**Revision Note**

not applicable

**Disclaimer**

The information provided on this MSDS is correct to the best of our knowledge, information and belief at the date of its publication. The information given is designed only as a guide for safe handling, use, processing, storage, transportation, disposal and release and is not to be considered as a warranty or quality specification. The information relates only to the specific material designated and may not be valid for such material used in combination with any other material or in any process, unless specified in the text.

**End of SDS**



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

---

172 Ontario Street • PO Box 160 • Burk's Falls ON POA 1C0  
P 705-382-3138 • F 705-382-2273 • [www.burksfalls.net](http://www.burksfalls.net)

---

## ARBFMA Manager's Report – January 2026

---

**Date:** January 20<sup>th</sup>, 2026

### RECOMMENDATION

Accept this report as information.

### BACKGROUND

December was a very busy month. The ice rentals were lower this December than those in 2024. The Christmas break ice rentals were the same as 2024 which is encouraging for our annual Christmas ice availability. The weather played a role in the loss of facility rentals as the facility lost 10 ice rental hours in December because of severe weather.

The December Karl Crozier room rentals were slightly higher than 2024. The types of rentals included the normal monthly rentals being Seniors exercise, Friends, Bingo, and Cadets. The extra room rentals in December included 3 Christmas parties, 3 birthday parties, and the Bible Study Group.

### ANALYSIS

- 2025 overall was very positive for the facility rentals: **See listed below**
  1. The ice rentals usage increased a total of 267 hours over those used in 2024.
  2. The ice rental revenues increased by \$34,000 from those received in 2024.
  3. The Karl Crozier Room usage increased a total of 228 hours over those used in 2024.
  4. The Karl Crozier Room Revenues increased \$4,577 from those received in 2024.
  5. The total facility rentals including kitchen, hall, ice, arena floor, lobby, and dressing rooms increased 546 hour than those used in 2024.
  6. The total facility revenues including kitchen, hall, ice, arena floor, lobby, and dressing rooms increased by \$38,041 from those received in 2024.
  7. The facility rentals in 2025 were impressive and our best year yet. Staff believe the facility has reached a plateau and expect the rentals to more in line with budget predictions in 2026.

**Note:** Since 2022, which was the first year of full operations after COVID, the ice rentals requests have increased by 1031 hours, and the Karl Crozier Room rentals have increased by 425 hours.

- The facility rentals have continued to increase in 2025, which has created some facility and staffing issues.  
Most rentals are booked many months to a year in advance. Since the middle of June staff have had to deal with staff shortages due to vacation days, illness and stat. days. The increased facility rentals plus the staff shortages make staff scheduling a challenge at certain times of the month.  
**See listed below**



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

172 Ontario Street • PO Box 160 • Burk's Falls ON POA 1C0  
P 705-382-3138 • F 705-382-2273 • [www.burksfalls.net](http://www.burksfalls.net)

1. From Mid-June, which is the Ice making start up, to the end of December staff were shot-handed 19 of the total 29 weeks of operation. Through these shortages staff performed and serviced the customer base properly and professionally.
2. Recent complaints in late 2025 about facility cleanliness deflated all staff members as they feel the complaints reported were not a true reflection of the work staff perform daily. These complaints were not brought forward to arena staff at the time of the issues. Staff know that being made aware of issues in a timely manner would have allowed staff to manage the issues appropriately. The regular contracted facility customers are made aware of bringing issues forward to staff so they can be addressed and to avoid unwanted escalation of a problem.
3. The staff shortages, increased facility usage and recent complaints have forced staff to re-evaluate current the facility operations. Staff have readjusted facility booking availability, operations, and staff scheduling to assist with 3 main goals.
  - 1) Reduce times when staff are working alone.
  - 2) Allow staff to monitor the cleanliness of the facility to help reduce unwanted complaints.
  - 3) Allow staff to spend more time together to perform facility and ice maintenance.
4. The 2026 budget does address extra part time staff which will assist with the cleaning & maintenance, staff working alone on nights/weekends, and allowing the facility availability to increase for rentals.
5. Staff who work 9 shifts per pay period have requested not to change their shifts from 9-hour days to 8-hour days to service the facility needs. This was past practice to meet the needs of the facility.

- The Zamboni was serviced on the 8th of January. The mechanic found issues with the radiator and the front left wheel bearing which were addressed. The radiator was repaired temporarily to assist staff to get through the tournament weekend on the 9<sup>th</sup> and 10<sup>th</sup> of January. The radiator will be replaced between the 14<sup>th</sup> and 21<sup>st</sup> of January.
- The hot water tank for the Zamboni room was serviced on the 06<sup>th</sup> and 09<sup>th</sup> of January. This service included an internal leak in the hot water tank and a leaking water pipe in the Zamboni Room.
- The Huntsville Sting had a very busy girls tournament on the 09<sup>th</sup> and 10<sup>th</sup> of January. The tournament was well organized, and staff were thanked for everything we do for their organization.
- Upcoming tournaments include the Spartans on the 31<sup>st</sup> of January and the Ontario Over 55 games on the 11<sup>th</sup> and 12<sup>th</sup> of February.
- Staff have secured sponsorship for free Family Day & March Break public skating
- Staff have completed their training in First Aid, CPR and Defib
- Some staff will be renewing their Propane handling in 2026.

#### **FINACIAL IMPACT**

N/A

#### **HUMAN RESOURCE IMPACT**

N/A



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

---

172 Ontario Street • PO Box 160 • Burk's Falls ON POA 1C0  
P 705-382-3138 • F 705-382-2273 • [www.burksfalls.net](http://www.burksfalls.net)

**OPTIONS**

The Council accepts this report as information and discussion

*Graham Smith*

**Graham Smith RRFA/CIT  
ARBFMA Manager**



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

---

172 Ontario Street • PO Box 160 • Burk's Falls ON P0A 1C0  
P 705-382-3138 • F 705-382-2273 • [www.burksfalls.net](http://www.burksfalls.net)

---

## Garbage Bin Report - January 20<sup>th</sup>, 2026

---

### **RECOMMENDATION**

It is recommended that Council accept staff's recommendation of having an exterior garbage bin brought to the ARBFMA to help control the garbage created by the facility.

### **BACKGROUND**

Facility use has been rising quickly over the past 2 to 3 years and has doubled since 2022.

The increase in facility use means more people who create more garbage. Staff have no place to store the garbage outside until the weekly garbage pick-up. Staff have a small portable bin to move the garbage which has been overflowing weekly.

The Fire Department does not allow the garbage to be stored under the stairs, which was an old practice. This practice was unsightly, smelly and unsanitary. The overflowing garbage now sits on the cement pad by the arena stands which again is also unsightly, smelly and unsanitary. The excess indoor garbage also creates an issue for unwanted critters in the facility.

Staff have been tasked with trying to manage this issue weekly, which has created some untimely complaints which cannot be managed currently.

Staff would like to contract a company to secure a large garbage bin to be placed appropriately in the parking lot for bi-weekly garbage pick up in the winter months and every 3 to 4 weeks in the maintenance & summer months.

### **ANALYSIS**

Staff have received pricing from different sanitary waste companies used the cost of \$2,250 for 2026 for the garbage removal for the facility.

### **FINANCIAL IMPACT**

The financial impact for the facility and the budget is approximately \$2,250 for the 2026.

---

Graham Smith RRFA/CIT  
Burk's Falls Arena Manager

---



**Recreation Advisory Committee Meeting**  
**November 24, 2025, at 5:30pm, at 172 Ontario St., Council Chambers**

**Present:** Chair Councillor Ashley Brandt, Councillor Ryan Baptiste, Debbie Hope <sup>(ZOOM)</sup>, Matthew Orr, Brady Peever, Recording Secretary

**Regrets:** Diane Landstrom

**Guests:** Krista Trulsen

1. The meeting was called to order at 5:31pm by Chair Councillor A. Brandt
2. **Disclosure of Interest:** None
3. **Adoption of Previous Meeting Minutes:** N/A
4. **Old Business:**
  - a) **Tree Lighting/ Santa Skate- Final Plan**  
The Recording Secretary reported that the Committee received a donation from Burk's Falls Home Hardware consisting of a 7 ft pre-lit Christmas tree and accompanying ornaments for the event. The Recording Secretary will create event signage acknowledging the donation. The Committee reviewed all completed preparations and established the remaining tasks along with assigned responsibilities. The following items are to be completed:
    - Review existing Christmas decorations: D. Hope & K. Trulsen
    - Purchase remaining required decorations: Recording Secretary
    - Purchase candy canes for Santa and countable candy for the jar contest: Recording Secretary
    - Create letterhead for "Letters to Santa" and prepare the Wish Jar: B. PeeverAll Committee members will attend the arena between 3:30 p.m. and 6:00 p.m. on the event day to complete the setup.
  - b) **Business Decorating Contest- Update**  
The Recording Secretary shared with the Committee that local businesses are enthusiastic about the contest, with several already beginning their window displays. B. Peever and the Recording Secretary will prepare the voting survey, with voting scheduled to open on Tuesday, December 9, 2025, and close on Sunday, December 21, 2025, at 5:00 p.m. The winner will be announced on the following Monday and shared through a Facebook post and on the Village website. The Recording Secretary will also create a poster to promote the voting process to residents.
  - c) **Santa Claus Parade Float**  
The Committee discussed plans for the Village's Santa Claus Parade float. Members reviewed ideas, finalized the design elements, and confirmed the overall approach. A complete plan is now in place for the float moving forward.

**5. New Business:**

**a) Report REC- 04-2025 - Knight Brother's Park Weekend Event Rental - Camping Request (Trailers/Tents)**

The Committee reviewed Report REC-04-2025, prepared by the Recording Secretary, concerning a request from event coordinator Lucas Leggett for permission to allow camping (trailers/tents) during a weekend rental of Knight Brother's Park. Mr. Leggett has previously hosted events at the park where camping took place informally. The Committee discussed the background provided in the report, including past issues related to public camping in the park, such as clean-up concerns, property damage, and unsupervised campfires. It was noted that designated public camping areas were removed at the end of 2024 due to these ongoing challenges, and that no formal policy or by-law has ever governed camping on municipal green space. The 2026 event is scheduled for October 1-3, and in previous years approximately 8-10 trailers and a couple of tents were present. Committee members asked questions and received clarification; however, there was initial uncertainty regarding the Committee's role in making a recommendation. After discussion, the Committee agreed to recommend Option 4 to Council: Combination Approach: Approve camping for this event with specific conditions, and allow future weekend rental event camping in principle, pending the development and adoption of a formal policy and by-law governing camping on municipal property.

Moved by R. Baptiste – Seconded by B. Peever

**b) Reinstate Committee Member- Krista Trulsen**

Krista Trulsen had previously taken a leave of absence from the Committee due to a medical matter. The Committee formally welcomed Krista back to her role effective November 25, 2025.

**6. Recommendations to Council:**

**2025-13** Moved by R. Baptiste – Seconded by B. Peever

**THEREFORE, BE IT RESOLVED THAT** the Village of Burk's Falls Recreation Advisory Committee recommends the following to Council:

- Option 4 from Report REC- 04-2025 - Knight Brother's Park Weekend Event Rental - Camping Request (Trailers/Tents): Approve camping for this event with specific conditions, and allow future weekend rental event camping in principle, pending the development and adoption of a formal policy and by-law governing camping on municipal property.

**7. Attachments**

- Report REC- 04-2025 - Knight Brother's Park Weekend Event Rental - Camping Request (Trailers/Tents)

**8. Date of Next Meeting:** To be determined

**9. Meeting Adjourned:** 7:13pm

---

Chair Signature

To whom it may concern,

I am writing this email, requesting permission to allow camping on the grounds by the ball diamonds, during the rental period of October 2-4, 2026.

This rental is for a baseball/hockey tournament with both men and women divisions. I have hosted this tournament last year (2024), as well as years ago, as a fundraiser for the fire department.

Providing the opportunity to camp at the grounds is one of the attractions for teams to come to this tournament.

I am aware that no services are provided (power/water/sewer). I can give a more accurate number of expected campers closer to the date, but in 2024 there were approx 8-10 trailers and a couple tents.

Thank you, feel free to contact me for any further information or questions.

Lucas Leggett

[REDACTED]



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

172 Ontario Street Box 160 Burk's Falls ON P:705-382-3138 F:705-382-2273 [www.burksfalls.net](http://www.burksfalls.net)

**ACTION REPORT: REC-04-2025 KNIGHT BROTHER'S PARK WEEKEND EVENT RENTAL - CAMPING REQUEST (TRAILERS/TENTS)**

**TO:** Village of Burk's Falls Recreation Advisory Committee

**FROM:** Tara Schaack, Administrative Assistant

**SUBJECT:** Knight Brother's Park Weekend Event Rental - Camping Request (Trailers/Tents), Report REC-04-2025

**DATE:** November 19, 2025

**PURPOSE:**

To provide the Recreation Advisory Committee with information regarding a request from Lucas Leggett to permit camping (personal trailers and tents) on municipal green space at Knight Brother's Park during the rental period of the Puck and Ball Tournaments, and to seek direction and recommendation to Council.

**BACKGROUND:**

Knight Brother's Park previously had designated camping sites available for public use at no charge.

These sites were removed at the end of 2024 due to ongoing concerns, including:

- Clean-up issues following campers
- Damage to municipal property (grass, ruts, garbage)
- Unsupervised campfires and associated safety risks

Historically, camping for events such as the Puck and Ball Tournament occurred without formal requests or permissions. There has never been an established policy or by-law authorizing camping on municipal green space.

The Puck and Ball Tournament has operated in the Village for many years. As part of the event, the group always rents the arena for the corresponding "puck" portion of the tournament.

- Prior to recent years, the group did not pay rental fees for green space as it is a fundraiser for the Fire Department.
- In 2024, they paid \$309.74 for 1 evening and 2 days for the park rental.
- In 2024, they also paid \$1,415.05 in arena rental fees.
- The tentative 2026 arena rental estimate (subject to change) is \$2,625.68.
- The equivalent 2026 park rental would be \$368.44.

The 2026 event is scheduled to take place from October 1 to 3.

A formal request has been submitted by organizer Lucas Leggett to allow camping near the ball diamonds. In 2024, approximately 8–10 trailers and a couple of tents attended. Lucas has noted that not being able to continue the previous practice of on-site camping could present challenges for the event, as camping is a key draw for some teams, who may need to explore alternative options elsewhere.

**ANALYSIS:**

Allowing temporary camping for the Puck and Ball Tournament presents both benefits and operational considerations. This event has a long history in the Village, consistently draws participants, and contributes positively to both recreation programming and municipal revenue.

Event and Community Benefits

- Enhances event participation: On-site camping is a key draw for teams and contributes to the overall success of the tournament.
- Supports local economy: Participants typically purchase food, fuel, and supplies locally, providing indirect economic benefit.
- Predictable structure: Formalizing a camping option provides clarity for staff and organizers and avoids informal or unauthorized overnight stays.
- Insurance already in place: Weekend rental users already provide event insurance naming the Village as a third party, ensuring base coverage is in place.

#### Operational Considerations

- Garbage and sanitation: Waste collection, bathroom cleaning, and post-event inspections are already required after tournaments; camping may increase waste volume but does not introduce new responsibilities.
- Washroom access: A clear decision is needed on overnight access. Locking Village washrooms would shift campers to outhouse use; keeping washrooms open increases cleaning needs.
- Ground protection: Trailer placement must be controlled to reduce the risk of ruts or damage. A designated area and damage deposit can help mitigate concerns.
- Fire safety: Clear rules—such as prohibiting open fires—are necessary, as past issues involved unsupervised campfires.

#### Equity, Policy, and Liability

- Consistency and fairness: A formal policy ensures that all weekend renters have equal access to the same opportunities.
- Liability considerations: Camping introduces risks that need to be clearly defined, but a structured policy, insurance requirements, and damage deposits can effectively manage them.
- Unauthorized camping risk: Without an approved process, there is a higher chance of informal overnight stays, creating liability and enforcement challenges.
- Policy gap: The Village currently lacks a Camping on Municipal Property Policy or By-law, limiting the ability to regulate, set expectations, charge fees, or enforce rules consistently.

#### **FINANCIAL IMPACT:**

- Potential increased revenue from green space rentals.
- Staff time for inspection, clean-up, bathroom servicing, and waste removal; camping may slightly increase these requirements.
- Administrative time required to draft a Camping on Municipal Property Policy and associated By-law, including research, consultations, and approvals.
- Potential turf damage not covered by a deposit, which could occur due to weather conditions, high traffic, or incidental use during the event.
- Future policy may require a damage deposit or camping fee to offset risks.

#### **HUMAN RESOURCE IMPACT:**

Weekend tournaments already require staff time for:

- Pre-event site preparation
- Bathroom cleaning (potentially multiple times)
- Waste collection
- Post-event grounds inspections

Allowing camping may slightly increase waste volume or inspection needs, but overall these tasks remain consistent with normal event operations.

Additional administrative time will be required to draft a Camping on Municipal Property Policy and associated By-law, issue permits, and ensure compliance with any new rules.

**ENVIRONMENTAL IMPACT:**

- Risk of ground damage from trailers and tents.
- Increased waste and potential litter.
- Fire risk if campfires are not restricted and controlled.

**OPTIONS:**

1. Status quo – Continue the practice established in January 2025, with no camping permitted on municipal green space.
2. Approve camping for this event only, subject to conditions such as a designated camping area, damage deposit, prohibition of campfires, waste management responsibilities, and defined washroom access.
3. Approve camping for future weekend rental events in principle, with final approval deferred until a formal Camping on Municipal Property Policy and associated By-law are developed and adopted.
4. Combination approach – Approve camping for this event with conditions, and allow future weekend rental events in principle, pending development and adoption of a formal policy and by-law.

**RECOMMENDATION:**

THAT the Recreation Advisory Committee receive Report REC-04-2025, dated November 19, 2025, entitled Knight Brother's Park Weekend Event Rental - Camping Request (Trailers/Tents), for information; AND THAT the Committee recommend to Council an option.



## Rural Youth Group Committee Meeting

January 12, 2026, at 5:30pm at 136 Yonge Street, Burk's Falls

Present: Chair Barry Burton, Mayor Chris Hope (Zoom), Jeannette Godfrey (Zoom), Corrine Penstone (Zoom), Recording Secretary

Guests: None

Regrets: Ashley Brandt, Mary Thomson

Delegations: None

1. The meeting was called to order at 5:35 pm by Chair B. Burton

2. **Land Acknowledgement:**

C. Penstone provided the Land Acknowledgement for the Committee.

3. **Disclosure of Interest:**

None

4. **Acceptance of the Agenda:**

Moved by C. Hope - Seconded by C. Penstone

THEREFORE, BE IT RESOLVED THAT the Rural Youth Group approves the agenda of the meeting of January 12, 2026.

Carried.

5. **Adoption of Previous Meeting Minutes:**

Moved by J. Godfrey - Seconded by C. Penstone

THEREFORE, BE IT RESOLVED THAT the Rural Youth Group approves the minutes of the meeting held on December 1, 2025.

Carried.

6. **Old Business:**

**a. Results of Council Meeting December 15, 2025**

A copy of the resolution was sent to members by email. C. Penstone will draft the 10-15 Facebook posts, send to the committee for approval and finally to the Recording Secretary for municipal approval.

**b. Hire Youth Coordinator**

J. Godfrey provided the committee with a list of candidates and corresponding resumes prior to the meeting. Ten interviews will be conducted. The interview panel will consist of J. Godfrey and C. Penstone. J. Godfrey will coordinate with the Recording Secretary to book interview space over the next two weeks.

The committee will discuss candidate selection at its next meeting in closed session. Once a decision is made, the committee will forward its recommendation to Council for final approval. A tentative start date of April was discussed to align with lease negotiations. The selected candidate will be required to complete a Criminal Reference Check, including a Vulnerable Sector Screen. This process may take six weeks or longer.

**c. Facility Rental**

Mayor C. Hope and Chair B. Burton are in discussions with a potential landlord and will arrange a plumber and electrician to provide cost estimates. The Recording Secretary reminded the committee that the Fire Prevention Officer and the Village's AODA Committee will be required to inspect the space and identify any applicable requirements. The committee will arrange these inspections. A realistic target date for opening the centre, as discussed, is April.

The committee also discussed the importance of identifying a contingency ("plan b") location should the proposed space not proceed.

**d. Financial Update**

The committee's account balance is \$40,368.72. Expenses to date include a reimbursement to the former Chair for printing costs in the amount of \$127.61 and administrative support provided by the Recording Secretary for meetings during the year, totalling \$995.93.

With respect to the administrative support expense, the committee expressed that it does not wish to absorb this cost. The Recording Secretary explained that, as proposed originally, the Rural Youth Group was not intended to result in any costs to ratepayers. Mayor C. Hope will speak with the CAO-Clerk to explore potential options. Chair B. Burton will draft a letter to the Mayors of Armour, Ryerson, and Burk's Falls requesting financial support to offset the Recording Secretary's wages.

The committee discussed the need to issue a call for sponsors. Mayor C. Hope agreed to lead this effort however requested that the committee provide a list of potential sponsors, along with a copy of the letter used during the group's initial sponsorship outreach.

The Recording Secretary advised that the Northern Ontario Heritage Fund Corporation (NOHFC) is hosting an upcoming grant webinar. One session relates to internships however, in past programs, candidates were required to be hired after approval rather than prior to application. Committee members are encouraged to attend. The Recording Secretary will circulate the webinar flyer.

**e. Short Term Initiatives**

- The committee discussed the need to recruit additional volunteers, including identifying a committee member to focus on fundraising efforts.
- Chair B. Burton and Mayor C. Hope will obtain quotes for washroom renovations and electrical work for the potential space. These will be presented for review at the next meeting.
- The committee identified a need for at least eight volunteers to commit four hours per month. Members are currently aware of three potential volunteers.

**f. Update Youth Centre To Do List**

Chair B. Burton was unable to locate the list of potential volunteers on the memory stick and will review the hard copy files.

Chair B. Burton will provide the Mayor with a list of potential grant opportunities and deadlines the committee wishes to pursue. Mayor C. Hope will discuss these opportunities with the CAO-Clerk.

J. Godfrey and the Chair will further assess the centre's computer needs and obtain a quote.

The Recording Secretary raised the topic of centre policy and procedure development. The committee indicated that this responsibility will be a part of the Youth Coordinator's role.

The committee inquired about the possibility of being included in the Village's internet service package. Mayor C. Hope will explore this option.

**g. Naming of the Centre**

The committee shared the following proposed names for the Youth Centre:

- Riverside Youth Centre
- Open Room
- Youth Room
- Base Youth Hub
- The Hangar
- The Hub Youth Centre

Committee members were asked to consider these options over the coming month and be prepared to discuss and select a preferred name at the next meeting.

**7. New Business**

**a. Advertising Costs- GNA**

The Chair obtained advertising pricing from the GNA however, due to the number of candidates received for the position, it was determined that further advertising is not required at this time.

**Other**

Chair B. Burton is to provide a copy of the donation letter to C. Penstone to share with potential donors.

**8. Recommendations to Council**

None

**9. Date of Next Meeting: Feb 9, 2026, at 5:30 pm**

**10. Meeting adjourned at 6:30 pm. Moved by C. Penstone- Seconded by J. Godfrey**

---

Signature of Chair



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

---

172 Ontario Street • PO Box 160 • Burk's Falls ON POA 1C0  
P 705-382-3138 • F 705-382-2273 • [www.burksfalls.net](http://www.burksfalls.net)

## **2026 Draft Budget – January 20, 2026**

### **RECOMMENDATION**

That the preliminary 2026 Draft Budget Report be received for information.

### **BACKGROUND:**

The 2026 draft budget has been prepared with a 4% general tax revenue increase, which represents an additional \$65,547 in taxation revenue. Each 1% increase to the tax revenue will generate approximately \$15,630 in additional tax revenue.

The Local Hospital share, which is a separate tax rate, will generate approximately \$15,600 for the Village's 2026 contribution. These monies are placed into a reserve.

### **ANALYSIS:**

The following information sets out a number of factors that are affecting the 2026 Budget:

#### 2026 Assessment

Property assessments in 2026 are once again frozen. The only increase in assessment is the result of new builds or changes to the property that results in an increase or decrease to the assessed value. This year there is an increase in assessment of \$1,443,600.

The following is a chart setting out a comparison of the 2025 and 2026 assessment.

<b>2025 Total Assessment</b>	<b>2026 Total Assessment</b>
\$97,160,200	\$98,603,800

Municipal Tax Increase based on a \$100,000 assessment value:

2025	\$1,827.10
3%	\$1,881.91
4%	\$1,900.18
5%	\$1,918.45

\$54.81 increase  
\$73.08 increase  
\$91.35 increase

2026 School Board tax rates are expected to remain the same as in 2025.



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

172 Ontario Street • PO Box 160 • Burk's Falls ON POA 1C0  
P 705-382-3138 • F 705-382-2273 • [www.burksfalls.net](http://www.burksfalls.net)

**2026 Non-Discretionary Levies**

The following levies represent cost sharing agreements to fund services provided to the Village of Burk's Falls:

	<b>2025</b>	<b>2026</b>
Municipal Property Assessment Corporation	\$15,161	\$15,991
Ontario Provincial Police	\$262,751	\$291,654
EMS Land Ambulance	\$30,245	\$30,245
North Bay Parry Sound Health Unit	\$31,118	\$31,118
DSSAB	\$38,110	\$40,763
Eastholme Home for the Aged	<u>\$32,187</u>	<u>\$32,187</u>
<b>Total</b>	<b>\$409,572</b>	<b>\$441,958</b>

The highlighted figures in 2026 are the levies that we have not yet received.

<b><u>2026 Shared Services</u></b>	<b>2025</b>	<b>2026</b>	
Fire Department	\$159,991	\$188,582	17% increase
Regional Training Officer	\$4,771	\$4,885	2% increase
Landfill	\$59,419	\$57,602	3% decrease
Arena	\$162,872	\$183,303	12% increase
Library	<u>\$77,154</u>	<u>\$62,705</u>	23% decrease
<b>Total</b>	<b>\$464,207</b>	<b>\$497,077</b>	

Total Shared Services represents a \$32,870 increase from 2025.

**2025 Year End Surplus**

The forecasted 2025 year end results are not yet finalized. The annual audit is scheduled for late March. This draft budget includes an estimate surplus of \$98,860.

**2026 Capital**

The preliminary 2026 Capital Budget includes water meter upgrades, digital sign board, resurfacing Elm Street, guardrail end treatments, sidewalk repair, sewer rehabilitation, Yonge Street rehabilitation, AHHC fire pump controller, Arena compressor replacement, and Theatre lobby upgrades.



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

---

172 Ontario Street • PO Box 160 • Burk's Falls ON POA 1C0  
P 705-382-3138 • F 705-382-2273 • [www.burksfalls.net](http://www.burksfalls.net)

2026 Forecast Revenues

The Canada Community-Building Grant, and the OCIF formula based funding are sustainable revenues that are used for capital purposes, and in 2026 these funds may be utilized for the portion of the Yonge Street Rehabilitation. Project cost estimates are expected in late January/early February.

The following funding applications have been completed:

Canada Summer Jobs-summer students	\$5,500	- pending approval
Summer Experience Program-summer students	\$19,140	- pending approval
Community Preparedness-digital sign board	\$45,000	-pending approval
ROD funding-strategic plan	\$10,000	-pending approval

2026 Forecast Reserves

The forecasted 2025 year-end reserve balance (attached) resulted in a closing balance of \$1,865,021. With the proposed transfers of reserves in 2026 the balance would be increased by \$348,088. Proposed 2026 balance \$2,213,109.

**CONCLUSION:**

The 2026 Draft Budget Report is provided to allow Council a look at some of the expected costs that the Village is facing in 2026. There are still several unknowns at this time.

**Respectfully Submitted by**

**Tammy Wylie  
Treasurer**

**VILLAGE OF BURK'S FALLS  
RESERVE SCHEDULE**

	<b>RESERVES &amp; DEFERRED REVENUES</b>	<b>BALANCE AT DECEMBER 31, 2025</b>	<b>2026 TRANSFER FROM RESERVES</b>	<b>2026 TRANSFER TO RESERVES</b>	<b>2026 PROJECTED BALANCE</b>
13-201	DEFERRED REVENUE-GAS TAX	255,437		62,684	318,121
	DEFERRED REVENUE-OCIF FORMULA BASED FUND	856,098	225,794	259,839	890,143
13-203	DEFERRED REVENUE-NORDS FUNDING	59,302			59,302
13-205	DEFERRED REVENUE-CANNABIS FUNDING	10,503			10,503
	<b>TOTAL DEFERRED REVENUES</b>	<b>1,181,340</b>	<b>225,794</b>	<b>322,523</b>	<b>1,278,069</b>
13-311	WORKING FUND RESERVE	162,834			162,834
13-202	PARKLAND RESERVE	3,280			3,280
13-311-1	INFRASTRUCTURE GENERAL RESERVE	94,394			94,394
13-312	GENERAL GOVERNMENT RESERVE	13,035			13,035
13-312-1	SERVER RESERVE	10,000		5,000	15,000
13-313	WATER RESERVE	403,883			403,883
13-313-1	WATER RESERVE-PUMPS	88,801		50,000	138,801
13-313-2	SEWER RESERVE	20,000			20,000
13-313-3	MANGANESE TREATMENT RESERVE	60,000		20,000	80,000
13-314	HAZARDOUS WASTE RESERVE	8,000			8,000
13-315	FIRE RESERVE	44,148		14,000	58,148
13-315-1	BURN BUILDING RESERVE	15,799			15,799
13-316	ROADS RESERVE	117,046		20,000	137,046
13-316-1	TRACTOR REPLACEMENT RESERVE	0		5,000	5,000
13-316-2	TRUCK REPLACEMENT RESERVE	20,000		10,000	30,000
13-316-3	BUCKET TRUCK REPLACEMENT	0		25,000	25,000
13-317	LANDFILL RESERVE	178,338		8,500	186,838
13-319	ARENA RESERVE	80,004		9,000	89,004
13-320	STEERING COMMITTEE RESERVE	240			240
13-321	PLAYGROUND RESERVE	32,075		2,500	34,575
13-321-1	MOWER RESERVE	10,000		5,000	15,000
13-324	WALKING BRIDGE RESERVE	104,790		50,000	154,790
13-325	COMMUNITY BUS RESERVE	17,563			17,563
13-326	RECREATION PROGRAMS RESERVE	995			995
13-330	DOG PARK RESERVE	375		375	750
13-327	COMMUNITY IMPROVEMENT PLAN RESERVE	114,477			114,477
13-329	WATERFRONT DEVELOPMENT RESERVE	120,000			120,000
13-330	Strategic Plan Reserve			10,000	10,000
13-331	Capacity Study Reserve			25,000	25,000
13-333	LIBRARY BUILDING RESERVE	14,258		3,113	17,371
13-335	GEN GOVT - INTEGRITY COMMISSIONER	30,000		10,000	40,000
13-336	LOCAL SHARE - NEW HOSPITALS	45,886		15,600	61,486
13-350	HEALTH CENTRE RESERVE	54,800		60,000	114,800
	<b>TOTAL RESERVES</b>	<b>1,865,021</b>	<b>0</b>	<b>348,088</b>	<b>2,213,109</b>

**2026 DRAFT BUDGET**  
**January 20, 2026**

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
<b>Taxation &amp; Payments in Lieu</b>									
14-310	General Levy	1,628,497	4% tax levy increase	1,562,950	1,597,657	-34,707	1,502,837	1,434,370	1,391,153
14-310	Supplementaries-Estimated	10,000		10,000	10,000	0			
15-210	Payments-in-Lieu	20,000		18,551	18,255	296	17,673	18,551	18,568
15-230	Grant in Lieu-Power Dam	7,658		7,658	7,658	0	7,658	7,658	7,658
15-231	Special Levy-Local Hospital Share	15,600		15,000	15,626	-626	15,262	15,172	
15-250	PIL-Railway ROW	1,449		1,449	1,449	0	1,449	1,449	
14-110	Education Taxes-English Public	173,774		168,798	171,316	-2,518	168,537	166,398	166,848
14-111	Education Taxes-French Public	9,343		9,652	9,325	327	9,597	10,020	9,418
14-210	Education Taxes-English Separate	21,672		23,728	21,793	1,935	23,574	23,380	22,967
14-211	Education Taxes-French Separate	23,497		21,236	23,455	-2,219	21,109	21,554	22,809
<b>Total Taxation &amp; Payments in Lieu</b>		<b>1,911,490</b>		<b>1,839,022</b>	<b>1,866,534</b>	<b>-27,512</b>	<b>1,767,696</b>	<b>1,698,552</b>	<b>1,639,421</b>
<b>Revenues-Water &amp; Wastewater</b>									
15-100	Water Billings-Burk's Falls	302,087	2.5% utilities rate increase	294,719	295,551	-832	287,531	277,293	275,397
15-120	Water Service Surcharge	80,000		80,000	80,327	-327	79,677	78,885	77,573
15-125	Water Connections & Services	20,000		20,000	21,315	-1,315	11,822	15,409	10,996
15-130	Water Billings-Armour	32,974		31,270	29,610	1,660	30,508	27,724	25,440
15-150	Sewer Billings	268,733		262,179	273,873	-11,694	243,620	249,546	244,230
15-517	OCIF Formula Based Grant	258,569	sewer rehab	20,000	26,716	-6,716	120,453	96,723	
15-517	OCIF Formula Based Grant			518,900					
15-535	Gas Tax (Water)			130,000			130,000		
15-791	From Reserve								
<b>Total Revenues-Water &amp; Wastewater</b>		<b>962,363</b>		<b>1,357,068</b>	<b>727,392</b>	<b>629,676</b>	<b>773,611</b>	<b>745,580</b>	<b>633,636</b>
<b>Revenues-General Government</b>									
15-310	General Government-Miscellaneous	6,000		5,000	6,827	-1,827	24,944	38,358	-33,801
15-310	General Government-Miscellaneous	18,940	WSIB surplus	16,215	16,215	0			
15-311	RV Dumping Station	750		750	755	-5	770	400	
15-325	Provincial Offences	3,000		3,000		3,000	1,324	2,808	1,570
15-326	Correctional Services Transport	700		656	617	39	497	491	164
15-327	Policing Revenue	3,000		3,000	2,351	649	2,035	2,527	1,467
15-330	By-law Fines	1,300		800	1,125	-325	400	50	35
15-370	Arena Fundraising-Zamboni, Timeclock						140	121	
15-380	Park Donations & Parkland Use Fund							200	
15-381	Planning/Severances/Zoning	5,000		5,000		5,000		1,550	4,000
15-384	Roads Revenue	2,500		2,500	1,358	1,142			
15-385	Community Bus								2,045
15-790	Transfer from Reserve								11,615
15-402	Provincial Gov't-Unconditional Grants								4,419
15-501	Ontario Municipal Partnership Fund	742,400		669,300	669,300	0	608,100	577,000	577,000
15-503	Stewardship Ontario						20,945	21,158	18,530
15-503-1	Circular Materials	300	funding for newsletters	300	272	28			
15-504	NOHFC Grant - Intern						18,601	15,481	
15-536	Gas Tax Revenue-Roads							41,640	28,493
15-720	Licenses & Permits	2,800		2,200	3,120	-920	1,554	2,384	2,243

**2026 DRAFT BUDGET**  
**January 20, 2026**

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
15-721	Garbage Tags	2,000		2,000	2,384		1,919	1,385	2,361
15-722	Food Cycler							278	790
15-725	Aggregate Resource Royalty	1,000		1,000	500	500	478		
15-730	Rentals	12,000	Library, Upstairs Office	12,000	6,963	5,037	9,236	10,605	8,304
15-750	Current Interest & Penalties	40,000		40,000	34,491	5,509	32,197	36,489	33,272
15-760	Interest Income (General Account)	65,000		65,000	42,867	22,133	54,349	52,960	17,023
15-761	Interest Income (Elevator Loan)		Loan will be paid in full November 2025	342	342	0	1,066	1,757	177
15-762	Interest Income (Manor Debenture)	52,416		53,261	53,261	0	54,084	54,885	
15-770	Sales	5,000		5,000		5,000	77,699	15,319	26,899
15-775	General Municipal Donations								200
15-780	Lakeland Holdings Dividends	66,800		66,800	66,800	0	66,800	66,800	66,800
15-790	Transfer from Reserve-General						170,252		42,085
15-795	Prior Years Surplus	98,860	2025 Surplus estimate	244,533		244,533	140,834	294,901	405,145
15-816	NOHFC Grant-Dock Capital Project								92,833
15-817	Cannabis Implementation Fund						8,233		
15-820	Kawartha Market Initiative-FedNOR								15,784
15-820	Kawartha Market Initiative-NOHFC								12,127
15-821	Welcome Centre Rent Revenue	12,500		10,768	9,601		6,435	4,680	
15-790	Transfer from Reserve		Asset Management Plan	30,000	28,949	1,051	35,038	110,243	
15-790	Transfer from Reserve		Asbestos Survey in 2024				15,768		36,032
15-790	Transfer from Reserve		Compensation Review	20,000	13,496				
15-825	Canada Summer Jobs	5,500	summer student grant	5,504		5,504			1,817
15-826	Summer Experience Program	19,140	summer student grant	22,446		22,446	2,971	2,300	1,813
15-876	Driftscape Revenue								100
<b>Total Revenues-General Government</b>		<b>1,166,906</b>		<b>1,287,375</b>	<b>961,594</b>	<b>325,781</b>	<b>1,359,065</b>	<b>1,356,770</b>	<b>1,381,342</b>
<b>Revenues-Arena</b>									
15-3722	Arena Revenue-Ice & Floor Rentals	174,182		150,150	194,934	-44,784	159,374	128,648	82,543
15-3723	Arena Revenue-Public Skating			3,650	205	3,445	1,827	6,920	2,052
15-3724	Arena Revenue-Hall Rentals	10,000		8,250	13,335	-5,085	8,745	8,614	7,550
15-3725	Arena Revenue-Sign Rentals	9,250		8,850	8,134	716	3,321	1,801	2,342
15-3726	Arena Revenue-Skate Sharpening			1,350	130	1,220	87	1,382	266
15-3727	Arena Donations	500		300	1,095	-795	500	500	800
15-3728	Arena Revenue-Snack Booth	35,250		28,500	25,117	3,383	31,818	27,348	6,654
15-3729	Arena Revenue-Other Revenue				2,239				3,000
15-672	Armour Arena Contribution	183,303		162,872	162,872	0	138,299	123,014	114,514
15-672-1	Ryerson Arena Contribution	183,303		162,872	162,872	0	138,299	123,014	114,514
<b>Total Revenues-Arena</b>		<b>595,788</b>		<b>526,794</b>	<b>570,933</b>	<b>-44,139</b>	<b>482,270</b>	<b>421,241</b>	<b>334,235</b>
<b>Revenues-Recreation &amp; Cultural Programs</b>									
15-373-1	Recreation-Other Programs	1,993		1,200	1,155	45	369	40	533
15-373	Recreation-Travel Baseball			700	687				
15-375	Recreation-Baseball & Soccer	8,158		11,390	7,983	3,407	9,213	7,697	6,027
15-375-1	Recreation-Ball Diamond Rentals	2,500		3,000	2,207	793	310		105
15-375-2	Recreation-Ball Field Advertising	450			450				
15-377	Recreation Donations						3,380		340
15-400	Canada Day Grant	2,000		1,970	1,970	0	1,560	500	500
15-374	Theatre Revenues	30,000		30,000	16,033	13,967	26,853	30,596	25,313
15-376	Theatre Donations/Sponsors	2,250			372	-372			26
15-391	Youth Group	20,000		20,000	41,392	-21,392			
15-874	Winter Carnival Revenue			920	920	0			
15-875	Special Events Revenue	10,570		9,740	6,639	3,101	7,124	1,076	3,060
<b>Total Revenues-Recreation &amp; Cultural Programs</b>		<b>77,921</b>		<b>78,920</b>	<b>79,808</b>	<b>-888</b>	<b>48,809</b>	<b>39,909</b>	<b>35,904</b>

**2026 DRAFT BUDGET**  
**January 20, 2026**

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
<b>Revenues-Health Centre</b>									
15-540	Health Centre Rental Revenue	144,000		141,138	123,839	17,299	205,219	113,409	160,945
15-543	Health Centre-Donations	500		500	500	0	475	517	1,876
15-544	Health Centre-Other Revenue	1,000		1,000	486	514	3,232	4,513	4,459
15-545	Municipal Contributions	20,000		45,000	22,425	22,575	47,220	16,117	45,263
15-546	Physician Recruitment-Municipalities							6,290	
<b>Total Revenues-Health Centre</b>		<b>165,500</b>		<b>187,638</b>	<b>146,750</b>	<b>40,888</b>	<b>256,146</b>	<b>140,846</b>	<b>212,543</b>
<b>Revenues-Medical Building</b>									
15-540-1	Medical Building Rental Revenue	97,700		95,785	81,368			55,466	
15-540-2	Shared Service Property Maintenance	22,800							
15-543	Medical Building-Donations								
<b>Total Revenues-Health Centre</b>		<b>120,500</b>		<b>95,785</b>	<b>81,368</b>	<b>14,417</b>	<b>0</b>	<b>55,466</b>	<b>0</b>
<b>Revenues-Capital Projects</b>									
15-790	Transfer From Reserve-Tractor		tractor purchase	5,000	5,000	0			
15-790	Transfer from Reserve-PW Garage Addition							24,000	
15-790	Transfer from Reserve-Burn Building			5,720					
15-507	Field of Dreams Grant						50,000		
15-790	Transfer from Reserve-ball diamond					27,332			
15-508	ICIP Grant-Yonge Street Rehabilitation				22,895			-52,493	69,431
15-508-1	ICIP Grant-COVID-19 Resilience		washroom renovations	67,650	67,650	0			27,800
15-508-2	Community Emergency Preparedness Grant	45,000	Digital Sign Board						
15-509-4	ROD Funding	10,000	strategic plan						
15-509	OCIF Formula Based Funding-Roads	67,000	to offset Elm St resurface, guardrail end treatments, funeral home sidewalk	50,000	72,392	-22,392		13,546	
15-509	OCIF Formula Based Funding-Roads		Ontario Street sidewalk repair				10,278		
15-509	OCIF Formula Based Funding-Roads	21,225							
15-511	NORDS Fund		Victoria & Ontario Street Resurfacing	347,805	285,503				
15-568	Explorer's Edge Funding		banners	1,500	1,509				
15-569	NECO Funding		Theatre Countertops	1,500	1,500			10,000	
<b>Total Revenues-Capital Projects</b>		<b>143,225</b>		<b>479,175</b>	<b>456,449</b>	<b>22,726</b>	<b>87,610</b>	<b>-38,947</b>	<b>131,231</b>
<b>TOTAL REVENUES</b>		<b>5,143,693</b>		<b>5,851,777</b>	<b>4,890,828</b>	<b>960,949</b>	<b>4,775,207</b>	<b>4,419,417</b>	<b>4,368,312</b>

**2026 DRAFT BUDGET**  
January 20, 2026

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
<b>Expenditures-General Government</b>									
<b>Council</b>									
16-111	Council Remuneration	69,200		65,340	57,783	7,557	62,404	62,404	65,602
16-114	Council Materials	12,000	Conferences/meeting expenses	12,000	3,981	8,019	5,032	4,245	3,996
<b>Administration</b>									
16-121	Administration Wages & Benefits	479,750	as per wage calculation	455,000	471,634	-16,634	441,246	376,778	341,577
16-124-1	Special Legal Fees	11,000		11,000	14,068	-3,068	10,716	4,352	5,880
16-124-2	Covid Related Expenses								6,690
16-124-3	Insurance Claim-Office Entrance								125,117
16-124-4	Insurance Claim-Network								4,052
16-124-5	Insurance Claim-Welcome Centre								20,034
16-124-11	Office Telephone	1,650		1,650	2,589	-939	1,779	992	930
16-124-12	Office Natural Gas	4,350		4,350	2,677	1,673	2,824	4,159	4,100
16-124-13	Office Hydro	3,000		3,000	2,897	103	2,604	2,467	2,448
16-124-14	Office Internet	1,700		1,700	1,429	271	1,514	1,388	1,640
16-124-15	Memberships	4,000		4,000	3,940	60	3,595	3,325	3,523
16-124-16	Website Maintenance	2,000	training/hosting fees	2,000	890	1,110	562	543	486
16-124-17	Computers & Support	28,000		28,000	30,498	-2,498	25,503	27,980	23,691
16-124-18	Office Supplies	20,000	includes new projector \$2,500 & 8 Council chairs \$2,500	15,000	13,576	1,424	15,834	13,693	15,982
16-124-19	Seminars & Workshops	8,500		8,500	4,768	3,732	3,889	5,478	8,942
16-124-20	Advertising	1,000		1,000	1,235	-235	1,018	2,964	1,742
16-124-21	Property Taxes	1,590	Village of Burk's Falls (Fowler land)	1,590	1,624	-34	1,567	1,512	1,872
16-124-22	Honorariums	75	\$75/volunteer	100	75	25	75	75	225
16-124-23	Building Maintenance	8,000	includes \$2,850 repair broken pipe	8,000	2,659	5,341	4,332	1,993	4,447
16-125-1	Office Cleaning Contract						1,119	4,884	4,884
16-126	Financing Expenses-Bank Charges	5,500		5,500	3,280	2,220	6,067	3,723	3,360
16-128	Assessment Services	15,991		15,499	15,499	0	15,161	15,070	15,230
16-129	Tax Write-Offs	2,000		2,000	3,034	-1,034	1,047	3,651	925
16-132	Insurance	46,358		46,358	47,526	-1,168	51,823	47,715	43,576
16-133	Election	10,000	Election & share of Joint Audit Compliance remuneration	2,500	573	1,927	125	144	4,589
16-135	Contract-Corporate Management	5,000	Integrity Commissioner	5,000	1,030	3,970		3,478	1,326
16-136	Audit & Legal Fees	50,000	estimated for 2026	50,000	52,770	-2,770	43,849	38,875	32,539
16-137	Transfer to General Government Reserves								
16-137	Transfer to General Government Reserves	10,000	Integrity Commissioner reserve	10,000	10,000	0	10,000	10,000	
16-138	Transfer to Reserve-Server Replacement	5,000		5,000	5,000	0	5,000		
16-144	Intern		one year intern - offset by NOHFC grant				24,993	21,229	
16-145	Capital Asset Planning	5,000	consultant fees to update asset mgmt plan	30,000	28,949	1,051	35,038	729	590
16-146	Asbestos Survey						15,768		
16-147	Capital-Washroom Renovations & Generator		ICIP Covid Resilience Grant	67,650	85,441	-17,791		168	28,289
16-147-1	Capital-Asbestos Abatement	5,500		5,500		5,500			
16-147-2	Capital-Furnace Replacement			7,900	9,291	-1,391			
16-152	Compensation Review			25,000	13,496	11,504			
16-158	Donations	4,500		4,500	2,430	2,070	2,504	2,716	1,491
16-159	Transfer to Reserve-Local Share Commitment	15,600	Commitment to Huntsville & Bracebridge new hospitals	15,000	15,626	-626	15,261	15,000	
<b>Total Expenses-General Government</b>		<b>836,264</b>		<b>919,637</b>	<b>910,268</b>	<b>9,369</b>	<b>812,249</b>	<b>701,764</b>	<b>759,741</b>

**2026 DRAFT BUDGET**  
**January 20, 2026**

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
<b>Expenditures-Protection to Persons</b>									
16-213	Regional Training Officer	4,885		4,771	4,771	0	4,877	4,771	4,771
16-214	Fire Department	188,582		158,261	159,991	-1,730	352,661	127,190	196,577
16-2141	Fire Hydrants	1,000		1,000	1,000	0	733	230	
16-2142	Nelson Pumphouse Wages	2,000		2,000	1,165	835	1,171	8,909	1,469
16-2143	Transfer to Reserves-Fire	14,000		14,000	14,000	0	13,741	10,042	4,486
16-2143	Transfer to Reserves-Fire (Surplus)						16,407	10,580	13,307
16-2143	Transfer to Reserves-Pumper Truck							30,000	
16-2143-1	Burn Building			10,079	10,079	0	5,720		
16-2144	Pumphouse Materials	8,500		6,500	8,859	-2,359	6,546	166,914	19,461
16-2145	Pumphouse Contract	500		500	500	0			
16-2145-1	Capital-Asbestos Abatement	5,000		5,000	5,000	0			
16-220	Policing Contract	291,654		262,751	240,856	21,895	259,212	290,195	235,859
16-221	OPP Detachment Board	700	insurance,programming,association fee	700	550	150			
16-241	Building Inspector								
16-244	By-law Enforcement	30,000	BLEO & OSPCA	28,500	23,420	5,080	21,390	25,473	21,688
16-244-1	By-law Enforcement-Vehicle Purchase		shared cost with South River & Strong				8,233		
16-248	Communication Tower	110		110	110	0			
16-251	Crossing Guards Wages	8,000		5,800	5,790	10	5,681	5,509	5,335
16-264	Emergency Measures-Materials	3,500		3,500	944	2,556	912	1,021	1,295
16-265	Emergency Measures-Contract	4,800		4,800	4,998	-198	542	824	
16-265-1	Emergency Measures-Capital	45,000	Digital Sign Board	600	600	0			
16-266	911 Civic Addressing	600		600	600	0	37	1,469	
<b>Total Expenses-Protection to Persons</b>		<b>608,831</b>		<b>508,872</b>	<b>475,423</b>	<b>33,449</b>	<b>697,826</b>	<b>681,695</b>	<b>505,717</b>
<b>Expenditures-Transportation Services</b>									
16-311-7	Road Wages	130,960		133,300	116,635	16,665	111,920	112,204	94,541
16-3140-1	Armstrong Bridge Rehabilitation 2019/2020							1,539	452
16-3141	Materials & Services-Bridges & Culverts	10,000	Bridge Study	25,000	13,552	11,448	18,513	11,309	25,905
16-3142	Materials & Services-Roadside Maintenance	14,000	Various including ditching, roadside mowing, catchbasin repairs, cleaning	14,000	4,905	9,095	3,931	7,828	13,045
16-3142-1	Ontario Street Sidewalk Repair						10,278		
16-3142-3	Yonge Street Reconstruction		Tender is out - closes Dec 10	347,805	26,343	321,462			32,483
16-3142-4	Capital-Micro-Sealing							41,640	28,493
16-3142-5	Capital-Huston St Sidewalk			50,000	72,392				
16-314-26	Capital-Resurface Victoria Street				145,406				
16-314-27	Capital-Resurface Ontario Street				140,097				
16-314-28	Capital-Chipper for Tractor	5,000							
16-314-29	Capital-Guardrail End Treatments	30,000							
16-314-30	Capital-Resurface Elm Street	24,000							
16-314-31	Capital-Funeral Home Sidewalk	13,000							
16-3143	Materials & Services-Hardtop Maintenance	36,000	Sweeping, line painting, cold mix, recycled asphalt	36,000	34,988	1,012	36,299	46,144	36,627
16-3144	Materials & Services-Loosetop Maintenance	9,000	calcium, grading	9,000	1,282	7,718	8,198	641	1,470
16-3145	Materials-Winter Sand	38,000	winter sand/salt + OGRA winter monitoring application	35,000	43,510	-8,510	43,077	28,757	22,574
16-3145-1	Contract-Winter Control	80,000	snow removal contract	80,000	66,608	13,392	52,346	51,733	62,997
16-3146	Materials & Services-Safety Devices	6,500		6,500	4,913	1,587	8,548	7,251	1,879
16-3147	Materials & Services-Roads	15,000	vehicle expenses/fuel/AORS certification	15,000	1,680	13,320	1,884	16,069	8,806
16-3149	CNR Signal Maintenance	8,700	monthly road crossing fee + repair contingency	8,700	4,386	4,314	4,386	3,834	3,558
16-344	Streetlights Capital Lease Interest			92	92	0	441	796	1,141
16-345	Streetlights-Materials & Services	12,000	hydro + maintenance	30,000	24,078	5,922	28,482	29,748	25,114
16-347	Capital-Main Street								-4,292
16-348	Transfer to Reserves-Roads	20,000	future construction projects	20,000	20,000	0	20,000	20,000	10,000
16-348-1	Capital-Tractor Replacement			12,900	7,612	5,288	5,000		
16-348-1	Kubota Tractor Loan	12,138							

**2026 DRAFT BUDGET**  
January 20, 2026

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
16-349	Roads-Interfunctional Machine Credit	7,500	offsets charge to water & sewer	7,500		7,500	-7,239	-8,270	-8,352
16-354	Community Bus-Operation Expenses								6,204
16-359	Transfer to Infrastructure General Reserve			94,894	94,394				
16-360	Transfer to Reserves-Truck	10,000		10,000	10,000		10,000		
16-360-1	Reserve-Bucket Truck	25,000							
16-360-2	Reserve-Tractor	5,000							
16-361	Sidewalk-Wages	26,087		25,575	22,798	2,777	20,889	18,721	19,068
16-364	Sidewalk-Materials	15,000	fuel,tractor repairs, equip rentals	22,000	4,057	17,943	10,408	7,064	5,830
16-364-1	Transfer to Reserves-Huston St Sidewalk		hydro,gas,security,phone & internet and vehicle expenses ie: safety, repairs					10,000	
16-374	Truck & Shop-Materials	20,000		20,000	23,729	-3,729	21,957	16,419	12,693
16-374	Shop Furnace			4,500	1,933				
16-374	Truck & Shop-PW Garage							11,209	25,742
16-374	Truck & Shop-Roads Need Study & consultant							14,145	
16-375	CLI-ECA (OCWA)				1,567		4,246		
80-121	2B Recovered-Streetlight Capital Lease			9,220	9,220	0	13,527	13,173	12,827
<b>Total Expenses-Transportation Services</b>		<b>572,885</b>		<b>1,016,986</b>	<b>896,177</b>	<b>120,809</b>	<b>427,091</b>	<b>461,954</b>	<b>438,805</b>
<b>Expenditures-Water &amp; Wastewater</b>									
16-411	Sewer-Wages & Benefits	92,500		78,162	78,635	-473	68,531	65,202	62,573
16-412	Sewer-Capital	220,000	sewer rehab-funds from OCIF	20,000	29,477	-9,477	78,966	70,367	
16-412	Sewer-Capital		Camera Sanitary-funds from OCIF				41,487	26,356	
16-412	Sewer-Capital-Showers installed at PW Garage		Health & Safety	3,500			730		
16-412-1	Transfer to Reserve-Sewer							20,000	
16-414	Sewer-Material & Services	90,000		90,000	97,437	-7,437	88,748	76,447	121,696
16-415	Sewer-Contracts	55,000		55,000	27,432	27,568	60,622	28,532	29,305
16-419	Sewer-Interfunctional Machine Charge							2,717	2,088
16-427	Capital Asset Planning-Water & Wastewater	3,000		3,000		3,000	3,109		
16-428	Water-Interfunctional Machine Charge	4,200		4,200		4,200	4,130	5,552	6,264
16-429	Main St. Project								-9,510
16-431	Water-Wages & Benefits	120,631		98,658	90,343	8,315	90,440	85,260	80,932
16-432	Transfer to Reserve-Water-Manganese	20,000	transfer to reserve	20,000	20,000	0	20,000	20,000	
16-432	Water-Capital-Yonge Street Watermain Replacement		expense covered through OCIF & CCBF	648,900		648,900			
16-432	Water-Capital-Water Meter Update	25,000		25,000	14,182	10,818	18,822	13,293	15,404
16-432	Water-Capital-Truck Replacement							81,364	
16-432	Water Capital-Elm Street water line parts	20,000							
16-432-1	Transfer to Reserve-Water-Pumps	50,000	reserve for future pump replacement	50,000	50,000	0	44,518	28,801	10,000
16-433	Water-Leaks & Repairs-Wages	9,240		9,060	5,107	3,953	8,774	7,323	10,090
16-433-1	Water-Leaks & Repairs-Materials & Services	11,000		11,000	9,766	1,234	8,586	7,493	3,004
16-434	Water-Materials & Services	95,000	includes waterline swab & chlorine test kits	81,000	92,199	-11,199	99,649	73,176	79,651
16-435	Water-Contracts & Financials	82,000		82,000	77,096	4,904	77,823	82,219	76,325
16-437	Water Tower Inspection	6,000		5,000					
16-437-2	OILC Loan Interest-Water Tower Debenture	11,086		12,540	12,540	0	13,833	15,204	16,533
16-447	Transfer to Reserves-Water-General		transfer to reserve	13,796	13,796	0		12,798	67,133
80-117	OILC Loan-Water Standpipe Debenture	47,706		46,252	46,252	0	44,842	43,475	42,150
<b>Total Expenses-Water &amp; Wastewater</b>		<b>962,363</b>		<b>1,357,068</b>	<b>664,262</b>	<b>692,806</b>	<b>773,610</b>	<b>745,579</b>	<b>633,638</b>

**2026 DRAFT BUDGET**  
**January 20, 2026**

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
<b>Expenditures-Environmental Services</b>									
16-444	Waste Contract	86,800		86,800	64,393	22,407	67,854	61,658	59,764
16-445	Recycling Contract	15,178		15,178	14,356	822	40,088	44,984	38,740
16-446	Hazardous Waste	4,500		4,500	3,035	1,465	3,048	3,329	3,445
16-451	Waste Disposal-Supplies	1,400	garbage tags	1,400	1,098		1,413		
16-454	Landfill-Tri R	57,602		59,419	59,419	0	38,937	43,468	33,513
16-4554	Recycling Materials	500		500		500		475	100
16-457	Transfer to Reserve-Landfill	6,000	% of TRI R net expenses	6,000	6,000	0	5,838	5,483	1,800
16-457	Transfer to Reserve-Landfill	2,500		2,500	2,500	0	2,500	2,500	2,500
<b>Total Expenses-Environmental Services</b>		<b>174,480</b>		<b>176,297</b>	<b>150,801</b>	<b>25,496</b>	<b>159,678</b>	<b>161,897</b>	<b>139,862</b>
<b>Expenditures-Almaguin Highlands Health Centre</b>									
16-5401	Health Centre Wages & Benefits	70,500		61,000	66,340	-5,340	78,475	44,903	36,585
16-5402	Hydro	23,352		23,352	19,395	3,957	28,533	23,975	23,656
16-5403	Natural Gas	7,650		7,650	4,671	2,979	6,542	6,398	7,981
16-5404	Fuel Oil	1,683		1,683	557	1,126	1,346		
16-5406	Cleaning Materials	4,988		4,988	4,649	339	5,905	3,162	5,674
16-5406-1	Janitorial Contract						6,875	22,619	30,344
16-5407	Pest Control	750		750	1,054	-304	1,077	734	902
16-5408	Water & Sewer	1,875		1,875	1,376	499	2,647	3,093	2,277
16-5409	Insurance	11,500		8,625	11,211	-2,586	13,981	9,392	9,160
16-541	Health Centre-Roof over Elevator Shaft						4,800		3,596
16-541	Health Centre-Capital-Key System							2,667	2,601
16-541	Health Centre-Backflow Preventer								3,943
16-541	Health Centre-Capital	15,000	estimate-still obtaining quotes	59,465	18,852				
16-5410	Snow Removal	5,500		5,500	4,465	1,035	4,331	2,848	6,433
16-5411	Elevator R&M	5,500		5,500	4,414	1,086	7,701	1,962	1,958
16-5413	Building Maintenance	30,000		30,000	27,539	2,461	33,289	30,869	22,902
16-5416	Miscellaneous	1,875		1,875	1,706	169	2,558	189	
16-5418	Telephones	2,000		2,000	2,338	-338	3,458	3,790	3,004
16-542	Health Centre Loan Interest Payments								327
16-550	Transfer to Reserve-Health Centre	60,000	Building Reserve	10,000	10,000	0	10,000	10,000	10,000
80-110	2B Recovered-Health Centre Loan		loan paid in full October 2022						24,213
<b>Total Expenses-Almaguin Highland Health Centre</b>		<b>242,173</b>		<b>224,263</b>	<b>178,567</b>	<b>45,696</b>	<b>206,718</b>	<b>171,401</b>	<b>195,556</b>
<b>Expenditures-Medical Building</b>									
16-5421	Medical Building Wages & Benefits	23,700		20,000	9,999			11,928	
16-5422	Hydro	5,870		5,870	6,249			7,992	
16-5423	Natural Gas	2,500		2,500	1,596			2,133	
16-5424	Fuel Oil	550		550	186				
16-5425	Cleaning Materials	1,500		1,500	1,631			1,054	
16-5426	Janitorial Contract							7,540	
16-5427	Pest Control	250		250	93			245	
16-5428	Water & Sewer	1,610		1,610	1,231			1,031	
16-5429	Insurance	7,311		7,311	7,311			3,131	
16-5430	Snow Removal	2,000		2,000	2,012			949	
16-5431	Building Maintenance	7,500		7,500	1,893			3,092	
16-5432	Property Taxes	8,500		8,500	8,797	-297	8,178	7,964	7,752
16-5433	Miscellaneous	625		625	156				
16-5434	Mileage	3,500							
16-542	Medical Building-Capital	20,000	hydro meter - connection	5,000				8,804	
<b>Total Expenses-Medical Building</b>		<b>85,416</b>		<b>63,216</b>	<b>41,154</b>	<b>22,062</b>	<b>8,178</b>	<b>55,863</b>	<b>7,752</b>

**2026 DRAFT BUDGET**  
January 20, 2026

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
<b>Expenditures-Other Health Services</b>									
16-518	Health Unit Levy	31,188		31,188	31,188	0	29,703	28,837	26,266
16-520	Land Ambulance	30,245		30,245	30,245	0	29,493	28,690	27,562
16-521	OTN Contributions								500
16-5410	Muskoka & Area Ontario Health Team	1,000	Healthcare HR Recruiter - 3 year commitment (2026-2028)	1,000	1,000	0	1,000	1,000	
16-5410	Family Health Team donation							16,123	
16-551	Cemetery Wages & Benefits	10,000		8,000	9,484	-1,484	8,301	6,318	6,042
16-554	Cemetery Materials & Services	4,500	includes cemetery document linking to CGIS	3,500	4,537	-1,037	2,887	2,988	2,831
<b>Total Expenses-Other Health Services</b>		<b>76,933</b>		<b>73,933</b>	<b>76,454</b>	<b>-2,521</b>	<b>71,384</b>	<b>83,956</b>	<b>63,201</b>
<b>Expenditures-Social &amp; Family Services</b>									
16-618	General Assistance Levy-Parry Sound DSSAB	40,763		38,110	38,110	0	36,909	35,943	35,058
16-626	Seniors Centre	11,000	snow removal,insurance	11,000	9,683	1,317	12,304	8,742	10,623
16-628	Eastholme Levy	32,187	estimated 3% increase	32,187	32,187	0	31,553	30,833	29,842
16-638	Almaguin Manor-loan interest	46,930		48,314	48,314		49,383	50,702	
<b>Total Expenses-Social &amp; Family Services</b>		<b>130,880</b>		<b>129,611</b>	<b>128,294</b>	<b>1,317</b>	<b>130,149</b>	<b>126,220</b>	<b>75,523</b>
<b>Expenditures-Arena</b>									
16-721	Arena Wages & Benefits	327,880		298,420	291,539	6,881	256,556	230,923	186,140
16-723	Arena Bad Debt Expense								85
16-724-1	Audit & Accounting	5,500		5,500	5,625	-125	5,300	4,704	3,010
16-724-10	Insurance	55,575		48,595	50,251	-1,656	45,096	39,218	35,445
16-724-2	Telephone/Internet	3,000		3,000	1,897	1,103	2,861	1,958	1,488
16-724-3	Hydro	78,500		66,000	79,813	-13,813	65,906	58,278	51,147
16-724-4	Natural Gas	8,000		19,000	6,229	12,771	16,054	19,148	17,534
16-724-5	Water & Sewer	8,500		9,000	5,071	3,929	7,965	4,493	3,130
16-724-6	Ice Plant	21,000		19,575	29,505	-9,930	25,328	10,769	22,416
16-724	Arena Equipment Maintenance	12,000							
16-724-7	Building Maintenance	13,000		22,500	17,730	4,770	26,322	21,236	20,110
16-724-8	Cleaning Supplies	6,000		8,500	6,472	2,028	7,768	6,216	3,169
16-725	Grounds Maintenance & Supplies	2,500							
16-725-1	Garbage Disposal	2,250							
16-725-01	Zamboni Maintenance	16,500		14,500	14,589	-89	11,285	8,990	13,811
16-724-91	Office Supplies & Equipment	4,500		7,000	11,848	-4,848	6,381	6,379	6,628
16-724-92	Fire Safety	3,600		3,550	3,705	-155	3,263	3,805	3,505
16-724-93	Snow Removal	4,500		6,000	3,071	2,929	2,197	1,898	5,360
16-724-94	Elevator	3,500		3,000	1,640	1,360	1,727	577	2,441
16-724-95	Skate Sharpener	600		600		600	171	410	270
16-724-96	Booth Supplies	13,336		12,825	13,266	-441	17,038	13,285	6,215
16-724-97	Training	4,500		4,500	4,603	-103	2,075	2,288	2,287
16725-2	Tech Support & Operation Software	8,600							
16-724-98	Ag Society-Fall Fair Tents	5,600		5,000	5,434	-434	4,856	3,946	
16-724-98-Asbestos Survey							5,500		
16-724-99	First Aid Supplies	650	compressor #2 replacement, upgrade relief pipe & stack, generator repairs,garage door replacement	500	68				
16-725	Capital	169,500		132,100	86,539	45,561	109,981	109,803	64,558
<b>Total Expenses-Arena</b>		<b>779,091</b>		<b>689,665</b>	<b>638,895</b>	<b>50,770</b>	<b>623,630</b>	<b>548,324</b>	<b>448,749</b>

**2026 DRAFT BUDGET**  
January 20, 2026

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
<b>Expenditures-Other Recreation &amp; Cultural</b>									
16-705	Parks Capital			2,500			1,435		17,444
16-711	Parks Wages & Benefits	51,252		50,247	43,402	6,845	48,132	35,929	41,293
16-713	Walking Bridge Expenses	2,000		2,000		2,000	183	47	
16-714	Parks-Materials & Services	14,000		10,000	12,609	-2,609	11,805	7,101	11,573
16-715	Parks-Dog Park Capital			5,000	8,351	-3,351		74	425
16-715-1	Transfer to Reserve-Dog Park	375		375	375				
16-718	Transfer to Reserve-Parks	2,500		2,500	2,500	0	2,500	2,500	2,500
16-719	Transfer to Reserve-Walking Bridge	50,000	as per Bridge Inspection	50,000	50,000	0	5,000	5,000	5,000
16-720	Transfer to Reserve-Mower	5,000		5,000	5,000	0	5,000		
16-726	Transfer to Reserve-Arena	9,000	% of net expenditures	9,000	9,000	0	5,902	5,704	5,245
16-731	Recreation Programs-Wages & Benefits	9,500		11,220	7,616	3,604	8,208	25,257	60,740
16-734	Recreation Programs-Materials & Services	14,517	Insurance, BookKing, materials	18,695	13,002	5,693	15,277	13,874	15,721
16-734-1	Recreation - Travel Baseball			700	614	86			
16-735	Recreation-Capital						1,279		
16-741	Theatre Wages & Benefits	15,250		16,519	14,989	1,530	16,724	12,518	10,157
16-743	Theatre-Confection Supplies	4,500		4,500	2,431	2,069	5,883	5,835	2,993
16-744	Theatre-Other Materials & Services	14,517	distributer fees, shipping, booking services	15,700	10,188	5,512	14,175	11,489	10,051
16-745	Theatre-Capital	10,000	lobby upgrades, signage						
16-750	Youth Group-Supplies	20,000		20,000	1,124	18,876			
16-754	Ball Diamonds-Materials	4,500	insurance,hydro,contingency	3,500	4,315	-815	3,319	3,523	2,157
16-754	Ball Diamonds-Capital		upgrade - Field of Dreams grant funding (\$50,000)				77,338		
16-790	Historical Society-Museum-Donation	5,000		5,000	5,000	0	5,000	5,000	5,000
16-794	Library	62,705		77,154	77,154	0	73,646	69,929	61,807
16-794-1	New Library Project			9,765	6,305	3,460	2,735		
16-795	Library-Building Maintenance	5,000		3,500	748	2,752	797	3,401	646
16-797	Transfer to Reserve-Library Building	3,113		3,113	3,113	0	3,113	3,113	3,113
<b>Total Expenses-Other Recreation &amp; Cultural</b>		<b>302,729</b>		<b>325,988</b>	<b>277,836</b>	<b>48,152</b>	<b>307,451</b>	<b>210,294</b>	<b>255,865</b>
<b>Expenditures-Economic Development</b>									
16-805	Tourism Development	7,700	TODS & highway sign replacement OP/Zoning By-law \$20,000; surveys \$17,000;general consulting	7,700	4,311	3,389	3,541	3,624	5,206
16-815	Planning/Economic Development	40,000		40,000	22,134	17,866	3,125	10,912	43,767
16-816	Planning Board Contribution		No known planning board contribution requested						
16-819	Downtown Revitalization	4,000	flowers	3,500	3,920	-420	3,330	3,464	2,884
16-820	Kawartha Market Project-FEDNOR/NOHFC Funded							12,466	85,310
16-821	Waterfront Development	2,000	spring/fall dock placement	2,000	1,830	170	1,830	1,830	103,147
16-825	Cost of Land Sales						9,828	26,883	
16-826	Appraisals				3,890		6,106		
16-841	Economic Development-Wages	4,712	staff time for locates as per budget prepared by ACED	7,000	3,761	3,239	5,666	6,013	7,777
16-844	Economic Dev/Community Dev Officer			19,142	19,142	0	19,980	15,307	10,000
16-845	GIS (Geospatial Information System)	10,000		10,000	9,234	766	9,649	8,922	8,596
16-846	Lagoon Study-Capacity Study Reserve	25,000	estimated share of \$637,900 study	25,000					
16-861	Welcome Centre Wages & Benefits	1,200	PW minor repairs	1,200	67	1,133	103	1,095	935
16-864	Welcome Centre-Materials	4,000	building maintenance	10,500	13,322	-2,822	14,741	9,196	9,762
16-865	Win This Space Program								9,308
16-875	Special Events	14,750	Seniors Tea/May 24 Celebration/Canada Day/ Fair/Tree Lighting/Parade	Fall	15,785	15,118	667	11,996	8,572
16-876	Strategic Plan Implementation	20,000							6,524
16-876-1	Strategic Plan Reserve	10,000							
16-843-1	Transfer to Reserve-Community Improvement 2022		program cancelled in 2023						31,830
<b>Total Expenses-Economic Development</b>		<b>143,362</b>		<b>141,827</b>	<b>96,729</b>	<b>45,098</b>	<b>89,895</b>	<b>108,284</b>	<b>325,046</b>

**2026 DRAFT BUDGET**  
January 20, 2026

Account Number	Account Name	2026 Budget	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
<b>Expenditures-Education</b>									
18-911	Education Taxes-English Public	173,774		168,798	170,431	-1,633	168,537	166,398	166,848
18-912	Education Taxes-English Separate	21,672		23,728	21,759	1,969	23,574	23,380	22,967
18-913	Education Taxes-French Public	9,343		9,652	9,816	-164	9,597	10,020	9,418
18-914	Education Taxes-French Separate	23,497		21,236	24,049	-2,813	21,109	21,554	22,809
<b>Total Expenses-Education</b>		<b>228,286</b>		<b>223,414</b>	<b>226,055</b>	<b>-2,641</b>	<b>222,817</b>	<b>221,352</b>	<b>222,042</b>
<b>TOTAL EXPENSES</b>		<b>5,143,693</b>		<b>5,851,777</b>	<b>4,760,915</b>	<b>1,090,862</b>	<b>4,530,676</b>	<b>4,278,583</b>	<b>4,063,745</b>
<b>TOTAL REVENUES</b>		<b>5,143,693</b>		<b>5,851,777</b>	<b>4,890,828</b>	<b>960,949</b>	<b>4,775,207</b>	<b>4,419,417</b>	<b>4,368,312</b>
<b>surplus/deficit</b>		<b>0</b>		<b>0</b>	<b>129,913</b>		<b>244,533</b>	<b>140,834</b>	<b>304,566</b>

**THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW NO. 01-2026**

**BEING A BY-LAW TO AUTHORIZE TEMPORARY BORROWING FROM  
TIME TO TIME TO MEET CURRENT EXPENDITURES DURING THE  
FISCAL YEAR ENDING DECEMBER 31, 2026**

**WHEREAS** Section 407 of the Municipal Act, 2001, c. 25, as amended, provides authority for a council by by-law to authorize the head of council or the treasurer or both of them to borrow from time to time, such sums as the council considers necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipal for the year; and

**WHEREAS** the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by Section 407 of the Municipal Act, 2001, c. 25;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE  
VILLAGE OF BURK'S FALLS ENACTS AS FOLLOWS:**

1. The head of council or the treasurer or both of them are hereby authorized to borrow from time to time during the fiscal year (hereinafter referred to as the current year) such sums as may be necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the current year.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be **Royal Bank of Canada** and such other lender(s) as may be determined from time to time by by-law of council.
3. The maximum amount which may be temporarily borrowed at any one time under this by-law shall be \$ 1,000,000.00.
4. The treasurer shall, at the time when any amount is borrowed under this by-law ensure that the lender is or has been furnished with a certified copy of the by-law, (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of Section 407 of the Municipal Act that have not been repaid.
5. a) If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the limitation on total borrowing, as set out in Section 3 of this by-law and Section 407 of the Municipal Act, 2001, shall be temporarily calculated until such budget is adopted using the estimated revenues of the Municipality as set forth in the budget adopted for the next previous year.  
b) If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimated revenues of the Municipality as set forth in the budget adopted for the previous year and the nature and amount of the revenues received for an on account of the current year.
6. For purposes of this by-law the estimated revenues referred to in section 3, 4, and 5 do not include revenues derivable or derived from a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
7. The Treasurer be and is hereby authorized and directed to apply in payment of all or any sums borrowed under this by-law, together with interest herein, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and previous years or from any other source, that may be lawfully applied for such purpose.
8. Evidences of indebtedness in respect of borrowings made under Section 1 shall be signed by the Head of the Council and/or the Clerk and/or the Treasurer.

**THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW NO. 01-2026**

9. The Bank shall not be responsible for establishing the necessity of temporary borrowing under this by-law or the manner in which the borrowing is used.

10. This by-law shall take effect on the final day of passing.

**READ A FIRST AND SECOND AND THIRD TIME AND FINALLY  
PASSED IN OPEN COUNCIL THIS 20th DAY OF JANUARY 2026.**

---

**Mayor Chris Hope**

**SEAL**

---

**CAO-Clerk Denis Duguay**

**THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW NO. 02-2026**

**BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY  
AND THE PAYMENT OF INTERIM TAXES AND INTEREST AND  
PENALTIES FOR THE YEAR 2026**

**WHEREAS** Section 317(1), 2001 of the Municipal Act provides that the Council of a local municipality may pass a by-law to impose an interim levy on the assessment roll for taxation in the current year for property in the municipality ratable for local municipality purposes;

**AND WHEREAS** Section 317(3), 2001 of the Municipal Act provides a set of rules for determining the interim tax payable, which are also subject to the municipality's discretion under Section 317(9) of the Municipal Act to decrease or increase the interim tax payable where it is felt that the interim amount would otherwise be too high or too low in relation to the total taxes that are anticipated to be levied on the property in the year;

**AND WHEREAS** the Municipality may charge interest on overdue payments pursuant to the Municipal Act. S.O. 2001, c 25, Section 345(2) as amended.

**AND WHEREAS** the Council of this municipality deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

**NOW THEREFORE** the Municipal Council of The Corporation of the Village of Burk's Falls enacts as follows:

1. Interim tax levies are hereby imposed on the whole of the assessment for real property for Commercial tax classes to the assessment roll for taxation in the current year and shall be in the amount equal to fifty per cent (50%) of the final previous year's taxes on the property.
2. Interim tax levies are hereby imposed on the whole of the assessment for real property for Residential, Multi-Residential, and Industrial tax classes to the assessment roll for taxation in the current year and shall be in the amount equal to Fifty per cent (50%) of the final previous year's taxes on the property.
3. When calculating the total amount of taxes for the current year, under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of the previous year an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
4. The said interim tax levy shall become due and payable in one installment on March 31, 2026, and non-payment of the amount on the date stated in accordance with this section shall constitute default.
5. Council recognizes those persons who make regular payments on a payment plan for current taxes and that these accounts may not be paid in full on due dates but are paid in full by December 31 of each year and therefore deem interest be waived for all current year taxes. Interest will not be paid by the Village for any prepayment of accounts.
6. The Treasurer shall add to the amount of all taxes due and unpaid (arrears or current),
  - a) a penalty of 1.25 percent on the first business day following a due date
  - b) interest at the rate of 1.25 per cent per month or fraction thereof, being 15 percent per annum, and all by-laws and parts of by-laws inconsistent with this paragraph are hereby superseded.

**THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW NO. 02-2026**

7. Interest added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.
8. The Treasurer shall cause to be mailed to the residence or place of business of such person indicated on the last revised assessments roll, a notice specifying the amount of taxes payable.
9. A failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment, does not affect the time of default or the date from which interest shall be imposed.
10. The Treasurer may accept part payment on account of any taxes due, but such acceptance shall not affect interest under Section 4 of this by-law.
11. This By-law shall be deemed to come into force and effect on January 1 of each year and shall apply to properties on the assessment roll for taxation in the current year as listed on that date or which were added to the roll after that date, including properties added after the date this by-law is passed.

**AS READ A FIRST AND SECOND AND THIRD AND FINALLY PASSED  
THIS 20th DAY OF JANUARY 2026.**

---

**Mayor Chris Hope**

**SEAL**

---

**CAO-Clerk Denis Duguay**

**THE CORPORATION OF THE VILLAGE OF BURK'S  
FALLS BY-LAW NO. 03-2026**

Being a By-Law to appoint a Deputy Clerk for the Corporation of the Village of Burk's Falls

**WHEREAS** subsection 228(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, requires that a municipality appoint a Clerk;

**AND WHEREAS** subsection 228(4) of the *Municipal Act, 2001* provides that a municipality may appoint one or more Deputy Clerks who may perform the duties of the Clerk;

**AND WHEREAS** Council of The Corporation of the Village of Burk's Falls deems it desirable to appoint a Deputy Clerk to assist the Clerk and to act in the absence or incapacity of the Clerk;

**NOW THEREFORE** the Council of The Corporation of the Village of Burk's Falls enacts as follows:

**Appointment**

That Camille Barr is hereby appointed to the position of Deputy Clerk for The Corporation of the Village of Burk's Falls

**Authority and Duties**

The Deputy Clerk shall have the authority to perform all of the statutory duties and responsibilities of the Clerk as set out in the *Municipal Act, 2001*, and any other applicable legislation, by-laws, or policies of the Corporation, when:

- (a) the Clerk is absent;
- (b) the Clerk is unable to act; or
- (c) the Clerk has delegated such authority.

The Deputy Clerk may exercise all powers and duties of the Clerk necessary to give effect to this by-law.

**Term of Appointment**

This appointment shall be effective as of January 1, 2026, and shall remain in force until revoked by Council by by-law.

**Repeal**

Any by-law or portion of a by-law inconsistent with this by-law is hereby repealed to the extent of such inconsistency.

**READ A FIRST AND SECOND TIME THIS 20th DAY OF JANUARY 2025**

**READ A THIRD TIME AND FINALLY PASSED THIS 20th DAY OF JANUARY 2025**

---

Mayor, Chris Hope

SEAL

---

CAO-Clerk, Denis Duguay

THE CORPORATION OF THE VILLAGE OF BURK'S  
FALLS BY-LAW 04-2026

BEING A BY-LAW TO REGULATE AND LICENSE MOBILE FOOD VENDORS,  
HAWKERS & PEDDLERS AND PAWNBROKER

**WHEREAS** Sections 150 and 151 of the Municipal Act, allows a municipality to license, regulate, provide standards and govern any business wholly or partly carried on within the municipality, even if the business is being carried on from a location outside the municipality; and

**WHEREAS** the Corporation of the Village of Burk's Falls does hereby deem it advisable to license Mobile Food Vendors, Hawkers and Peddlers and Pawnbroker; and

**WHEREAS** Section 128 of the Municipal Act, 2001, provides that without limiting sections 9 and 11, a local municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances;

**WHEREAS** pursuant to Section 113 of the Municipal Act 2001, S.O. 2001, c 25, Council may pass by-laws for establishing, maintaining and operating markets and for regulating such markets and any other markets located within the municipality.

**NOW THEREFORE** the Municipal Council of the Corporation of the Village of Burk's Falls hereby enacts as follows:

**1. DEFINITIONS**

- a) "BUSINESS" shall mean any business wholly or partly carried on within the municipality even if the business is being carried on from a location outside the municipality;
- b) "BY-LAW ENFORCEMENT OFFICER" or "MUNICIPAL ENFORCEMENT OFFICER" shall mean the person appointed by by-law to the Village of Burk's Falls for the purpose of administering and enforcing the provisions of this by-law;
- c) "CHARITABLE" shall mean an organization which is created primarily for a charitable object or purpose in Ontario, is operated not for profit, and includes a religious organization or minor sports group.
- d) "CLERK" shall mean the Village of Burk's Fall Municipal Clerk or his/her designate;
- e) "COMMUNITY EVENT" shall mean an event facilitated by a non-profit or charitable organization in the interest of community engagement;
- f) "FARMERS MARKET" shall mean a designated place in which vendors collectively gather to sell produce, products and wares crafted or produced by the vendor or locally within Ontario;
- g) "FLEA MARKET" shall mean a gathering of vendors selling secondhand wares;
- h) "HAWKER AND PEDDLER" shall mean a person who travels from place to place, or to a particular place, for an intermittent or one-time period for the purpose of preparation and or selling or delivering goods in the municipality afterward; and who carries and displays goods for immediate sale or delivery or for which orders are taken with delivery to follow;
- i) "LICENSE" shall mean a license issued by the Municipality under the provision of this by-law;
- j) "LICENSEE" means any person licensed under this By-law;
- k) "MUNICIPALITY" shall mean the Corporation of the Village of Burk's Falls;
- l) "OWNER" shall refer to the person who is managing or responsible for the overall operations of a business requiring a license;

**THE CORPORATION OF THE VILLAGE OF BURK'S  
FALLS BY-LAW 04-2026**

**BEING A BY-LAW TO REGULATE AND LICENSE MOBILE FOOD VENDORS,  
HAWKERS & PEDDLERS AND PAWNBROKER**

- m) "PAWNBROKER" means a person who carries on the business of taking by way of pawn or pledge any article or secondhand goods for the repayment of money lent thereon.
- n) "PAWN SHOP" means a place where the business of a pawnbroker is carried on and includes any area where any such goods are stored or the business is carried on and all relevant documents pertaining to the conduct of operating a pawn shop.
- o) "REFRESHMENT VEHICLE" shall mean any means of transportation including muscular powered propelled vehicles, in which food and or drink can be prepared for public consumption.
- p) "SECONDHAND" GOODS DEALER" means a person who carries on the business of selling secondhand goods.
- q) "SECONDHAND GOODS SHOP" means a place in which a secondhand goods dealer exercises the trade of receiving or taking on consignment any secondhand goods for resale and includes any area where any such goods are stored or the business is carried on and all relevant documents pertaining to the conduct of operating a secondhand goods shop.
- r) "SHORT TERM" shall mean an event which lasts no more than 48 hours.
- s) "VILLAGE" shall mean The Corporation of the Village of Burk's Falls.

**2. LICENSING PROCEDURES:**

- a) For the purpose of this By-law, Council delegates its licensing authority and the administration of this By-Law to the Municipal Clerk.
  - Without limiting the provisions of this section, Council shall remain the deciding authority in the event the Municipal Clerk recommends the refusal, suspension or revocation of a license under this By-law.
  - The Municipal clerk may delegate the performance of his/her functions under this By-law.
- b) An application for a mobile food vendor and or Hawker and Peddler license shall be submitted on a form provided and designed for that purpose.
- c) The fee payable for a license shall be in accordance with the "Fees and Charges By-law", as amended from time to time, and shall be payable upon submitting an application.
- d) Every License applied for pursuant to this By-Law shall be subject to the following inspections/approvals where required:  
All applications subject to:
  - i) Zoning approval
  - ii) Building Department approval
  - iii) Fire Department approval
- e) The following approvals are required based on the type of business
  - iv) Health Unit approval where required
  - v) boards, commissions, authorities or agencies as the Clerk considers may have an interest or potential interest in the application, and who may submit comments or recommendations to the Clerk in respect of the application
- f) Approvals must be received from each department/agency as set out in Section d. Before a License is issued.
- g) No license under this By-law is transferable.
- h) Every license issued under this By-law shall expire on the date specified in the license and shall be valid only for the calendar year in which it is issued. Notwithstanding the foregoing, the Municipal Clerk may revoke a license at any time if, in the opinion of the Municipal Clerk, the provisions of this By-law have not been complied with.

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW 4-2026

BEING A BY-LAW TO REGULATE AND LICENSE MOBILE FOOD VENDORS,  
HAWKERS & PEDDLERS AND PAWNBROKER

**3. PROHIBITIONS:**

- a) No person shall operate a refreshment vehicle, Farmers Market, Flea Market or Hawk and/or Peddle or Pawnshop or Secondhand shop within the Municipality without first obtaining a license for such an operation from the Municipal Clerk of the Municipality as per Schedule "A".
- b) No person shall operate a mobile food vendor and or Hawker and Peddler or Pawnshop or Secondhand shop without a license.
- c) No person shall operate a mobile food vendor and or Hawker and Peddler or Pawnshop or Secondhand shop with a suspended or revoked license.
- d) The licensee shall conform to the requirements and conditions of the license throughout the license term.
- e) No person shall obstruct a By-law Officer in the performance of any duty under this By-law.

**4. LICENSING REQUIREMENTS:**

- 4.1 The Municipal Clerk shall have regard to the following criteria when determining whether to issue a license for a mobile food vendor and or Hawker and Peddler or Pawnshop or Secondhand shop.
  - a) That operating the business will not pose a risk to the health and safety of Village residents or visitors.
  - b) Whether the applicant has conformed with the provisions of all relevant Village by-laws and regulations
  - c) Every applicant shall furnish the Municipal Clerk with proof of coverage to the extent of two million (\$2,000,000) liability insurance and shall identify the Village of Burk's Falls as an additional insured party. Such policy shall contain an endorsement specifically stating the Municipality shall be given a minimum of thirty (30) days written notice of any changes, expiration or cancellation of such policy.
  - d) The Village of Burk's Falls reserves the right to waive license applications and fees to applicants which are not-for profit or charitable organizations or for Municipal short-term event.
  - e) Applicants seeking to establish services on private property must provide written consent from the property owner identifying consent.
  - f) That, where a Hawker and Peddler will operate from a fixed location, the Applicant has submitted a site plan showing relevant site features including but not limited to vehicle and pedestrian entrance and exits and structure description.
  - g) That, where a Hawker and Peddler will operate from place to place, the Applicant shall provide a map showing the locations they intend to visit and approximate timeframes or dates for visiting said locations.
  - f) Any building erected onsite for the purpose of Hawking, Peddling or for any form of a Market is required to comply and show proof of a valid building permit.
  - g) Vendors which will operate less than 2 (two) days in a 7 (seven) consecutive day period are required to take down and remove each vendor stall and any affiliated apparatus daily.
  - h) Vendors which will operate more than 3 (three) days in a 7 (seven) consecutive day period are permitted to remain in place for duration of the license.

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW 4-2026

BEING A BY-LAW TO REGULATE AND LICENSE MOBILE FOOD VENDORS,  
HAWKERS & PEDDLERS AND PAWNBROKER

**5. HAWKERS AND PEDDLERS:**

- a) Licensees allow for a total of 10 feet by 10 feet vendor space, additional space requires the purchase of an additional permit.
- b) As per the Zoning By-law any additional or accessory building which shall be utilized for the purpose of Hawking and or Peddling, shall conform to the prescribed standards in the Zoning By-law and Official Plan.
- c) No person shall go from place to place or to a particular place with goods, wares or merchandise for sale or carry and expose samples, patterns or specimens of any goods, wares or merchandise that are to be delivered in the Village afterwards without being licensed to do so under the provisions of this by-law.
- d) The applicant at the time of making application for license shall furnish the Municipal Clerk with true copies of all forms of contract, promissory notes or other documents intended to be used by the applicant in connection with the sale of goods, wares or merchandise as aforesaid.
- e) Every person licensed under this By-law upon changing his/her address shall give written notice to the Municipal Clerk within ten (10) days after such change, setting forth his new address.
- f) Every person who applies for a license under this By-law shall apply in writing on forms to be provided by the Village as set out in Schedule "A" and shall be fully completed. Exemptions may be granted to those operators or groups whose wares or merchandise will be sold at community events.
- g) No licence under this By-law shall be required for the hawking, peddling, or selling of goods, wares, or merchandise:
  - i. to wholesale or retail dealers in similar goods, wares, or merchandise.
  - ii. where the goods, wares, or merchandise are grown, produced, or manufactured in Ontario and are hawked, peddled, or sold by the grower, producer, or manufacturer, or by their agent or employee having written authority to do so, within the municipality in which the grower, producer, or manufacturer resides.
  - iii. where the goods, wares, or merchandise are hawked, peddled, or sold by a person who operates a business within the Village of Burk's Falls, or by their employee or agent, at the business's existing location; or
  - iv. by persons or groups whose goods, wares, or merchandise are sold by a not for-profit or charitable organization within the Village of Burk's Falls.

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW 4-2026

BEING A BY-LAW TO REGULATE AND LICENSE MOBILE FOOD VENDORS,  
HAWKERS & PEDDLERS AND PAWNBROKER

**6. REFRESHMENT VEHICLE**

- a) No person shall operate a refreshment vehicle within the Municipality without having first obtained a license to commence such an operation from the Municipal Clerk of the Municipality.
- b) Every owner shall take out a separate license for each refreshment vehicle owned or operated by them. Temporary licenses must be obtained by those persons who are operating for a specific time period, or, at a community event on a short-term basis.
- c) Sales of refreshments shall be made on properties which are in conformity with the Official Plan.
- d) No person shall operate a refreshment vehicle or obtain a municipal license without first having obtained and maintaining Certificate from the Medical Officer of Health.
- e) No Person shall operate a refreshment vehicle without having first obtained and maintain an inspection report from a licensed propane service provider and provided a copy to the Village of Burk's Fall Municipal Clerk, if required.
- f) No person shall operate a refreshment vehicle that has a cooking operation producing smoke or grease vapors without having first obtained and maintaining an inspection report from the Burk's Falls & District Fire Department.
- g) No person shall operate a refreshment vehicle unless the license is displayed in a prominent position inside the refreshment vehicle.
- h) No person shall operate a refreshment vehicle within a distance of 150 feet from any restaurant or any other eating establishment unless operated by the same owner/operator. Such distance shall be measured from the building where the eating establishment is located.
- i) No person shall sell confections or refreshments or any other food items unless the application form is approved, and the fees are paid in full.

**7. PAWNBROKER:**

- a) Operation - without license - prohibited  
No person shall carry on the business of a pawnbroker or secondhand goods dealer within the limits of the Village without having first obtained a license for such pawnbroker or secondhand goods dealer as provided for in this By-Law. A secondhand goods dealer does not included flea markets, secondhand bookstores, secondhand clothing stores or secondhand car dealers.
- b) No person shall, by virtue of one license, carry on business as a pawnbroker or secondhand goods dealer in more than one shop.
- c) Any license issued pursuant to the provisions of this By-Law shall be displayed in a conspicuous place in or on the premises where a pawnbroker or secondhand goods dealer is carrying on the business of a pawnbroker or secondhand goods dealer.
- d) Where two or more persons carry on a business as pawnbrokers or secondhand goods dealer in partnership in the same shop, only one license is necessary.
- e) Any person requiring a new license for a year following the date of expiry of any previous license shall apply for the new license in the same manner as any new applicant.
- f) Every applicant for a pawnbroker or secondhand goods dealer license shall provide in full, at the time the application is submitted, all of the information requested on the application form as well as:
  - (a) payment of the prescribed license fee; and
  - (b) in the case of a pawnbroker's license, security in the amount of \$2,000 to the village in a form satisfactory to the Treasurer (which security shall be maintained in effect for so long as the applicant holds a pawnbroker's license); and

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW 4-2026

BEING A BY-LAW TO REGULATE AND LICENSE MOBILE FOOD VENDORS,  
HAWKERS & PEDDLERS AND PAWNBROKER

(c) a current Criminal Records Check for all listed owners and managers; and  
(d) any other document or information requested by the Clerk or designate.

g) Every application will be subject to approvals from such municipal or provincial departments or agencies, as the Clerk deems necessary.

h) A license issued under the provisions of this Chapter shall not be transferable and is valid only in respect of the person and the premises named therein.

i) No license shall be issued to any person in respect of any premises in which the carrying on or operation of the trade, calling, business or occupation for which the application is being made is in contravention of any by-law of the Village.

j) Each license granted under this By-Law shall be for one year from January 1 in the current year and expires on the 31st of December one year after issuance or sooner if the license so indicates.

k) Applications for a renewal of a license must be received by the Clerk or designate on or before the 31st day of December in the year preceding the year for which the current license is intended to be renewed.

l) Every licensee shall notify the Clerk within seven days of any change in his/her business or home address.

m) Clerk may revoke any license granted under this Chapter at any time if it deems it in the public interest to do so and, in such event, the licensee shall be given a refund of the license fee is proportionate to the unexpired term of the license.

n) Every person operating a pawn shop or secondhand goods shop shall carry a minimum of \$2,000,000 comprehensive general liability insurance and shall furnish proof of such coverage to the satisfaction of the Village prior to being licensed.

o) The Clerk or designate shall not refuse to issue, suspend or revoke a pawnbrokers/secondhand goods dealer license to an applicant except where:

- (a) the past or current conduct of the applicant or license holder affords reasonable grounds for belief that the pawnbroker/ secondhand goods dealer is not carrying on or will not carry on the business of pawnbroker/secondhand goods dealer in accordance with the law and with integrity and honesty; or
- (b) there is reasonable grounds for belief that the carrying on of the business of pawnbroker/secondhand goods dealer in respect of the license by the applicant or license holder has or will result in a breach of this By-Law or any other applicable law; or
- (c) the applicant or license holder is a corporation or partnership and its conduct or the conduct of its officers, directors, employees, agents or partners affords reasonable grounds for belief that the pawnbroker/secondhand goods dealer business has or will not be carried on in accordance with the law and with integrity and honesty; or
- (d) there are reasonable grounds for belief that the premises, accommodations, equipment or facilities in respect of which the license is required do not comply with the provisions of this By-Law or any other applicable by-law; or
- (e) the conduct of the license holder or other related circumstance afford reasonable grounds for belief that the carrying on of the business of pawnbroker/secondhand goods dealer in respect of the premises for which the license is sought would infringe on the rights or endanger the health or safety of any other members of the public; or
- (f) the fee payable in respect of the license has not been paid; or
- (g) the applicant is in default with respect to any financial or other obligation to the Village.

p) No person shall obstruct a person inspecting or withhold, destroy, conceal or refuse to furnish any information or thing required by a person inspecting for the purpose of this By-Law.

q) Issuance - rejected - cancelled - suspension - as per the General Provisions contained herein.

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW 4-2026

BEING A BY-LAW TO REGULATE AND LICENSE MOBILE FOOD VENDORS,  
HAWKERS & PEDDLERS AND PAWNBROKER

- r) No licensee shall purchase, take in exchange or receive any secondhand goods, article or thing from any person under the age of fourteen years of age without written authority from a parent or guardian of such person.
- s) Every licensee shall ensure that a seller presents one piece of identification that is integrated with a photograph:
  - (a) a valid driver's license;
  - (b) a passport issued by the government of origin;
  - (c) a "Bring Your Identification" card issued by the Liquor Control Board of Ontario;
  - (d) a certificate of Canadian Citizenship issued by the Government of Canada;
  - (e) a Conditions Release Card issued by Correctional Services of Canada; or
  - (f) a student card.
- t) Every licensee shall ensure that prior to purchasing, taking a pledge, taking in exchange or taking on consignment any secondhand goods, a record is made in a recording system approved by the Ontario Provincial Police or designate of:
  - (a) the day, month, year and time of the transaction;
  - (b) the full name, date of birth, and address of each seller;
  - (c) the full particulars of the seller's identification;
  - (d) a detailed description of each secondhand good sufficient to identify it including, where applicable, make, model, serial numbers, markings, titles and any other identifying numbers, letters or designs;
  - (e) the purchase or consignment price of each secondhand good or a description of the item exchanged for it; and
  - (f) the clearly marked name of the person conducting the transaction.
- u) The Clerk shall notify the holder of a pawnbroker or secondhand goods dealer license by registered mail, when he/she has cause to believe on reasonable grounds that any of the information which an applicant or holder of a pawnbroker or secondhand goods dealer license is obliged to supply or has supplied is inaccurate that unless the inaccuracy, non-compliance or contravention is corrected within thirty days, the license shall be revoked.
- v) The Clerk shall notify the holder of a pawnbroker or secondhand goods dealer license by registered mail when he/she receives information that the pawnbroker or secondhand goods dealer does not comply with all applicable requirements under a statute, Regulation or by-law that, unless the inaccuracy, non-compliance or contravention is corrected within thirty days, the license shall be revoked.
- w) The Clerk shall notify the holder of a pawnbroker or secondhand goods dealer license when he/she has cause to believe that an order issued under the authority of a court with competent jurisdiction has been disobeyed by the holder of the pawnbroker/secondhand goods dealer license that, unless the inaccuracy, non-compliance or contravention is corrected within thirty days, the license shall be revoked.
- x) Non-compliance - license - revoked - notice - see License Requirements

**8 FEE:**

- a) The fee to be paid to the Municipality for a license pursuant to the provisions of this by-law shall be in the amount as prescribed in the current Fees and Charges By-law.

**9 PENALTIES**

- a) Every person who contravenes any provision of this by-law is guilty of an offence and on conviction is liable to a fine as provided for in the Provincial Offences Act.
- b) Any persons convicted of a breach of any of the provisions of this by-law by a Provincial Court Judge or competent jurisdiction thereafter any, in addition to any other penalty imposed on the person convicted, issued an order prohibiting the continuation or repetition of the offence or the doing of any act by the person convicted directed towards the continuation of the repetition of the offence.

**10 ENFORCEMENT**

- a) The provisions of this By-law shall be enforced by the By-Law Enforcement Officer or other appointed Municipal Officer for the Village of Burk's Falls.

**11 ENACTMENT**

- a) This by-law shall take effect on the date the Order for the set fines is approved by the Ontario Court of Justice

**10. REPEALS:**

- a) By-law 30-2024 is hereby repealed.

**AS READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED IN OPEN COUNCIL  
THIS DAY OF 20<sup>th</sup> DAY OF JANUARY 2026.**

---

Mayor Chris Hope

**SEAL**

---

CAO-Clerk Denis Duguay



## Mobile Food Vendor, Hawker and/or Peddler Application

[www.burksfalls.net](http://www.burksfalls.net)

For comprehensive definitions and regulations, consult by-law 04-2026

NEW APPLICATION

RENEWAL APPLICATION

NAME OF APPLICANT (LICENCE GRANTED TO)		NAME OF BUSINESS (OPERATING AS)	
MAILING ADDRESS		BUSINESS ADDRESS (LOCATION TO BE LICENSED)	
CITY	POSTAL CODE	CITY	POSTAL CODE
HOME PHONE	CELL PHONE	BUSINESS PHONE	FAX

E-MAIL ADDRESS (For correspondence purposes)

MOBLE FOOD VENDOR  HAWKER/PEDDLER  HOURS/DAYS OF OPERATON  
DOOR TO DOOR SALES  OTHER

PROVIDE A DESCRIPTION OF THE WARES TO BE SOLD UNDER THIS LICENSE

REQUIRED ATTACHMENTS OF DOCUMENTATION (where applicable)

Proof of valid insurance, with \$2,000,000.00 (two million) liability coverage, listing the Village as an additional insured party

Building permit if required

Rental Agreement with Private Property Owner

Public Health Certificate of Approval (all regulations and requirements must be met)

Fire Department written approval

LOCATION OF PROPOSED STRUCTURE/BUSKER/MARKET WILL BE ESTABLISHED

SIZE OF PROPOSED STRUCTURE

PROPOSED OPENING DATE (M/D/Y)

SIGNATURE TITLE DATE (M/D/Y)

*I have the authority to bind the business/corporation*

NAME IN FULL (PLEASE PRINT)

**FOR OFFICE USE ONLY**

LICENCE FEE	PAYMENT METHOD	CASH <input type="checkbox"/>	DEBIT <input type="checkbox"/>
			CHEQUE <input type="checkbox"/>

BUILDING DEPT- IF STRUCTURE IS OVER 10X10	DOCUMENTATION RECEIVED YES <input type="checkbox"/> NO <input type="checkbox"/>	DATED ISSUED
--	--	--------------

COMMENTS



## Pawnbroker Business License Application

[www.burksfalls.net](http://www.burksfalls.net)

For comprehensive definitions and regulations, consult by-law 04-2026

NEW APPLICATION

RENEWAL APPLICATION

NAME OF APPLICANT (LICENSE GRANTED TO)		NAME OF BUSINESS (OPERATING AS)	
MAILING ADDRESS		BUSINESS ADDRESS (LOCATION TO BE LICENSED)	
CITY	POSTAL CODE	CITY	POSTAL CODE
HOME PHONE	CELL PHONE	BUSINESS PHONE	FAX
E-MAIL ADDRESS (For correspondence purposes)			
I hereby authorize the Chief of Police to forward a security clearance to the Village of Burk's Falls for use in connection with my application for a business license, as required.			
\$2000 SECURITY DEPOSIT REQUIRED FOR LICENSING (NEW ONLY)		YES <input type="checkbox"/>	NO <input type="checkbox"/>
PROPOSED OPENING DATE (M/D/Y)			
SIGNATURE		TITLE	DATE (M/D/Y)
<i>I have the authority to bind the business/corporation</i>			
NAME IN FULL (PLEASE PRINT)			
FOR OFFICE USE ONLY			
LICENCE FEE	PAYMENT METHOD	CASH <input type="checkbox"/>	DEBIT <input type="checkbox"/> CHEQUE <input type="checkbox"/>
BUILDING DEPT Zoning only	POLICE DEPARTMENT		
COMMENTS			
SECURITY DEPOSIT PROVIDED			
DATE RECEIVED	PROOF OF INSURANCE RECEIVED	DATED ISSUED	

**THE CORPORATION OF THE VILLAGE OF BURK'S FALLS  
BY-LAW NO. 05-2026**

Being a by-law to enter into a service agreement between the Sundridge and District Medical Centre Committee and the Village of Burk's Falls.

**WHEREAS** Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides municipalities with the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS** Section 20(1) of the Municipal Act, 2001 authorizes a municipality to enter into an agreement with one or more municipalities or local bodies for their joint benefit, any matter which all of them have the power to provide within their boundaries;

**AND WHEREAS** the Corporation of the Village of Burk's Falls deems it desirable to enter into a Shared Services Agreement with the Sundridge and District Medical Centre Committee to jointly employ a Maintenance Worker to provide services beneficial to both;

**NOW THEREFORE** The Council of the Village of Burk's Falls enacts as follows:

1. That the agreement between the Sundridge and District Medical Centre Committee and the Village of Burk's Falls with respect to the Shared service agreement for property maintenance worker, hereby attached as Schedule A and being part of this by-law, be entered into.
2. That the Mayor and the Clerk be given the authority to sign the agreement on behalf of the Village of Burk's Falls.
3. THAT this By-law shall take effect upon its passing.

**AS READ A FIRST AND SECOND AND THIRD AND FINALLY  
PASSED THIS 20th DAY OF JANUARY 2026**

---

Mayor, Chris Hope

SEAL

---

CAO-CLERK, Denis Duguay

**SERVICE AGREEMENT**

**BETWEEN**

**THE MUNICIPAL CORPORATION OF THE VILLAGE OF BURK'S FALLS**

**AND**

**VILLAGE OF SUNDRIDGE TOWNSHIP OF JOLY TOWNSHIP OF STRONG**  
**(Referred to as the Sundridge & District Medical Centre Committee)**

**WHEREAS** the Village of Burk's Falls has hired a Property Maintenance/Janitor to provide services as described in the job description attached as Schedule "A" to this by-law;

**AND WHEREAS** the Village of Burk's Falls agrees to share the services of Property Maintenance/Janitor with the Sundridge and District Medical Centre Committee;

**AND WHEREAS** the Village of Burk's Falls and the Sundridge and District Medical Centre Committee agree that the Property Maintenance/Janitor shall be an employee of the Village of Burk's Falls;

**AND WHEREAS** the Sundridge and District Medical Centre Committee agrees to pay the Village of Burk's Falls for the costs involved in retaining the services of a Property Maintenance/Janitor, as per the terms of this agreement;

**NOW THEREFORE** the Village of Burk's Falls and the Sundridge and District Medical Centre Committee agree as follows:

**Definitions:**

Urgent Call Out – means a matter that arises outside of regular hours which must be dealt with immediately as the consequences would result in a negative impact to the condition of the facility or to patient care.

1. THAT the Sundridge and District Medical Centre Committee shall use the services of the Property Maintenance/Janitor for 260 hours a year (average of 5 hours per week) during the term of this agreement. Every effort shall be made to ensure the availability of the Property Maintenance/Janitor as per the availability of staff members between the hours of 7:00 am to 5:00 pm, but it is recognized that the hours must remain flexible.
2. THAT the Sundridge and District Medical Centre Committee shall pay the Village of Burk's Falls based on an annual budget of \$19,257.71, plus mileage of approximately \$3,414.52. Increases to annual rate as per Village of Burk's Falls Pay Grid to be provided to the Sundridge and District Medical Centre Committee.
3. THAT the Sundridge and District Medical Centre Committee shall pay for any urgent call-outs, agree to compensate the Village of Burks Falls for a minimum of 2.67 hours of work.
4. THAT the Sundridge and District Medical Centre Committee shall reimburse the Property Maintenance/Janitor for business-related mileage incurred in the performance of duties for the Committee, at a rate of seventy-two cents (\$0.72) per kilometre, in accordance with Canada Revenue Agency (CRA) guidelines. Mileage claims shall be supported by a daily vehicle log maintained by the Property Maintenance/Janitor.  
Reimbursable mileage shall commence from the point of departure at the Village of Burk's Falls Municipal Office, located at 172 Ontario Street, Burk's Falls, Ontario. The mileage reimbursement rate may be amended from time to time by resolution of the Council of the Village of Burk's Falls. Upon written notice of such amendment, the revised rate shall automatically apply and shall be deemed to amend this article.
5. THAT the Committee agrees to provide administrative assistance through the Administrating Municipality during onboarding process and historical maintenance information as required.

**Appendix "A" – By-Law No. 05-2025 - Page 2 of 4**

6. THAT in the event of prosecution by or against the Property Maintenance/Janitor in the territorial jurisdiction of 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.
7. THAT the Sundridge and District Medical Centre Committee agree to maintain an insurance policy and covering the Property Maintenance/Janitor 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 Village of Burk's Falls.
8. THAT any dispute arising from the administration of this agreement shall be resolved by the CAO-Clerk of the Village of Burk's Falls and the Sundridge and District Medical Centre Committee Chair. If the decision is not satisfactory to one of the parties, the matter can be referred to the Council of the Village of Burk's Falls from the CAO Clerk or the Sundridge and District Medical Centre Committee from the Chair. If any dispute arises out of or relates to this Agreement, or a breach thereof, and if the dispute cannot be settled through direct discussions between the parties, the parties agree to first endeavor to settle the dispute in an amicable manner by mediation selected by mutual agreement of the parties.
9. THAT this agreement shall be in place from February 1<sup>st</sup>, 2026, to December 31<sup>st</sup>, 2027. Thereafter, it may be renewed by the parties on whatever mutually acceptable basis is determined.
10. THAT on the first anniversary of the contract start date, February 1st, 2027, both parties will have the opportunity to make amendments to the Agreement. Any changes must be agreed to by both parties.
11. Any party may cancel their participation in this agreement by serving the other parties, written notice of their intention, one hundred and eighty (180) days in advance of the date of termination.
12. This agreement constitutes the entire agreement between the parties.

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

Dated at the Village of Burk's Falls

\_\_\_\_\_

**MAYOR**

this 20<sup>th</sup> day of January 2026

\_\_\_\_\_

**CAO - CLERK**

**IN WITNESS THEREOF THE SUNDRIDGE AND DISTRICT MEDICAL CENTRE COMMITTEE HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.**

Dated at the Sundridge and District Medical Centre

\_\_\_\_\_

**CHAIR**

this 20<sup>th</sup> day of January 2026

\_\_\_\_\_

**AUTHORIZED**

\_\_\_\_\_

**REPRESENTATIVE**

**FROM ADMINISTERING MUNICIPALITY**

**Schedule “A” – Property Maintenance/Janitor Agreement – Page 1 of 2**

**POSITION DESCRIPTION**  
**Property Maintenance/Janitor**  
**October 2025**

---

**REPORTS TO:**

Village of Burk's Falls Public Works Foreman

**POSITION PURPOSE:**

Under the direction of the Public Works Foreman, the Property Maintenance - Janitor is responsible for the general cleaning and maintenance of the Village of Burk's Falls Health Centre and Medical Building, as well as the maintenance of the Village of Sundridge & District Medical Centre.

**MAJOR DUTIES & RESPONSIBILITIES:**

1. Responsible for minor repairs and maintenance (painting, minor plumbing, basic mechanical/electrical, drywall, doors, and locks).
2. Perform inspections; ensuring cleaning and preventative maintenance service is done on a scheduled basis to various building components.
3. Responsible for conducting annual unit inspections and performing the work identified during the inspection in a timely basis.
4. Maintain records of maintenance performed.
5. Knowledge of building operating systems including heating, hot water, H/VAC, electrical, safety, fire control, energy management, and elevator system.
6. Manage tenant requests for repairs, including follow up to ensure satisfaction and completion, and generally work to promote good tenant-landlord relations.
7. Knowledge of all corporation and relevant government policies regarding maintenance requirements and all other applicable legislation (WHMIS, RTA, etc.).
8. Ensuring all work is conducted safely and in accordance with the Occupational Health and Safety Act;
9. Prepare ongoing and annual unit inspection reports.
10. Monitor the performance of service contractors and assist with entry to areas of the building (e.g. pest control, elevator).
11. Obtain quotes and provide coordination for special projects.
12. Maintain required inventory.
13. See the work setting as a team environment (be prepared to help where necessary) and have an understanding of other stakeholder requirements.
14. Respond to tenant emergencies as they occur
15. Glass cleaning
16. Maintain and update Fire Safety Plan as required

**JANITORIAL BURK'S FALLS ONLY**

17. Sweeping and mopping of floors as needed
18. Sanitize surfaces
19. Vacuum carpeted areas
20. Waste removal from common areas as needed
21. Cleaning of public washrooms
22. Additional cleaning may be requested by the public works foreman

**WASTE MANAGEMENT**

23. Weekly collection and removal of waste and recycling for curbside collection
24. Cleaning of waste and recycling receptables to reduce odorless and prevent vermin
25. Proper sorting of recyclables as per municipal curbside requirements

**Schedule "A" – Property Maintenance/Janitor Agreement – Page 2 of 2**

**POSITION DESCRIPTION**  
**Property Maintenance/Janitor**  
**October 2025**

**YARD MAINTENANCE**

26. Grass Cutting and trimming as needed (Burk's Falls Only)
27. Snow removal of entrance /exits and sidewalks
28. Additional duties may be assigned by the public works foreman

**EQUIPMENT MAINTENANCE/REPAIR:**

29. Generator Monthly Maintenance

**EDUCATION / EXPERIENCE / SKILLS:**

30. Completion of High School
31. Minimum 5 years related experience.
32. Attention to detail
33. Effective time management skills
34. Ability to utilize machinery
35. Understanding of applicable standards especially health and safety

**Judgement**

Solutions or required actions are guided by established procedures and precedents. Problems typically have obvious solutions with limited alternatives or can be escalated to others. Minimal independent judgment or decision-making is needed.

**Mental Effort**

Tasks are generally routine with occasional interruptions.

**Physical Effort**

Tasks are typically outside with frequent sitting and walking throughout the day.

**Accountability**

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

**Safety of Others**

A requirement of the position is to ensure the safety of residents, peers and employees.

**Supervision**

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

**Contacts**

Contacts are primarily within the organization requiring common courtesy, effective listening and comprehension skills, and the ability to work cooperatively with others.

**Working Conditions**

The position works typically on an 7:00am – 4:00pm schedule during weekdays with the occasional call for service outside of these operating hours. Typical conditions are such that a minor to moderate risk of injury, harm or illness to the incumbent could occur.

*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.*



## **VILLAGE OF BURK'S FALLS**

### **Municipal Volunteer Policy**

#### **Policy Statement**

The Village of Burk's Falls (the "Village") recognizes and values the important contributions made by volunteers in enhancing municipal programs, services, and community initiatives. Volunteers are individuals who generously contribute their time, energy, and skills in the belief that their involvement benefits the community while providing meaningful and personally rewarding experiences, without monetary compensation or expectation of financial compensation.

The Village is committed to fostering a safe, inclusive, and supportive environment in which volunteers can engage in activities that promote community well-being. Through clear guidelines, effective communication, and mutual respect, the Village aims to ensure that volunteer involvement is productive, fulfilling, and aligned with municipal goals and standards.

#### **Purpose**

This policy establishes volunteer management policies and procedures that enhance program delivery while protecting community members, volunteers, and the Village from harm.

#### **Scope**

This policy applies to everyone who volunteers in any role for the Village of Burk's Falls, as well as all staff members who are responsible for recruiting, coordinating, supervising, or working alongside volunteers.

Volunteers contribute to a wide range of municipal functions, including recreational, cultural, environmental, social, and other community or civic programs.

Volunteers must not be assigned duties that would:

- Replace or displace the work of paid staff;
- Fill existing staff positions (including vacancies or leaves);
- Address regular workload demands or tasks that are normally performed by paid employees.

All volunteers who are carrying out approved tasks on behalf of the Village are covered under the Village of Burk's Falls General Liability Insurance Policy with respect to third party injury or damage claims arising from volunteer actions. This does not include personal injury to Volunteers or damage to property owned by volunteers. Volunteers are not municipal employees and therefore are not covered by WSIB. Volunteers will be required to sign a Volunteer Service Waiver releasing the Village from any liability with respect to personal injury or property damage.

A volunteer is covered by municipal insurance only during the times and dates they are scheduled and have reported for their volunteer assignment. Once their scheduled volunteer period/shift ends, they are no longer deemed to be volunteering and therefore no longer covered by municipal insurance.

**VOLUNTEERS ARE NOT PERMITTED TO DRIVE MUNICIPAL VEHICLES.**



## **Responsibility**

### **CAO- Clerk**

- Develops and updates volunteer-related policies, procedures, and guidelines.
- Communicates any changes to policies or procedures to municipal staff.
- Offers support, guidance, and expertise on the volunteer program to both employees and volunteers as needed.
- Ensures staff and volunteers can easily access all relevant policies, guidelines, and human resources information.
- Brings recommendations for volunteer placements to Council for consideration and approval.

### **Supervisors/Assigned Staff**

- Makes recommendations for volunteer placements to CAO-Clerk.
- Conduct a risk assessment to determine whether the volunteer is suitable for the role.
- Provide orientation and training, including health and safety instruction, and supply any tools or information needed for a successful placement.
- Ensure all required documentation (training records, waivers, Police Record Check with Vulnerable Sector Screening when applicable) is completed before the volunteer begins. Submits to HR.
- Confirm that the volunteer understands the scope and duties of their position.
- Offer direction, coaching, and ongoing support.
- Treat volunteers respectfully and in accordance with municipal policies such as the Code of Conduct, Respect in the Workplace, and Violence and Harassment policies.
- Recognize and acknowledge volunteer contributions whenever possible.
- Accommodate accessibility requirements.
- Keep accurate records of volunteer information, including hours completed (e.g., for student placements).

### **Volunteers**

- Follow all applicable municipal policies, procedures, regulations, and instructions provided by their supervisor or assigned staff.
- Be punctual and dependable and advise the supervisor or designate as early as possible if they cannot attend a scheduled shift.
- Participate in all required orientation and training sessions.
- Consult with their supervisor before undertaking any new tasks.
- Keep confidential any information accessed or shared while volunteering.
- Wear appropriate clothing and any required personal protective equipment suitable for safety and public-facing duties.
- Submit a Police Record Check (with Vulnerable Sector Screening) if applicable.
- Sign the Volunteer Contract and Waiver before beginning their placement.
- Complete all required application forms and paperwork beforehand.
- Report any injuries in accordance with municipal procedures.
- Represent the Village in a professional and positive manner.

## **Process**

### **Call for Volunteers/Recruitment**

When a volunteer opportunity becomes available, the Village of Burk's Falls will issue a public "Call for Volunteers." This may be advertised through municipal social media channels, the Village website, local radio, digital publications, or any other suitable method.



### **Application Form**

Individuals interested in volunteering may submit a Volunteer Application form, provided there is an active volunteer opportunity. Applications will not be accepted when no positions are available. Certain roles may require position-specific forms.

### **Interviewing**

Prospective volunteers will participate in an interview to learn more about the position and to assist the Village in assessing the individual's suitability, skills, and ability to perform the role. All interviews will be conducted in accordance with the Ontario Human Rights Code.

Depending on the level of risk associated with the role, multiple interviews may be required. Low-risk positions may involve a more informal interview process.

### **Determining the Risk**

Each volunteer role will be assessed to determine its inherent level of risk. The assigned risk level will dictate the screening measures required. The Risk Rating Matrix will be completed by the supervisor or designate.

### **Selection and Appointment**

Volunteers will be selected by committee or staff, with a recommendation made to Council for final approval.

### **Orientation and Training**

All volunteers must receive proper orientation before beginning independent duties. Orientation may be delivered by a supervisor, designate, or an experienced volunteer; however, the program supervisor is responsible for ensuring orientation is completed.

### **Record Keeping and Recording**

The Village will maintain records for each volunteer, which may include service dates, roles performed, evaluations, and other relevant documents. All records will be managed in accordance with the Village's Record Retention By-law.

### **Evaluation of the Volunteers and Follow Up**

Volunteers will receive feedback to support their success, growth, and development. Feedback may also help determine the overall effectiveness of the volunteer program. It may be provided by the supervisor or designate.

Check-ins may occur. Communication will occur to ensure a positive experience for volunteers, program participants, and the Village.

### **Compliance**

Failure to comply with this policy may result in corrective action, up to and including removal from the volunteer position, in accordance with the **Terms and Conditions**.



## VOLUNTEER POSITION DESCRIPTION

**TITLE:**

**PURPOSE OF THE POSITION:**

**TASKS OR FUNCTIONS:**

**DEPARTMENT:**

**TIME COMMITMENT:**

**SKILL REQUIREMENTS:**

**TRAINING OR SKILL DEVELOPMENT REQUIRED:**

**SUPERVISION:**

**WORKING CONDITIONS:**

**SCREENING REQUIRED:**

**EVALUATION AND FOLLOW-UP:**

**OTHER:**



## VOLUNTEER RISK MATRIX

---

**Volunteer Name:**

---

**Position:**

---

### Legend

**1 – Least Risk      10 – Most Risk**

---

### Risk Assessment Table

Position	1	2	3	4	5	6	7	8	9	10	Risk Level
Participant											
Environment											
Activity											
Supervision											
Nature of Relationship											

---

### Category Descriptions:

**Participant** – Elderly, young children, youth

**Environment** – Where the activity takes place and the associated risk level

**Activity** – Nature of tasks (e.g., money handling, selling tickets)

**Supervision** – Level of oversight at the activity; increased supervision lowers risk

**Nature of the Relationship** – Whether the role involves a position of trust (e.g., coaching)

---

### Additional Comments:

---



## VOLUNTEER APPLICATION

Thank you for your interest. If you are selected for a volunteer position, a municipal employee or committee member will contact you to provide additional information.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Phone Home: \_\_\_\_\_ Phone Alt.: \_\_\_\_\_

### Emergency Contact Information

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Home: \_\_\_\_\_ Phone Alt.: \_\_\_\_\_

### Availability

#### **When do you want to volunteer? (Please circle):**

Year-Round      Summers Only      Winters Only      Special Events      As Needed

#### **How often do you want to volunteer? (Please circle):**

Daily      Weekly      Monthly      Occasionally      Other: \_\_\_\_\_

### Volunteer Experience

Have you volunteered before? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please indicate the organization, volunteer position, and # of months/years:

\_\_\_\_\_

**Special Considerations- Voluntary (allergies or conditions that could be impacted by volunteer activities):**

\_\_\_\_\_

### Areas of Interest

What position (programs, events, facilities) are you interested in?



**What special skills or training do you have that are an asset for this position?**

---

---

**List any special skills or interests (e.g., music, language, sports, committee work):**

---

---

**Acknowledgement of Volunteer Responsibilities:**

- I understand I may be required to undergo a screening process which could include an interview and reference check.
- I understand that mandatory training may be required before the start of my volunteer position.
- I understand that upon the acceptance of a volunteer position, I may be required to obtain a Police Vulnerable Sector Check (over 18) or a Police Check (under 18). Letter will be provided by the Village.
- I hereby certify that the information provided is correct, and any false statements made on this application will result in immediate termination of the volunteer position.
- I understand that the Corporation can refuse assistance of any individual to a volunteer or to end a current volunteer opportunity. The Corporation is not required to provide reasons or rationale for these actions.

---

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_  
(Applicant or Parent/Guardian)

*If the volunteer is under the age of 18, this waiver must be signed by a parent or guardian.*

Personal information contained in this form is collected in pursuant to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and will be used for the purpose of responding to your Volunteer Application. Questions about the collection of this information should be directed to the CAO-Clerk



Village of Burk's Falls

## VOLUNTEER CONTRACT

**Name (Print):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone Number(s):** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Age:** \_\_\_\_\_

**Volunteer Position:** \_\_\_\_\_

---

### Volunteer Acknowledgement

The following is an acknowledgement by you, the Volunteer, and the Village of Burk's Falls:

<b>Acknowledgement</b>	<b>Initials</b>
I will follow the roles and responsibilities as outlined in my position description	____
I will volunteer for the minimum volunteer commitment as outlined in my position description	____
I will provide a criminal record check, if required	____
I will complete the mandatory training prior to engaging in volunteer activity	____
I will maintain a high commitment to my personal health and safety and that of fellow volunteers, staff, and patrons. I will immediately report any incidents, concerns, and/or accidents to my supervisor	____
I will behave in accordance with Village of Burk's Falls Rzone Policy	____
I will be respectful to staff, patrons, and fellow volunteers at all times	____
I will be reliable, prompt, and notify my supervisor if I am unable to complete my scheduled shift	____
I will be receptive to constructive feedback	____
I will not receive monetary compensation for my volunteer services or time	____
I will not be considered an employee of the Village of Burk's Falls and will not be covered by WSIB	____

---

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

(Applicant or Parent/Guardian)

*\*If the volunteer is under the age of 18, this waiver must be signed by a parent or guardian.*

Personal information contained in this form is collected in pursuant to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and will be used for the purpose of responding to your Volunteer Application. Questions about the collection of this information should be directed to the CAO-Clerk

---

**Municipal Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**To Be Completed by Program/Event Administrator Required**

**Training for Volunteers**

Required Training	Required (Yes/No)	Document Sent to Volunteer
<b>Rzone Policy</b>		
<b>Council Code of Conduct</b>		
<b>Committee Terms of Reference</b>		
<b>Respect in the Workplace Policy</b>		
<b>Violence in the Workplace Policy</b>		
<b>Proceedings of Council</b>		
<b>Accessible Customer Service Policy</b>		
<b>Health &amp; Safety Policy</b>		
<b>Social Media Policy</b>		
<b>Emergency Medical Information</b>		
<b>WHMIS Training</b>		
<b>SITE SPECIFIC:</b>		
- First Aid: Location of Stations, names of First Aiders		
- Fire Safety & Evacuation Plans		
- Site Specific Hazards (contaminated sandbags, heat/cold exposure, compressed gases, trip/slip/fall hazards, MSD prevention, etc.)		
<b>Police Vulnerable Sector Check / Police Information Check</b>		

**Trainer Information**

Name (Print): \_\_\_\_\_

Date Training Completed: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# **VOLUNTEER SERVICE WAIVER RELEASE OF LIABILITY AGREEMENT WAIVER OF CLAIMS, AND ASSUMPTION OF RISK AND INDEMNITY AGREEMENT**

---

**READ CAREFULLY; BY AGREING TO THE TERMS OF THIS DOCUMENT YOU WILL WAIVE CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE.**

**Name (Print):** \_\_\_\_\_

**Volunteer Position:** \_\_\_\_\_

I acknowledge that I have read and understand the terms and conditions of the volunteer position. I agree to follow these terms and conditions and to work safely in accordance with any safety training and/or materials provided to me.

I understand that my role as a volunteer does not make me an employee, agent, or contractor of the Corporation of The Village of Burk's Falls ("Municipality"). I understand that the Municipality will not assume any responsibility for any personal injury or death to myself or damage to my property, including any material losses, damages, claims, liabilities, or suits whatsoever arising from my participation as a volunteer for the Village, nor am I covered by the Workplace Safety & Insurance Act, 1997, S.O. 1997, c. 16, Schedule A, as amended, should I become injured while participating as a volunteer.

I understand that volunteering involves inherent risks, including the possibility of injury, death, or damage to personal property. I acknowledge that I am choosing to participate of my own free will, without pay or compensation, and that I am responsible for exercising due care at all times. I understand that all activities I perform as a volunteer are undertaken at my own risk.

In consideration of being permitted to volunteer, I, on behalf of myself, my heirs, executors, administrators, successors, assigns, and anyone who may claim through me, hereby release, and agree to defend, indemnify, and hold harmless the Municipality, its elected officials, officers, employees, agents, and anyone acting on its behalf from any and all losses, liabilities, damages, injuries, claims, demands, actions, causes of action, costs, or expenses of any kind arising out of or related to my volunteer activities. This includes, but is not limited to, any claims related to personal injury, sickness, disease, death, or property damage, however so caused, whether foreseen or unforeseen and whether or not such claims arise from negligence, errors, omissions, or misconduct by the Municipality or its representatives, including breach of statutory or other duty of care, including any duty of care owed under the Occupier's Liability Act, R.S.O. 1990, c. O.2, and including failure on the part of the Municipality, its elected officials, officers, employees, agents and anyone acting on its behalf, to protect me from the risks, dangers and hazards of participating in the volunteer program.

I confirm that I have been advised of my right to seek independent legal advice before signing this Volunteer Service Waiver.

I confirm that I have read and understand this Waiver prior to signing it, and I am aware that by signing this Waiver I am waiving certain legal rights which I or my heirs, next of kin, executors, administrators, assigns and representatives may have against the Municipality notwithstanding that same may have been occasioned or contributed to by the Municipality's negligence.



Village of Burk's Falls

\*If the volunteer is under the age of 18, this Waiver must be signed by a parent or guardian.

**Volunteer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*\*Parent/Guardian Signature:* \* \_\_\_\_\_ **Date:** \_\_\_\_\_

**Witness:** \_\_\_\_\_ **Date:** \_\_\_\_\_



### **Terms and Conditions of Volunteer Position**

This document is a Volunteer Agreement outlining the terms and conditions for volunteering operations within the Village of Burk's Falls. The Village of Burk's Falls recognizes the positive impact that volunteers have on our community, and that volunteers assist with strong sustainable programming and often supplement the services provided by the Village. The Village supports individuals to achieve their goals and objectives through Volunteer opportunities.

Individuals who wish to volunteer within the Village are required to complete the online application located at [www.burksfalls.net](http://www.burksfalls.net). Resumes and cover letters may accompany the Application as applicable.



Village of Burk's Falls

## **Municipal Responsibilities:**

Municipal staff who request volunteers are responsible for developing role descriptions that outline the scope of work required training, and resources for each volunteer position.

Volunteer role descriptions will be reviewed and updated as required and be attached to the online application for review at time of volunteer submission.

The Village will provide notice of active volunteer opportunities through a combination of the following: posting on the Village's website, through the Village's various social media outlets.

Personal information collected by the Village with respect to volunteer involvement will only be used for administration and management of the volunteer program.

A volunteer file will be held by the Clerk's Department at the Village of Burk's Falls and held within the records management process.

## **Application:**

These terms and conditions apply specifically to volunteering operations within the Village of Burk's Falls, for example festivals and events, community gardens, parks, Arena, etc.

**Promotion:** Volunteers acknowledge that any photographs; video; sound recordings taken of them or by them may be used by the Village for any promotional purposes unless the volunteer states otherwise through the application.

**Term:** This Volunteer Agreement will begin on the date signed by Volunteer below and will continue until terminated by either the Village or the Volunteer.

## **Early Termination:**

- a. Any failure on the Volunteer's part to meet the terms of these Volunteer Terms and Conditions will result in the termination of this Agreement and may lead to the Volunteer's removal from the activity.
- b. To cancel this Volunteer Agreement at any time, the Volunteer must email [senioradmin@burksfalls.ca](mailto:senioradmin@burksfalls.ca) and put the word 'CANCEL' in the subject field as soon as possible.

**Travel and Accommodation:** Volunteers are responsible for their own travel and accommodation expenses even while volunteering for Village. It is important to note that the Village will not ask volunteers to perform volunteer duties that require them to drive. For example: delivering food baskets to residents.

*A volunteer is only volunteering, and therefore covered by Village insurance, after they have reported to the Volunteer Captain or Volunteer Coordinator on the day they are scheduled to volunteer.*

*Once the scheduled volunteer time is concluded, they cease to be a Volunteer.*

***Volunteers shall not be permitted to operate Municipal Vehicles or Equipment unless authorized by the CAO.***



Village of Burk's Falls

### **Volunteering Hours:**

There are no required minimum hours. Volunteer shifts may vary but will not exceed 8 hours long (including one 30 min break to be arranged at the supervisor's discretion, and two 15-minute breaks); the time it takes to sign-in and travel to and from the position is additional to the shifts.

### **Passes:**

All Volunteers will be issued with an appropriate pass. This pass will enable the wearer to access those areas relevant to the position and responsibilities allocated. Any pass is a functional tool for Volunteers required to carry out their duties. A sample of a pass could be an access pass to various buildings or pass that will allow access to an event.

### **Code of Conduct:**

Any of the following, including the aiding and abetting of others, constitutes a breach of these Volunteer Terms and Conditions:

- c. Failure to comply with these Volunteer Terms and Conditions or any policies and procedures and instructions from the Village as notified during the volunteer briefings and whilst undertaking the voluntary role;
- d. Neglecting to complete a required task promptly and diligently, without sufficient cause or notice to the governing body of the status of the job.
- e. Leaving a position without permission or without sufficient cause.
- f. Divulging matters confidential to the Village, either past or present, without permission.
- g. Soliciting or receipt of gratuities or other consideration from any person, or failure to account for keys, money or property received in connection with the business of the Village or its partners.
- h. Incivility to persons encountered during duties or misuse of authority in connection with the business of the Village or its partners.
- i. Conduct in a manner likely to bring discredit to a fellow volunteer, the Village, or its partners.
- j. Use of Village equipment without permission.
- k. Reporting for duty under the influence of alcohol or restricted drugs or use of these whilst on duty; and
  - i. Failure to notify Village immediately of any:
  - ii. Conviction for a criminal and/or motoring offence for which a pardon was not granted.  
Please note, the Village will ask volunteers exposed to any vulnerable sector to complete or provide proof of a Criminal Records Check conducted the Ontario Provincial Police that is no less than 2 years old.
  - iii. Indictment for any offence that may affect their work with the
  - iv. Village.
  - v. Police caution or legal summons that may affect their work with the Village.
  - vi. Permitting unauthorized access to premises, Village site, or place of work; and
  - vii. Carrying of equipment not issued as essential to an individual's role or duties.



## **Volunteer Obligations:**

Volunteers shall:

- i. Abide by these Terms and Conditions.
- ii. Acknowledge that they are not employees of the Village of Burk's Falls.
- iii. Represent the Village in a positive and appropriate way and demonstrate their commitment by fulfilling their role to the best of their ability in line with the briefing and any training provided.
- iv. Attend all the on-site briefing and training sessions. Be on site and available to work on the days required.
- v. Volunteers shall arrive for their shifts on time and participate fully for the duration specified.
- vi. Always wear any relevant uniform whilst on shift.
- vii. Keep personal items out of view, reach or access to any other volunteer or resident.
- viii. Volunteers shall not use or be visibly engaged with personal phones or electronic devices unless there is a clear and work-related purpose for the interaction (e.g., conducting an online search to assist a resident).
- ix. Be well presented and polite to members of the public whilst on shift and carry out duties with maturity, honesty, and reliability.
- x. Volunteers shall not consume alcohol or drugs while volunteering, or immediately prior to volunteering. The Village reserves the right to require any volunteer who is found to be under the influence of alcohol or other substances, or whose behavior may bring the Village into disrepute, to leave the Village site.
- xi. Volunteers who feel at risk of health-related issues shall wear appropriate personal protective equipment (PPE), such as masks, gloves, face shields, or any other protective items provided by the Village of Burk's Falls.
- xii. Volunteers who are feeling unwell for any reason should promptly inform their supervisor and not participate in volunteer activities if their health may pose a risk to themselves or others.

## **Electronic Communications:**

Volunteer contact details will be added to the Village database electronic mailing list so that they may be contacted for future volunteer opportunities at the Village of Burk's Falls or electronic Village of Burk's Falls newsletters and event promotions. Volunteers may ask to be removed from this mailing database at any time after completion of the activity by emailing [senioradmin@burksfalls.ca](mailto:senioradmin@burksfalls.ca).



P.O. Box 463, Burk's Falls, Ontario P0A 1C0  
Phone: 705-571-3308  
Email: [info@burksfallsdistricthistoricalsociety.com](mailto:info@burksfallsdistricthistoricalsociety.com)  
[www.burksfallsdistricthistoricalsociety.com](http://www.burksfallsdistricthistoricalsociety.com)  
Like us on Facebook

#### Heritage Centres

Watt Century Farm House  
827 Chetwynd Road  
Armour Township

---

Wiseman's Corner Schoolhouse  
112 Midlothian Road  
Ryerson Township

January 6, 2026

Village of Burk's Falls  
PO Box 160, 172 Ontario Street  
Burk's Falls, ON P0A 1C0

Dear Mayor and Council,

---

**Subject:     Venue for Heritage Festival 2026**

---

The Burk's Falls and District Historical Society and the Township of Armour's Heritage Festival 2025 was a huge success thanks to the Agricultural Society & the Village of Burk's Falls. We are hopeful that you will be supportive of a request to continue hosting the annual event on the fairgrounds for 2026.

We have received a lot of positive feedback and recommendations for this year's event. We are seeking your support by allowing us to host the event at the Knight Brother's Park with the remainder on the Agricultural Society's fairgrounds. The grounds have the capacity to host the community event and be in a location that allows for first responders to react quickly in an unforeseen emergency. By granting us permission for use of the property, the Township of Armour will name the Village of Burk's Falls as an additional insured for the event.

Heritage Festival is planned for Saturday, July 11, 2026 from 11:00 a.m. to 3:00 p.m. Final hours have not been confirmed to date. We will continue hosting the Southeast Almaguin Firefighter Challenge, vendors market and car show.

Heritage Festival is not a fundraiser for the Historical Society, it's an extension of a Canada Day celebration. We are hopeful that you are supportive of the request which will allow us to continue hosting Heritage Festival at a large scale and in a central location. We look forward to hearing back from you.

Respectfully submitted,

*Charlene Watt*

Charlene Watt  
Secretary/Deputy Treasurer for the Burk's Falls & District Historical Society  
Municipal Clerk for the Township of Armour



# **2026 Municipal Insurance Program**

## **CORPORATION OF THE VILLAGE OF BURK'S FALLS**

Renewal Report for the Policy Term January 1, 2026 to January 1, 2027

In Partnership with:

Dan Cole  
Stan Darling Insurance Inc.  
178 Ontario Street  
Burk's Falls, ON P0A 1C0

Prepared by:

Jason Gervais, CRM, C.Tech, R.I.B. (Ont.)  
Regional Manager

Ref 09775/as 1 December 2025

Submitted by: Intact Public Entities Inc.  
Address: 278 Pinebush Rd., Suite 200  
Cambridge, ON N1T 1Z6

phone: 1-800-265-4000  
email: [connectwithus@intactpublicentities.ca](mailto:connectwithus@intactpublicentities.ca)



# How to Report a Claim

## Steps you need to take to report a claim:

1. During business hours please **call your broker** (if applicable) or **IPE** at 1-800-265-4000 or email at [mail.claims@intactpublicentities.ca](mailto:mail.claims@intactpublicentities.ca).
2. For **legal expense claims** please call **ARAG** at 1-855-953-1434.
3. For **automobile claims** please call **IPE** at 1-800-265-4000 or email at [mail.claims@intactpublicentities.ca](mailto:mail.claims@intactpublicentities.ca).
4. For **cyber incidents** please carefully review your cyber policy to identify the Subscribing Partner and their corresponding claims contact information.
5. **After hours**, please call 1-866-287-4971.

## Property Damage

Have you experienced property damage from a storm, flood, or fire? Have you found mould or asbestos? Call **On Side Restoration**, the IPE preferred vendor for your property restoration needs.

**ON SIDE RESTORATION.** in partnership with **[intact] public entities**

**FIRE | WATER | STORM | MOULD | ASBESTOS**

On Side Restoration is Canada's leading property restoration firm with 45+ branches, from Victoria, BC to St John's Newfoundland and Labrador. For over 45 years, On Side has been restoring damaged homes and businesses 24-hours a day, 365 days a year.

CALL US DAY OR NIGHT

1-888-663-6604 | [contactus@onside.ca](mailto:contactus@onside.ca) | [www.onside.ca](http://www.onside.ca)



## Update Your Records

### Paying Your IPE Insurance Policy

1. If paying electronically, update your payables system if necessary to reflect **IPE as a payee**. Information on adding IPE as a payee can be found with your monthly statement.
2. **Look for IPE**, not Intact Insurance in your payables system – we are separate companies.
3. IPE is a subsidiary of Intact Financial Corporation. Please continue to **submit payment to us** without amalgamating any payments to Intact Insurance.
4. **We have our own payment terms and methods** that may be different than Intact Insurance. We cannot transfer payments between companies if misapplied. Amalgamating payments may result in the accrual of late fees on your account.
5. **Please see your policy for IPE's banking information.**
6. For all **finance inquiries** please email [finance@intactpublicentities.ca](mailto:finance@intactpublicentities.ca).

# About IPE

IPE is a Canadian leader in providing specialized insurance programs, including risk management and claims services to municipal, public administration and community-based organizations across Canada. Proven industry knowledge, gained through over nine decades of partnering with insurance companies and independent brokers, gives IPE the ability to effectively manage the necessary risk, advisory and claims services for both standard and complex issues. IPE is a wholly-owned subsidiary of Intact Financial Corporation with its head office located in Cambridge, Ontario. For additional information about IPE visit [www.intactpublicentities.ca](http://www.intactpublicentities.ca).

IPE is a Managing General Agent (MGA) with the authority to write and service business on behalf of strategic partners who share our commitment and dedication to protecting specialized organizations. Because our partners are long-term participants on our program, they understand the nature of fluctuating market conditions and complex claims and are prepared to stay the course.

IPE is a licence-holder through the Registered Insurance Brokers of Ontario (RIBO) and in multiple jurisdictions across Canada, and as such we are required to disclose our professional duties and obligations to you as a current or potential client. Learn about our principles of conduct, how we are compensated by the insurers we represent, and see our privacy policy by reviewing the following:

[Code of Consumer Rights and Responsibilities](#)

[CISRO Code of Conduct for Insurance Intermediaries and Fact Sheet – About Your Registered Insurance Broker](#)

[Broker Compensation Disclosure](#)

[Our Privacy Promise](#)

## Canadian Owned Company With 90+ Years of Continuous Operation

### Market Leader

#### Municipal, Public Administration & Community Services

Municipal market share leader in Ontario with strong representation of municipal, public administration and community-based organizations across Canada.

### Innovative

#### New Products & Services

Cyber Risk Insurance  
Fraudulently Induced Transfer  
Road Reviews  
Fleet Management

### In-House

#### Claims & Risk Management

In-house claims management = faster turn around, single point of contact, specialized expertise in the municipal claims environment.



Municipal Market Share  
Leader in Ontario



First Municipal Client  
The Village of Ayr, Ontario

## The Advantage of a Managing General Agent

The MGA model is different than a traditional broker/insurer arrangement in that an MGA provides specialized expertise in a specific, niche area of business. As an MGA we also offer clients additional and helpful services in the area of risk management, claims and underwriting. And unlike the reciprocal model, a policy issued by an MGA is a full risk transfer vehicle not subject to retroactive assessments but rather a fixed term and premium.

We invite you to work with a partner who is focused on providing a complete insurance program specific to your organization that includes complimentary value added services that help drive down the cost of claims and innovative first to market products and enhancements. You will receive personalized service and expertise from a full-service, local and in-house team of risk management, claims, marketing and underwriting professionals.

As a trusted business partner, we believe in participating in and advocating for the causes that affect our clients. For this reason, we affiliate with and support key provincial and national associations. In order for IPE to be effective in serving you, we, as an MGA, believe in fully understanding your needs, concerns and direction. Our support is delivered through thought leadership, financial resources, advocacy, services, education and more.

## Risk Management Services

We are the leader in specialized risk management and place emphasis on helping your organization develop a solid plan to minimize exposure before potential incidents occur. Risk management is built into our offerings for all clients, fully integrated into every insurance program. Our risk management team is comprised of analysts, risk control consultants and engineers who use their expertise to help mitigate risk. We do everything we can to minimize your exposure before potential incidents occur. This includes providing education, road reviews, fleet reviews, contract analysis and property inspections.

## Claims Management Services

Our in-house team of experts has the depth of knowledge, experience and commitment to manage the complicated details of claims that your organization may experience. You deal with the public often in sensitive instances where serious accusations can be made. Your claims are often long-tail in nature and can take years to settle. Some claims aren't filed until years after the occurrence or accident. You want a team of professionals on your side that will vigorously defend your reputation. We understand your risks and your exposures and have maintained a long-term commitment to understanding the complex issues your organization may face so that we can better service your unique claims requirements.



MGA  
Advantage



Risk Management  
Services



Claims Management  
Services

\*Please note that the information contained in this document is proprietary and confidential and is to be used for the sole purpose of determining the successful proponent. Permission must be obtained from Intact Public Entities prior to the release of any information contained herein for any other purpose than evaluating this submission.

# Best in Class Value Added Services

IPE offers more than just an insurance policy. As a leading MGA specializing in public entities, we provide Canadian municipalities with a complete insurance program. What's the difference? A vested interest in helping you reduce your total cost of risk while providing you with complimentary best in class value-added services that help improve your overall performance.

## Advocacy & Municipal Association Support

IPE employees are continually recruited to serve on legislative committees and are aware of changes that will be introduced. We can move quickly to help you begin to modify your policies and procedures to maintain regulatory compliance.

IPE advocates and supports your public entities across the country.

## Risk Management

### Asset Valuation and Risk Inspections

Inspections provide you with calculated reconstruction costs for insurance purposes and ensure insurance to value. Leveraging specialized software and advanced tools – including thermal imaging cameras and our Self-Inspection App – we identify and analyze potential areas of harm and provide risk recommendations to reduce the frequency and severity of incidents.

### Municipal Education

We develop and provide customized sessions on specific risk issues for your municipality. These customized sessions can be tied to a claims review, documentation review, policy & procedure review or any risk issue facing your municipality.

We provide training on any topic of your choosing and can be offered either in-person or virtually. The sessions will be developed and delivered by specialists in the field and are recorded and made available to you so your managers can use them at any time to train new staff or as a refresher for existing staff.

### Reviews & Analysis

#### Contract Reviews

This complimentary service is among our most popular because a third-party contract review can make a substantial difference. You'll receive valuable feedback and insight from a Paralegal on the suitability and effectiveness of liability provisions and insurance clauses in contracts and agreements.

#### Policy and Procedural Reviews

Includes an audit of systems and processes to reduce potential losses within your organization. Reviews focus on identifying gaps or inconsistencies between written policies and procedures, operational procedures and current legislation. The review also includes a claims analysis to identify trends, patterns and adherence or its lack of to the written operational policies and procedures.

### Risk Management Centre of Excellence

The IPE [Risk Management Centre of Excellence](#) is an online resource that provides clients with the information and tools needed to manage a myriad of risk issues. The Centre of Excellence is the hub for articles, information, case studies, and useful templates that can transform your municipality's risk management results. The Centre of Excellence is available 24/7 and is continually updated with timely and relevant content.

# Claims Services

## Claims Management Best Practices Framework

Manage claims under your deductible with greater efficiency using our tested claims analytics and measures that are guaranteed to have a positive effect on cost savings. Couple this with strong claims and risk management and your organization will be better prepared to help mitigate and manage future incidents.

## In-House Claims Management Services

Your claims will be handled better. We have in-house claims authority – others may not. Why does this matter? You'll experience faster turnaround, one point of contact, reduced frustration, better claims resolution and improved expense management.

## Claims History Analysis

Identify the cause of claims and focus on trends and patterns to help eliminate risk sources so as to better identify risk trends and address them with mitigation techniques.

## Guidewire ClaimCenter® Claims Management

View the status of claims in addition to data mining capabilities for risk management purposes so as to better identify risk trends and address them with mitigation techniques.

## Claims Education

Customized municipal seminars on claims related topics delivered to solve specific risk issues.

## Expertise

Canadian municipal claims experience and expertise is important. Our understanding of the complex municipal landscape allows us to better service your unique claims requirements.

# Your Insurance Coverage

## Important Information

### General Information

The premium quoted is based on information provided at the date of this Report (the date is noted on the first page of this report/quotation). Additional changes to information are subject to satisfactory underwriting information and express approval by Intact Public Entities Inc. Changes in information and coverage may also result in premium changes.

For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings.

### Wildfire and Flood Exposures

Due to the high risk of wildfires and active floods, Intact Public Entities Inc. is taking a very conservative approach to such exposures/natural disasters. We are currently reviewing all risks to determine if any part of a risk is within 50km of an active wildfire or 15km of an active flood event.

### Quoting and Binding Coverage Restrictions

The quote provided is only valid for **60** days. Should you require an extension beyond the **60** days from the date of this report, you must contact an underwriter at Intact Public Entities Inc. for written confirmation that the quotation is still valid.

Coverage quoted cannot be bound unless expressly agreed to in writing by an underwriter at Intact Public Entities. Intact Public Entities Inc. reserves the right to decline to bind coverage.

Your marketing representative can assist in co-ordinating your correspondence with the correct underwriter for the account should you wish a quotation extension or are requesting coverage be bound.

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Casualty

Coverage Description	(\$)	*Deductibles (\$)	Limit of Insurance
General Liability (Occurrence Form) <i>Broad Definition of Insured</i>	5,000		15,000,000 Per Occurrence No Aggregate
Voluntary Medical Payments	Nil		50,000 Per Person 50,000 Per Accident
Voluntary Property Damage	Nil		50,000 Per Occurrence 50,000 Annual Aggregate
Voluntary Compensation - Employees	Nil		50,000 Each Person 250,000 Annual Aggregate
Sewer Backup	5,000	Per Claimant	
Wrongful Dismissal (Legal Expense – Claims Made)	5,000		250,000 Per Claim 250,000 Aggregate
Forest Fire Expense	Nil		1,000,000 1,000,000 Aggregate
Abuse Liability – Claims Made Form	5,000		2,000,000 Per Claim 2,000,000 Aggregate
Abuse Liability Retroactive date: (01 Jan 2023)			
Errors & Omissions Liability (Claims Made Form)	5,000		15,000,000 Per Claim No Aggregate
Non-Owned Automobile Liability			15,000,000
Legal Liability for Damage to Hired Automobiles	500		250,000
Environmental Liability (Claims Made Form)	5,000		2,000,000 Per Claim 4,000,000 Aggregate

\*Your deductible may be a Deductible and Reimbursement Clause (including expenses) refer to Policy Wordings

Coverage Description	(\$)	Limit of Insurance
Excess Limit		5,000,000
Underlying Policy	(\$)	Underlying Limit
General Liability	15,000,000	
Abuse Exclusion Applies		
Errors & Omissions Liability	15,000,000	
Non-Owned Automobile	15,000,000	
Owned Automobile	15,000,000	
	<b>Total Limit of Liability (\$)</b>	<b>20,000,000</b>

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Crime

<b>Coverage Description</b>	<b>(\$)</b> <b>Deductibles</b>	<b>(\$)</b> <b>Limit of Insurance</b>
Employee Dishonesty – Form A (Commercial Blanket Bond)		1,000,000
Loss Inside the Premises (Broad Form Money & Securities)	300,000	
Loss Outside the Premises (Broad Form Money & Securities)	300,000	
Audit Expense	200,000	
Money Orders and Counterfeit Paper Currency	200,000	
Forgery or Alteration (Depositors Forgery)		1,000,000
Computer and Transfer Fraud (Including Voice Computer Toll Fraud)	200,000	

### Accident

<b>Coverage Description</b>	<b>(\$)</b> <b>Deductibles</b>	<b>(\$)</b> <b>Limit of Insurance</b>
Board Members: Persons Insured		
Reeve and Four (4) Councillors		
Board Members Accidental Death & Dismemberment	250,000	
Paralysis	500,000	
Weekly Income – Total Disability	500	
Weekly Income – Partial Disability	300	
Accidental Death of a Spouse while Travelling on Business		Included

### Conflict of Interest

<b>Coverage Description</b>	<b>(\$)</b> <b>Deductibles</b>	<b>(\$)</b> <b>Limit of Insurance</b>
Legal Fees Expenses		100,000 Per Claim 500,000 No Aggregate

### Legal Expense (Claims Made)

<b>Coverage Description</b>	<b>(\$)</b> <b>Deductibles</b>	<b>(\$)</b> <b>Limit of Insurance</b>
Legal Defence Cost	100,000 500,000 Aggregate	

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Property

**Coverage is on an All Risk Basis unless otherwise specified. Basis of Settlement is Replacement Cost unless otherwise specified. The Deductible is on a Per Occurrence Basis.**

Coverage Description	(\$)	Deductibles	Basis	(\$)	Limit of Insurance
Property of Every Description - Blanket		10,000	RC		29,189,200
Scheduled Items		Refer to Schedule			68,600
Coverage, Deductible and Basis of Settlement as per Schedule					
Excluded Item or Locations		Refer to Schedule			Refer to Schedule

### Property Supplemental Coverage

(Included in the Total Sum Insured unless otherwise specified in the wording)

Building By-laws	10,000		10,000,000
Building Damage by theft	10,000		Included
Debris Removal	10,000		Included
Electronic Computer Systems			
Electronic Computer Hardware and Media	10,000		Included
Electronic Computer Systems Breakdown	10,000		49,100
Electronic Computer Systems – Extra Expense	10,000		10,000
Extra Expense Period of Restoration	10,000		90 Days
Expediting Expense	10,000		Included
Fire or Police Department Service Charges	10,000		Included
First Party Pollution Clean-up	10,000		1,500,000
Fungi and Spores	10,000		10,000
Furs, Jewellery and Ceremonial Regalia			
Ceremonial Regalia	10,000		Included
Furs and Jewellery	10,000		25,000
Inflation Adjustment	10,000		Included
Live Animals Birds or Fish	10,000		25,000
Newly Acquired Property	10,000		1,000,000
Professional Fees	10,000		Included

Property and Unnamed Locations	10,000	Included
Property Temporarily Removed Including while on Exhibition and during Transit	10,000	Included
Recharge of Fire Protection Equipment Expense	10,000	Included
Sewer Backup and Overflow	10,000	Included

#### **Municipal & Public Administration Extension Endorsement**

(In Addition to the Total Sum Insured unless specifically scheduled in the wording)

Accounts Receivable	10,000	500,000
Bridges and Culverts	10,000	50,000
Buildings Owned due to Non Payment of Municipal Taxes	10,000	100,000
Buildings in the Course of Construction Reporting Extension By Laws – Governing Acts	10,000	1,000,000
Consequential Loss Caused by Interruption of Services		25,000
On Premises	10,000	Included
Off Premises	10,000	1,000,000
Cost to Attract Volunteers Following a Loss	10,000	10,000
Docks, Wharves and Piers	10,000	100,000
Errors and Omissions	10,000	Included
Exterior Paved Surfaces	10,000	50,000
Extra Expense	10,000	500,000
Fine Arts		
At Insured's Own Premises	10,000	25,000
On Exhibition	10,000	100,000
Fundraising Expenses	10,000	10,000
Green Extension	10,000	50,000
Growing Plants		
Any One Item	10,000	1,000
Per Occurrence	10,000	100,000
Ingress and Egress	10,000	Included
Leasehold Interest	10,000	25,000
Master Key	10,000	25,000
Peak Season Increase	10,000	25,000
Personal Effects	10,000	25,000
Property of Others	10,000	25,000
Rewards: Arson, Burglary Robbery and Vandalism	10,000	25,000
Signs	10,000	Included
Vacant Property	10,000	1,000,000
Valuable Papers	10,000	500,000

**Business Interruption**

Rent or Rental Value	10,000	500,000
----------------------	--------	---------

**Additional Endorsements**

Virus and Bacteria Exclusion

**Other Endorsements**

Bridges	10,000	197,100
---------	--------	---------

**(\$ Total Amount of Insurance 32,134,900**

RC = Replacement Cost ACV = Actual Cash Value VAL = Valued

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Equipment Breakdown (Advantage/BM31)

Coverage Description	(\$ Deductibles / Waiting Period	(\$ Limit of Insurance
Direct Damage	5,000	50,000,000 Per Accident
Extra Expense	24 Hours	500,000
Consequential Damage	1,000	50,000
Expediting Expense		Included
Hazardous Substances		500,000
Ammonia Contamination		500,000
Water Damage		500,000
Professional Fees		500,000
Interruption by Civil Authority		30 days
Errors and Omissions		500,000
Loss of Data		100,000
Selling Price		Included
By-Law Cover		Included
Off Premises Mobile Object		25,000
Brands and Labels		250,000
Environmental "Green" Coverage		250,000
Service Interruption		Included Within 2500 metres
Contingent Business Interruption	24 Hours	25,000
Public Relations Coverage		10,000
Gross Rent and Rental Value	24 Hours	500,000
Loss of Profits – Arena Revenue	24 Hours	90,000

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Owned Automobile

Coverage Description	(\$)	Deductibles	(\$)	Limit of Insurance
<b>Liability</b>				
Bodily Injury				15,000,000
Property Damage				Included
Accident Benefits				As stated in Section 4 of the Policy
Uninsured Automobile				As stated in Section 5 of the Policy

### Direct Compensation – Property Damage

\*This policy contains a partial payment of recovery clause for property damage if a deductible is specified for direct compensation-property damage.

### Loss or Damage\*\*

Specified Perils (excluding Collision or Upset)		
Comprehensive (excluding Collision or Upset)		
Collision or Upset		
All Perils	VRS	Included
<b>Endorsements</b>		
Replacement Cost		Included
#44R - Family Protection Coverage		5,000,000

\* This policy contains a partial payment of loss clause.

A deductible applies for each claim except as stated in your policy.

## Account Premium

Prior Term	Total Annual Premium (Excluding Taxes Payable)	\$ 172,577	Total Annual Premium (Excluding Taxes Payable) \$ 178,307
------------	--	------------	--

\*Please refer to the insurance contract for all limits, terms, conditions and exclusions that apply.

The premium Quoted is subject to a 15% minimum retained (unless otherwise stated).

# Cost Analysis

	<b>Expiring Program</b>		<b>Renewal Program</b>
	<b>Term</b>		<b>Term</b>
<b>Casualty</b>			
General Liability	\$ 81,691	\$ 84,142	
Errors and Omissions Liability	6,634		6,833
Non-Owned Automobile Liability	216		216
Environmental Liability	2,152		2,217
Crime	841		841
Board Members Accident	335		335
Conflict of Interest	324		324
Legal Expense	1,007		1,042
<b>Property</b>			
Property	69,063		71,618
Equipment Breakdown	3,559		3,666
<b>Automobile</b>			
Owned Automobile	5,382		5,659
<b>Excess</b>			
Excess Automobile	1,373		1,414
<b>Total Annual Premium</b>	<b>\$ 172,577</b>		<b>\$ 178,307</b>
(Excluding Taxes Payable)			

# Changes to Your Insurance Program

For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings.

Please be advised of the following changes to your insurance program that now apply:

## Property Policy

### Building Values Increased

- Building values have been increased by 4% in order to reflect inflationary trends.

## Owned Automobile Policy

- At Renewal, the Auto Policy Number will be amended to FMA200130.

## Form GNGX408 – Lloyd's Additional Conditions

- Updates have been made to the Lloyd's Additional Condition wording, but the intent remains unchanged. Please review the wording in full for complete details.

# Program Options

Intact Public Entities offers a comprehensive insurance program. Outlined below are the program options, followed by your current coverage highlights.

## Crime Coverage – Other Optional Coverages

- Other Optional Coverages are also available. See attached Crime Cover Options page for further details.
- Quote is available on request (completed application is required).

## Crime Coverage – Fraudulently Induced Transfer Coverage

- Fraudulently Induced Transfer Coverage is now available. Covers a loss when an Insured under the policy has been intentionally misled by someone claiming to be a vendor, client or another employee of the company and the Insured has transferred, paid or delivered money or securities to this third party.
- For coverage information and available options refer to the Fraudulently Induced Transfer Endorsement Coverage Highlights Sheet.

## Property Coverage – Income Replacement

- Income can change from year to year so it is important to annually review your Business Interruption needs.
- Higher limits or Optional Coverages to protect your income are available.
- All income producing facilities need to be considered (e.g. arenas, pools, libraries, community halls etc.).

## Property Coverage – Earthquake and Flood

- A Quote for Flood and Earthquake is available upon request.

## Drone (UAV) Coverage

- Property and/or Liability Cover may be available for your Drone (UAV)
- Application required to quote.
- For Coverage information refer to the Drone (UAV) Coverage Highlight Sheet.



## Description of Coverage

IPE offers a Comprehensive Insurance Program to meet your needs.

"Your Insurance Coverage" provides a schedule of proposed coverages, limits and deductibles included in this proposal.

Highlights of coverage follow, providing a summary of coverage. Highlight pages may include a description of optional coverages.

The information provided by Intact Public Entities Inc. is intended to provide general information only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage. Intact Design® is a registered trademark of Intact Financial Corporation. All other trademarks are properties of their respective owners. TM & © 2025 Intact Public Entities Inc and/or its affiliates. All Rights Reserved.

# Municipal Liability Coverage Highlights

## Overview

We are specialists at insuring Municipal & Public Administrations. Our liability wording has been specially designed to meet the unique needs of these types of risks.

## Coverage

- Limits up to \$50,000,000 Available.
- Occurrence coverage with No General Aggregate.
- Territory – World-wide for all coverage.
- Products and Completed Operations – liability arising out of the Insured's operations conducted away from the Insured's premises once those operations have been completed or abandoned.
- Bodily Injury including coverage for assault and battery.
- Personal Injury coverage - broad coverage (including advertising coverage) for acts that violate or infringe on the rights of others.
- Liquor Liability for bodily injury or property damage imposed upon an Insured by a Liquor Liability Act.
- Blanket Contractual for liability assumed by the Insured in contracts, whether reported to the Insurer or not.
- Products Liability - legal liability incurred by an Insured because of injury or damage resulting from a product's exposure.
- Professional/Malpractice Liability including for bodily injury or property damage from professional exposures.
- Employers Liability providing coverage for liability to employees for work-related bodily injury or disease, other than liability imposed on the Insured by a workers compensation law.
- Sewer backup Liability
- Watercraft Liability - full coverage with no restrictions.
- Tenants legal liability
- Cross Liability
- Broad Definition of Insured.

## Common Endorsements

In addition to the base wording, we have many optional endorsements to tailor coverage for individual accounts including:

- Wrongful Dismissal (Legal Expense)
- Forest Fire Expense
- Marina Liability Extension
- Sexual Abuse Therapy and Counselling Extension for long term care homes.
- Other endorsements specifically crafted for a particular exposure.

## Coverage is Provided for Unique Exposures

- Products and Completed Operations Aggregate Limit may come into play for exposures such as road maintenance, snow removal, garbage collection / waste disposal, street cleaning or other duties that the Insured Municipality has to perform on behalf of third parties.
- Assault and battery coverage is imperative when there are security exposures (e.g. police).
- Products exposures such as utilities (e.g. water) are covered.
- Full Malpractice including Medical Malpractice as well as professional exposures are covered.
- Professional exposures include those such as medical, engineering, design errors or building inspection operations.

# Municipal & Public Administration Errors and Omissions Liability Coverage Highlights

## Municipal & Public Administration Errors and Omissions Insurance

---

Municipal & Public Administration Errors and Omissions Insurance (E&O) Coverage protects risks from civil litigation caused by allegations of professional negligence or failure to perform professional duties. E&O focuses on providing coverage when there is financial loss to a third party (rather than bodily injury or property damage as general liability does).

### Features

---

<b>Limits</b>	Typically limits follow that of our Liability. We have the availability to offer up to \$50,000,000.
<b>Defence Costs</b>	Over and above the Limit of Insurance. Whether a potential claim is baseless, or not, mounting legal expense can have serious monetary consequences for an Insured.
<b>No Annual Aggregate</b>	With higher out of court settlements and increased damage awards, large or even a series of small claims can quickly erode an annual aggregate limit.
<b>Claims Made Policy</b>	Pays for claims occurring and reported during the policy period. Our policy provides retroactive coverage (no date need be specified) and stipulates that a claim is first known only when written notice is first received.
<b>Claims Definition</b>	The definition of claim also includes arbitration, mediation or alternative dispute resolution proceedings.
<b>Insured Definition</b>	Includes Councilors, Statutory Officers, Council Committees, Firefighters, Employees and Volunteers.

## Coverage Is Provided For Unique Exposures

---

<b>Insurance</b>	No exclusion for failure to procure or maintain adequate insurance bonds or coverage (e.g. construction projects).
<b>Benefit Plans</b>	Errors or omissions in administering Employee Benefit Plans are covered.
<b>Misrepresentations</b>	Municipal governments are required to provide information with respect to local matters and must ensure the information which is provided is accurate, true and not misleading. Our definition of a Wrongful Act covers misstatements or misleading statements
<b>Other Specialists and Services</b>	Covers errors or omissions when they are rendered in connection with operations that are typical of public sector such as those of building inspections, zoning, planning, developing or regulating by-laws. Officials and employees acting in good faith are often times the subject of lawsuits.

# Non-Owned Automobile Coverage Highlights

## Overview

Non-Owned and hired automobile liability insurance covers bodily injury and property damage caused by a vehicle not owned by the Insured (including rented or borrowed vehicles). Coverage is provided for Third Party Liability arising from the use or operation of any automobile not owned or licensed in the name of the Insured if it results in bodily injury (including death), property damage (if the property was not in possession of the Insured) to a third party.

## Features

### SEF No. 96 Contractual Liability:

- When renting a vehicle you engage in a contractual relationship with the rental company where you assume liability for the operation of the automobile. It is therefore important that contractual coverage is added to the policy by way of an endorsement known as SEF (Standard Endorsement Form) No. 96. Contractual Liability coverage is automatically provided for all written contractual agreements with our Non-Owned Automobile coverage.

### SEF No. 99 Long Term Lease Exclusion:

- When Contractual Liability is provided under the policy there is also an exclusion for Long Term Leased vehicles SEF No. 99. This excludes coverage for vehicles hired or leased for longer than a certain period such as 30 days.

### Territory:

- The Non-Owned Automobile policy provides coverage while in Canada and United States.

### Termination Clause:

- The standard termination clause has been amended in that the Insured may still provide notice of cancellation at any time, however, the Insurer must provide ninety days' notice of cancellation to the Insured rather than the standard 15 or 30 days.

### SEF No. 94 Legal Liability (Physical Damage) to a Hired/Rented Automobile:

- We automatically provide coverage for damage to a vehicle that you have hired or rented. Coverage is provided via endorsement SEF No. 94. We automatically provide 'All Perils' coverage. The limit of coverage will vary per client.

## Additional Information

Courts have repeatedly held that when an automobile is used on a person's behalf or under a person's direction, that person (or entity) has a responsibility for the operation of the automobile and may be held liable for damages in the event of an accident even though he or she is not the owner or driver of the vehicle. This common law principle has been supported by a number of court decisions making an employer responsible for the use and operation of an automobile when an employee is operating an automobile (not owned by the employer) while being used for the employer's business.

# Environmental Coverage Highlights

## Overview

Pollution incidents are a significant risk that can result in serious harm to public health and safety as well as to the environment.

We provide pollution liability insurance for claims for third-party bodily injury and property damage. Coverage is provided on a blanket basis resulting from pollution conditions on or migrating from premises owned, occupied, rented or leased by the Insured that are discovered and are reported during the policy period. The policy responds to events that are gradual in nature as well as those that are sudden and accidental, causing third-party damage whether pollutants are released on land, into the atmosphere or in the water.

## Features

### Defence Costs

- Our Defence costs are over and above the limit of insurance and will respond even if allegations are groundless or false.

### Storage Tanks

- Seepage or leakage from both above and below ground storage tanks are covered without being specifically listed on the policy.

### Territory

- Worldwide territory.

### Limits of Insurance

- Both a 'per incident' and an 'aggregate' limit is applicable.

## Additional Information

Environmental exposures pose an imminent and substantial threat to public health, safety or welfare or to the environment. Exposures could stem from: wastewater treatment plants, electric utility plants, construction sites, flood and rainwater runoff or retention basins, underground fuel storage tanks, herbicides, pesticides, and fertilizers, road salts and chemicals used to de-ice roads and bridges, contaminated waste from medical facilities or health clinics, marina's, fire-fighting chemicals or even contaminated swimming pools.

An environmental exposure arising from sewers is covered under our liability.

# Crime Coverage Highlights

## Overview

Our crime coverage is one of the broadest and most flexible in the industry. An Insured may elect to purchase any or all of the Standard Crime Coverage we have available. In addition to the Standard crime coverage the Insured may elect to also purchase any of our Optional Coverages.

### Optional Crime Coverage Includes:

- Extortion Coverage (Threats to persons and property).
- Pension or Employment Benefit Plan coverage.
- Residential Trust Fund Coverage.
- Credit Card Coverage.
- Client Coverage (Third Party Bond).
- Fraudulently Induced Transfer Coverage (otherwise known as Social Engineering). *Separate Coverage Highlights Sheet for Fraudulently Induced Transfer Coverage is available.*

For more information on our Optional Coverage refer to our Crime Coverage Options Highlight Sheet.

## Features of Our Standard Crime Coverage

Below is a brief description of the Standard Crime Coverage an Insured may elect to purchase:

### Employee Dishonesty – Form A Commercial Blanket Bond

- This protects the employer from financial loss due to the fraudulent activities of an employee or group of employees. The loss can be the result of theft of money, securities or other property belonging to the employer.

### Loss Inside and Loss Outside the Premises (Broad Form Money and Securities)

- Covers loss by theft, disappearance, or destruction of the Insured's money and securities inside the Insured's premises (or Insured's bank's premises) as well as outside the Insured's premises while in the custody of a messenger.

### Money Orders and Counterfeit Paper Currency

#### Covers Loss

- Due to acceptance of a money order that was issued (or is purported to have been issued) by a post office or express company; and
- From the acceptance of counterfeit paper currency of Canada or the United States.

#### Forgery and Alteration

- Covers loss due to dishonesty from a forgery or alteration to a financial instrument (cheque, draft or promissory note).

#### Audit Expense

- Coverage for the expenses that are incurred by the Insured for external auditors to review their books in order to establish the amount of a loss. This is a separate limit of insurance.

#### Computer and Transfer Fraud (Including Voice Computer Toll Fraud)

- Loss caused when money, securities, or other property is transferred because of a fraudulent computer entry or change. The entry or change must be within a computer system that the Insured owns (and on their premises).
- Loss caused when money or securities are transferred, paid, or delivered from the Insured's account at a financial institution based on fraudulent instructions (at the financial institutions premises).
- Voice computer toll fraud covers the cost of long distance calls if caused by the fraudulent use of an account code or a system password.

# Board Members' (Including Councillors') Accidental Death and Dismemberment Coverage Highlights

<b>D&amp;D and Paralysis Limits</b>	<b>Option 1</b>	<b>Option 2</b>
Accidental Death or Dismemberment (including loss of life and heart attack coverage)	\$100,000	\$250,000
Paralysis Coverage – 200% of Accidental Death and Dismemberment Limit		
Permanent Total Disability - Accidental Death and Dismemberment Limit		
<b>Weekly Indemnity</b>	<b>Option 1</b>	<b>Option 2</b>
Total Loss of Time	\$300	\$500
Partial Loss of Time	\$150	\$300
<b>Accident Reimbursement - \$15,000</b>		
Chiropractor	Crutches <sup>†</sup>	
Podiatrist/Chiropodist	Splints <sup>†</sup>	
Osteopath	Trusses <sup>†</sup>	
Physiotherapist	Braces (excludes dental braces) <sup>†</sup>	
Psychologist	Casts <sup>†</sup>	
Registered or Practical Nurse	Oxygen Equipment – Iron Lung	
Trained Attendant or Nursing Assistant <sup>‡</sup>	Rental of Wheelchair	
Transportation to nearest hospital <sup>†</sup>	Rental of Hospital Bed	
Prescription drugs or Pharmaceutical supplies <sup>‡</sup>	Blood or Blood Plasma <sup>‡</sup>	
Services of Physician or Surgeon outside of the province	Semi Private or Private hospital room <sup>‡</sup>	
†Maximum \$1,000 per accident. ‡If prescribed by physician		
<b>Dental Expenses</b>		
Dental Expenses		\$5,000
<b>Occupational Retraining – Rehabilitation</b>		
Retraining – Rehabilitation for the Named Insured		\$15,000
Spousal Occupational Training		\$15,000
<b>Repatriation</b>		
Repatriation Benefit (expenses to prepare and transport body home)		\$15,000
<b>Dependent Children – Per Child</b>		
Dependent Children's Education (limit is per year- maximum 4 years)		\$10,000
Dependent Children's Daycare (limit is per year- maximum 4 years)		\$10,000
<b>Transportation/Accommodation (When Treatment Is Over 100km From Residence)</b>		
Transportation costs for the Insured when treatment is over 100km from home.		\$1,500
Transportation and accommodation costs when Insured is being treated over 100km from home.		\$15,000
<b>Home Alteration and Vehicle Modification</b>		
Expenses to modify the Insured's home and/or vehicle after an accident.		\$15,000
<b>Seatbelt Dividend</b>		
10% of Principal Sum		\$25,000
<b>Funeral Expense</b>		
Benefit for loss of life		\$10,000

## **Identification Benefit**

Benefit for loss of life	\$5,000
--------------------------	---------

## **Eyeglasses, Contact Lenses and Hearing Aids**

When Insured requires these items due to an accident.	\$3,000
---	---------

## **Convalescence Benefit – Per Day**

Insured Coverage	\$100
One Family Member Coverage	\$50

## **Workplace Modification Benefits**

Specialized equipment for the workplace.	\$5,000
--	---------

## **Elective Benefits**

### **Complete Fractures**

Skull	\$ 5,200	Foot & Toes	\$ 2,200
Lower Jaw	\$ 2,800	Two or More Ribs	\$ 1,900
Collar Bone	\$ 2,800	Colles' fracture	\$ 2,800
Shoulder Blade	\$ 3,500	Potts' fracture	\$ 3,400
Shoulder Blade complications	\$ 3,700	<b>Dislocation</b>	
Thigh	\$ 4,600	Shoulder	\$ 2,200
Thigh/hip joints	\$ 4,600	Elbow	\$ 2,200
Leg	\$ 3,500	Wrist	\$ 2,500
Kneecap	\$ 3,500	Hip	\$ 4,600
Knee/joint complications	\$ 4,000	Knee	\$ 3,500
Hand/Fingers	\$ 2,200	Bones of Foot or Toe	\$ 2,500
Arm (between shoulder & elbow)	\$ 4,600	Ankle	\$ 2,800
Forearm (between wrist & elbow)	\$ 2,800		

## **Aggregate Limit**

Aggregate Limit only applicable when 2 or more board members are injured in same accident.	\$ 2,500,000
--	--------------

## **Coverage Extensions**

- Standard coverage is applicable while the Insured is 'On Duty'. Coverage for Accidents that may occur 24/7 may be purchased.
- Accidental Death of a Spouse While Travelling on Business is automatically included when this coverage is purchased. This endorsement provides for Accidental Death of a spouse when the spouse is travelling with an Insured Person on business. Coverage applies while travelling to or from such an event and /or if the loss of life occurs within one year of the accident.
- When Board Members' Accidental Death and Dismemberment Coverage is purchased, the Insured also has the option to purchase Critical Illness Coverage.

## **Additional Information**

- Loss of life payments up to 365 days from date of Accident or if permanently disabled up to 5 years.
- Weekly Indemnity coverage pays in addition to Elective Benefits.
- Weekly Indemnity payments take other income sources into consideration (e.g. automobile, CPP, group plans).
- Coverage is applicable to Insured 80 years of age or under.

# Conflict of Interest Coverage Highlights

## Overview

Conflict of Interest can be described as a situation in which public servants have an actual or potential interest that may influence or appear to influence the conduct of their official duties or rather divided loyalties between private interests and public duties.

Conflict of Interest coverage provides protection for the cost of legal fees and disbursements in defending a charge under the Municipal Conflict of Interest Act (or other similar Provincial Legislation in the respective province of the Insured).

## Features

Coverage is offered as a standalone coverage providing the client a separate limit of insurance that is not combined with any other coverage such as legal expense coverage.

- Per Claim Limit only – No Annual Aggregate.
- Coverage provided on a Reimbursement Basis.

## Coverage Description

Coverage is provided for legal costs an Insured incurs in defending a charge under the Provincial Conflict of Interest Act if a court finds that:

- There was no breach by the Insured; or
- The contravention occurred because of true negligence or true error in judgment; or
- The interest was so remote or insignificant that it would not have had any influence in the matter.

## Additional Information

Coverage is provided for elected or appointed members of the Named Insured including any Member of its Boards, Commissions or Committees as defined in the 'Conflict of Interest Act' while performing duties related to the conduct of the Named Insured's business.

Conflict of Interest coverage is applicable to only those classes of businesses that are subject to the Municipal Conflict of Interest Act (or other similar Provincial legislation in the respective province of the Insured).

# Legal Expense Coverage Highlights

## Coverage Features

We offer comprehensive Legal Expense Coverage to protect an Insured against the cost of potential legal disputes arising out of your operations.

- Coverage will pay as costs are incurred.
- Broad Core Coverage.
- Optional Coverage.
- Coverage for Appeals for Legal Defence Costs and any Optional Coverage purchased.
- Unlimited Telephone Legal Advice and access to Specialized Legal Representation in event of legal disputes.
- Additional Optional Coverage available.
- Broad Definition of Insured including managers, employees and volunteers.

## Broad Core Coverage

The core coverage provides Legal Defence Costs for:

- Provincial statute or regulation (including human rights tribunals).
- Criminal Code Coverage when being investigated or prosecuted. Coverage is applicable whether pleading guilty or a verdict of guilt is declared.
- Civil action for failure to comply under privacy legislation.
- Civil action when an Insured is a trustee of a pension fund for the Named Insured's employees.

## Optional Coverage

In addition to the Core Coverage an Insured can mix and match any of the following Optional Coverage:

- Contract Disputes and Debt Recovery
- Statutory License Protection
- Property Protection
- Tax Protection

## Limits and Deductibles

- Coverage is subject to a Per Claim and an Aggregate Limit.
- The Core Coverage is typically written with no deductible however a deductible may be applied to Optional Coverage.

## Exclusions

- Each Insuring Agreement is subject to Specific Exclusions and Policy Exclusions.
- Municipal Conflict of Interest Act (or other similar provisions of other Provincial legislation) is excluded.  
\* Conflict of Interest Coverage may be provided under a separate policy for eligible classes of business.

## Telephone Legal Advice and Specialized Legal Representation

- General Advice (available from 8 am until 12 am local time, 7 days a week).
- Emergency access to a Lawyer 24 hours a day, 7 days a week.
- Services now automatically include the option of using an appointed representative from a panel of Lawyers with expertise in a variety of areas.

## Client Material and Wallet Card

- The 'Legal Expense Important Information' wording attached to each policy explains the steps that are to be taken in event of a claim.
- A wallet card is now attached to the policy which the Named Insured can copy & distribute to each Insured (e.g. managers, employees, etc.).

The information provided by Intact Public Entities Inc. is intended to provide general information only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage. Intact Design® is a registered trademark of Intact Financial Corporation. All other trademarks are properties of their respective owners. TM & © 2023 Intact Public Entities Inc and/or its affiliates. All Rights Reserved.

# Property Coverage Highlights

## Overview

Property insurance is about planning for the unexpected and protecting your physical assets in order to minimize your business disruption should a loss occur. It is important that your property insurance includes broad coverage to protect these assets (e.g. buildings and other property you own, lease or are legally liable for) from direct physical loss.

We will work closely with you to customize a property coverage solution. We cover a wide variety of property, including buildings, inventory and supplies, office furniture and fixtures, computers, electronics, equipment (including unlicensed mobile equipment, maintenance and emergency equipment) and other unique property.

The IPE property wording is flexible and adaptable. Your policy will be comprised of a Base Property Wording and a Municipal & Public Administration Extension of Coverage Endorsement as well as any miscellaneous or specific endorsements to tailor coverage to meet your needs.

## Features and Benefits

Features and Benefits include:

- Coverage is typically written on an all-risk basis including replacement cost.
- Our standard practice is to write property on a Property of Every Description (POED) or blanket basis, however, coverage can be scheduled separately if required.
- We have two Deductible Clauses: A standard Deductible Clause and a Dual Policy Deductible Clause. The Dual Policy Deductible clause states how a deductible will be applied when there is both an automobile policy and a property policy involved in the same loss (when both policies are written with IPE).
- Worldwide Coverage
- Unlicensed Equipment (e.g. Contractors Equipment): Automatically includes Replacement Cost as the basis of settlement up to five years in age. For years 6 to 15 coverage will be amended to scheduled, Replacement Cost value. Any Contractors Equipment over 15 years will be amended Actual Cash Value (ACV) or Valued basis if required (applicable only if the Insured owns the unlicensed equipment).
- Flood and Earthquake coverage are available.

## Supplemental Coverage Under the Base Property Wording

The Base Property Wording automatically includes numerous Supplemental Coverages such as:

<ul style="list-style-type: none"><li>• Building Bylaws</li><li>• Building Damage by Theft</li><li>• Debris Removal Expense</li><li>• Electronic Computer Systems</li><li>• Expediting Expense</li><li>• Fire or Police Department Service Charges</li><li>• First Party Pollution Clean-Up Coverage</li><li>• Fungi (covers the expense for any testing, evaluating or monitoring for fungi or spores required due to loss)</li></ul>	<ul style="list-style-type: none"><li>• Furs, Jewellery and Ceremonial Regalia</li><li>• Inflation Adjustment</li><li>• Live Animals, Birds or Fish</li><li>• Newly Acquired Property</li><li>• Professional Fees</li><li>• Property at Unnamed Locations</li><li>• Property Temporarily Removed including while on Exhibition and during Transit</li><li>• Recharge of Fire Protective Equipment</li><li>• Sewer Back Up and Overflow</li></ul>
--	--

**Note:** The Supplemental Coverage does not increase your Total Sum Insured in most cases.

## Municipal & Public Administration Extensions of Coverage Endorsement

---

Each Extension of Coverage has an individual Limit of Insurance and will be shown on the Summary of Coverage/Declarations Page.

The Limit of Insurance for each Extension of Coverage is over and above the Total Sum Insured (unless shown as 'included' on the declarations or otherwise stipulated within the wording).

- Accounts Receivable
- Bridges and Culverts
- Building Coverage Owned Due to the Non Payment of Municipal Taxes – *Named Perils Coverage applies.*
- Building(s) in the Course of Construction Reporting Extension
- By Laws – Governing Acts
- Consequential Loss caused by Interruption of Services
- Cost to Attract Volunteers Following a Loss
- Docks, Wharves and Piers
- Errors and Omissions
- Exterior Paved Surfaces
- Extra Expense
- Fine Arts at Own Premises and Exhibition Site
- Fundraising Expenses
- Green Extension
- Growing Plants
- Ingress and Egress
- Leasehold Interest
- Master Key
- Peak Season Increase
- Personal Effects
- Property of Others
- Rewards: Arson, Burglary, Robbery and Vandalism
- Signs
- Vacant Properties – *Named Perils Coverage applies on an Actual Cash Value basis.*
- Valuable Papers

# Equipment Breakdown Advantage Highlights

## Overview

---

Property policies typically exclude losses that Equipment Breakdown Insurance is designed to cover.

Equipment Breakdown Coverage insures against losses (property damage and business interruption) resulting from 'accidents' (as defined in the wording) to various types of equipment such as pressure, mechanical, electrical and pressure equipment. Coverage also extends to electronic equipment for 'electronic circuitry impairment'. Coverage typically extends to production machinery unless specifically excluded.

## Features

---

Coverage is extended to pay for:

**Property Damage:** The cost to repair or replace damaged equipment or other covered property, including computers, due to a covered accident.

**Business Income:** The loss of business income due to an interruption caused by a covered accident from the date of loss until such equipment is repaired or replaced or could have been repaired or replaced plus additional time to allow your business to become fully operational.

**Extra Expense:** Additional costs (e.g., equipment rental) you incur after a covered loss to maintain normal operations.

**Expediting Expenses:** The cost of temporary repairs or to expedite permanent repairs to restore business operations.

**Service Interruption:** Business income and extra expense resulting from a breakdown of equipment owned by a supplier with whom the Insured has a contract to supply a service. If there is no contract, the equipment must be within 2500 metres of the location.

**Data Restoration:** The restoration of data that is lost or damaged due to a covered loss.

**By laws:** The additional costs to comply with building laws or codes.

**Other Coverage:** Spoilage, Hazardous Substances, Ammonia, Water damage, Professional Fees, Errors and Omissions, Newly Acquired Locations or Civil Authority

## Coverage Automatically Includes:

---

**Microelectronics Coverage:** Provides insurance when physical damage is not detectable or when firmware or software failure causes non-physical damage. Triggered when covered equipment suddenly stops functioning as it had been and that equipment or a part containing electronic circuitry must be replaced.

**Service Interruption:** Pays for business interruption and extra expense when your cloud computing service provider experiences an outage due to an equipment breakdown.

**Off Premises Objects:** Extends coverage to transportable equipment anywhere in North America.

**Brands and Labels:** Pays for the cost of removing labels or additional cost of stamping salvaged merchandise after a loss.

**Equipment Upgrade:** Pays for any increase in the replacement of new equipment that is capable of performing the same functions that may include technological improvements, 25% max of \$250,000.

**Selling Price:** Pays for regular cash selling price at the time of loss of such manufactured products or merchandise at the location

## **Other Benefits**

---

**Public Relations Coverage:** (when business income coverage is purchased other than extra expense) pays for public relations assistance to help manage your reputation that may be damaged by business interruption or data loss.

**Contingent Business Interruption:** (when business income coverage is purchased other than extra expense) pays for Business Income resulting from a covered accident to property not owned, operated or controlled by the Insured.

## **Additional Information**

---

Intact automatically provides inspection services for boilers and pressure vessels to satisfy the provincial inspection requirements on our behalf.

# Owned Automobile Coverage Highlights

## Overview

We can provide mandatory automobile coverage for all licensed vehicles owned and/or leased by the Insured.

## Features

### Third Party Liability Coverage:

- Coverage is provided for Third Party Liability (bodily injury and property damage) protecting you if someone else is killed or injured, or their property is damaged. It will pay for claims as a result of lawsuits against you up to the limit of your coverage, and will pay the costs of settling the claims. Coverage is for licensed vehicles you own and/or leased vehicles.

### Standard Statutory Accident Benefits Coverage:

- We automatically provide standard benefits if you are injured in an automobile accident, regardless of who caused the accident. Optional Increased Accident Benefits Coverage is available upon written request.

### Optional Statutory Accident Benefits Coverage - Available upon request

- Including coverage for: Income Replacement; Caregiver, Housekeeping & Home Maintenance; Medical & Rehabilitation; Attendant Care; Enhanced Medical Rehabilitation & Attendant Care; Death & Funeral; Dependent Care; Indexation Benefit (Consumer Price Index) – Ontario

### Direct Compensation Property Damage:

- Covers damage to your vehicle or its contents, and for loss of use of your vehicle or its contents, to the extent that another person was at fault for the accident as per statute.

### Physical Damage Coverage:

- Various basis of settlement including: Replacement Cost, Valued Basis and Actual Cash Value. Refer to Owned Automobile Replacement Cost Coverage Highlights page for details on Replacement Cost Coverage.

## Additional Information

### Blanket Fleet Endorsement:

- Coverage may be provided on a blanket basis under the 21B – Blanket Fleet Endorsement. When this endorsement is attached to the policy, premium adjustment is done on renewal. Adjustment is made on a 50/50 or pro rata basis as specified in the endorsement. Mid-term endorsements are not processed on policies with this blanket cover.

### Single Loss:

- If a single loss involves both the Automobile and Property Insurance policies, the Property policy deductible is waived only on any insured property attached to the automobile.

For a list of vehicles quoted, refer to Exhibit "B".

# Owned Automobile Replacement Cost Coverage Highlights

## Overview

The Replacement Cost Endorsement if attached to your automobile policy amends Section 7 'Loss or Damage Coverages' of the policy to remove our right to deduct depreciation in the event of a loss.

Coverage under this endorsement is as follows:

We will pay:

- the cost to repair the automobile with material of like kind and quality
- In the event of constructive or total loss:
  - the cost of **replacing the automobile** with a new automobile of the same make and model, similarly, equipped **if you are the original purchaser** and the automobile was new at the time of delivery;
  - **the actual price paid by you** for the automobile and its equipment or actual cash value whichever is greater:
    - i) **if the automobile was not new** at the time of purchase, or
    - ii) **if you are not the original purchaser**, or
  - for **fire trucks over 20 years but not exceeding 25 years, the actual price paid by you** for the automobile and its equipment or actual cash value whichever is greater.

The following conditions apply:

- coverage only applies to owned light and heavy commercial automobiles, licensed contractor equipment and trailers that are **20 years old or newer** and **for fire trucks over 20 years but not exceeding 25 years as stipulated above**
- coverage does not apply to any automobiles branded rebuilt
- coverage does not apply to any automobiles insured on an agreed value basis

## Important Information

- Replacement Cost Coverage is no longer available for Private Passenger Vehicles and Miscellaneous Vehicles
- Please refer to the endorsement wording for complete details of coverage.
- When providing us with details of additional or substituted vehicles, please advise us of the purchase price and whether the vehicle was purchased new or used.

# Commercial Follow Form Excess Liability Coverage Highlights

## Overview

Excess liability coverage provides an additional limit of insurance coverage over and above the limits of insurance afforded under the applicable underlying insurance. An excess policy offers you additional insurance protection over and above the limits of your underlying policy. Example if your underlying policy has an occurrence limit, an excess policy can provide additional protection in event of a catastrophic loss. It can provide added protection if an aggregate limit on an underlying policy has been exhausted.

The follow form excess policy typically “follows” the insuring agreements, exclusions, and conditions of the underlying policy. This means that we not only provide additional limits of liability over the primary liability policy, but such coverage matches the underlying policy (except in instances where an endorsement has been attached amending coverage).

We offer a layered structure when writing excess coverage. We provide **primary** insurance policies to a maximum limit of \$15,000,000 on the casualty policies (Liability, E&O, Miscellaneous Professional Including Bodily Injury or Claims Made Malpractice coverage (depending on your policy), Non Owned Automobile and Owned Automobile including garage coverage).

We have the ability to provide excess coverage over all classes of business where the primary policy is written by Intact Public Entities. We also have the capacity to provide you with exceptionally high excess limits to meet your needs.

## Coverage Specifics

- Coverage will attach in the event of exhaustion of underlying insurance (unless specifically shown in your policy documents).
- This coverage is subject to the same terms, definitions, conditions, exclusions and limitations of the applicable underlying insurance (except as otherwise stated in your policy). This feature provides the flexibility to provide excess limits over a number of different types of policies.
- Our Declaration Pages/Schedules of Coverage clearly identify underlying coverages that the excess coverage is written over.
- Underlying insurance is required to be maintained in full force and effect for excess coverage to apply.
- Prior and Pending Litigation is expressly excluded from coverage.
- Incident is a defined term and means an occurrence, accident, offence, act, or other event, to which the underlying insurance applies.
- S.P.F. 7, Standard Excess Automobile policy or the applicable form applies for any automobile coverage.
- Where an aggregate limit is stated in the Declarations pages, it will apply separately to each consecutive annual period and to any remaining period of less than twelve (12) months.
- Coverage can be tailored to your individual circumstances by way of endorsements.



## Program Options Highlights of Coverage

IPE offers a Comprehensive Insurance Program to meet your needs.

"Your Insurance Coverage" provides a schedule of proposed coverages, limits and deductibles included in this proposal.

Highlights of coverage follow, providing a summary of coverage. Highlight pages may include a description of optional coverages.

The information provided by Intact Public Entities Inc. is intended to provide general information only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage. Intact Design® is a registered trademark of Intact Financial Corporation. All other trademarks are properties of their respective owners. TM & © 2023 Intact Public Entities Inc and/or its affiliates. All Rights Reserved.

# Crime Coverage Options

## **Extortion Coverage (Threats to Persons and Threats to Property)**

---

Coverage for both 'Threats to a Person' and 'Threats to Property' are sold together with a separate limit of insurance applying to each.

### **Threats to Person:**

- Coverage responds when a threat is communicated to the Insured to do bodily harm to a director, officer or partner of the Insured (or a relative) when these persons are being held captive and the captivity has taken place within Canada or the U.S.A.

### **Threats to Property:**

- Coverage responds when a threat is communicated to the Insured to do damage to the premises or to property of the Insured is located in Canada or the U.S.A.

## **Pension or Employee Benefit Plan Coverage**

---

Coverage is for loss resulting directly from a dishonest or fraudulent act committed by a fiduciary (a person who holds a position of trust) in administering a pension or employee benefit plan. Coverage is provided whether the fiduciary is acting alone or in collusion with others. Fiduciary relationships may be created by statute however; individuals may also be deemed fiduciaries under common law.

## **Residential Trust Fund Coverage (for Select Classes of Business Only)**

---

- Covers loss of property (money, securities or other property) belonging to a resident when it is held in trust by a residential facility. Coverage is for loss directly attributable to fraudulent act(s) committed by an employee of the facility whether the employee was acting alone or in collusion with others.
- A residential facility comprises a wide range of facilities and includes any residential facility operated for the purpose of supervisory, personal or nursing care for residents.
- Coverage stipulates that the 'resident' must be a person who is unable to care for themselves (this could be due to age, infirmity, mental or physical disability).
- When a resident is legally related to the operator of the residential facility, coverage is specifically excluded.

## **Credit Card Coverage**

---

Coverage is for loss from a third party altering or forging a written instruction in connection with a corporate credit card issued to an employee, officer or partner.

## **Client Coverage (Third Party Bond)**

---

Coverage is extended to provide for theft of a clients' property by an employee (or employees) of the Insured.

## **Fraudulently Induced Transfer Coverage**

---

Coverage is provided when an Insured under the policy has been intentionally mislead by someone claiming to be a vendor, client or another employee of the company and the Insured has transferred, paid or delivered money or securities to this third party.

# Fraudulently Induced Transfer Endorsement Coverage Highlights (Social Engineering)

## Overview

Fraud today has become much more sophisticated and complex with Fraudulently Induced Transfer Crimes (otherwise known as Social Engineering) trending in today's marketplace. In response to this trend we now offer a Fraudulently Induced Transfer Endorsement as part of our suite of Crime Coverage.

These types of crimes are usually a targeted approach where criminals are after something definite from the target, either money (usually in the form of a wire transfer) or information (such as a list of vendors, routing numbers, etc.). Often times communications are sent to an employee (most often via email, telephone or a combination of the two), which are doctored to appear as if they are sent by a senior officer of the company or by one of its customers or vendors. Essentially criminals prey on human and procedural vulnerabilities. The standard crime coverage does not respond to these types of losses as an employee of the organization has voluntarily parted with the money or securities and would be considered an active participant in the loss.

### Example 1

Instructions to an employee supposedly coming from a vendor or customer are often accomplished by informing the employee that they have changed banks and require the company to use the new banking information for future payments.

### Example 2

Instructions to an employee supposedly coming from an internal source (e.g. senior staff) to bypass in-house safeguards and redundancies, criminals apply pressure by imposing a time constraint, demanding secrecy or simply flattering the ego of the target by including him or her "in" on an important business transaction.

Fraudulently Induced Transfer coverage is an optional endorsement that may be purchased. Coverage is subject to a satisfactory supplementary application being completed.

## Fraudulently Induced Transfer Losses, Cyber Losses and Current Crime Policies

Even though this fraud often involves emails and wire transfers, cyber policies are not designed to cover them:

- Cyber policies cover losses that result from unauthorized data breaches or system failures. Fraudulently Induced Transfer actually depends on these systems working correctly in order to communicate with an organization's employees and transfer information or funds.
- Crime policies cover losses that result from theft, fraud or deception. As the underlying cause of a loss is 'fraud', a company would claim a loss under its crime policy rather than its cyber policy. Without this endorsement, coverage would be denied under a crime policy due to the Voluntary Parting Exclusion.

## Fraudulently Induced Transfer Endorsement Features

- Coverage is provided when an Insured under the policy has been intentionally mislead by someone claiming to be a vendor, client or another employee of the company and the Insured (employee) has transferred, paid or delivered money or securities to this third party.
- Fraudulently Induced Transfer is defined as: The intentional misleading of an employee, through misrepresentation of a material fact which is relied upon by an employee, believing it to be genuine to voluntarily transfer funds or valuable information to an unintended third party.

## Limits and Deductible

The Fraudulently Induced Transfer Endorsement is subject to:

- Separate Limits of Insurance (both an Occurrence and Aggregate);
- A separate deductible;
- Limits ranging from \$10,000 - \$100,000.

# Drone (UAV) Coverage Highlights

## Overview

- Transport Canada is responsible for regulating UAV's. Their terminology for UAV's (Unmanned Aerial Vehicles) has changed and these are now considered to be Remotely Piloted Aircraft Systems (RPAS) rather than UAV's. Regulations regarding operator licensing has also changed.
- Liability or property policies can be enhanced with endorsements to cover RPAS. Coverage may be available when operators are in compliance with current regulations. Coverage offered is intended to close the gap in liability and property insurance because of aviation exclusions.

## Property Coverage

- Property: (Optional Coverage).
- All Risk Coverage for the RPAS including all permanently attached equipment and Ground or Operating Equipment (including any detachable equipment such as cameras etc).
- Coverage includes electrical and mechanical breakdown.
- Basis of settlement options include: Replacement Cost, Valued Amount or Actual Cash Value.
- **In addition to the standard exclusions within the Property All Risk Wording, the following exclusions also apply:**
- Those used for military purposes, personal or recreational use.
- Those being rented to, leased to or lent to others.
- Mysterious disappearance after commencement of a flight unless RPAS remains unrecovered for 30 days.
- If they are not in compliance with the manufacturer's specifications (e.g. the weight payload) is exceeded, when operated in wind at a higher speed than recommended etc.).
- RPAS must not exceed 500 meters in altitude or the range of 1km from the operator.
- Hijacking or unauthorized control of the RPAS or Equipment.
- Failure to comply with any statute, permit, rule, regulation or any requirement for qualification to operate the RPAS or the equipment.

## Liability Coverage

- While Transport Canada mandates a minimum amount of insurance (\$100,000), coverage will follow the liability limit up to \$15,000,000. Higher limits may be available.
- We will extend liability to RPAS.
- Having a range of up to a maximum of 1km from the operator.
- With an altitude of 500 metres or less.
- Operators meeting all Transport Canada regulations.
- Not being used for military purposes, personal or recreational use.

## Important Information

While our endorsements are primarily designed to offer coverage for RPAS 25kg or less, we may be able to offer coverage for those falling outside of these parameters through our general aviation market.

# Claims Exhibit

**IMPORTANT:** This claims report is prepared by Intact Public Entities for the sole and exclusive use of Intact Public Entities, the Insured and, where applicable, their broker and may not be relied upon by any other party. By receipt of this information the Insured and their broker acknowledge their responsibility for keeping this information *strictly confidential*. Neither Intact Public Entities nor its representatives shall be liable, either directly or indirectly, for any loss, damage, injury or costs suffered or incurred by the Insured or any other party arising or alleged to have arisen by the reliance on this report, outside of Intact Public Entities. Intact Public Entities is not responsible for any changes or alterations to this report from its original form or content. For further information, please refer to your policy.

**WARNING:** Claim reserves by their nature are estimates only and are subject to change. Casualty claims can be complex and can take many years to reach resolution. Over that time it is not unusual for claims costs to escalate, sometimes dramatically, from current estimates. Further, for many reasons liability claims are often reported after a policy year has ended - sometimes years later. Therefore, this report is likely not a complete or final view of the ultimate incurred claims for this Insured.

Classification of Claim	Year	Number	Incurred Amount *
1. Liability			
	2016-2017	1	\$ 0
	2017-2018	0	0
	2018-2019	0	0
	2019-2020	2	29,576
	2020-2021	0	0
	2021-2022	0	0
	2022-2023	0	0
	2023-2024	0	0
	2024-2025	0	0
	2025-2026	1	0
	<b>TOTAL</b>	<b>3</b>	<b>\$ 29,576</b>
2. Property Buildings/Contents			
	2016-2017	1	\$ 19,943
	2017-2018	1	38,760
	2018-2019	0	0
	2019-2020	0	0
	2020-2021	0	0
	2021-2022	1	151,822
	2022-2023	0	0
	2023-2024	1	16,345
	2024-2025	0	0
	2025-2026	0	0
	<b>TOTAL</b>	<b>4</b>	<b>\$ 226,870</b>

\* INCURRED AMOUNT -

Includes all payments plus outstanding reserves plus expenses, less any deductible applying.

# EXHIBIT “A”

Estimate of Values

---

The information contained herein is confidential, commercial, financial, scientific and/or technical information that is proprietary to Intact Public Entities Inc. and cannot be disclosed to others. Any such disclosure could reasonably be expected to result in significant prejudice to the competitive position of Intact Public Entities Inc., significant interference with its competitive position and/or cause it undue loss.  
TM & © 2023 Intact Public Entities Inc. and/or its affiliates. All Rights Reserved.

---



# Why choose CFC cyber?

Find out why CFC's market-leading cyber insurance products are trusted by over 100,000 businesses around the globe to help protect them against cyber risk.

## Broad cyber coverage

Covering a range of attacks and incidents, including:

- ✓ **Unlimited reinstatements** with nil deductible, where you'll pay either none, or only single deductible, no matter how many cyber incidents we respond to.
- ✓ **Proactive cyber attack prevention** contractually embedded into the insurance product as a world first.
- ✓ **Business interruption** includes full limits for systems failure events, lost or missed bids, data recreation cover and emergency continuity costs.
- ✓ **Interim payments** for business interruption losses prior to the final adjustment.
- ✓ **Extensive crime coverage**, including invoice manipulation, theft of client funds and physical goods.
- ✓ **Affirmative coverage** for AI, contingent bodily injury, extortion response costs and more.

## Largest in-house incident response and claims team

- ✓ +200 **incident response experts** situated around the globe to offer 24x7x365 support.
- ✓ **Specifically trained** to triage, remediate and recover businesses from cyber attacks.
- ✓ **Regionally specialized claims team** —who have a deep understanding of your local jurisdiction.

## Cyber attack prevention services—as standard

Working to protect you from cyber attacks—helping to prevent a claim, before it happens.

- ✓ Starts the day you bind, working throughout the policy period.
- ✓ Included as standard, at no extra cost.
- ✓ Using a range of advanced cyber security tools and technology to identify threats and alert you to those that matter.

## 99.1% cyber claims acceptance rate\*

- ✓ Giving you the confidence and peace of mind that your largest business risk will be covered.
- ✓ Providing you with a comprehensive product that covers what it says it will.

## 25 years' cyber experience

- ✓ As one of the **longest running cyber providers**, you can trust we work to put your business first.
- ✓ The largest in-house cyber team in the market, who offer a **streamlined and efficient process** from underwriting and cyber security to incident response and claims.

\*Based on the last 12 months of cyber claims.

Note: Incident response services are provided by an affiliate of CFC Underwriting Ltd, trading under the name CFC Response.

# Cyber attack prevention and remediation

A CFC cyber policy offers protective services working to help prevent attacks from happening in the first place. If an incident does occur, our expert technical team will help get you back online, fast.

## Proactive cyber attack prevention

### Working to protect you from cyber incidents.

We supplement your existing cyber security programme by assessing your businesses' attack surface to understand what we're protecting. Then work around the clock, seeking to identify threats and risks that could impact your businesses—only alerting you to those threats that matter.

Using a range of advanced cyber security tools:



#### Threat intelligence

We partner with government and private threat intelligence organizations to receive and **analyze information about cyber threats** targeting your business.



#### Threat hunting

Our cyber threat analysts **actively search the dark web** and hacker forums for compromised customer credentials and any other malicious activity.



#### Vulnerability scanning

We actively **scan insureds for known vulnerabilities** and cyber risks that have a high correlation to claims.



#### Real-time claims data

We use our own proprietary claims data to help **identify attack trends** and potential threats.

## Expert incident response and cyber claims

### Helping to get you back online, fast.

If we alert you to malicious activity in your system, or you notify us of something, our in-house team are trained to:



#### Triage

Once notified, **we'll be in touch within 15 mins\*** to assess the situation and identify the necessary resources to address the incident.



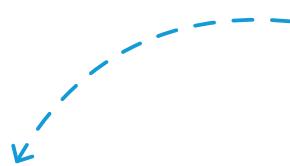
#### Contain

Our team of cyber security engineers, forensic specialists and incident responders will **contain and remediate the incident**. If needed, we'll partner with third-party specialists.



#### Recover

Once contained, our incident response and claims team work closely together to rebuild systems, reconstitute data and **get your business back up and running**.

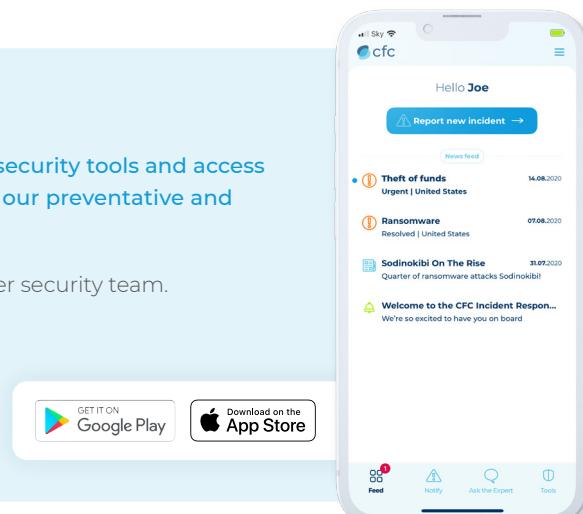


## Response app

Our award-winning mobile app offers free exclusive cyber security tools and access to technical support 24/7. Helping you get the most out of our preventative and responsive cyber services.

- ✓ Most secure line of communication with our expert cyber security team.
- ✓ Fastest way to alert us of an incident.
- ✓ Receive personalized critical **cyber threat alerts**.

Download today to get the most out of your cyber policy.



\*For notifications that come through our app, Response or via phone.

Note: Incident response services are provided by an affiliate of CFC Underwriting Ltd, trading under the name CFC Response.



## INDICATION OF TERMS

REFERENCE NUMBER:	6496099
COMPANY NAME:	Corp of the Village of Burks Falls
TOTAL PAYABLE:	CAD7,295.00
Premium breakdown:	
Cyber & Privacy:	CAD5,000.00
Cyber Crime:	CAD2,000.00
Policy Administration Fee:	CAD295.00
BUSINESS OPERATIONS:	Municipality
LEGAL ACTION:	Worldwide
TERRITORIAL SCOPE:	Worldwide
AGGREGATE DEDUCTIBLE:	CAD10,000.00 in the aggregate
REPUTATIONAL HARM PERIOD:	12 months
INDEMNITY PERIOD:	12 months
TIME FRANCHISE:	8 hours
WORDING:	Cyber Proactive Response v4.0
ENDORSEMENTS:	Regulatory Statement (CAN) Notice Concerning Personal Information Code Of Consumer Rights And Responsibilities Ontario Commercial Liability Notice Service of Suit Clause Policy Aggregate Limit of Liability Clause (Including Aggregate Sub-limit For Cyber Crime)
SUBJECTIVITIES:	N/A
POLICY PERIOD:	12 months
DATE OF ISSUE:	30 Dec 2025
OPTIONAL EXTENDED REPORTING PERIOD:	12 months for 100% of applicable annualized premium
ADDITIONAL NOTES:	
SECURITY:	Lloyd's Underwriters and other insurers
UNDERWRITER:	Lauren Hoy

THIS QUOTATION IS ONLY VALID FOR 30 DAYS FROM THE DATE OF ISSUE

PLEASE REFER TO THE FOLLOWING PAGES FOR A FULL BREAKDOWN OF LIMITS,  
RETENTIONS AND APPLICABLE CLAUSES



## DECLARATIONS

### INSURING CLAUSE 1: CYBER INCIDENT RESPONSE

#### SECTION A: INCIDENT RESPONSE COSTS

Aggregate limit of liability: CAD2,000,000 in the aggregate

#### SECTION B: LEGAL AND REGULATORY COSTS

Aggregate limit of liability: CAD2,000,000 in the aggregate

#### SECTION C: IT SECURITY AND FORENSIC COSTS

Aggregate limit of liability: CAD2,000,000 in the aggregate

#### SECTION D: CRISIS COMMUNICATION COSTS

Aggregate limit of liability: CAD2,000,000 in the aggregate

#### SECTION E: PRIVACY BREACH MANAGEMENT COSTS

Aggregate limit of liability: CAD2,000,000 in the aggregate

#### SECTION F: THIRD PARTY PRIVACY BREACH MANAGEMENT COSTS

Aggregate limit of liability: CAD2,000,000 in the aggregate

#### SECTION G: POST BREACH REMEDIATION COSTS

Aggregate limit of liability: CAD50,000 in the aggregate, subject to a maximum of 10% of all sums we have paid as a direct result of the **cyber event**

### INSURING CLAUSE 2: CYBER CRIME

#### SECTION A: FUNDS TRANSFER FRAUD

Aggregate limit of liability: CAD250,000 in the aggregate

#### SECTION B: INVOICE MANIPULATION

Aggregate limit of liability: CAD250,000 in the aggregate

#### SECTION C: NEW VENDOR FRAUD

Aggregate limit of liability: CAD250,000 in the aggregate

#### SECTION D: PHYSICAL GOODS FRAUD

Aggregate limit of liability: CAD250,000 in the aggregate



#### SECTION E: THEFT OF PERSONAL FUNDS

Aggregate limit of liability: CAD250,000 in the aggregate

#### SECTION F: CORPORATE IDENTITY THEFT

Aggregate limit of liability: CAD250,000 in the aggregate

#### SECTION G: THEFT OF FUNDS HELD IN ESCROW

Aggregate limit of liability: CAD250,000 in the aggregate

#### SECTION H: THEFT OF CLIENT FUNDS

Aggregate limit of liability: CAD50,000 in the aggregate

#### SECTION I: CUSTOMER PAYMENT FRAUD

Aggregate limit of liability: CAD50,000 in the aggregate

#### SECTION J: TELEPHONE HACKING

Aggregate limit of liability: CAD250,000 in the aggregate

#### SECTION K: UNAUTHORIZED USE OF COMPUTER RESOURCES

Aggregate limit of liability: CAD250,000 in the aggregate

### INSURING CLAUSE 3: CYBER EXTORTION

Aggregate limit of liability: CAD2,000,000 in the aggregate

### INSURING CLAUSE 4: SYSTEM DAMAGE AND BUSINESS INTERRUPTION

#### SECTION A: SYSTEM DAMAGE AND RECTIFICATION COSTS

Aggregate limit of liability: CAD2,000,000 in the aggregate

#### SECTION B: HARDWARE REPLACEMENT COSTS

Aggregate limit of liability: CAD2,000,000 in the aggregate

#### SECTION C: INCOME LOSS AND EXTRA EXPENSE

Aggregate limit of liability: CAD2,000,000 in the aggregate

#### SECTION D: EMERGENCY AND ADDITIONAL OPERATIONAL CONTINUITY COSTS

Aggregate limit of liability: CAD100,000 in the aggregate



## SECTION E: VOLUNTARY AND REGULATORY SHUTDOWN

Aggregate limit of liability: CAD2,000,000 in the aggregate

## SECTION F: DEPENDENT BUSINESS INTERRUPTION

Aggregate limit of liability: CAD2,000,000 in the aggregate

## SECTION G: CONSEQUENTIAL REPUTATIONAL HARM

Aggregate limit of liability: CAD2,000,000 in the aggregate

## SECTION H: LOST OR MISSED BIDS

Aggregate limit of liability: CAD2,000,000 in the aggregate

## SECTION I: CLAIM PREPARATION COSTS

Aggregate limit of liability: CAD25,000 in the aggregate

## INSURING CLAUSES 5 AND 7 - 9 COMBINED

Aggregate limit of liability: CAD2,000,000 in the aggregate

## INSURING CLAUSE 5: NETWORK SECURITY & PRIVACY LIABILITY

### SECTION A: NETWORK SECURITY LIABILITY

Aggregate limit of liability: CAD2,000,000 in the aggregate, including **costs and expenses**

### SECTION B: PRIVACY LIABILITY

Aggregate limit of liability: CAD2,000,000 in the aggregate, including **costs and expenses**

### SECTION C: MANAGEMENT LIABILITY

Aggregate limit of liability: CAD2,000,000 in the aggregate, including **costs and expenses**

## SECTION D: REGULATORY FINES, PENALTIES AND INVESTIGATION COSTS

Aggregate limit of liability: CAD2,000,000 in the aggregate, including **costs and expenses**

## SECTION E: PCI FINES, PENALTIES AND ASSESSMENTS

Aggregate limit of liability: CAD2,000,000 in the aggregate, including **costs and expenses**

## SECTION F: CONTINGENT BODILY INJURY

Aggregate limit of liability: CAD250,000 in the aggregate, including **costs and expenses**



## INSURING CLAUSE 6: CRIMINAL REWARD COVER

Aggregate limit of liability: CAD100,000 in the aggregate

## INSURING CLAUSE 7: MEDIA LIABILITY

### SECTION A: DEFAMATION

Aggregate limit of liability: CAD2,000,000 in the aggregate, including **costs and expenses**

### SECTION B: INTELLECTUAL PROPERTY RIGHTS INFRINGEMENT

Aggregate limit of liability: CAD2,000,000 in the aggregate, including **costs and expenses**

## INSURING CLAUSE 8: TECHNOLOGY ERRORS AND OMISSIONS

NO COVER GIVEN

## INSURING CLAUSE 9: COURT ATTENDANCE COSTS

Aggregate limit of liability: CAD100,000 in the aggregate



## OUR REGULATORY STATUS

CFC Underwriting Limited is authorised and regulated by the United Kingdom Financial Conduct Authority (FCA). CFC Underwriting Limited's Firm Registration Number at the FCA is 312848. These details may be checked by visiting the Financial Conduct Authority website at [www.fca.org.uk/register/](http://www.fca.org.uk/register/). Alternatively the Financial Conduct Authority may be contacted on +44 (0)800 111 6768.

We are covered by the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation from the scheme if we cannot meet our obligations to you in respect of insurance policies that we have underwritten on behalf of insurers. This depends on the type of business and the circumstances of the claim. In respect of general insurance business the FSCS will cover 90% of the claim, without any upper limit and for compulsory classes of insurance, the FSCS will cover 100% of the claim, without any upper limit. Further information about compensation scheme arrangements is available from the FSCS.

## HOW TO COMPLAIN

We intend to provide an excellent service to you. However, we recognise that there may be occasions when you feel that this has not been achieved. If you are unhappy with any aspect of the service that you receive from us, please contact your insurance broker in the first instance, stating the nature of your complaint, the certificate and/or claim number.

Alternatively, you can contact us directly at [complaints@cfc.com](mailto:complaints@cfc.com) or please write to:

Chief Executive Officer  
CFC Underwriting Limited  
11th Floor, 8 Bishopsgate  
London EC2N 4BQ  
United Kingdom

We will aim to acknowledge your complaint within 2 business days following receipt and will aim to respond to your complaint within 20 business days.

If after taking this action you are still unhappy with the response it may be possible in certain circumstances for you to refer the matter to Lloyd's Canada Inc. The contact details are as follows:

Complaints Officer,  
Royal Bank Plaza South Tower  
200 Bay Street  
Suite 2930  
PO Box 51  
Toronto  
Ontario M5J 2 J2.  
Tel: 1-877-455-6937  
Email: [info@lloyds.ca](mailto:info@lloyds.ca)



If you remain dissatisfied after Lloyd's Canada Inc. has considered your complaint, you may have the right to refer your complaint to the following organisations:

General Insurance OmbudService (GIO) – assists in the resolution of conflicts between insurance customers and their insurance companies. The GIO can be reached at:

Toll free number: 1-877-225-0446

Website: <https://giocanada.org/>

If you have a complaint specifically about Lloyd's Underwriters' complaints handling procedures you may contact the FCAC.

Financial Consumer Agency of Canada (FCAC) – provides consumers with accurate and objective information about financial products and services, and informs Canadians of their rights and responsibilities when dealing with financial institutions. FCAC also ensures compliance with the federal consumer protection laws that apply to banks and federally incorporated trust, loan and insurance companies. The FCAC does not get involved in individual disputes. The FCAC can be reached at:

427 Laurier Avenue West, 6th Floor,  
Ottawa  
ON K1R 1B9  
Tel: 1-866-461-3222 (Services in English)  
Tel: 1-866-461-2232 (Services in French)  
Website: [www.fcac-acfc.gc.ca](http://www.fcac-acfc.gc.ca)

For clients based in Quebec only:

Autorité des marchés financiers (AMF)- The regulation of insurance companies in Quebec is administered by the AMF. If you remain dissatisfied with the manner in which your complaint has been handled, or with the results of the complaints protocol, you may send your complaint to the AMF who will study your file and who may recommend mediation, if it deems this action is appropriate and if both parties agree to it. The AMF can be reached at:

Toll free: 1-877-525-0337  
Québec: (418) 525-0337  
Montréal: (514) 395-0311  
Website: [www.lautorite.qc.ca](http://www.lautorite.qc.ca)

The existence of this complaints procedure does not affect your right to commence a legal action or an alternative dispute resolution proceeding in accordance with your contractual rights.

## DATA PROTECTION NOTICE

We collect and use relevant information about you to provide you with your insurance cover or the insurance cover that benefits you and to meet our legal obligations. Where you provide us or your agent or broker with details about other people, you must provide this notice to them.



The information we collect and use includes details such as your name, address and contact details and any other information that we collect about you in connection with the insurance cover from which you benefit. This information may include more sensitive details such as information about your health and any criminal convictions you may have.

In certain circumstances, we may need your consent to process certain categories of information about you (including sensitive details such as information about your health and any criminal convictions you may have). Where we need your consent, we will ask you for it separately. You do not have to give your consent and you may withdraw your consent at any time. However, if you do not give your consent, or you withdraw your consent, this may affect our ability to provide the insurance cover from which you benefit and may prevent us from providing cover for you or handling your claims.

The way insurance works means that your information may be shared with, and used by, a number of third parties in the insurance sector for example, insurers, agents or brokers, reinsurers, loss adjusters, sub-contractors, regulators, law enforcement agencies, fraud and crime prevention and detection agencies and compulsory insurance databases. We will only disclose your personal information in connection with the insurance cover that we provide and to the extent required or permitted by law.

We will process individual insured's details, as well as any other personal information you provide to us in respect of your insurance cover, in accordance with our privacy notice and applicable data protection laws.

To enable us to use individual insured's details in accordance with applicable data protection laws, we need you to provide those individuals with certain information about how we will use their details in connection with your insurance cover.

You agree to provide to each individual insured this notice, on or before the date that the individual becomes an individual insured under your insurance cover or, if earlier, the date that you first provide information about the individual to us.

We are committed to using only the personal information we need to provide you with your insurance cover. To help us achieve this, you should only provide to us information about individual insureds that we ask for from time to time.

You have rights in relation to the information we hold about you, including the right to access your information. If you wish to exercise your rights, discuss how we use your information or request a copy of our full privacy notice, please contact us directly at [dataprotection@cfc.com](mailto:dataprotection@cfc.com).

For more information about how we use your personal information please see our full privacy notice, which is available online on our website at:

<http://www.cfc.com/privacy>



## OTHER COSTS, FEES AND CHARGES

A Policy Administration Fee may be charged by CFC Underwriting Limited for administration costs incurred by it for its role in the distribution of this policy. Any applicable Policy Administration Fee:

- a. is separate from and in addition to the premium stated in the [Declarations page](#);
- b. is not subject to any tax that would otherwise be applied to the premium; and
- c. constitutes a separate agreement between the Insured stated in the [Declarations page](#) and CFC Underwriting Limited which will come into effect upon inception of the policy.

If a Policy Administration Fee is applicable then it will be deemed fully earned upon inception of this policy and it will not be refundable in the event this policy is cancelled in accordance with the terms and conditions of this policy.



## NOTICE CONCERNING PERSONAL INFORMATION

By purchasing insurance from certain Underwriters at Lloyd's, London ("Lloyd's"), a customer provides Lloyd's with his or her agreement to the collection, use and disclosure of personal information, including that previously collected, for the following purposes:

- the communication with Lloyd's policyholders
- the underwriting of policies
- the evaluation of claims
- the detection and prevention of fraud
- the analysis of business results
- purposes required or authorized by law

For the purposes identified, personal information may be disclosed to Lloyd's related or affiliated organizations or companies, their agents/mandataires, and to certain non-related or unaffiliated organizations or companies, including service providers. These entities may be located outside Canada therefore a customer's information may be processed in a foreign jurisdiction (the United Kingdom and the European Union) and their information may be accessible to law enforcement and national security authorities of that jurisdiction.

To obtain written information about Lloyd's policies and practices in respect of service providers located outside Canada, please contact the Ombudsman at [info@lloyds.ca](mailto:info@lloyds.ca) who will also answer customer's questions about the collection, use, disclosure or storage of their personal information by such Lloyd's service providers.

Further information about Lloyd's personal information protection policy may be obtained from the customer's broker or by contacting Lloyd's on: 514 861 8361, 1 877 455 6937, or through [info@lloyds.ca](mailto:info@lloyds.ca).



## CODE OF CONSUMER RIGHTS AND RESPONSIBILITIES

Insurers (including Lloyd's Underwriters), along with the brokers and agents who sell home, auto and business insurance are committed to safeguarding your rights both when you shop for insurance and when you submit a claim following a loss. Your rights include the right to be informed fully, to be treated fairly, to timely complaint resolution, and to privacy. These rights are grounded in the contract between you and your insurer and the insurance laws of your province. With rights, however, come responsibilities including, for example, the expectation that you will provide complete and accurate information to your insurer. Your policy outlines other important responsibilities. Insurers and their distribution networks, and governments also have important roles to play in ensuring that your rights are protected.

### RIGHT TO BE INFORMED

You can expect to access clear information about your policy, your coverage, and the claims settlement process. You have the right to an easy-to-understand explanation of how insurance works and how it will meet your needs. You also have a right to know how insurers calculate price based on relevant facts. Under normal circumstances, insurers will advise an insurance customer or the customer's intermediary of changes to, or the cancellation of a policy within a reasonable prescribed period prior to the expiration of the policy, if the customer provides information required for determining renewal terms of the policy within the time prescribed, which could vary by province, but is usually 45 days prior to expiry of the policy.

You have the right to ask who is providing compensation to your broker or agent for the sale of your insurance. Your broker or agent will provide information detailing for you how he or she is paid, by whom, and in what ways.

You have a right to be told about insurers' compensation arrangements with their distribution networks. You have a right to ask the broker or agent with whom you deal for details of how and by whom it is being paid. Brokers and agents are committed to providing information relating to ownership, financing, and other relevant facts.

### RESPONSIBILITY TO ASK QUESTIONS AND SHARE INFORMATION

To safeguard your right to purchase appropriate coverage at a competitive price, you should ask questions about your policy so that you understand what it covers and what your obligations are under it. You can access information through one-on-one meetings with your broker or agent. You have the option to shop the marketplace for the combination of coverages and service levels that best suits your insurance needs. To maintain your protection against loss, you must promptly inform your broker or agent of any change in your circumstances.

### RIGHT TO COMPLAINT RESOLUTION

Insurers, their brokers and agents are committed to high standards of customer service. If you have a complaint about the service you have received, you have a right to access Lloyd's Underwriters' complaint resolution process for Canada. Your agent or broker can provide you with information about how you can ensure that your complaint is heard and promptly handled. Consumers may also contact their respective provincial insurance regulator for information. Lloyd's is a member of an independent complaint resolution office, the General Insurance OmbudService.

### RESPONSIBILITY TO RESOLVE DISPUTES

You should always enter into the dispute resolution process in good faith, provide required information in a timely manner, and remain open to recommendations made by independent observers as part of that process.



#### RIGHT TO PROFESSIONAL SERVICE

You have the right to deal with insurance professionals who exhibit a high ethical standard, which includes acting with honesty, integrity, fairness and skill. Brokers and agents must exhibit extensive knowledge of the product, its coverages and its limitations in order to best serve you.

#### RIGHT TO PRIVACY

Because it is important for you to disclose any and all information required by an insurer to provide the insurance coverage that best suits you, you have the right to know that your information will be used for the purpose set out in the privacy statement made available to you by your broker, agent or insurance representative. This information will not be disclosed to anyone except as permitted by law. You should know that Lloyd's Underwriters are subject to Canada's privacy laws - with respect to their business in Canada.



## ONTARIO COMMERCIAL LIABILITY NOTICE

Notice to Insureds:

Pursuant to the

Freedom Of Information and Protection Of Privacy Act,  
R.S.O. 1990, c.F.31 (as amended)

### IMPORTANT

The notice below applies to insurance contracts containing non automobile legal liability coverages in provinces where statistical data relating to such contracts must be reported to the Superintendent of Insurance.

### LEGAL AUTHORITY FOR COLLECTION

Insurance Act, R.S.O. 1990, c.I.8, section 101(1).

Principal purpose for which personal information is intended to be used Information collected by insurers from insureds or supplied to insurers pertaining to the attached document will be used:

- to compile aggregate statistical data to be used in monitoring trends in the insurance industry;
- to develop statistical exhibits to be used in monitoring the insurance industry;
- to respond to requests for customized statistical information on the insurance industry;
- to respond to inquiries on statistical information made to Office of the Superintendent of Insurance; and
- to use and disclose such information for purposes which are consistent with the previous clauses.

The Public Official who can answer questions about the collection is:

Manager, Statistical Services

Financial Services Regulatory Authority of Ontario

5160 Yonge Street, 17th Floor

Box 85

North York, Ontario M2N 6L9

Telephone: (416) 250-7250

Fax: (416) 590-7070

FOI (11/1999)



## SERVICE OF SUIT CLAUSE

ATTACHING TO POLICY N/A

NUMBER:

THE INSURED: Corp of the Village of Burks Falls

WITH EFFECT FROM: -

In any action to enforce the obligations of the underwriting members of the Lloyd's syndicates and other subscribing insurers, they can be designated or named, in respect of the Lloyd's syndicates, as "Lloyd's Underwriters" and such designation will be binding on the members as if they had each been individually named as defendant. Service of such proceedings against Lloyd's syndicates may validly be made upon the Attorney In Fact in Canada for Lloyd's Underwriters whose address for such service is 200 Bay Street, Suite 2930, P.O. Box 51, Toronto, Ontario, M5J 2J2, and service of such proceedings against other subscribing insurers may validly be made upon Norton Rose Fulbright Canada LLP whose address for such service is One Place Ville Marie, Suite 2500, Montréal, Quebec, H3B 1R1.

**SUBJECT OTHERWISE TO THE TERMS AND CONDITIONS OF THE POLICY**



## POLICY AGGREGATE LIMIT OF LIABILITY CLAUSE (INCLUDING AGGREGATE SUB-LIMIT FOR CYBER CRIME)

ATTACHING TO POLICY N/A

NUMBER:

THE INSURED: Corp of the Village of Burks Falls

WITH EFFECT FROM: -

It is understood and agreed that the following is added to the Declarations page:

### AGGREGATE LIMIT OF LIABILITY FOR ALL INSURING CLAUSES COMBINED

Aggregate limit of CAD2,000,000 in the aggregate, including **costs and expenses**  
liability:

Sub-limited as follows in respect of all **SECTIONS** of the **CYBER CRIME INSURING CLAUSE** combined:

Aggregate limit of CAD250,000 in the aggregate. This sub-limit is a part of and not in addition to the "AGGREGATE LIMIT OF LIABILITY FOR ALL INSURING CLAUSES COMBINED".  
liability:

It is understood and agreed that **HOW MUCH WE WILL PAY** is deleted in its entirety and replaced with the following:

### YOUR MAXIMUM LIMITS UNDER THIS POLICY

The maximum amount payable by **us** under this Policy for any one claim or series of related claims is the **policy limit**.

The maximum amount payable by **us** under any Insuring Clause for any one claim or series of related claims is the amount shown as the limit in the Declarations page for that Insuring Clause.

The maximum amount payable by **us** under any Section for any one claim or series of related claims is the amount shown as the limit in the Declarations page for that Section.

### YOUR MAXIMUM LIMIT FOR RELATED INCIDENTS

Where more than one claim arises from the same original cause or single source or event, all of those claims will be deemed to be one claim and only one **policy limit** will apply in respect of that claim.

### PAYMENT FOR PHYSICAL GOODS

If **we** make any payment under **INSURING CLAUSE 2 (SECTION D only)**, **we** will do so on a cost price basis. This means that any payment **we** make will be based on the original purchase price or cost of production of **your** tangible property and will not include **your** loss of profit.



## PAYMENT FOR LOSS INCURRED BEFORE TIME FRANCHISE ELAPSED

In respect of **INSURING CLAUSE 4 (SECTIONS C, D, E and F only)**, where **you** are entitled to cover for any **income loss** or **extra expense**, any **income loss** or **extra expense** incurred before the **time franchise elapsed** will also be covered.

## YOUR LIABILITY COVERAGES

In respect of **INSURING CLAUSES 5, 7, 8 and 9**, **we** may at any time pay to **you** in connection with any **claim** the amount of the **policy limit** (after deduction of any amounts already paid). Upon that payment being made **we** will relinquish the conduct and control of the **claim** and be under no further liability in connection with that **claim** except for the payment of **costs and expenses** incurred prior to the date of such payment (unless the **policy limit** is stated to be inclusive of **costs and expenses**).

If **costs and expenses** are stated in the Declarations page to be in addition to the **policy limit**, or if the operation of local laws require **costs and expenses** to be paid in addition to the **policy limit**, and if a damages payment in excess of the **policy limit** has to be made to dispose of any **claim**, **our** liability for **costs and expenses** will be in the same proportion as the **policy limit** bears to the total amount of the damages payment.

It is further understood and agreed that the following amendments are made to this Policy:

1. The **DEFINITION** of "Incident response limit" is deleted in its entirety.
2. The third paragraph of the "Agreement to pay claims (duty to defend)" **CONDITION** is deleted in its entirety and replaced with the following:

**We** will endeavor to settle any **claim** through negotiation, mediation or some other form of alternative dispute resolution and will pay on **your** behalf the amount **we** agree with the claimant. If **we** cannot settle using these means, **we** will pay the amount which **you** are found liable to pay either in court or through arbitration proceedings, subject always to the **policy limit**.

3. The first part a. of the "Continuous cover" **CONDITION** is deleted in its entirety and replaced with the following:

- a. the indemnity will be subject to the applicable limit of liability of the earlier Policy under which the matter should have been reported or the **policy limit**, whichever is the lower;

4. The third paragraph of the "Optional extended reporting period" **CONDITION** is deleted in its entirety and replaced with the following:

The right to the optional extended reporting period will not be available to **you** where cancellation or non-renewal by **us** is due to non-payment of the **premium** or **your** failure to pay any amounts in



excess of the applicable **policy limit** or within the amount of the applicable **deductible** as is required by this Policy in the payment of claims.

**SUBJECT OTHERWISE TO THE TERMS AND CONDITIONS OF THE POLICY**

Village of Burk's Falls	
December/January List of Accounts for Approval	
<b>Balance Forward (Cheques/Other/EFT)</b>	<b>268,461.80</b>
RBC Activity Fee-December 2025	173.34
First Data-POS December 2025	260.94
First Data 2-POS December 2025	173.80
OCWA-December 2025	9,238.31
Kubota Loan	1,011.48
<b>Total Payables-December 10 to January 15, 2026</b>	<b>279,319.67</b>

Certified Correct this 15th day of January 2026

Tammy Wylie  
Tammy Wylie, Treasurer



## SAVE THE DATE

Municipal Services Office - North  
Ministry of Municipal Affairs and Housing

### 2025 Northern Municipal Council Workshop - Virtual Learning Series

**Date:** January 29, 2026 (last session in the virtual learning series)  
**Location:** Microsoft teams

#### *Agenda:*

The Municipal Services Office – North is pleased to invite you to attend the 6<sup>th</sup> and last session in the virtual council workshop series. This final instalment will offer an essential learning opportunity in the area of municipal-Indigenous stakeholder relationship building. We encourage you to mark your calendar and take part in this valuable series—you won't want to miss it.

#### *Virtual series details and registration links:*

***Note: To facilitate the registration process, please ensure you register for the session individually using the link beside each session. Kindly note that each participant is required to complete the registration on their own behalf.***

#### **1. Building Effective Engagement Relationships with Indigenous Communities**

**Date and time: January 29, 2026, from 4:30 PM to 7:00 PM EST**

#### *Agenda:*

Time	Presentation	Speakers	Registration
4:30 PM to 4:40 PM	<b>Welcoming Remarks</b>	<i>Sarah Cormier, Senior Municipal Advisor, MMAH, MSO-N Sudbury</i>	<a href="#">Click here to register</a>
4:40 PM to 5:40 PM	<b>Stronger Together: Building First Nation–Municipal Partnerships:</b> Hear about practical tools, resources, and knowledge products that can support collaboration between First Nations and municipalities. The goal is to foster	<i>First Nation-Municipal Community Economic Development Initiative (CEDI)</i>	

	<i>understanding and encourage partnerships that drive mutual economic benefits through learning, capacity building, and shared development.</i>		
<b>5:40 PM to 6:40 PM</b>	<p><b>Indigenous Voices in Municipal Councils:</b>  <i>This panel features Indigenous representatives who serve on municipal councils. They will share their perspectives on strengthening Indigenous–municipal relationships and their experiences representing their communities at the local level.</i></p>	<p><b>Cheryl Fort, Mayor, Township of Hornepayne</b></p> <p><b>Susan Nelson, Councillor, Township of Cochrane</b></p> <p><b>Wendy Landry, Mayor, Municipality of Shuniah,</b></p>	
<b>6:40 PM to 6:45 PM</b>	<b>Closing Remarks</b>	<b>Leisel Edwards, Municipal Advisor, MMAH, MSO-N Thunder Bay</b>	

***Inquiries:***

**Municipal Services Office – North (Sudbury)**

**Enrique Paraco, Municipal Advisor**  
**Email:** [enrique.paraco@ontario.ca](mailto:enrique.paraco@ontario.ca)  
**Phone:** 705-280-0641

**Municipal Services Office – North (Thunder Bay)**

**Leisel Edwards, Municipal Advisor**  
**Email:** [leisel.edwards@ontario.ca](mailto:leisel.edwards@ontario.ca)  
**Phone:** 249-885-2953



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

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

*Almaguin Highlands O.P.P. Detachment Board*

**Regular Meeting of the Board**  
**Wednesday January 14<sup>th</sup>, 2026**  
**5:00 p.m.**  
**Township of Perry Municipal Office**  
(1695 Emsdale Road, Emsdale, ON)

- 1. Call to Order**
- 2. Disclosure of Conflict of Interest**  
(with reference to this Agenda and any previous meeting)
- 3. Adoption of Minutes**
  - 3.1. Regular Board Meeting Minutes – Wednesday, November 12<sup>th</sup>, 2025
- 4. Delegations - NIL**
- 5. Almaguin Highlands OPP S/Sgt Detachment Commander Updates and/or Reports**
  - 5.1. 2025 Q4 OPP Detachment Board Report {Res}
- 6. Board Business**
  - 6.1. Prescription Diversion Project {Res}
  - 6.2. Provincial Bail Notification Program {Res}
  - 6.3. Opposition to Closure of Cecil Facer Youth Centre {Res}
  - 6.4. Draft 2026 Board Budget {Res}
- 7. Correspondence and General Information**
  - 7.1. Inspector General Memo #8: Public release of the first Decisions by the Inspector General of Policing with accompanying Findings Reports
  - 7.2. Legislative and Regulatory Changes Effective January 1, 2026
  - 7.3. 2026 Spring Conference Information
- 8. By-laws – NIL**
- 9. Closed Session – NIL**

**10. Other Business**

**11. Adjournment** - Next Meeting: April 8, 2026

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

*This is the true original Agenda distributed to the OPP Detachment Board, copied for public handout, and placed in the Almaguin Highlands OPP Detachment Board File. Ref: OPP Detachment Board Agenda 2026 01 14*



**OPP Detachment Board Report**  
**Collision Reporting System**  
**October - December 2025**

**Motor Vehicle Collisions by Type**

October - December							October - December			
Year	2023		2024		2025		Year	2023	2024	2025
CollisionType	Incidents	% Change	Incidents	% Change	Incidents	% Change				
Fatal Injury	0	--	1	--	0	-100.0%				
Non-Fatal Injury	5	--	5	0.0%	8	60.0%				
Property Damage Only	75	--	77	2.7%	73	-5.2%				
<b>Total</b>	<b>80</b>	<b>--</b>	<b>83</b>	<b>3.8%</b>	<b>81</b>	<b>-2.4%</b>				

YTD							YTD			
Year	2023		2024		2025		Year	2023	2024	2025
CollisionType	Incidents	% Change	Incidents	% Change	Incidents	% Change				
Fatal Injury	2	--	1	-50.0%	3	200.0%				
Non-Fatal Injury	43	--	36	-16.3%	31	-13.9%				
Property Damage Only	290	--	317	9.3%	289	-8.8%				
<b>Total</b>	<b>335</b>	<b>--</b>	<b>354</b>	<b>5.7%</b>	<b>323</b>	<b>-8.8%</b>				

Collision Type	2023	2024	2025
Fatal Injury	0	1	0
Non-Fatal Injury	5	5	8
Property Damage Only	75	73	73
<b>Total</b>	<b>80</b>	<b>83</b>	<b>81</b>

Data source (Collision Reporting System) date:

07-Jan-2026

Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Collision Reporting System**  
**October - December 2025**

**Fatalities in Detachment Area - Incidents**

October - December									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2023	0	0	--	0	0	--	0	0	--
2024	0	0	--	0	0	--	0	1	--
2025	0	0	--	0	0	--	0	0	-100.0%

YTD

Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2023	0	0	--	0	0	--	1	2	--
2024	0	0	--	0	0	--	0	1	-50.0%
2025	0	1	--	0	1	--	1	1	0.0%

**Fatalities in Detachment Area - Persons Killed**

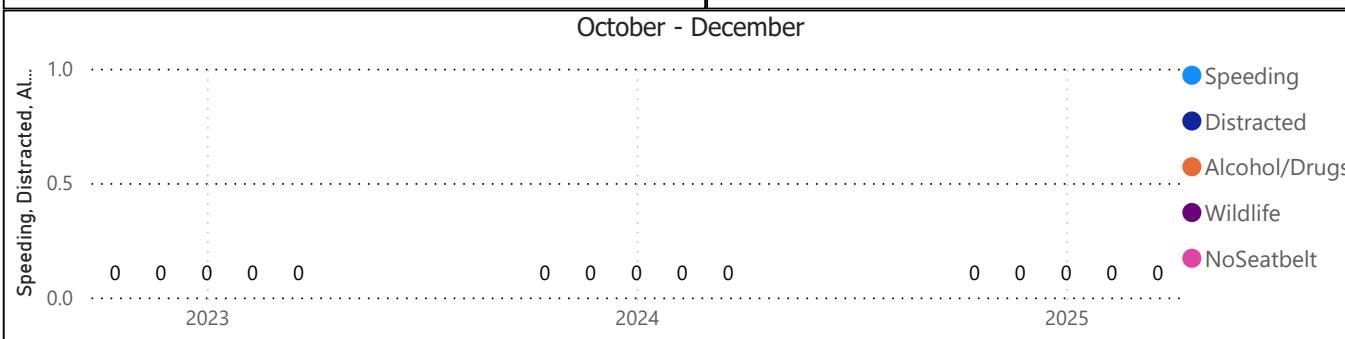
October - December									
Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Persons Killed	% Change		Persons Killed	% Change		Persons Killed	% Change	
2023	0	--	--	0	--	--	0	--	--
2024	0	--	--	0	--	--	1	--	--
2025	0	--	--	0	--	--	0	-100.0%	

YTD

Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Persons Killed	% Change		Persons Killed	% Change		Persons Killed	% Change	
2023	0	--	--	0	--	--	3	--	--
2024	0	--	--	0	--	--	1	-66.7%	
2025	1	--	--	1	--	--	1	0.0%	

**Primary Causal Factors in Fatal Motor Vehicle Collisions**

October - December				YTD			
	2023	2024	2025		2023	2024	2025
Speeding	0	0	0	Speeding	0	0	2
Speeding % Change	--	--	--	Speeding % Change	--	--	--
Distracted	0	0	0	Distracted	0	0	0
Distracted % Change	--	--	--	Distracted % Change	--	--	--
Alcohol/Drugs	0	0	0	Alcohol/Drugs	1	0	1
Alcohol/Drugs % Change	--	--	--	Alcohol/Drugs % Change	--	-100.0%	--
Wildlife	0	0	0	Wildlife	0	0	0
Wildlife % Change	--	--	--	Wildlife % Change	--	--	--
NoSeatbelt	0	0	0	NoSeatbeltYTD	0	0	0
NoSeatbelt YoY%	--	--	--	NoSeatbeltYTD YoY%	--	--	--



Data source (Collision Reporting System) date:

07-Jan-2026

Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

Criminal Code and Provincial Statute Charges Laid						
October - December						
Year	2023		2024		2025	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	152	--	213	40.1%	202	-5.2%
Criminal Code Traffic	14	--	30	114.3%	43	43.3%
Highway Traffic Act	228	--	418	83.3%	352	-15.8%
Liquor Licence Act	14	--	7	-50.0%	5	-28.6%
Other Violations	47	--	84	78.7%	37	-56.0%
<b>Total</b>	<b>455</b>	--	<b>752</b>	<b>65.3%</b>	<b>639</b>	<b>-15.0%</b>

YTD						
Year	2023		2024		2025	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	688	--	922	34.0%	632	-31.5%
Criminal Code Traffic	94	--	157	67.0%	141	-10.2%
Highway Traffic Act	1,521	--	1,788	17.6%	2,164	21.0%
Liquor Licence Act	31	--	28	-9.7%	30	7.1%
Other Violations	237	--	281	18.6%	278	-1.1%
<b>Total</b>	<b>2,571</b>	--	<b>3,176</b>	<b>23.5%</b>	<b>3,245</b>	<b>2.2%</b>

October - December						
Year	2023	2024	2025			
Highway Traffic Act	228	418	352			
Criminal Code Non-Traffic	152	213	202			
Other Violations	47	84	37			
Criminal Code Traffic	14	30	43			
Liquor Licence Act	14	7	5			

Traffic Related Charges						
October - December						
Year	2023		2024		2025	
ChargeCategory2	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Speeding	119	--	259	117.6%	198	-23.6%
Seatbelt	11	--	10	-9.1%	7	-30.0%
Impaired	10	--	25	150.0%	21	-16.0%
Distracted	0	--	0	--	0	--

YTD						
Year	2023		2024		2025	
ChargeCategory2	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Speeding	853	--	1,117	30.9%	1,344	20.3%
Seatbelt	48	--	31	-35.4%	38	22.6%
Impaired	63	--	111	76.2%	88	-20.7%
Distracted	5	--	3	-40.0%	0	-100.0%

October - December						
Year	2023	2024	2025			
Speeding	119	259	198			
Impaired	10	25	21			
Seatbelt	11	10	7			
Distracted	0	0	0			

Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

7-Jan-26

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

**eTicketing Warnings**

October - December

Year	2024		2025	
Type	Total	% Change	Total	% Change
Warning	215	72.0%	286	33.0%

YTD

Year	2024		2025	
Type	Total	% Change	Total	% Change
Warning	991	13.5%	1,543	55.7%

October - December

Type ● Warning



*Note: The eTicketing system was not fully implemented until the end of 2022, therefore data is only available beginning in 2023. % Change in 2023 may appear higher in this report due to the incomplete 2022 data.*

**Detachment: 4C - ALMAGUIN HIGHLANDS**

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

**Data source date:**

7-Jan-26

**Report Generated on:**

07-Jan-2026 6:39:45 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

<b>Violent Crime</b>						
October-December						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Homicides	0	--	1	--	0	-100.0%
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	0	--
Sexual Offences	6	--	5	-16.7%	6	20.0%
Assaults/Firearm Related Offences	27	--	19	-29.6%	27	42.1%
Offences Resulting in the Deprivation of Freedom	1	--	0	-100.0%	0	--
Robbery	0	--	1	--	0	-100.0%
Other Offences Involving Violence or the Threat of Violence	21	--	15	-28.6%	18	20.0%
Offences in Relation to Sexual Services	0	--	1	--	0	-100.0%
<b>Total</b>	<b>55</b>	<b>--</b>	<b>42</b>	<b>-23.6%</b>	<b>51</b>	<b>21.4%</b>

YTD						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Homicides	0	--	1	--	0	-100.0%
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	0	--
Sexual Offences	32	--	24	-25.0%	29	20.8%
Assaults/Firearm Related Offences	93	--	92	-1.1%	95	3.3%
Offences Resulting in the Deprivation of Freedom	2	--	0	-100.0%	0	--
Robbery	0	--	3	--	0	-100.0%
Other Offences Involving Violence or the Threat of Violence	65	--	79	21.5%	87	10.1%
Offences in Relation to Sexual Services	0	--	1	--	0	-100.0%
<b>Total</b>	<b>192</b>	<b>--</b>	<b>200</b>	<b>4.2%</b>	<b>211</b>	<b>5.5%</b>

October - December						
Actual	2023	2024	2025	2023	2024	2025
Homicides	1	1	0	1	1	0
Sexual Offences	6	5	6	1	1	0
Assaults/Firearm Related Offences	27	19	27	1	1	0
Offences Resulting in the Deprivation of Freedom	1	1	0	21	15	18
Robbery	1	1	0	1	1	0
Other Offences Involving Violence or the Threat of Violence	21	15	18	1	1	0
Offences in Relation to Sexual Services	1	1	0	1	1	0

Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

**Property Crime**

October - December						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	0	--	0	--	0	--
Break and Enter	8	--	5	-37.5%	5	0.0%
Theft Over \$5000	7	--	7	0.0%	6	-14.3%
Theft Under \$5000	15	--	15	0.0%	16	6.7%
Possession/Trafficking Stolen Goods	0	--	1	--	0	-100.0%
Fraud	19	--	20	5.3%	18	-10.0%
Mischief	12	--	9	-25.0%	14	55.6%
<b>Total</b>	<b>61</b>	--	<b>57</b>	<b>-6.6%</b>	<b>59</b>	<b>3.5%</b>

YTD						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	0	--	0	--	5	--
Break and Enter	29	--	41	41.4%	26	-36.6%
Theft Over \$5000	33	--	28	-15.2%	26	-7.1%
Theft Under \$5000	58	--	66	13.8%	45	-31.8%
Possession/Trafficking Stolen Goods	4	--	8	100.0%	4	-50.0%
Fraud	74	--	83	12.2%	75	-9.6%
Mischief	47	--	58	23.4%	43	-25.9%
<b>Total</b>	<b>245</b>	--	<b>284</b>	<b>15.9%</b>	<b>224</b>	<b>-21.1%</b>

October - December						
Actual						
Break and Enter	8	5	5			
Theft Over \$5000	7	7	6			
Theft Under \$5000	15	15	16			
Possession/Traffic... Stolen Goods				1		
Fraud	19	20	18			
Mischief	12	9	14			

Year ● 2023 ● 2024 ● 2025

Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

Drug Crime						
October - December						
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	2	--	4	100.0%	1	-75.0%
Trafficking	2	--	2	0.0%	0	-100.0%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	1	--	0	-100.0%
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
<b>Total</b>	<b>4</b>	--	<b>7</b>	<b>75.0%</b>	<b>1</b>	<b>-85.7%</b>

Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	7	--	9	28.6%	5	-44.4%
Trafficking	7	--	7	0.0%	5	-28.6%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	1	--	0	-100.0%
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
<b>Total</b>	<b>14</b>	--	<b>17</b>	<b>21.4%</b>	<b>10</b>	<b>-41.2%</b>

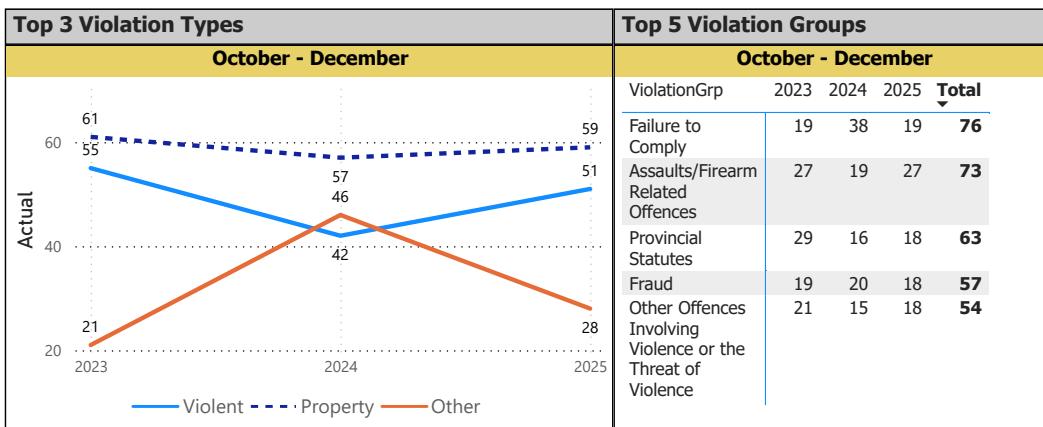
  

October - December

Actual

Year 2023 2024 2025

Violation Type	2023	2024	2025
Possession	2	4	1
Trafficking	2	2	1
Cannabis Possession	0	0	1



Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report  
Records Management System  
October - December 2025**

**Other Crime Occurrences**

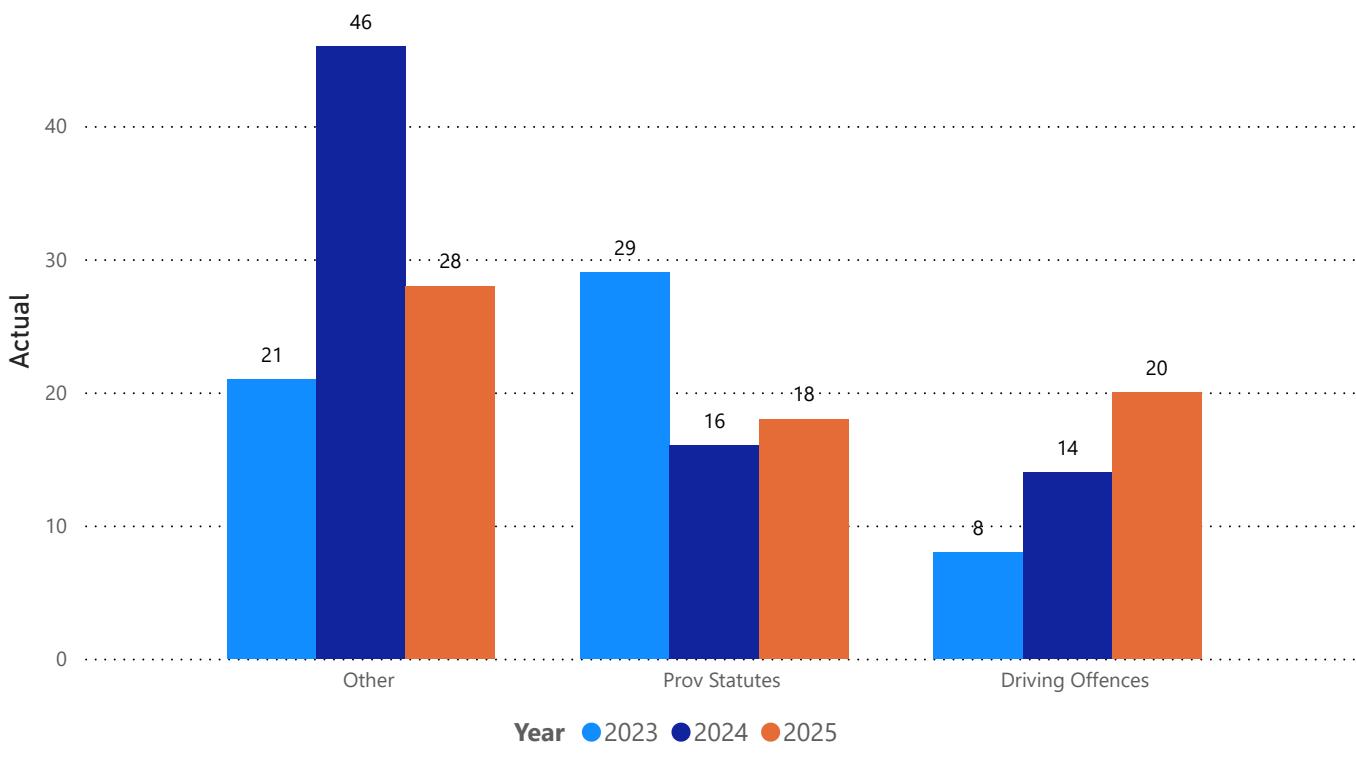
October - December

Year	2023		2024		2025	
Violation_rollup	Actual	% Change	Actual	% Change	Actual	% Change
Other	21	--	46	119.0%	28	-39.1%
Fed Statutes	0	--	0	--	0	--
Prov Statutes	29	--	16	-44.8%	18	12.5%
Driving Offences	8	--	14	75.0%	20	42.9%
<b>Total</b>	<b>58</b>	--	<b>76</b>	<b>31.0%</b>	<b>66</b>	<b>-13.2%</b>

YTD

Year	2023		2024		2025	
Violation_rollup	Actual	% Change	Actual	% Change	Actual	% Change
Other	101	--	178	76.2%	116	-34.8%
Fed Statutes	4	--	15	275.0%	0	-100.0%
Prov Statutes	109	--	82	-24.8%	102	24.4%
Driving Offences	44	--	63	43.2%	75	19.0%
<b>Total</b>	<b>258</b>	--	<b>338</b>	<b>31.0%</b>	<b>293</b>	<b>-13.3%</b>

October - December



Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

Clearance Rate						
Year	2023		2024		2025	
	%	% Change	%	% Change	%	% Change
Violent	76.4%	--	76.2%	-0.2%	76.5%	0.4%
Property	24.6%	--	17.5%	-28.7%	13.6%	-22.7%
Other	95.2%	--	84.8%	-11.0%	92.9%	9.5%
Drugs	100.0%	--	85.7%	-14.3%	0.0%	-100.0%
Fed Statutes						
Prov Statutes	100.0%	--	100.0%	0.0%	100.0%	0.0%
Driving Offences	87.5%	--	100.0%	14.3%	90.0%	-10.0%

YTD						
Year	2023		2024		2025	
Violation_rollup	%	% Change	%	% Change	%	% Change
Violent	81.3%	--	85.0%	4.6%	78.2%	-8.0%
Property	25.7%	--	24.3%	-5.5%	21.0%	-13.6%
Other	84.2%	--	86.5%	2.8%	89.7%	3.6%
Drugs	92.9%	--	94.1%	1.4%	90.0%	-4.4%
Fed Statutes	100.0%	--	93.3%	-6.7%		-100.0%
Prov Statutes	97.2%	--	97.6%	0.3%	99.0%	1.5%
Driving Offences	95.5%	--	95.2%	-0.2%	89.3%	-6.2%

October - December						
Year	2023	2024	2025	2023	2024	2025
Violent	76.4%	76.5%		95.2%	92.9%	
Property	24.6%	17.5%	13.6%	84.8%		
Other				95.2%		
Drugs				85.7%		
Fed Statutes				100.0%	100.0%	100.0%
Prov Statutes				100.0%	100.0%	100.0%
Driving Offences				87.5%	90.0%	

ClearanceRate

100%

80%

60%

40%

20%

0%

Violent

Property

Other

Drugs

Fed Statutes

Prov Statutes

Driving Offences

Year 2023 2024 2025

Category	2023	2024	2025
Violent	76.4%	76.5%	
Property	24.6%	17.5%	13.6%
Other			
Drugs			
Fed Statutes			
Prov Statutes			
Driving Offences			

Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

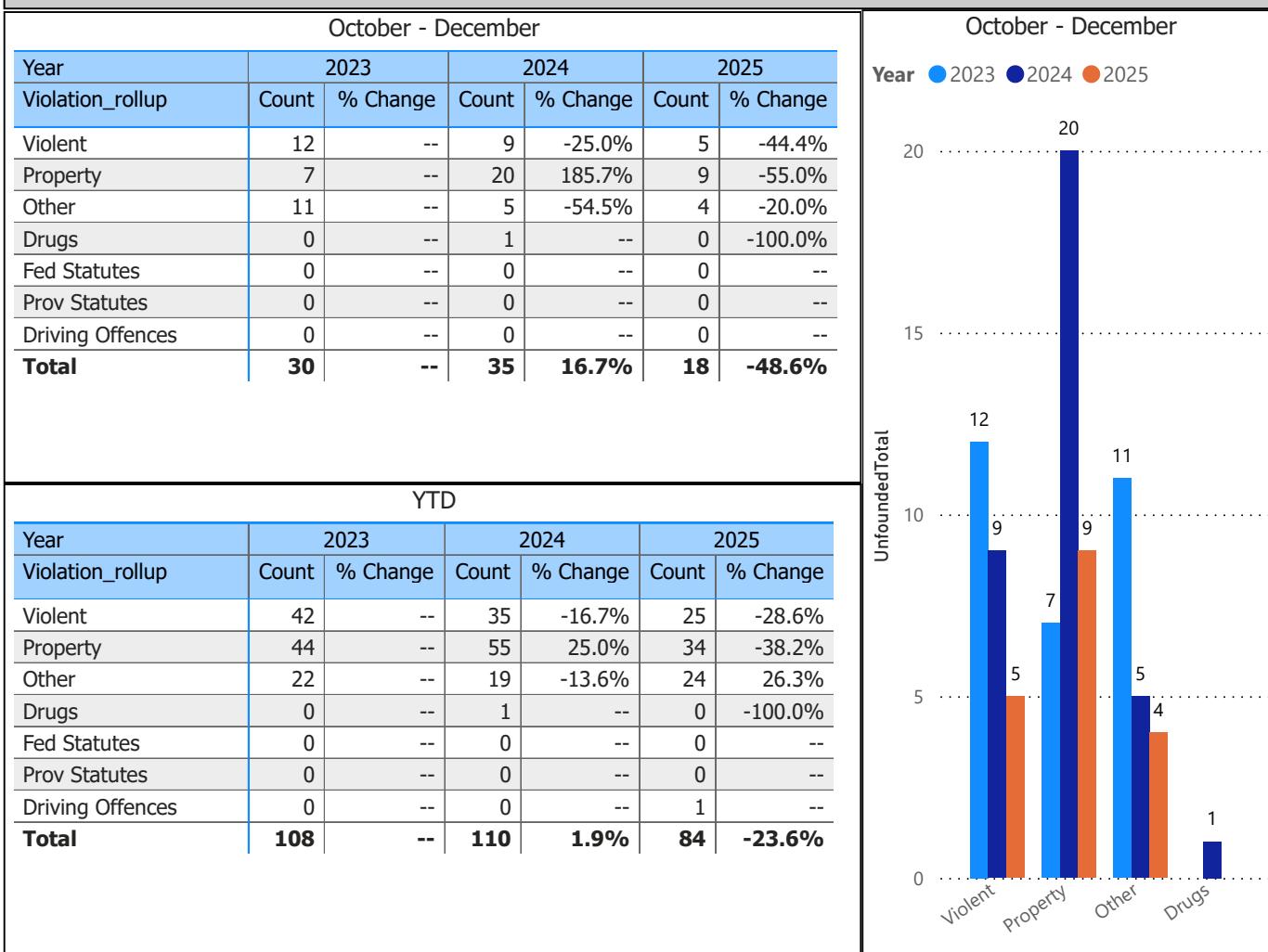
Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

**Unfounded**



Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

**Public Complaints (Detachment Level Only)**

October - December						
Year	2023		2024		2025	
INCIDENT_TYPE	Count	% Change	Count	% Change	Count	% Change
Conduct	1	--	4	300.0%	3	-25.0%
Policy	0	--	0	--	0	--
Service	0	--	0	--	0	--
<b>Total</b>	<b>1</b>	--	<b>4</b>	<b>300.0%</b>	<b>3</b>	<b>-25.0%</b>

YTD						
Year	2023		2024		2025	
INCIDENT_TYPE	Count	% Change	Count	% Change	Count	% Change
Conduct	11	--	7	-36.4%	8	14.3%
Policy	0	--	0	--	0	--
Service	0	--	0	--	0	--
<b>Total</b>	<b>11</b>	--	<b>7</b>	<b>-36.4%</b>	<b>8</b>	<b>14.3%</b>

Data source: RMS Data Feed

Ontario Provincial Police, Professional Standards Bureau Commander Reports - File Manager System

Data source date:

07-Jan-2026

**Daily Activity Reporting**

Daily Activity Reporting Patrol Hours			
October - December			
ODCdescr	2023	2024	2025
Patrol-Cruiser	706.25	1,338.50	1,090.75
Patrol-Aircraft	0.00	0.00	0.00
Patrol-Motorcycle	0.00	0.00	0.00
Patrol-Marine	14.50	13.00	17.25
Patrol-ATV	8.00	0.00	75.25
Patrol-Snowmobile	0.00	0.00	0.00
Patrol-Bicycle	0.00	0.00	0.00
Patrol-Foot	17.25	53.00	85.00
Patrol-School	20.75	22.25	17.00
<b>Total</b>	<b>766.75</b>	<b>1,426.75</b>	<b>1,285.25</b>

Patrol Hours

Year ● 2023 ● 2024 ● 2025

Mode	2023	2024	2025
Patrol-Cruiser	706.25	1338.50	1090.75
Patrol-Marine	14.50	13.00	17.25
Patrol-ATV	8.00	0.00	75.25
Patrol-Foot	17.25	53.00	85.00
Patrol-School	20.75	22.25	17.00

Data source (Daily Activity Reporting System) date:

07-Jan-2026

Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Data source date:

07-Jan-2026

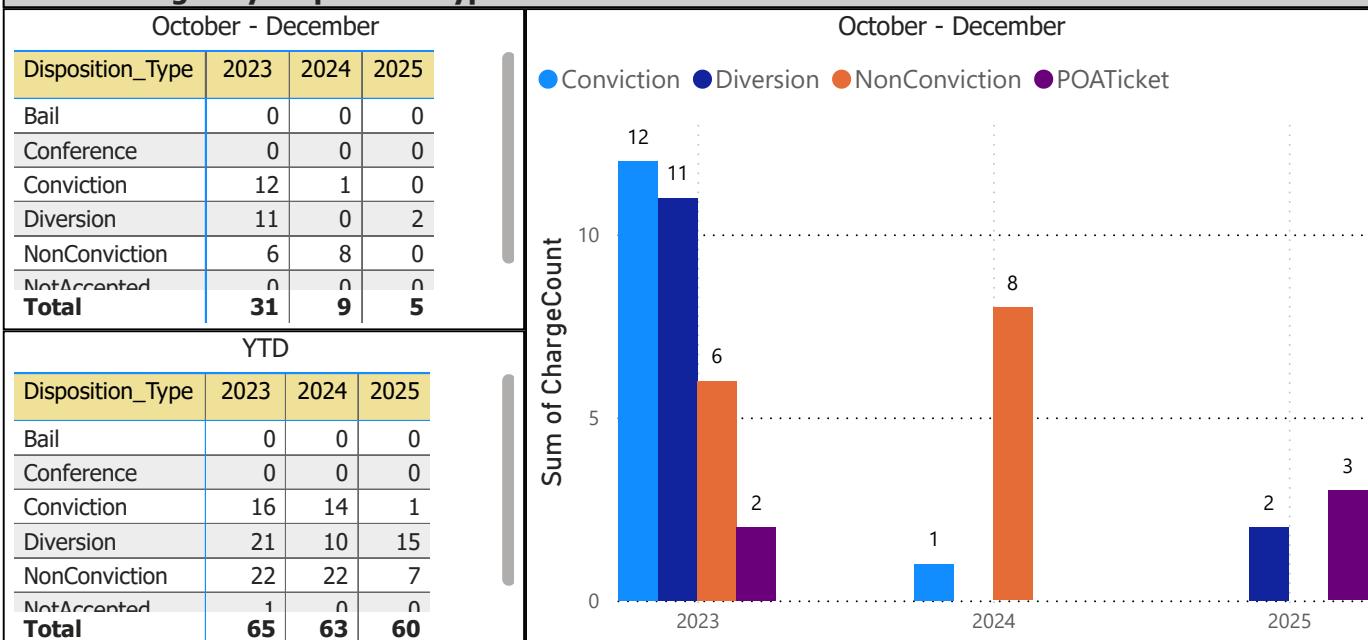
Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

**Youth Charges by Disposition Type**



**Youth Charges by Disposition and Occurrence Type**

October - December						
Year	2025					Total
OccType	Conviction	Diversion	NonConviction	NotAccepted	POATicket	
eTicket - Vehicle	0	0	0	0	3	3
Threats	0	2	0	0	0	2
<b>Total</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>5</b>

YTD							
Year	2025						Total
OccType	Bail	Conference	Conviction	Diversion	NonConviction	NotAccepted	POATicket
Assault	0		0	7	1	0	
Bail violations	0		0	0	1	0	0
B-E bus/res/oth			0	5	0		
Breach of probation	0		0	0	2	0	
eTicket - Person			0	0	0	0	10
eTicket - Vehicle			0	0	0	0	21
Mischief	0		0	0	1	0	0
Police pursuit			1	0	2	0	
Threats			0	3	0	0	
Traffic enforcement - H.T.A.			0	0	0	0	6
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>15</b>	<b>7</b>	<b>0</b>	<b>37</b>

The tables and chart on this page present summarized youth charges by disposition and occurrence type that have been recorded in the OPP Niche RMS application. Of note... the Niche data sourced for this report page only lists youth charges that have had a disposition type entered against them. Therefore, please be aware that the counts of youth charges entries on this report page are under stating the potential sum of youth charges that are in OPP Niche RMS.

**Detachment: 4C - ALMAGUIN HIGHLANDS**

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 6:44:52 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

**Mental Health Act Occurrences**

October - December			October - December		
Year	Occurrences	Unfounded	Occurrences	Unfounded	
2023	31	0	31	0	
2024	49	0	49	0	
2025	48	1	48	1	

YTD			YTD		
Year	Occurrences	Unfounded	Occurrences	Unfounded	
2023	152	1	152	1	
2024	189	2	189	2	
2025	204	7	204	7	

Mental Health Act Occurrences by Occurrence Type		
October - December		
Year	2025	
OccurrenceType	Occurrences	Unfounded
911 call/911 hang-up	1	0
Ambulance Assistance	1	0
Attempt or threat of suicide	10	1
Family dispute	4	0
Mental health act	26	0
Person Well-Being Check	4	0
Prevent breach of peace	1	0
Threats	1	0
<b>Total</b>	<b>48</b>	<b>1</b>

Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**

**Overdose Occurrences**

October - December				YTD			
Fatal	2023	2024	2025	Fatal	2023	2024	2025
<input type="checkbox"/> <b>Fatal</b>	<b>1</b>	<b>0</b>	<b>0</b>	<input type="checkbox"/> <b>Fatal</b>	<b>4</b>	<b>1</b>	<b>0</b>
non-opioid overdose	1	0	0	non-opioid overdose	2	0	0
opioid overdose	0	0	0	opioid overdose	2	1	0
<input type="checkbox"/> <b>non-Fatal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<input type="checkbox"/> <b>non-Fatal</b>	<b>1</b>	<b>1</b>	<b>3</b>
non-opioid overdose	0	0	0	non-opioid overdose	0	0	1
opioid overdose	0	0	0	opioid overdose	1	1	2
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>Total</b>	<b>5</b>	<b>2</b>	<b>3</b>

**Fatal Overdose Occurrences**

October - December

● non-opioid overdose ● opioid overdose

ODoccurrences

Year	Non-Opioid Overdose	Opioid Overdose
2023	1	0
2024	0	0
2025	0	0

**Non-Fatal Overdose Occurrences**

October - December

● non-opioid overdose ● opioid overdose

ODoccurrences

Year	Non-Opioid Overdose	Opioid Overdose
2023	0	1
2024	0	0
2025	0	0

Detachment: 4C - ALMAGUIN HIGHLANDS

Location code(s): 4C00 - ALMAGUIN HIGHLANDS

Area(s): ALL

Data source date:

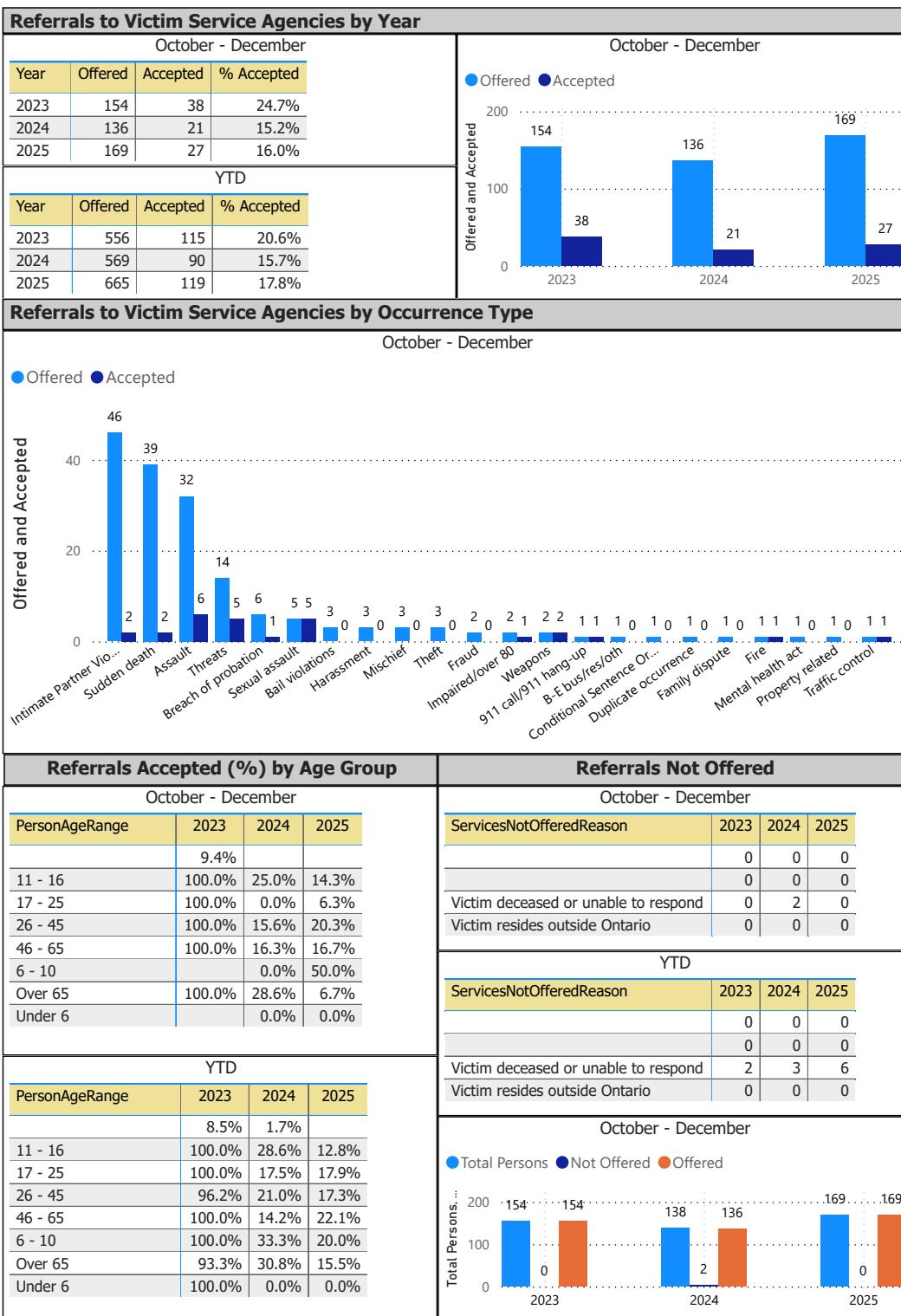
07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM



**OPP Detachment Board Report**  
**Records Management System**  
**October - December 2025**



Area(s): ALL

Data source date:

07-Jan-2026

Report Generated on:

07-Jan-2026 5:37:09 PM

**OPP Detachment Board Report**  
Report Information Page

**Report Data Source Information:**

**Data Sources Utilized**

- Niche RMS – CTSB Data Feed
- Collision Reporting System (eCRS)
- POIB File Manager
- Daily Activity Reporting System

**Niche RMS**

RMS data presented in this report is dynamic in nature and any numbers may change over time as the OPP continue to investigate and solve crime.

The following report tabs acquire their data from the OPP Niche RMS – CTSB Data Feed

- Complaints (Public Complaints Section Only)
- Charges
- Warnings
- Violent Crime
- Property Crime
- Drug Crime
- Clearance Rate
- Unfounded
- Other Crime
- Youth Charges
- MHA – Mental Health Act
- Overdose
- Victim Services

**Collision Reporting System (eCRS)**

Traffic related data for Collisions and Fatalities are collected from the OPP eCRS application.

The following report tabs acquire their data from the OPP eCRS (Collision Reporting System)

- Collisions
- Fatalities

**DAR (Daily Activity Reporting)**

Patrol hours are collected from the OPP DAR application.

The following report tabs acquire their data from the OPP DAR (Daily Activity Reporting)

- Complaints (Patrol Hours Section Only)



705-382-2900  
[www.almaguin-health.org](http://www.almaguin-health.org)

## ALMAGUIN HIGHLANDS HEALTH COUNCIL MINUTES

Thursday, November 6, 2025, 10:00 am in person at the Township of Perry Municipal Office and via Zoom.

Present: Jim Ronholm, Shawn Jackson, Margaret Ann MacPhail, Vickie Roeder-Martin (Vice-Chair), Rod Ward (Chair), Brad Kneller, Delynne Patterson, Sean Cotton, Deb Duce (Secretary), Norm Hofstetter

Regrets: Cheryl Philip, Tom Bryson

Guests: Cheryl Harrison, Deb Raynard, Courtney Metcalfe, Sandy Zurbrigg, Shelly van den Heuvel, Dr. Sarah MacKinnon.

Called to order at 10:00 a.m. by Chair R. Ward.

**1. 2025-29 Moved by Norm Hofstetter. Seconded by Sean Cotton.**

**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adopt the amended agenda for the meeting of November 6, 2025.

**2. DECLARATION OF PECUNIARY OF INTEREST:** None

**3. DELEGATIONS:** None

**4. RESOLUTIONS TO BE PASSED**

2025-30: Chair expenses for attendance at the AFHTO Conference – accommodation & meals (\$921.94).

2025-31: Proposal for Engineering Services – Burk's Falls Health Centre – 150 Huston St.

## 5. ITEMS FOR DISCUSSION

a) Updates

- i. Muskoka Algonquin Healthcare  
C. Harrison was unable to attend.
- ii. Almaguin Highlands Family Health Team)  
D. Raynard shared that an NP will be starting in January 2025, the position of social worker has been filled, and mental health services are restraint. Also shared details on

the AFHT and HCC waitlists (AFHT 800 | HCC 300) and that the HCC data is under review. The plan is to attach 500 patients by spring 2026 and to clear the list by fall. AFHT has been in conversation with MPP Graydon Smith to discuss the McMurrich Monteith Township letter regarding MOH/OH criteria for primary care providers (PCP) in areas including MAOHT support for advocacy. Dr. MacKinnon shared background information on PCP numbers and no formalized agreement between AFHT and AHFHT to handle gap in region.

Lead to discussion of space needs (where to put more staff), Phase 2 [PCAT applications](#), and directions for municipalities in the future. The Chair noted that the task is to think of what is needed in the next 40 years. D. Raynard will ask T. Mintz if she can share the North Proposal with AHHC.

iii. Sundridge & District Medical Centre

Dr. S. MacKinnon shared that the SCMC has taken on 334 new patients since December 2024, has no waitlist, is currently on a repatriation campaign with letters to PCPs in Huntsville and Burks Falls, and has moved their waitlist to the evolved HCC list. Information was also shared on the renovation of their space. AHHC members were invited to tour the facility. Also noted was a study around people moving from southern Ontario to northern Ontario, the people keeping their PCP, driving long hours for appointments, and the impact on emergency departments. SDMC with WPS EMS have implemented EMS Video Visits for homebound patients.

b) Chair Update (R. Ward)

- i. The Chair provided an overview of his presentation and engagement with other attendees at the AFHTO Conference. He will share the presentation with AHHC members.

**2025-30** Moved by Norm Hofstetter. Seconded by Brad Kneller. **THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council approve reimbursement to Rod Ward for the amount of \$921.94 for accommodation and meal expenses incurred during attendance at the AFHTO Conference October 23 & 24.

- ii. At the MAOHT HHR TF meeting, a request from MAHC was put forward for support for recruitment of General Internal Medicine (GIM) physicians for Bracebridge (2) and Huntsville (1). It will be reviewed by the Operations WG and Collaboration Steering Committee.
- iii. Recruiter Funding Renewal is successful. All Almaguin Highlands municipalities have passed resolutions. Members shared reasons for their support.

c) Proposal for Engineering Services for Burk's Falls Health Centre, 150 Hudson St.

Discussion included space requirement, renovation and/or expansion, and needs for the next forty years. Information is shared on the idea of creating a municipal services corporation that could be used to create a healthcare space in which all ten municipalities would have a stake. Members shared thoughts, knowledge of projects, and other experiences.

It was decided to form a subcommittee and municipal support staff from the ten municipalities to discuss options. The following motion was put forward.

**2025-28** Moved by DeLynne Patterson. Seconded by Vickey Roeder-Martin.  
**THEREFORE BE IT RESOLVED THAT** AHHC forms a Building and Space  
Subcommittee with member Norm Hofstetter, Sean Cotton and Jim Ronholm, with  
municipal staff invited to report back at December 4, 2025 meeting.

d) Discussion – Health Services & Support Inventory Update

S. van den Heuvel shared information on the Algonquin Family Health Team research study of unattached patients.

In an overview of the updated inventory, it was agreed that its purpose is to be able to identify gaps, where they occur, and thoughts for development in the region in the ten municipalities of Almaguin Highlands.

e) Roundtable

Topics included a list of capital renovations completed on the Burk's Falls facility, the costs required to keep the building functional, and municipal budget requirements.

## 5. ADJOURNMENT

**2025-32** Moved by DeLynne Patterson. Seconded by Vickey Roeder-Martin.  
**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 12:04 pm to meet again, on December 4, 2025, at 10:00 am at the Township of Perry Municipal Office and via Zoom.

# **SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD**

Regular Meeting

**Wednesday, October 29, 2025**

VIA ZOOM

---

**Attending Members:** R. Ward  
D. O'Halloran  
N. Hofstetter  
G. Sterling  
C. Philip  
C. Hope

**Attending Staff:** L. Moyer

**Guest:** C. Brown, MMAH

## **MINUTES:**

The meeting opened at 6:32 p.m. The meeting was chaired by R. Ward. The administrative portion of the meeting was held after the hearings.

### **1. Christopher Brown, MMAH Re: Planning Board Membership**

Christopher Brown from the Ministry of Municipal Affairs and Housing was present to discuss the Town of Kearney request to leave the Planning Board.

R. Ward stated that he respects the Town of Kearney request. He commented that the Board has made a number of changes over the past few years to address some challenges. The changes include increased application fees and a shared intern with the Township of Perry.

R. Ward added that comment has been made that the Planning Board is just a rubber stamp of the municipal comments but the Board has actually added or removed conditions when making their decisions.

N. Hofstetter commented that every four years there is often a different outlook with different Councils. N. Hofstetter added that the Townships have taken on a lot already and may not want to take on even more responsibility and questioned whether the new Councils have the ability to return to the Planning Board in the future.

C. Philip commented that the Planning Board is a duplication of service with additional costs. She believes that the Town can get things done faster. They also had a concern with the request for municipal contributions.

C. Brown advised that they have a variety of Boards with different configurations and different operations. Some municipalities deliberate on the applications and pass resolutions but that is not necessary or required. The Planning Boards were meant to take the burden off Councils, especially with shared Official Plans. It is up to the municipalities to make request of the Boards for things such as mapping of flood plains.

C. Brown advised that when a request is received from a municipality to be removed, they must gauge if the Board can address the concerns. The process can begin with a meeting with the various CAO's once each Council has had the opportunity to address the matter.

The Planning Board can start with articulating their position, ideally by year end.

C. Brown commented that where they have removed a municipality from a Board, it is usually when they have their own professional planner on staff.

R. Ward asked if there is trend for Planning Boards or approval authority.

C. Brown stated that the Planning Board's are typically found in Northern Ontario. Most members appoint Councillors to the Board. The purpose is to take the burden off Council. The membership can include lay people though. There is the opportunity to build expertise. The benefits depend on how much they want the Board to take on.

The Townships have policies in place and it is the Planning Board's job to implement those policies. For Councils to be involved in each application defeats the purpose of the Planning Board. Additionally, pre-consultations are not mandatory. The pre-consultation should be with the Board, not necessarily the municipality. The members can devise procedures that best meet their needs.

R. Ward advised that the Planning Board will have a resolution passed at the next meeting.

**2. Review and Approval of Minutes**

No minutes were presented to the Board for approval.

**3. Business Arising from the Minutes**

There was no business arising from the minutes.

**4. Administrative**

There were no administrative items.

**5. Correspondence**

There was no correspondence.

**6. Status of Applications**

L. Moyer reported that there are 50 consent applications in process to date, and 2 or 3 on hold until additional information is received.

**7. Financial Report**

L. Moyer reported that as of September 30, 2025 there was \$19,570.63 in the bank account; and to date there is \$21,680.83, less fees, in the bank account.

**MOTION 66/25**

*Moved by:  
Seconded by:*

*C. Hope  
D. O'Halloran*

***"BE IT RESOLVED THAT we approve cheque no. 268 to L. Moyer for \$3,478.80; cheque no. 269 to L. Moyer for \$115.26; cheque no. 270 to LannyD.Planning (replace cheque no. 267); payment (online) to Receiver General for \$1,579.07; payment (online) to Virgin Plus for \$49.73; and adjust (online) payment (September) to Township of Perry by \$10.81." – CARRIED***

**8. Other Business**

There was no other business.

**9. Adjournment**

The meeting was adjourned at 8:15 p.m. until the next regular meeting on November 26, 2025 at 6:30 p.m. or at the call of the Chair.

**MOTION 67/25**

*Moved by:  
Seconded by:*

*G. Sterling  
C. Hope*

***"BE IT RESOLVED THAT we do now adjourn at 8:15 p.m. until the next regular meeting on November 26, 2025 at 6:30 p.m. or at the call of the Chair." – CARRIED***

---

Chairperson

---

Secretary-Treasurer



P.O. Box 463, Burk's Falls, Ontario P0A 1C0  
Phone: 705-571-3308  
Email: [info@burksfallsdistricthistoricalsociety.com](mailto:info@burksfallsdistricthistoricalsociety.com)  
[www.burksfallsdistricthistoricalsociety.com](http://www.burksfallsdistricthistoricalsociety.com)  
Like us on Facebook

#### Heritage Centres

Watt Century Farm House  
827 Chetwynd Road  
Armour Township

---

Wiseman's Corner Schoolhouse  
112 Midlothian Road  
Ryerson Township

## AGENDA

### Monday, January 19, 2026 Fell Homes, Burk's Falls Meeting - 7:00 p.m.

#### Call to Order

1. Introduction/Welcome
2. Approve/Amend Minutes of Monday, November 17, 2025
3. Treasurer's Report
4. Committee Reports
  - Update Wiseman's Corner Schoolhouse
  - Update Watt Century Farm House
  - Membership
  - Facilities and Functions Committee - Resolution
5. Correspondence
6. General Business
  - Annual General Meeting and Election of Directors Notice
  - Parry Sound Life Magazine Article by Andrew Hind (Jarv Osborne)
7. New Business
  - Potential Venue Change Update (Jarv Osborne)
8. Adjourn - Next Meeting Monday, February 16, 2026 at 7:00 p.m. (Family Day)



P.O. Box 463, Burk's Falls, Ontario P0A 1C0  
Phone: 705-571-3308  
Email: [info@burksfallsdistricthistoricalsociety.com](mailto:info@burksfallsdistricthistoricalsociety.com)  
[www.burksfallsdistricthistoricalsociety.com](http://www.burksfallsdistricthistoricalsociety.com)  
Like us on Facebook

#### Heritage Centres

Watt Century Farm House  
827 Chetwynd Road  
Armour Township

---

Wiseman's Corner Schoolhouse  
112 Midlothian Road  
Ryerson Township

## MINUTES Burk's Falls & District Historical Society Fell Homes, Burk's Falls Monday, November 17, 2025

### Members Present:

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

The Members present constituted a quorum.

### Guests:

Joe Shillolo  
Ben Collings

### Call to Order:

The meeting was called to order at 6:57 p.m.  
Diane Brandt in the Chair.

### Welcome:

Diane welcomed Members & Guests. Introductions were made.

### Approval & Amendments of the Minutes of the Last Meeting:

Acceptance and adoption of the October 20, 2025 Meeting Minutes as circulated: **Moved by Jarv Osborne, Seconded by Barry Burton. Carried**

### Treasurer's Report:

Jenny Hall reported that the balance of the main bank account was \$10,568.18 as of October 1, 2025, and \$7,037.50 as of October 31, 2025. Total expenses for October amounted to \$3,640.68, which included regular fixed monthly operating costs, \$108.39 for Halloween treats, \$65.00 for annual memberships to the Ontario Historical Society, and \$3,405.19 in wages for two part-time summer employees. Revenue for the month totalled \$110.00, consisting of a membership renewal and a \$100.00 donation from Barry Burton. **Motion to**



P.O. Box 463, Burk's Falls, Ontario P0A 1C0  
Phone: 705-571-3308  
Email: [info@burksfallsdistricthistoricalsociety.com](mailto:info@burksfallsdistricthistoricalsociety.com)  
[www.burksfallsdistricthistoricalsociety.com](http://www.burksfallsdistricthistoricalsociety.com)  
Like us on Facebook

#### Heritage Centres

Watt Century Farm House  
827 Chetwynd Road  
Armour Township

Wiseman's Corner Schoolhouse  
112 Midlothian Road  
Ryerson Township

**accept the Treasurer's report and pay the monthly invoices: Moved by Nancy Kyte, Seconded by Krista Trulsen. Carried**

#### **Committee Reports:**

##### **Wiseman's Corner Schoolhouse Update:**

The heritage centre has been closed for the season.

##### **Watt Farm House Update:**

The farmhouse will be open during the off-season by appointment only. The stairlift has not yet been serviced, and Diane will follow up with the CAO at the Township of Armour regarding its maintenance. Curtains have been installed in the front porch, and Nancy Kyte is working on the next set for the laundry room as well as blinds for the garage.

##### **Membership Committee:**

Peter Hall reported that there are 32 active memberships for 2025. The email addresses of members will be forwarded to Charlene Watt to include in the circulation list.

##### **Facilities and Functions Committee:**

Diane Brandt reported that the committee met on October 29, 2025, to discuss the new red building. Interior pest control is required, and she will follow up with the CAO at the Township of Armour regarding next steps. Barry Burton advised members that three quotes have been received for the heating system. Prices currently range from \$15,000 - \$20,000 with recommendations to install the system from the ceiling. Once a draft report is prepared, it will be presented to the committee for approval prior to submission to the Township of Armour in support of a grant application. Clarification is still required from the Township's Chief Building Official on whether a heat loss study is necessary, as this may affect the contractors' quotes. Jenny Hall is reviewing flooring options and will present her findings at a future committee meeting.

##### **Correspondence:**

Jenny Hall reported that she received two conflicting letters from the CRA regarding the income tax submission and will follow up to clarify the filing status.



P.O. Box 463, Burk's Falls, Ontario P0A 1C0  
Phone: 705-571-3308  
Email: [info@burksfallsdistricthistoricalsociety.com](mailto:info@burksfallsdistricthistoricalsociety.com)  
[www.burksfallsdistricthistoricalsociety.com](http://www.burksfallsdistricthistoricalsociety.com)  
Like us on Facebook

#### Heritage Centres

Watt Century Farm House  
827 Chetwynd Road  
Armour Township

---

Wiseman's Corner Schoolhouse  
112 Midlothian Road  
Ryerson Township

### **General Business:**

#### **Simcoe County Museum Day Trip:**

Barry Burton and Diane Brandt provided an update on the tour of the Simcoe County Museum. The written report is attached to the meeting minutes. Members thanked Barry for organizing the day trip, noting that it was inspirational and will support long-term planning for the heritage centres.

#### **Music Sheet Donation:**

Guest Joe Shillolo attended the meeting to follow up on last month's discussion regarding his potential donation of historic sheet music. Mr. Shillolo presented artifacts dating from the early 1900s to the 1950s. The music sheet circulated to members was a 1935 slumber song written for the Dionne Quintuplets. Members noted that the collection reflects the era represented by the farmhouse and schoolhouse exhibits. The collection contains approximately 200 music sheets. Mr. Shillolo expressed his desire to donate the items, with the hope that they be displayed seasonally or in alignment with themes throughout the year. Diane Brandt advised that the sheets will be displayed once the heritage centres are fully organized, as artifacts will need to be moved between buildings. She proposed displaying the sheets in shadow boxes to ensure their protection. It was agreed that the music sheets will be professionally appraised and that a charitable donation receipt will be issued to Mr. Shillolo. Arrangements will be made to schedule an appointment with the appraiser, Diane Brandt, and Mr. Shillolo. Members thanked Mr. Shillolo for his generous donation and for his contribution to preserving local history.

### **New Business:**

#### **Halloween Report:**

Diane Brandt reported that 320 treat bags were purchased for the event, of which 195 were distributed. Members discussed the remaining 125 treat bags and agreed to donate them to the Santa Claus Parade Committee for Santa to hand out at the Burk's Falls Legion on the night of the parade.

#### **Meeting Location:**

It was noted that a venue change may be required in the future. Additional information will be gathered, and the topic will be brought forward for discussion in the new year.

#### **December Meeting:**

Members discussed a December meeting and agreed to cancel the monthly meeting as we have in the past. **Motion that the Burk's Falls and District Historical Society approve the cancellation of the December 15, 2025 meeting and Members will return to the regularly**



P.O. Box 463, Burk's Falls, Ontario P0A 1C0  
Phone: 705-571-3308  
Email: [info@burksfallsdistricthistoricalsociety.com](mailto:info@burksfallsdistricthistoricalsociety.com)  
[www.burksfallsdistricthistoricalsociety.com](http://www.burksfallsdistricthistoricalsociety.com)  
Like us on Facebook

**Heritage Centres**

Watt Century Farm House  
827 Chetwynd Road  
Armour Township

---

Wiseman's Corner Schoolhouse  
112 Midlothian Road  
Ryerson Township

**scheduled meeting of January 19, 2026: Moved by Barry Burton, Seconded by Jenny Hall. Carried**

**Adjournment:**

The next meeting will be held on Monday, January 19, 2026 at Fell Homes. There being no further business, **Jenny Hall moved to adjourn the meeting at 8:03 p.m.**

---

Recorded by  
Charlene Watt, Secretary &  
Deputy Treasurer

---

Approved by  
Diane Brandt, President

## Simcoe County Museum Visit Report

**Members Present** Diane Brant (President)

Jenny Hall (Treasurer)

Peter Hall (Membership Chair)

Mike Quinton (Director)

Barry Burton (Director)

Krista Trulsen (Member)

Benn Collings (Guest)

The members above attended a tour of the Simcoe County Museum which was hosted by Kelley Swift Jones (Museum Curator). In the morning the group was given a guided tour through the various displays and exhibitions throughout the interior of Museum. Followed up by an exterior view of their \$16.6 million dollar expansion project which is in the construction stage. We were able to see the multiple wood post & beams being used for the new facility.

At the end of the interior tour Kelley indicated that she teaches at Georgian College the Course on Museum and Gallery Studies and specifically Museum and Gallery Management. Kelley inquired if her students could use our facilities as a subject for their studies.

We were then treated to a lunch over at the Simcoe County Administration Building.

The afternoon was followed up by a guided tour of all the museums exterior exhibits hosted by Forrest Patenaude (Supervisor of Education and Visitor Engagement) and Daryl (Co-ordinator of Transportation Artifacts) The exterior Historic buildings were well displayed with appropriate artifacts.

The transportation buildings held an amazing collection of various mechanical transportation and farm equipment. The Museum also has an area dedicated to construction equipment.

**CONCLUSION** All who attended walked away with many ideas and innovative thoughts on how to display our artifacts for our new red building and see the need to do some long term planning for future builds at the Watts Century Farm. We all extended many thanks to Kelley and her team for a great day and their hospitality.

Barry Burton











P.O. Box 463, Burk's Falls, Ontario P0A 1C0  
Phone: 705-571-3308  
Email: [info@burksfallsdistricthistoricalsociety.com](mailto:info@burksfallsdistricthistoricalsociety.com)  
[www.burksfallsdistricthistoricalsociety.com](http://www.burksfallsdistricthistoricalsociety.com)  
Like us on Facebook

Heritage Centres  
Watt Century Farm House  
827 Chetwynd Road  
Armour Township

Wiseman's Corner Schoolhouse  
112 Midlothian Road  
Ryerson Township

Date: January 19, 2026

Notice of Motion #2026-01-19-1

Resolution for Burk's Falls and District Historical Society:

WHEREAS the Burk's Falls and District Historical Society has received three quotes for the installation of a heating system in the Red Building, with estimated costs ranging from \$12,000 to \$18,000, as reviewed by the Functions and Facility Committee;

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

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

AND WHEREAS the Society recognizes the need for fundraising to cover additional costs associated with the Red Building's work and future barn-related projects;

AND WHEREAS the Society's current laptop is failing, potentially impacting operations and administrative functions;

BE IT RESOLVED that the Burk's Falls and District Historical Society will contribute \$5,000 toward the installation of the heating system in the Red Building, with the understanding that fundraising efforts will be necessary to cover the remaining balance of the project's costs and any additional future building needs.

BE IT FURTHER RESOLVED that the Society will initiate fundraising projects in the near future to raise the necessary funds for the balance of the heating system installation and other ongoing and future projects related to the Society's buildings, including the barn.

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

BE IT FURTHER RESOLVED that the President will explore options for addressing the issues with the Society's laptop, including its replacement.

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Carried

Defeated

Diane Brandt, President

**NOTICE**



**ANNUAL  
GENERAL  
MEETING  
& ELECTION OF DIRECTORS**

**Monday, March 16, 2026**

**7:00 p.m.**

**ARMOUR TOWNSHIP COUNCIL CHAMBERS  
56 ONTARIO STREET, BURK'S FALLS  
EVERYONE WELCOME**

**JOINT BUILDING COMMITTEE**  
*Serving the municipalities of Burk's Falls, Joly, Machar,  
Ryerson, South River, Strong and Sundridge*

**REPORT TO COUNCIL  
BURKS FALLS**

**2025 Building Permit Report**

	<b>2024</b>	<b>2025</b>	<b>2021 to 2025 Average</b>
<b>Number of Permits Issued</b>	<b>4</b>	<b>13</b>	<b>12.6</b>
<b>Permit Fees Collected</b>	<b>\$ 11,800.00</b>	<b>\$ 67,337.50</b>	<b>\$ 28,362.09</b>
<b>Total Construction Value</b>	<b>\$ 760,000.00</b>	<b>\$ 4,401,500.00</b>	<b>\$ 1,744,699.40</b>

Respectfully submitted,

Brian Dumas, CBCO, CRBO  
Manager of Building Services/Chief Building Official  
Joint Building Committee

## JOINT BUILDING COMMITTEE

*Serving the municipalities of Burk's Falls, Joly, Machar,  
Ryerson, South River, Strong and Sundridge*

### **Building Permit Summary 2025**

#### **BURK'S FALLS**

	Number of Building Permits #	Total Value of Building Permits (Value of Construction) \$	Square M New Con m
Residential Properties	1	\$350,000.00	16
Multi-Residential Properties	2	\$3,300,000.00	28
All other Property Classes	9	\$749,500.00	59
<b>New Construction Total</b>	<b>12</b>	<b>\$4,399,500.00</b>	<b>36</b>
<b>Demolition Permits</b>	<b>1</b>	<b>\$2,000.00</b>	<b>6</b>
<b>Totals</b>	<b>13</b>	<b>\$4,401,500.00</b>	<b>36</b>

#### **Detailed Breakdown**

	Number of Building Permits #	Total Value of Building Permits (Value of Construction) \$	Square M New Con m
Single Family Dwellings	1	\$350,000.00	16
Seasonal Dwellings	0	\$0.00	0
Boathouses (Storage)	0	\$0.00	0
Garages	0	\$0.00	0
Additions	0	\$0.00	0
Guest Cabins	0	\$0.00	0
Sheds /Storage Bldg.	0	\$0.00	0
Commercial	2	\$0.00	0
Miscellaneous	7	\$749,500.00	59
Multi-Residential	2	\$3,300,000.00	28
<b>New Construction Total</b>	<b>12</b>	<b>\$4,399,500.00</b>	<b>36</b>
<b>Demolition Permits</b>	<b>1</b>	<b>\$2,000.00</b>	<b>6</b>
<b>Totals</b>	<b>13</b>	<b>\$4,401,500.00</b>	<b>36</b>
<b>Total Permit Fees Collected</b>	<b>\$ 67,337.50</b>		

Meters of
instruction
12
33
96
91

50
3

50
----

Meters of
instruction
12
33
)
)
)
)
)
)
)
)
91
96

50
3

50
----

--

**JOINT BUILDING COMMITTEE**  
**ANNUAL PERMIT SUMMARY**  
**2025**

Month	No. of Permits
January	7
February	5
March	10
April	13
May	19
June	15
July	10
August	13
September	8
October	12
November	10
December	3

**TOTALS** 125

Permit Fees	Project Values
\$12,586.00	\$791,900.00
\$19,070.00	\$1,238,000.00
\$37,040.50	\$2,402,700.00
\$30,650.00	\$1,952,000.00
\$51,896.00	\$2,954,772.00
\$42,825.00	\$2,754,000.00
\$50,008.00	\$3,267,800.00
\$25,125.00	\$1,462,000.00
\$29,605.40	\$1,920,360.00
\$26,415.00	\$1,681,000.00
\$13,119.00	\$783,600.00
\$832.50	\$35,500.00

\$339,172.40	\$21,243,632.00	<b>New Construction</b>	16895
		<b>Demolitions</b>	298

Size (sq.m)
137
1552
1321
1372
1535
3016
2269
2249
1195
1612
593
44

**JOINT BUILDING COMMITTEE**  
**ANNUAL PERMIT SUMMARY**  
**2025**

**SFD'S, Seasonal Dwellings  
and Multi-Unit Dwellings**

Month	No. of Permits
Burks Falls	13
Joly	5
South River	5
Machar	37
Strong	28
Ryerson	23
Sundridge	14

**TOTALS** 125

Permit Fees	Project Values
\$67,337.50	\$4,401,500.00
\$6,187.50	\$354,500.00
\$12,695.00	\$813,000.00
\$108,165.40	\$6,478,332.00
\$63,256.50	\$4,007,600.00
\$60,450.50	\$3,876,700.00
\$21,080.00	\$1,312,000.00

\$339,172.40	\$21,243,632.00
--------------	-----------------

**2024**

**2025**

3

2

1

1

3

1

8

13

5

4

4

3

5

4

28

**Permit activity at end of December 31, 2025**

**TOTALS** 113

\$240,446.50	\$15,019,100.00
--------------	-----------------

**30**

**Permit activity at end of December 31, 2024**

**TOTALS** 12

\$98,725.90	\$6,224,532.00
-------------	----------------

**-2**

**Difference from previous year**



# **Chief Administrative Officer's Report**

*January 2026*

## **Mission Statement**

To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.

## ‘Everyday Impact’

This month, we’d like to recognize Jami Steckley, Housing Programs Support Worker, for her outstanding compassion, professionalism, and commitment to supporting our clients and colleagues. Over the past year, Jami has consistently gone above and beyond assisting applicants on the waitlist, guiding tenants through annual reviews, and ensuring everyone receives the information and support they need with patience and kindness.

When recent staffing changes occurred, Jami played a key role in helping manage the transition and ensuring services continued smoothly. She continues to approach each day with positivity, teamwork, and a genuine commitment to helping others.

As one colleague shared, “Jami is always willing to help and takes the time to explain things clearly. Her calm, supportive nature makes a huge difference for both staff and clients.”

Jami’s reliability, empathy, and collaborative spirit make her an invaluable part of the Housing Programs team. Great work Jami!



## Esprit ‘Sponsor a Family’ Holiday Campaign

Esprit’s 2025 Sponsor-A-Family Holiday Campaign was a heartwarming example of what community compassion can achieve. Each elf featured on our campaign poster symbolized a real family supported through Esprit Place Family Resource Centre, either through our Gender-Based Violence Program or our Special Priority Policy (SPP) for Community Housing, which provides survivors of abuse and human trafficking with priority access to Rent-Geared-to-Income (RGI) housing.

We extend our sincere gratitude to the families, individuals, and local groups who generously came together to support this initiative. Because of your kindness, all 18 families identified for support were fully sponsored in 2025, and additional donations were received to assist families who may need help during the holidays or into the new year.

Now in its third year, the Sponsor-A-Family program has experienced remarkable growth—more than tripling in size and supporting more families this year than ever before. Each year, community participation continues to grow, reinforcing the powerful role collective care plays in helping families feel safe, supported, and valued.

We are incredibly thankful for the community that makes this program possible and look forward to building on this momentum to make the campaign even bigger and better next year!



## Human Resources - Quarterly update (Dec 2025)

As the organization approaches year-end, the Human Resources department is particularly busy. Key activities include completing reconciliations for payroll, employee benefits, and the OMERS pension plan. The department also processes OMERS service buy-backs related to leaves of absence and prepares for statutory reporting requirements in the upcoming tax season.

### Recruitment & Staffing

- 20 job postings were managed, including both internal and external opportunities.
- 5 new hires joined the organization
- HR also facilitated orientation for 2 returning employees.
- Year-to-date, we have welcomed 34 new hires in 2025.
- Our current workforce stands at 172 employees, with an average tenure of 9.63 years, reflecting the long-term commitment of our staff.

### Pension & Benefits

In 2025, the Human Resources department continued to oversee the administration of pension and benefit-related matters in support of a growing and evolving workforce.

During the year, 30 employees were enrolled in the OMERS pension plan, reflecting ongoing workforce movement and compliance with statutory pension obligations.

The organization also managed 6 WSIB claims, ensuring timely reporting, coordination, and return-to-work support in alignment with legislative requirements.

In addition, HR administered approximately 50 employee medical leaves and supported 8 workplace accommodations, balancing operational continuity with the organization's duty to accommodate and employee well-being. These activities reflect a sustained focus on compliance, risk mitigation, and responsible benefits administration.

Through these enhancements, the HR department continues to focus on strengthening organizational capacity and supporting a high-performing workforce.

### Performance & Development

During the quarter, the Human Resources department supported key compliance and risk-mitigation activities, including coordinating 31 employee performance reviews and five probationary reviews to ensure effective performance management and supervisory oversight. The department also delivered 10 two-day new employee orientations, one returning staff orientation, and targeted supervisor training to support leadership capacity at Highlands Early Learning & Child Care Centre.

All DSSAB employees completed mandatory Workplace Bullying and Harassment training, reinforcing the organization's commitment to maintaining safe and respectful workplaces. In addition, Winter Driving training was provided to applicable employees to mitigate operational and safety risks during seasonal conditions.

## Human Resources

### Performance & Development, continued:

In preparation for 2026, the performance review framework has been refreshed based on feedback from both employees and supervisors. The revised document clearly identifies core competencies expected of DSSAB employees and better supports the alignment of annual goals with professional development. Through these enhancements, the HR department continues to focus on strengthening organizational capacity and supporting a high-performing workforce.

### Labour Relations

We continue to wait for OPSEU to move forward with Pay Equity.

### WSIB Rebate Program

The Workplace Safety & Insurance Board (WSIB) recently announced a second round of surplus rebates for businesses in Ontario in 2025. The WSIB released the following information regarding the rebates:

*“We’re distributing \$2 billion to eligible Schedule 1 businesses because our insurance fund had a surplus greater than our necessary reserve due to strong operational, financial and investment management.*

*These surplus rebates recognize the important role Ontario businesses play in funding our no-fault work-related injury and illness insurance system, while continuing to protect our ability to help people who have experienced a work-related injury or illness with a safe, timely and lasting recovery and return to work today and into the future.”*

The DSSAB is receiving a rebate in the amount of \$64,837.18.

### Acknowledgment

The progress achieved this quarter reflects the professionalism and sustained commitment of the Human Resources team. Their contributions are integral to building a strong workforce, supporting a positive organizational culture, and promoting employee well-being. As we look ahead to 2026, an increased emphasis will be placed on advancing health and safety initiatives across the agency.

## Licensed Child Care Programs

### Total Children Utilizing Directly Operated Child Care in the District Nov 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeek ELCC	HCCP	Total
Infant (0-18M)	3	1	3	4	12	23
Toddler (18-30M)	6	7	10	23	26	72
Preschool (30M-4Y)	16	15	18	29	48	126
# of Active Children	25	23	31	56	86	221

Highlands ELCCC Playground work started on November 26- We had permeable pavers installed.

First Steps has 4 preschool children, who are sharing 2 spaces, as they were only in need of part time care. They also have 2 toddler children who share 1 space.

The hurdle with reaching capacity in our toddler program at Fairview is the ages of the children on the waitlist. They have an infant starting in Dec, when one of our enrolled children turns 18 months.

## School Age Programs—Nov 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	10
Home Child Care	24
# of Active Children	60



## Inclusion Support Services - Nov 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	0	0	3	0	0	0
Toddler (18-30M)	5	12	17	24	0	5	0
Preschool (30M-4Y)	11	38	49	49	0	8	0
School Age (4Y+)	1	13	14	26	0	1	21
Monthly Total	14	61	75	102	0	0	0
YTD Total	34	77		102	18	55	28

**EarlyON Child and Family Programs— Nov 2025**
**EarlyON Child and Family Centre**  
**Reporting Month: November 2025**

<b>Activity</b>	<b>Monthly Total</b>	<b>Year to Date</b>
	<b>Nov</b>	
Number of Child Visits	1022	10,186
Number of Unique Children served this month		81
Number of Adult Visits	703	7709
Number of Unique Adults served this month		49
Number of Professionals (New stat of July 1, 2025)	42	137
Number of Virtual Programming Events	10	84
Number of engagements Through social media	337	1,460
Number of views Through social media	14,670	201,446

Staff were fortunate to attend various training events including, Positive Parenting Training, Tilt Towards Connection, Essentials of Family Support: Contemporary Families, Supporting Children and Families with Trauma, Avoiding Burnout: Building a Practice of Self-Compassion, Program evaluation in Family Support Programs and Facilitating Partnerships with local Communities.

The Program Supervisor was invited to attend Grand Rounds with the Family Health Team to speak about the EarlyON programs as well as the support programs for new moms.

Developmental bags have been designed to handout at community events as well as the DSSAB intake offices and staff who visit families in their homes. The bags are intended to inform families who do not attend EarlyON of programming available in the District of Parry Sound as well as educational information regarding child development and parenting. The bags available are for children, birth to 18 months, 18 months to 2 years, 3 years, 4 years and school aged. Our hope is that we can support the families who do not attend or feel comfortable attending traditional child and family programs.

The Program Supervisor attended a Housing event in November and was able to share the idea behind the developmental bags with the staff who attended.

Christmas parties were held in South River and Parry Sound with a special visit from Santa. 13 adults and 13 children attended in South River, and 33 adults and 36 children attended in Parry Sound.

The District of Parry Sound Child Care Application Portal was launched on July 24, 2024. Since implementation, operators and child care service management staff have been working to "clean" the Application Portal by removing duplicates, training staff and assisting families with updating their profiles.

## Data for November 2025

### Number of Unique Children on the Application Portal

**786**

Children who Identify as Indigenous

**83**

Children Identifying Francophone Relatives

**50**

Prenatal Children

**51**

**Unique Children** - includes children waiting for care and those who are placed in care but have applied to other child care centres/programs. (ie: currently in an infant space and have also applied for JK/SK after school program) - Or - includes all children who have completed an application for child care

### Unique Children Waiting for Care

**415**

**Waiting for Care** - This number represents the unique children who are currently applied for care. This includes children who may already be placed in a program and have applied to another. This also includes the number of children pre-registered for future care.

Year, Month

Multiple selections

Month

November

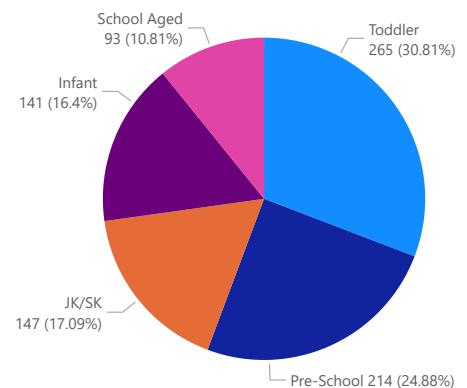
### Additions to Application Portal

**31**

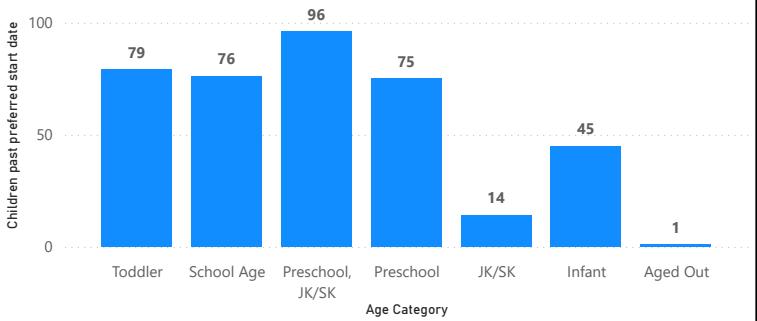
### Total Number of Children past preferred start date (Unique)

**392**

### Waitlist by Age Category

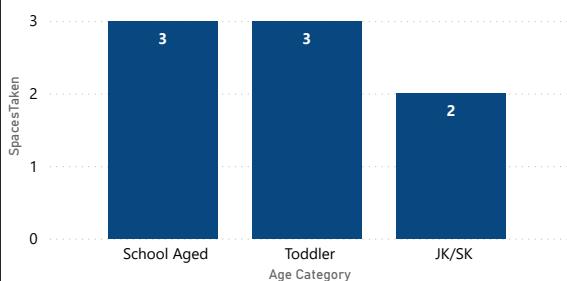


### Number of Children past their preferred start date by age

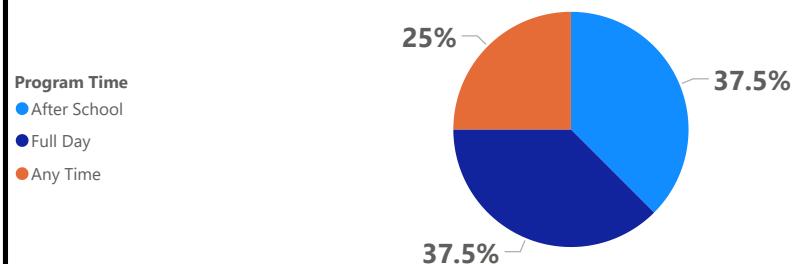


Year: 2025 Month: November

Spaces Filled by Age Category



Spaces Filled by Program Time



Children Placed

Spaces Filled

Children Placed	Spaces Filled
8	8

**Children Placed** - The number of unique children placed in a program.

**Spaces Filled** - The number of spaces filled by a child. A child may be placed in more than one space, ie: before school space and after school space.

Expectation of Future Care

Number of children with a preferred start date within 1 month, 2-6 months, 6 months to a year, or more than a year.



## Funding Sources for District Wide Childcare Spaces - NOV 2025

Funding Source - Active	# of Children	# of Families
CWELOCC*	33	32
CWELOCC Full Fee	217	212
Extended Day Fee Subsidy	2	2
Fee Subsidy	16	15
Full Fee	19	18
Ontario Works	2	2
<b>Total</b>	<b>289</b>	<b>281</b>

Funding Source - New	# of Children	# of Families
CWELOCC*		
CWELOCC Full Fee	2	2
Extended Day Fee Subsidy		
Fee Subsidy		
Full Fee		
Ontario Works		
<b>Total</b>	<b>2</b>	<b>2</b>

Exits	# of Children	# of Families
Fee Subsidy	2	2
CWELOCC Full Fee		
Extended Day Fee Subsidy		
Fee Subsidy		
Full Fee		
Ontario Works		
<b>Total</b>	<b>2</b>	<b>2</b>

## Quality Assurance—Child Care Service Management—Quarterly Update

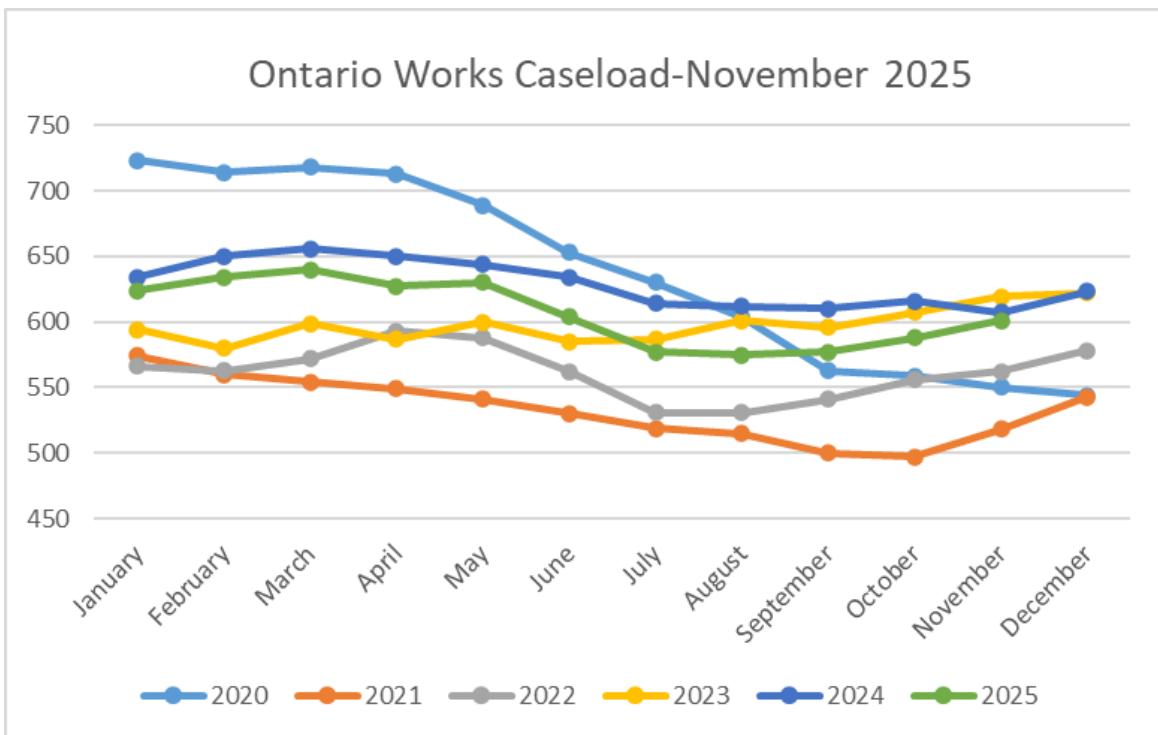
On October 24, 2025, a total of 118 Early Childhood Educators gathered at the Bobby Orr Community Centre in Parry Sound for a full-day professional learning session hosted by the Child Care Service Management team. Educators from child care programs across the District of Parry Sound came together to celebrate the importance of the work they do for children and families.

The event was facilitated by Discovery Professional Learning and offered a wide variety of learning opportunities that supported both individual and group pedagogical growth. In a time of high burnout and shifting expectations within the sector, the focus of the day was “Growing the Heart of Our Work.” Keynote speakers explored ways to cultivate passionate, pedagogical, and playful cultures within early learning environments. Throughout the day, educators were encouraged to reflect on and reconnect with their “why,” using meaningful reflection to strengthen their work with children and families.

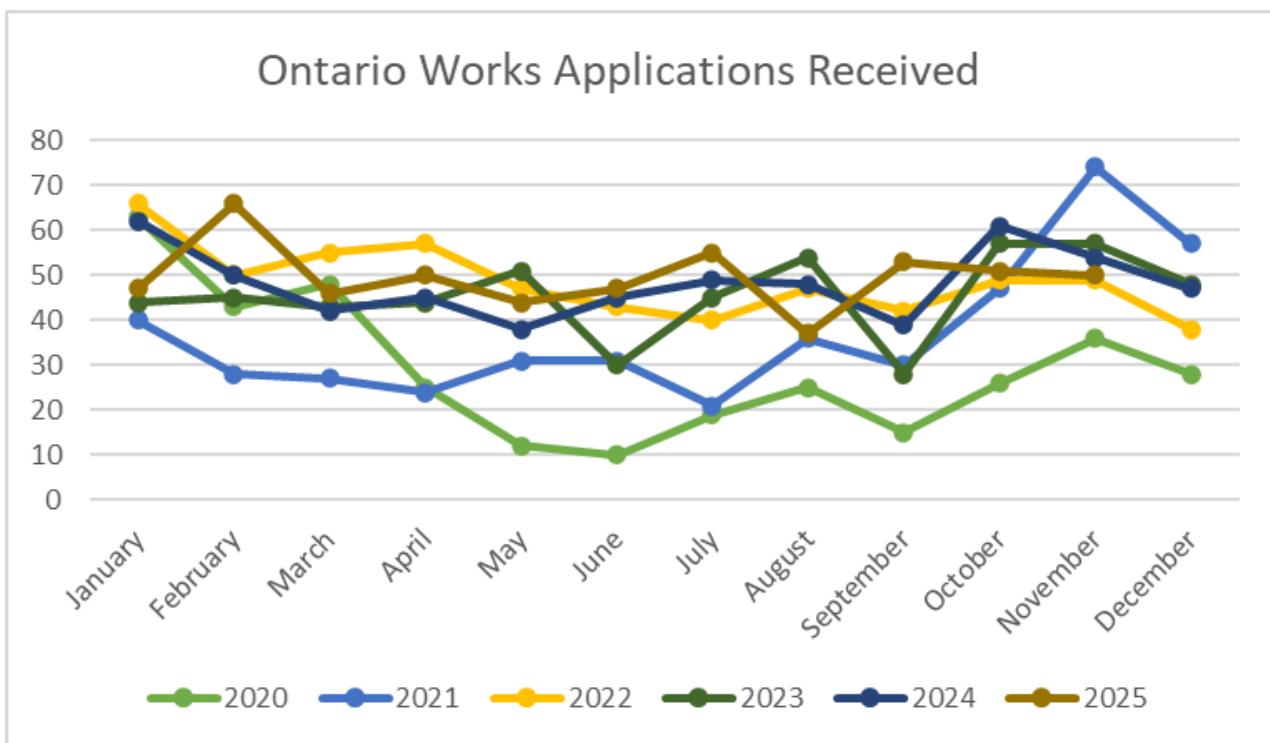
In addition to the keynote sessions, the day included prize draws, a playful Kahoot activity, opportunities for singing and dancing, and valuable time for networking with peers. Prior to lunch, educators were honoured to observe a drumming circle performed by the Nibi-Kwe-Wug drummers, offering a powerful moment of connection and reflection for the group.

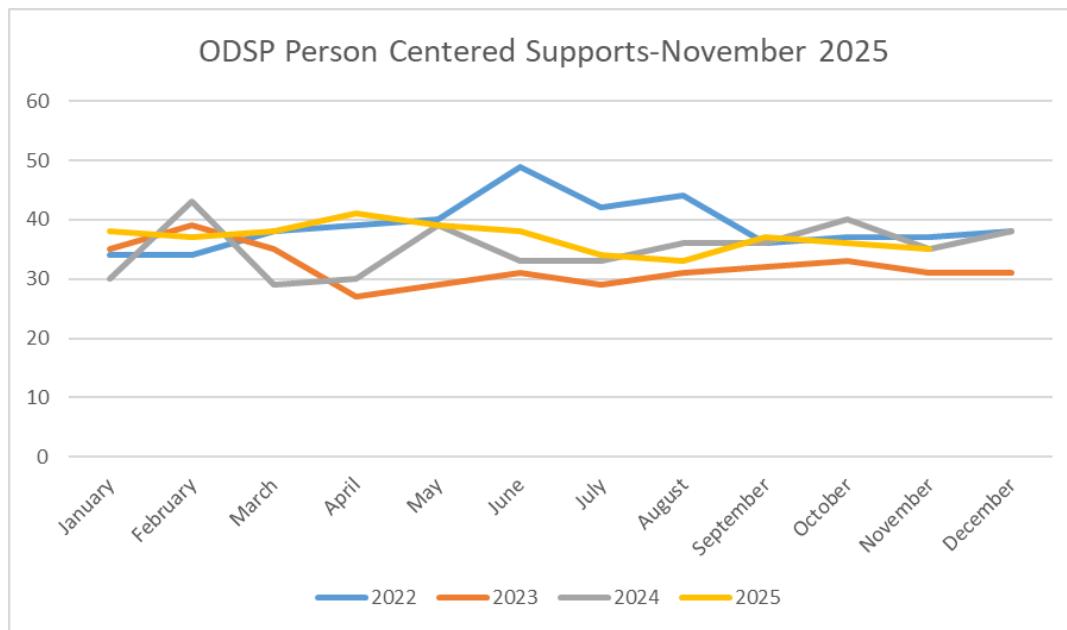
Alongside the focus on meaningful professional learning, there was an emphasis on the importance of self-care. All educators received gift bags in recognition of the value of their work and the vital role they play in supporting children’s growth and development.





**Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office Ontario Works Applications Received**



**ODSP Participants in Ontario Works Employment Assistance**

The OW Caseload continues to hold steady at **601** cases. We are providing **35** ODSP participants Person-Centred Supports. We also have **58** Temporary Care Assistance cases. **50** applications were received through the province's Ontario Works Intake Unit (OWIU).

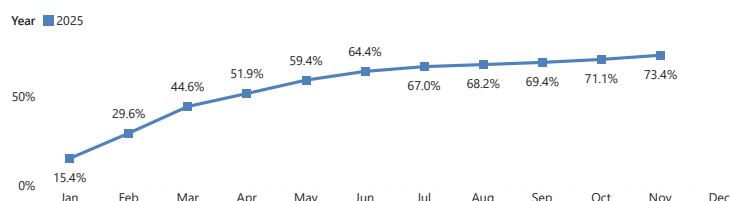
## Ontario Works (OW) Performance Measures

On March 1st, 2025, as part of the province's Employment Services Transformation, we officially entered Integrated Employment Services model (IES) along with our Northeast DSSAB partners with our new Service System Manager College Boreal. This means that employment assistance for Social Assistance recipients now moves under the Employment Ontario umbrella. We are responsible for providing Person Centered Supports to SA Recipients in 4 Support Pillars.

- Crisis & Safety-homelessness, personal safety
- Health-medical, mental health counselling, addiction treatment
- Life Skills-Literacy and Basic Skills such as budgeting, time management
- Community Supports-Housing, transportation and legal support

\*NDA-Non-Disabled Adult

### Percentage of OW + NDA Members with mandatory participation requirements that have created a Social Assistance Action Plan (Cumulative Year-to-Date)\*



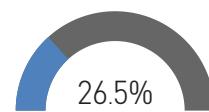
Provincial Value for Latest Month in Selected Range



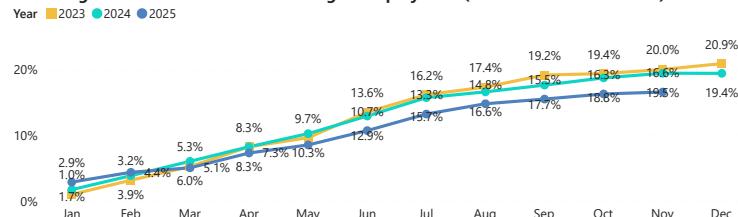
### Percentage of OW + NDA Members with mandatory participation requirements that are referred to EO (Cumulative Year-to-Date)



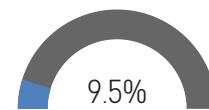
Provincial Value for Latest Month in Selected Range



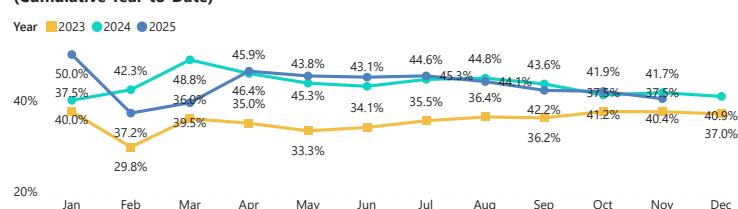
### Percentage of Ontario Works cases exiting to employment (Cumulative Year-to-Date)



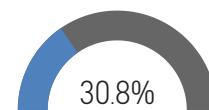
Provincial Value for Latest Month in Selected Range



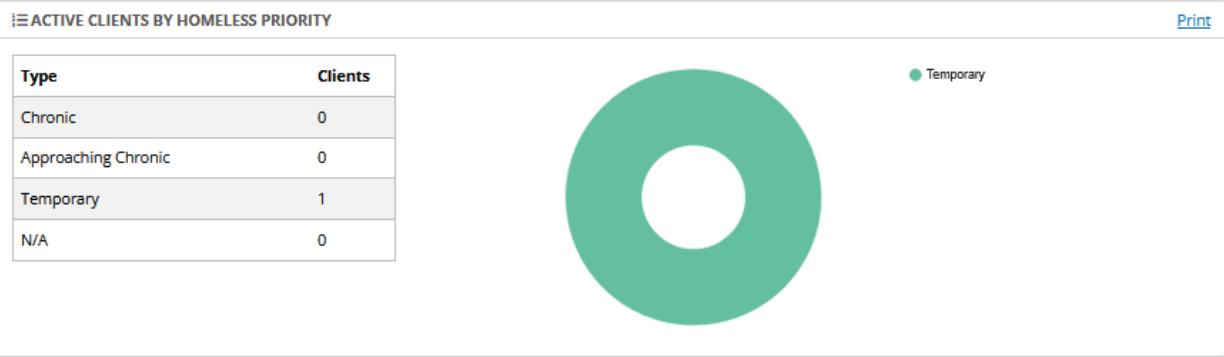
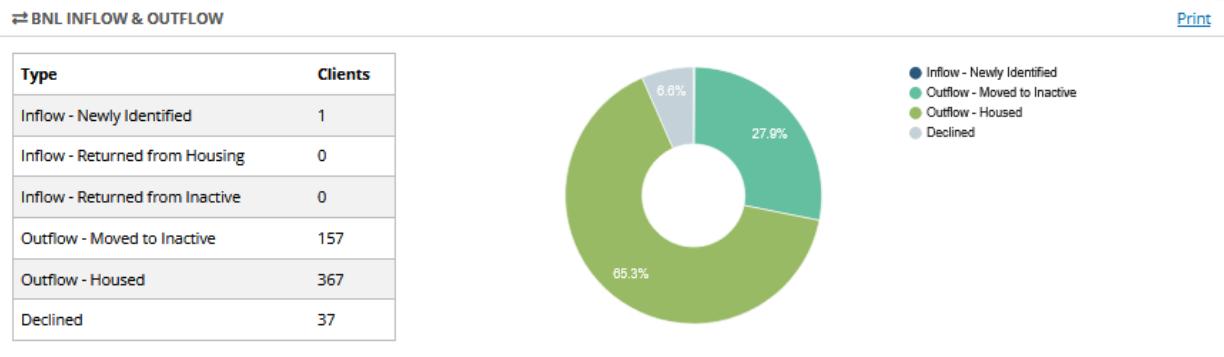
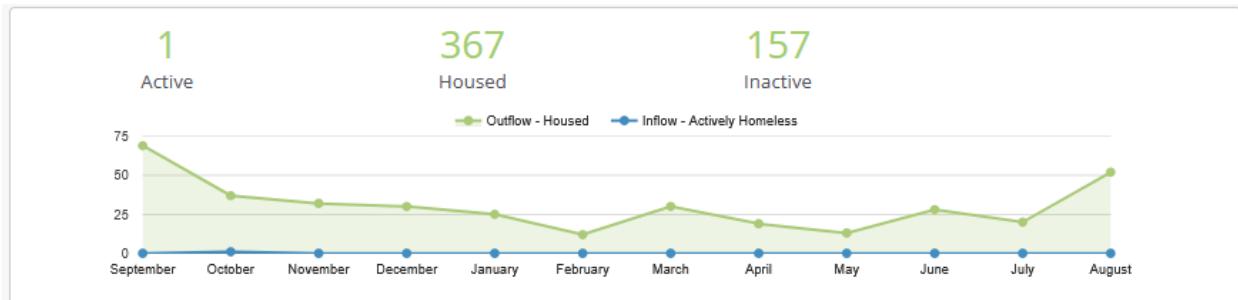
### Percentage of Ontario Works cases who exit the program and return within one year (Cumulative Year-to-Date)



Provincial Value for Latest Month in Selected Range



The By Name List is real-time list of all known people who are experiencing homelessness in our community that are willing to participate in being on the list and connecting with our agency for ongoing support to maintain affordable and sustainable housing. The individuals who are connected to this program are provided Intense Case Management supports with the foundations from Coordinated Access.

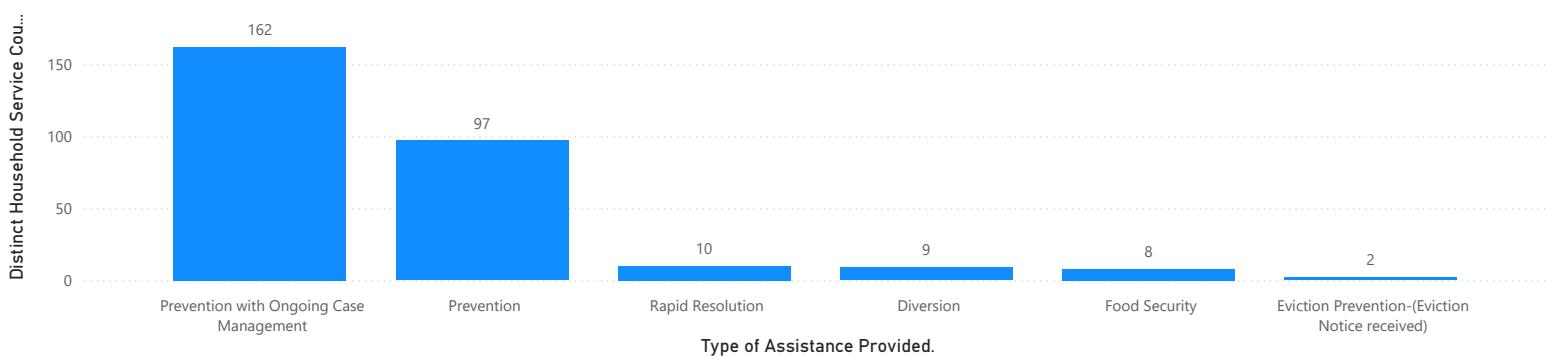


Month

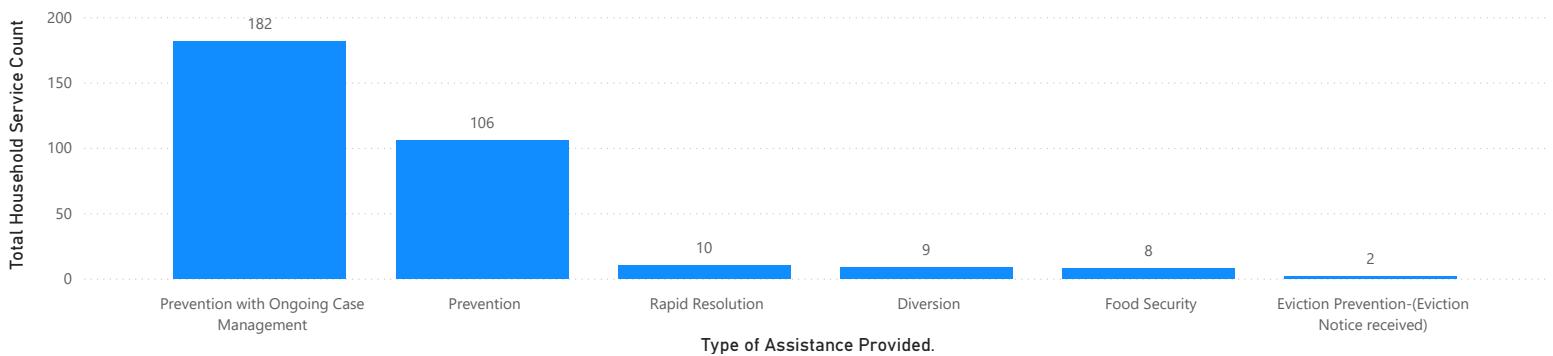
Multiple selections



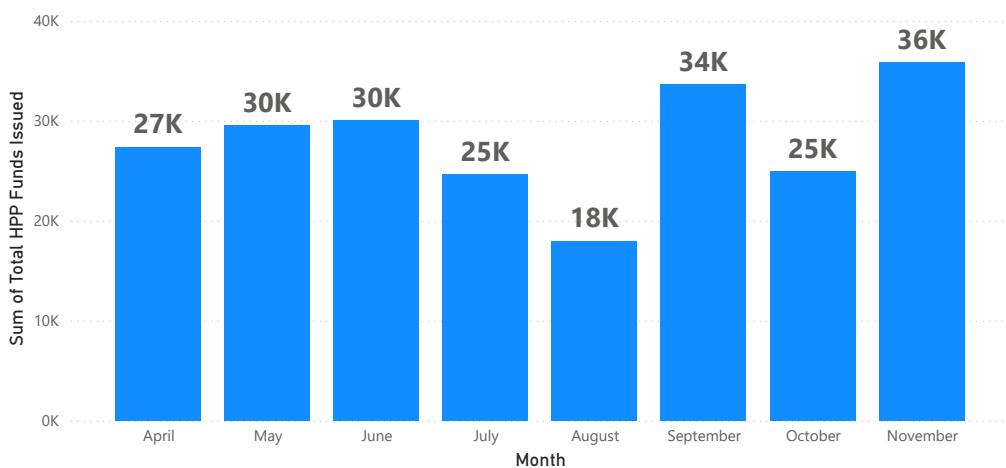
Distinct Household Service Count by Type of Assistance Provided.



Total Household Service Count by Type of Assistance Provided.



### Total HPP Funds Issued by Month



### Type of Assistance-HPP

All

Month

Multiple selections

**\$224,154.57**

Sum of Total HPP Funds Issued

### Provincial Priority Groups

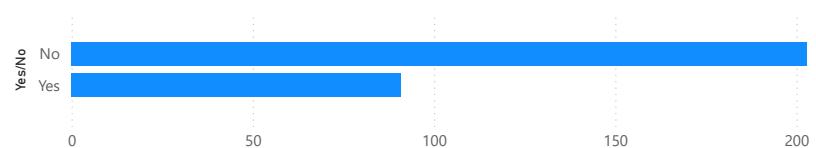
	Unique Households Served
Chronic Homelessness	17
Indigenous	10
Transitioning from Provincial Institution	1
Youth aged 16-25	15
<b>Total</b>	<b>43</b>

### Housing Status

	Unique Households Served
At Risk of Homelessness	215
Experiencing Homelessness (and not currently on BNL)	19
On BNL	19
<b>Total</b>	<b>248</b>

Income Source	Unique Households Served	Sum of Total HPP Funds Issued
OW	105	93,595.36
ODSP	93	84,583.95
Low Income Senior	30	27,271.40
Low Income	27	18,703.86
<b>Total</b>	<b>248</b>	<b>224,154.57</b>

### Has the client been issued HPP in the past?



Type of Assistance Provided.	Low Income	Low Income Senior	ODSP	OW	Total	Month
Prevention with Ongoing Case Management	8	11	47	98	162	Multiple selections
Prevention	15	20	52	11	97	
Rapid Resolution	1	2	2	5	10	
Diversion	4		1	4	9	
Food Security	1		1	6	8	
Eviction Prevention-(Eviction Notice received)	1		1		2	
<b>Total</b>	<b>30</b>	<b>33</b>	<b>104</b>	<b>123</b>	<b>287</b>	

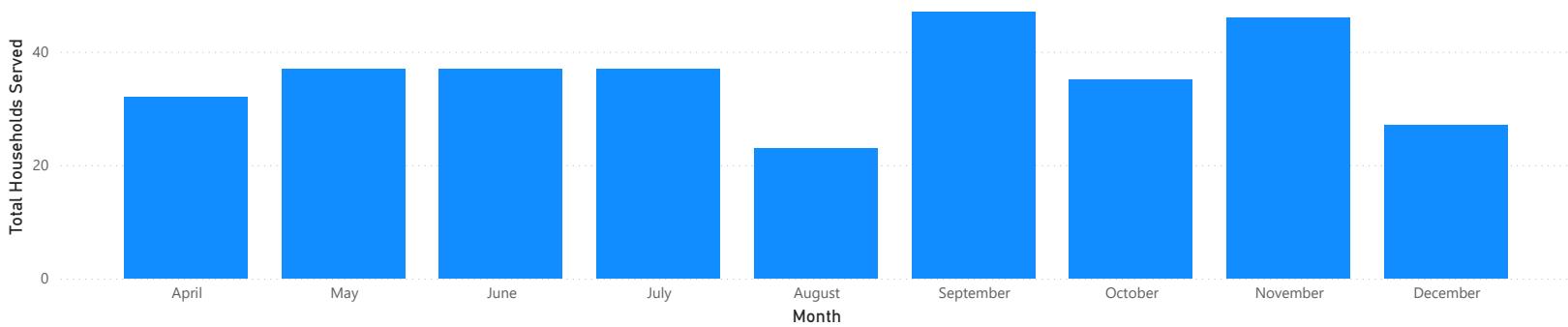
**248**

Unique Households Served

**294**

Total Households Served

Total Households Supported through HPP by Month-All



## Income Support & Stability Update (Oct-Dec 2025)

### Stay or Go Training

In October, our program partnered with our VAWCC to host Stay or Go Training, of which our staff attended along with community partners. It is a transformative, trauma-informed training crafted by the Aboriginal Shelters of Ontario (ASOO). Delivered in partnership with ASOO and facilitated by Timmins & Area Women in Crisis (TAWC), this immersive experience helped participants step into the 'moccasins' of those navigating complex barriers and lived realities. Through profound scenarios, the participants gained empathy, practical tools, and a deeper understanding of the systemic barriers survivors face. Rooted in Indigenous history and culture, Stay or Go is a journey of reconciliation, understanding, and mutual respect, providing insight into the challenges individuals face in seeking safety and stability.

### CAEH National Conference

In October the Canadian Alliance to End Homelessness hosted their 12<sup>th</sup> annual National Conference in Montreal which was attended by Director and the Supervisors. This conference is a chance for communities, organizations, front-line workers, advocates, leaders, and people with lived and living experience to learn from one another, find inspiration, and walk away with actionable tools to strengthen their work to end homelessness. There were nearly 2500 attendees at this year's event. Over the three-day conference sessions, we received additional education on bridging the gap between crisis responses, and long-term solutions addressing homelessness. Practical and inspiring stories and ideas are in the process of being implemented into our programming.

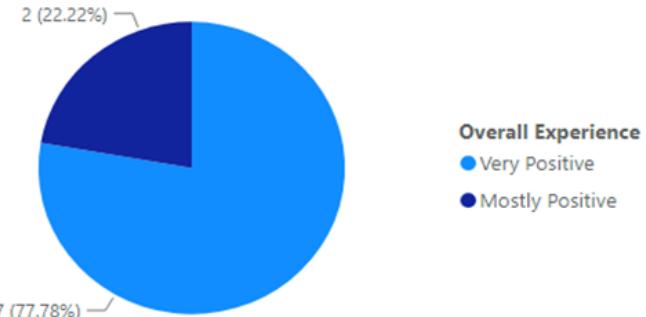


Pictured above: The team with Keynote Speaker Steven Page, formerly of the Barenaked Ladies

### Transitional Housing Program

Our Transitional Housing program is continuing to get results. Participants in the program are being supported with intensive housing case management supports through referrals to community partners and case coordination and navigation. The participants who have graduated from the program remain housed, include many that have been housed for 6+ months.

#### Transitional Housing Program-Overall Experience



## Income Support & Stability Update (Oct-Dec 2025)...continued

### Case Management System Updates

The program made some changes to our internal Case Management System- FIIT designed by Clark Communications. The changes aligned with the recent program changes for data collection and By Name List triaging and reporting. These changes allow staff to move between tabs with minimal clicking and increased the accuracy of consistent collection. Fields were added to support staff with asking clients additional questions that supports strong case management. We have also entered into a data sharing agreement with 211 to include a data feed to match clients to appropriate life stabilization supports and track it in their client file.

Advocacy Centre for the Elderly	Outside Region	Community Supports	Active	16/10/2025
Advocacy Centre for the Elderly	Outside Region	Community Supports	Active	16/10/2025
Advocis - Simcoe-Muskoka Chapter	Outside Region	Life Skills	Active	16/10/2025
Affiliated Services for Children and Youth - Blind Low Vision Early Intervention Program	Outside Region	Community Supports	Active	16/10/2025
Affiliated Services for Children and Youth - Blind Low Vision Early Intervention Program	Outside Region	Community Supports	Active	16/10/2025
AgeCare Glen Oaks - Long Term Care Residence	Outside Region	Crisis and Safety	Active	16/10/2025
Agilec - Ontario Employment Services Burk's Falls - Integrated Employment Services	Burk's Falls	Community Supports, Life Skills	Active	16/10/2025
Agricorp	Outside Region	Life Skills	Active	16/10/2025
Agriculture Wellness Ontario - Brant, Haldimand & Norfolk - Mental Health Education, Counselling and Support	Outside Region	Crisis and Safety	Active	16/10/2025
Agriculture Wellness Ontario - Farmer Wellness Initiative Helpline	Outside Region	Crisis and Safety	Active	16/10/2025
Agriculture Wellness Ontario - Guardian Network (The) - Suicide Prevention Program	Outside Region	Crisis and Safety	Active	16/10/2025
Agriculture Wellness Ontario - In the Know	Outside Region	Crisis and Safety	Active	16/10/2025



### Pathways to Employment Project

In December some of the Integrated System Navigators participated in a focus group with consultants selected by College Boreal for what is called Pathways to Employment Project. This project aims to explore new opportunities to design and test programs that can improve job readiness outcomes for Ontario Works clients facing persistent barriers or challenges. We are grateful that our staff can provide their expertise to these initiatives. The next part of the project is supporting the completion surveys by OW participants to help build the knowledge base for upcoming programming. With the ability doing these surveys digitally, the ISNs can support the completion of these surveys with clients while completing outreach and in person appointments.

### OMSSA Policy Conference (Dec 3-4, 2025)

The Director of Income Support and Stability attended the Policy Conference held by OMSSA in Toronto December 3-4, 2025. This opportunity provided human service leaders and policy experts to work together with provincial leaders, stakeholder organizations and other subject matter experts with the goal of discussing policy priorities into 2026 and beyond. Sessions attended included Data Analysis, the Employment Services System Transformation and Shifting Narratives.

## Housing Programs Update

### Social Housing Centralized Waitlist Report

November 2025

	East Parry Sound	West Parry Sound	Total
Seniors	57	140	197
Families	180	508	688
Individuals	572	177	749
Total	809	825	1634
Total Waitlist Unduplicated			448



SPP = Special Priority Applicant

### Social Housing Centralized Waitlist (CWL) 2024 - 2025 Comparison

#### Applications and Households Housing from the CWL

Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2025	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	3		2	1		Jan	9	0	0	2	
Feb	5		11	1		Feb	8	0	2	3	
Mar	7		3	3		Mar	9	1	4	1	
Apr	10	1	7			Apr	6	1	10		
May	4	1	5	1		May	11		1	2	
June	1		15	3		June	12	2	1	2	
July	9	1	19			July	14			2	1
Aug	9	1	21			Aug	9	1	1	2	1
Sept	6		16	2		Sept	7	4	1	2	2
Oct	6		9	4		Oct	8		1	1	
Nov	10	1	17	3		Nov	1	1	1		
Dec	11		6	3	2	Dec					
Total	81	5	131	21	2	Total	94	10	22	17	4

## Housing Programs Fourth Quarter Report (Oct—Dec 2025)

Housing Programs entered the final quarter of the year with positive developments: the Canada-Ontario Housing Benefit (COHB) allocation was received from the province. The COHB is a provincial initiative that provides portable monthly rental assistance to support low-income renters in accessing private market housing.

This quarter, Housing Programs assisted twelve households and anticipates supporting additional households in the coming year. Two eligible households with Special Priority Policy (SPP) status on the Rent Geared to Income waitlist were able to remain on the list while securing safe and affordable housing through COHB. The Housing Services Act's Special Priority Policy is intended to enable individuals fleeing domestic abuse or human trafficking to obtain affordable housing expeditiously. This year's changes to eligibility now allow those with SPP status to retain their position on the waitlist while receiving COHB funding.

In 2025, there was an increase in Special Priority applications, resulting in just over ten approved applications. Housing was offered to seven applicants, five of whom accepted; two declined as they had secured affordable housing in other districts.

Rent Geared to Income applications also increased this year, with total approved applications just under one hundred. Twenty-three additional applications were incomplete or ineligible. Sixty affordable housing applications were received, nearly half of which were incomplete or ineligible. The team actively collaborates with applicants to ensure all necessary documentation is submitted for eligibility determination.

Another year of funding from the Ministry of Municipal Affairs and Housing—through the Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI)—planning began for projects scheduled in 2026. In 2025, all four district non-profit housing providers received funding. Completed work included improvements to driveways, walkways, parking areas, as well as new windows, roofing, and shingle replacements.

In December Housing Programs hired VINK Consultants to assist with the completion of DSSAB's Housing and Homelessness Plan. The direction to have plan updated, and completed by Mat 29<sup>th</sup>, 2026, comes from the Hon. Robert Flack, Minister of Municipal Affairs and Housing. Through this process, VINK will be hosting public forums, interviews with key community partners, individuals with lived experience along with staff and DSSAB Board Members. Along with the update to the Housing and Homelessness Plan, VINK will also be completing a Housing Needs Assessment across the district. VINK will be actively initiating both projects January 2026.

Two events were planned to recognize National Housing Day in November, one in Parry Sound and another in South River. The Parry Sound event was well-attended by community partners, facilitating valuable information exchange among agencies. Unfortunately, inclement weather resulted in the cancellation of the South River event, but there is optimism about rescheduling and continued collaboration with community partners in the future.



## HOUSING OPERATIONS AND SERVICE MANAGEMENT

### Fourth Quarter Report with November 2025 Statistical Information

#### Activity for Tenant Services

	<b>Current</b>	<b>YTD</b>
Move outs	2	20
Move in (centralized waitlist along with internal transfers)	2	32
L1/L2 hearings	0	13
N4 Delivered to tenant or filed with the LTB– Notice of eviction for non-payment of rent	1	7
N5 Filed with the LTB– notice of eviction disturbing the quiet enjoyment of the other occupants	2	18
N6 Filed with the LTB –notice of eviction for illegal acts or misrepresenting income for RGI housing	0	1
N7 Filed with the LTB – notice of eviction for willful damage to unit	0	1
Repayment agreements NEW (formal & informal)	1	18
No Trespass Order	1	1
Mediation/Negotiation/Referrals	16	222
Tenant Home Visits/Wellness checks	43	434
Tenant Engagements/Education	7	28

## Tenant Services Fourth Quarter Report (Oct—Dec 2025)

Four staff from the Tenant Services Program attended this years Ontario Non-Profit Housing Association (ONPHA) Conference, October 30<sup>th</sup> to November 1<sup>st</sup>, 2025: *Housing at the Heart*. Staff participated in a variety of sessions from *Modernizing Rent and Leases*, *Getting Housing Built*, *Adapting Community Housing to Extreme Heat*, *Unpacking Policy Shifts and Power Moves for a Thriving Sector*, to *Funding the Future, Built to Belong: Innovations in Supportive Housing*. Staff also had the opportunity to participate in a panel discussion with the Mayor of Parry Sound on the panel. The panel discussion was focussed on “*What can we do with \$38 billion? Leveraging strengths for systems change*.” Mayor McGarvey spoke on how rural communities work together to accomplish more.

During the holiday season, Tenant Services organized events in the apartment buildings to bring people together to foster community and connection among tenants. Also, the Tenant Services team distributed toys, winter boots, and goodie bags to families.

The West side family units were included in the EMS toy drive, therefore 13 families benefitted from toys and winter boots donated by the community and distributed by the local EMS team!



We utilized the Sheriff as directed by the Landlord Tenant Board - eviction enforcement office to carry out 1 eviction in a unit that had been abandoned by the previous tenants. This unit is now being prepared for occupancy for a new family from the Centralized Wait List. Additionally, an agreement-to-leave order has been executed in another unit, which is likewise undergoing readiness for new tenancy. In one other case, a stay order was granted regarding an eviction, requiring the Landlord and Tenant Board to halt enforcement actions: allowing tenants an additional opportunity for a hearing scheduled for early January. We anticipate that, following this process, we will be able to recover the unit for allocation to another waiting family.

Tenant Services views the eviction process as a last resort and remains focused on prevention practices such as working with tenants to resolve issues like arrears through a repayment agreement or connecting tenants with the appropriate support. A “stay” can be granted by the Landlord Tenant Board (LTB) if the LTB feels there are extenuating circumstances that should be heard during an additional hearing. It remains a balancing act between eviction and prevention. As acting landlord in Tenant Services, there must be serious consideration made to the reasonable enjoyment of the other tenants, their safety along with the protection of the asset. In 2025 there were only 2 LTB ordered evictions, as many concerns were mediated by the Tenant Services staff.

## Property Maintenance Fourth Quarter Report (Oct—Dec 2025)

With winter approaching, the maintenance team has been working closely with our snow removal contractors to ensure services are meeting expectations across all properties. This includes proactively addressing tenant concerns and conducting daily monitoring of site conditions.

CRWs and FMTs have also been collaborating with our HVAC contractors as we enter the heating season. This work has included preventative maintenance on all systems, as well as entering gas-heated units to assess system performance and overall equipment condition.

Routine inspections have continued as scheduled. In addition, we have begun working more closely with Fire Prevention Officers in each township. This collaboration includes comprehensive inspections of all units and buildings, as well as the completion of required fire drills with full tenant participation. These efforts ensure ongoing compliance with fire codes and reinforce the maintenance teams' preparedness and response procedures in the event of an emergency.

### November 2025

Pest Control		Monthly pest control inspections were completed at 7 buildings. 42 units were inspected. Of the 42 units, 2 units required treatment.
Vacant Units	5	4 one-bedroom, 1- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	1	1 market unit
After Hours Calls	18	monitoring station offline, Bell requiring access, heater repairs required, hot water tank replacement required, toilet not flushing, water leak, partial power outage in unit, toilet seat broken
Work Orders	82	Work orders are created for our staff to complete routine maintenance repairs for all DSSAB/LHC Buildings
Purchase Orders	175	Purchase Orders are for services, and materials required outside of the Housing Operations Department scope of work for the LHC properties
Fire Inspections	8	Annual fire inspection completed and continue
Annual Inspections	0	Annual inspections continue across the district
Inspections (other)	71	Housing keeping, Fire Prevention Officer follow up, and preconstruction/postconstruction
Incident Reports	0	

## Capital Projects Fourth Quarter Report (Oct—Dec 2025)

This quarterly report provides an overview of capital project activities undertaken between October and December 2025. The period focused on year-end project closeout, completion of deferred works from earlier in the construction season, and site stabilization ahead of winter conditions. The following sections summarize key areas of activity, accomplishments, and transition items moving into 2026.

### **Hazardous Material Remediation and Water Damage Repairs**

Throughout the fourth quarter, hazardous material abatement and associated reinstatement work continued across multiple units. Several projects initiated earlier in the year progressed through clearance, reconstruction, and tenant re-occupancy during this period. Additional attic and interior remediation projects advanced where contractor availability and environmental clearance permitted. All completed work followed required inspection and clearance protocols. Remaining remediation projects were stabilized and scheduled for continuation in early 2026.

### **Plumbing, HVAC, and Duct Maintenance**

Plumbing and mechanical-related capital works progressed through late fall. Backflow prevention installations and water system upgrades were completed where scheduling allowed, with remaining items deferred due to seasonal or coordination constraints. Emergency boiler replacements were completed to address critical system failures and maintain uninterrupted heating and building operations. Duct insulation upgrades at a community facility were completed, improving system efficiency and performance, and several end-of-life HVAC units were replaced to enhance reliability and support long-term asset sustainability. HVAC-related investigations and corrective works were also advanced to support ongoing building performance and prepare for future capital planning. Mechanical systems were monitored closely through the onset of winter conditions.

### **Doors, Siding, Painting, and Cosmetic Upgrades**

Exterior and interior building envelope improvements advanced during the quarter. Door installations, siding replacements, and select painting projects reached completion prior to winter shutdown. Remaining cosmetic upgrades were secured or deferred appropriately to ensure building protection through winter months. These improvements continue to enhance durability, appearance, and long-term asset performance.

### **Generator and Electrical Work**

Electrical upgrades progressed steadily through the quarter. Generator-related projects advanced, including final coordination, inspections, and preparatory work for outstanding components. A generator was installed at a daycare facility. Electrical panel upgrades and related life-safety improvements completed earlier in the year remained fully operational. Planning and procurement activities continued for larger electrical projects transitioning into 2026.

## Capital Projects Fourth Quarter Report (Oct—Dec 2025)...continued

### Roofing and Eavestrough Projects

Roofing and eavestrough projects initiated earlier in the construction season were substantially completed by late fall. Final inspections and closeout activities occurred where conditions permitted. Projects impacted by weather or scheduling limitations were appropriately winterized and deferred to the next construction season. Budget considerations for future roofing phases continue to be monitored.

### Structural Repairs, Infrastructure and Foundation Assessments

Structural and foundation-related projects advanced through phased repairs and ongoing monitoring. Smaller repairs reached completion during the quarter, while larger or more complex structural works continued under active management. Environmental and engineering assessments supported informed decision-making for both current construction and future capital prioritization.

### Security Enhancements

Security upgrades implemented earlier in the year remained in place and operational throughout the quarter. Access control systems, rekeying initiatives, and door improvements continue to support tenant safety and building security. No new security risks were identified during this reporting period.

### Consulting and Engineering Contracts

Consultant-led projects remained active through year-end. Engineering reviews, environmental reporting, and construction oversight continued in support of both active projects and upcoming capital planning. Consultant findings are informing scope development, cost forecasting, and sequencing for the 2026 capital program.

### Completion Highlights (October to December 2025)

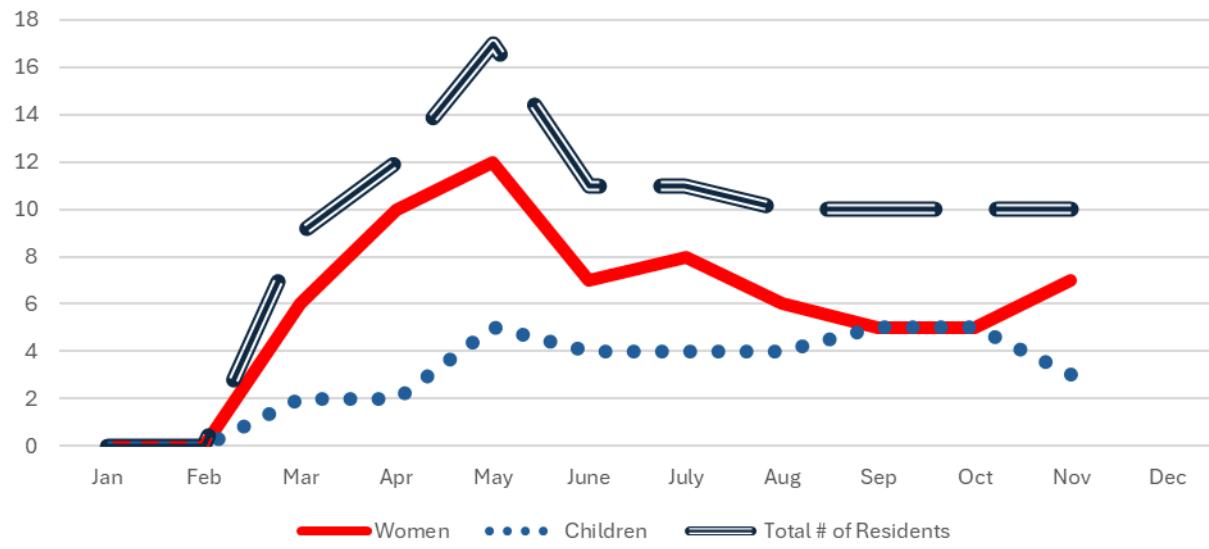
During the fourth quarter, several projects reached completion or substantial completion, including unit remediations, exterior envelope improvements, electrical upgrades, and supporting infrastructure works. These efforts contributed to improved safety, functionality, and asset condition across the portfolio. Projects not finalized by year-end were stabilized and formally transitioned into the 2026 work plan.

Overall, the fourth quarter of 2025 marked a successful close to the construction season, with strong progress achieved across remediation, infrastructure, and building envelope initiatives. Year-end efforts focused on completing priority projects, managing seasonal risks, and preparing remaining works for continuation in 2026. The upcoming quarter will emphasize restarting deferred construction, advancing approved capital projects, and aligning delivery with the 2026 capital budget and planning cycle.

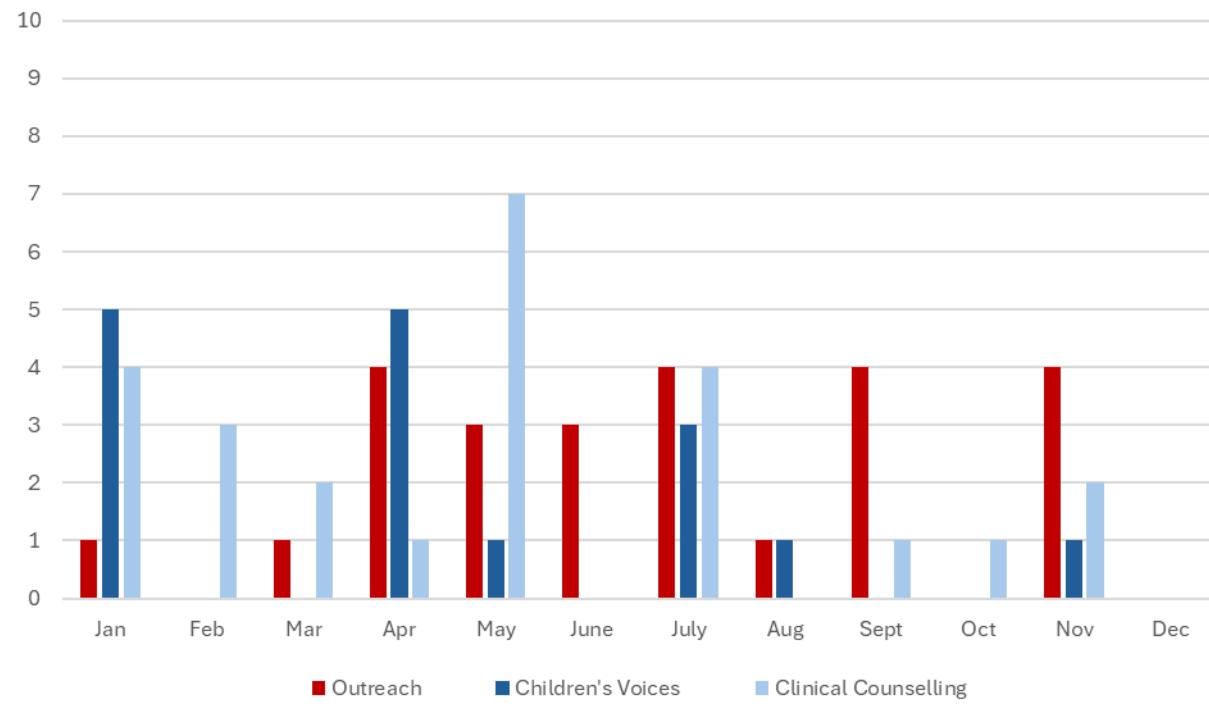
## Esprit Place Family Resource Centre

Update—Nov 2025

## Residential Program Participants



## New Program Enrollments



## Social Media Stats

<b>Facebook -District of Parry Sound Social Services Administration</b>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>	<b>DEC 2025</b>
Total Page Followers	749	770	780	786	791	797
Post Reach this Period (# of people who saw post)	11,941	5,904	33,114	18,590	23,572	5332
Post Engagement this Period (# of reactions, comments, shares)	75	37	211	138	178	132
<b>Facebook -Esprit Place Family Resource Centre</b>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>	<b>DEC 2025</b>
Total Page Followers	225	229	229	229	248	249
Post Reach this Period (# of people who saw post)	815	1,314	424	313	17,684	2136
Post Engagement this Period (# of reactions, comments, shares)	0	27	2	3	189	34
<b>DSSAB LinkedIn Stats</b> <u><a href="https://bit.ly/2YyFhIE">https://bit.ly/2YyFhIE</a></u>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>	<b>DEC 2025</b>
Total Followers	551	558	561	561	579	585
Search Appearances (in last 7 days)	205	132	122	113	170	147
Total Page Views	35	22	26	27	77	23
Post Impressions	660	715	235	1092	2,953	1124
Total Unique Visitors	20	12	14	15	29	16
<b>Instagram - Esprit Place Family Resource Centre</b> <u><a href="https://www.instagram.com/espritplace/">https://www.instagram.com/espritplace/</a></u>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>	<b>DEC 2025</b>
Total Followers	105	107	109	112	115	115
# of accumulated posts	65	66	67	69	81	81



*The Corporation of the  
Township of Perry*

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

Date: December 17, 2025

Resolution No.: 2025- 448

**Moved By:** Joe Lumley

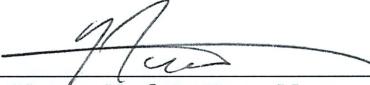
**Seconded By:** Paul Sowrey

***Be it resolved that*** the Council of the Township of Perry hereby support the October 21, 2025 resolution of the Town of Bradford West Gwillimbury regarding the removal of the HST/GST from new homes purchased as primary residences to support housing affordability;

***And that*** Council endorse the related November 3, 2025 supporting resolution of the Municipality of South Huron;

***And that*** Council's supporting resolution be circulated to the Town of Bradford West Gwillimbury, Municipality of South Huron, the Prime Minister of Canada, Minister of Finance and the Minister of Housing, Infrastructure and Communities, the Premier of Ontario, the Ontario Minister of Finance, the Ontario Minister of Municipal Affairs and Housing, MP Scott Aitchison and MPP Graydon Smith, AMO, and to all municipalities in Ontario.

**Carried:** ✓ **Defeated:** \_\_\_\_\_

  
**Norm Hofstetter, Mayor**

**RECORDED VOTE**

<b>Council</b>	<b>For</b>	<b>Against</b>
<b>Councillors</b> Jim Cushman		
Joe Lumley		
Margaret Ann MacPhail		
Paul Sowrey		
<b>Mayor</b> <b>Norm Hofstetter</b>		



**RESOLUTION NO. 2025- 333**

**DECEMBER 10, 2025**

Moved by: Brad Kneller  
Seconded by: Bill Bishop

**WHEREAS** staff submitted an application for Invest Ready-Certified Site Designation, which was denied due to the absence of water, wastewater, and natural gas infrastructure;

**AND WHEREAS** staff subsequently met with representatives of the associated grant funding program, who advised that additional funding opportunities for rural communities would be forthcoming;

**AND WHEREAS** the Site Readiness Program for Industrial Properties has since been launched, with eligibility requirements stipulating that any missing infrastructure must be in place and serviceable within two years of acceptance into the grant funding program;

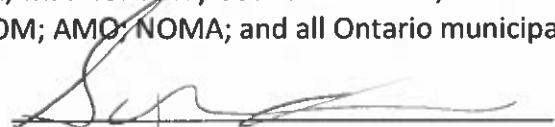
**AND WHEREAS** it is not financially feasible nor in the best interest of our ratepayers to install full municipal water, wastewater, and natural gas services, as the associated capital and operating costs would impose an undue financial burden on the Municipality's ratepayers;

**AND WHEREAS** alternative servicing solutions commonly used in rural and northern Ontario—such as properly designed and maintained septic systems for wastewater, drilled wells for drinking water, and propane or hydro for heat—are proven, reliable, and effective forms of infrastructure that can safely and efficiently support industrial and commercial development;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan urges the Province of Ontario to revise its grant funding criteria to recognize and accept these alternative servicing methods as eligible infrastructure, and to ensure that rural and northern municipalities lacking municipal gas, water, and wastewater systems are not excluded from support;

**AND FURTHER THAT** this resolution be circulated to Premier Doug Ford; the Honourable Peter Bethlenfalvy, Minister of Finance; the Honourable Victor Fedeli, Minister of Economic Development, Job Creation and Trade; the Honourable Graydon Smith, MPP for Parry Sound–Muskoka; the Honourable Scott Aitchison, MP for Parry Sound–Muskoka; FONOM; AMO; NOMA; and all Ontario municipalities.

Carried 1 Defeated \_\_\_\_\_ Deferred \_\_\_\_\_

  
Sam Dunnett, Mayor

Recorded Vote Called by: \_\_\_\_\_

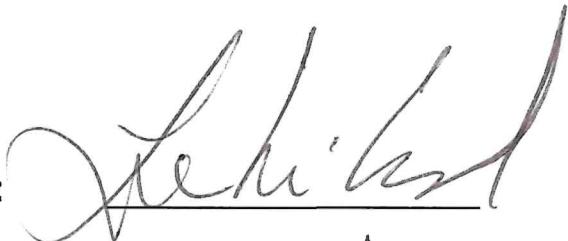
Recorded Vote

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



**Regular Council**  
**December 15, 2025**  
**245-2025**

**Moved by:**

  
**Seconded by:** Justin Kirby

WHEREAS the Council of the Corporation of the Town of Prescott support the Municipality of Tweed's, the Tay Valley Township's, and the Municipality of South Huron's resolutions regarding waste incineration and a more Robust Recycling Program;

AND WHEREAS it is incumbent upon the members of council, MPPs and MPs to make the decisions that will result in the most positive outcomes for now and future generations;

AND WHEREAS continuing to bury garbage in the ground will result in our future generations having lost potable groundwater as a result of garbage leachate rendering is unsuitable;

AND WHEREAS burying garbage, particularly organic waste in landfills, leads to the production of methane a greenhouse gas, which escapes into the atmosphere and contributes to climate change causing more environmental destruction;

AND WHEREAS we continue to destroy our environmental jeopardizing our future generations;

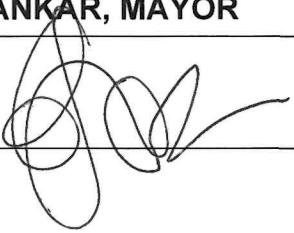
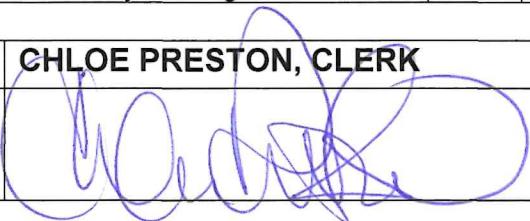
AND WHEREAS we have worldwide technology that will allow us to use of clean incineration and also produce much needed electric energy;

**PREScott**  
EST 1784  
THE FORT TOWN

BE IT RESOLVED THAT the Council of the Corporation of the Town of Prescott support the Municipality of Tweed in investigating the possibility of working together with Ontario Municipalities, Provincial and Federal Governments and manufacturing partners to form a working group to ensure that waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices, so that future generations will not suffer from our environmental mismanagement;

AND THAT this support be sent to Premier Ford, Marit Stiles, Leader of the Official Opposition Party, and all Ontario Municipalities.

REQUESTED BY:			
RECORDED VOTE		YES	NO
	Councillor Leanne Burton		
	Councillor Mary Campbell		
	Councillor Justin Kirkby		
<b>CARRIED:</b>	✓	Councillor Lee McConnell	
<b>TABLED:</b>		Mayor Gauri Shankar	
<b>DEFEATED:</b>		Councillor Ray Young	
<b>RECORDED VOTE:</b>		Councillor Tracey Young	

<b>GAURI SHANKAR, MAYOR</b>	<b>CHLOE PRESTON, CLERK</b>
	



## CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

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

---

November 5, 2025

Via email: [doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org)

Premier's Office  
Room 281  
Main Legislative Building, Queen's Park  
Toronto, ON M7A 1A5

Dear Hon. Doug Ford,

### **Re: Collaborative Action on Sustainable Waste Management**

---

Please be advised that South Huron Council passed the following resolution at their November 3, 2025, Regular Council Meeting:

445-2025  
Moved By: Ted Oke  
Seconded by: Aaron Neeb

**That South Huron Council support the October 21, 2025 Resolution of Tay Valley Township regarding Collaborative Action on Sustainable Waste Management; and**

**That the supporting resolution and originating documentation be circulated to Premier Ford, AMO and all Ontario Municipalities.**

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator  
Municipality of South Huron  
[kwebster@southhuron.ca](mailto:kwebster@southhuron.ca)  
519-235-0310 x. 232

Encl.

cc: AMO, [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca); and all Ontario Municipalities



October 24, 2025

The Honorable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto ON M7A 1A1

Sent by Email

Dear: Honorable Doug Ford,

**RE: Municipality of Tweed – Collaborative Action on Sustainable Waste Management in Ontario.**

The Council of the Corporation of Tay Valley Township at its meeting held on October 21<sup>st</sup>, 2025 adopted the following resolution:

**RESOLUTION #C-2025-10-22**

**MOVED BY:** Fred Dobbie  
**SECONDED BY:** Marilyn Thomas

**“WHEREAS**, the Council of the Corporation of Tay Valley Township Support the Municipality of Tweed's resolution regarding waste incineration and a more Robust Recycling Program;

**AND WHEREAS**, It is incumbent upon the members of council, MPP's and MPs to make the decisions that will result in the most positive outcomes for now and future generations;

**AND WHEREAS**, with large urban centres now looking in rural areas of our province and entire country for lands to bury their garbage waste;

**AND WHEREAS**, a large landfill site owned by a large urban centre which receives 50% of their garbage at the present time is expected to be full by 2029 creating more environmental impacts;

**AND WHEREAS**, continuing to bury garbage in the ground will result in our future generations having lost potable groundwater as a result of garbage leachate rendering it unusable;

**AND WHEREAS**, burying garbage, particularly organic waste in landfills, leads to the production of methane a greenhouse gas, which escapes into the atmosphere and contributes to climate change causing more environmental destruction;

**AND WHEREAS**, we continue to destroy our environment jeopardizing our future generations;

**AND WHEREAS**, we have worldwide technology that will allow us the use of clean incineration and also produce much needed electric energy;

**AND WHEREAS**, the incineration of household and other municipal waste has a long tradition in Germany, which currently has 156 municipal thermal waste incineration facilities with an aggregate annual capacity of around 25 million tons;

**AND WHEREAS**, with a strong focus on community involvement, innovative infrastructure, and sustainable practices, Germany has set a high bar for municipal recycling programs that the rest of the world can learn from and emulate;

**AND WHEREAS**, at the present time, Germany recycles 66.1% of its garbage waste at a municipal level. This places the country as the most effective and prominent country when it comes to recycling in the entire world. This highlights the citizen's strength and motivation to deal with environmental issues on a daily basis;

**AND WHEREAS**, German schools often integrate recycling education into their curriculum. This early exposure to the importance of recycling instills a sense of responsibility in the younger generation, creating a culture of sustainability that transcends generations;

**BE IT RESOLVED THAT**, the Council of Tay Valley Township support the Municipality of Tweed in investigating the possibility of working together with Ontario Municipalities, Provincial and Federal Governments and manufacturing partners to form a working group to ensure that waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices, so that future generations will not suffer from our environmental mismanagement;

**AND THAT**, this support be sent to Premier Ford, Marit Stiles, Leader of the Official Opposition Party, and all Ontario Municipalities.”

**ADOPTED**



If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or [deputyclerk@tayvalleytwp.ca](mailto:deputyclerk@tayvalleytwp.ca)

Sincerely,

Aaron Watt, Deputy Clerk

cc: Marit Stiles, Leader of the Official Opposition Party,  
All Municipalities in Ontario



December 19, 2025

Honorable Mark Carney

*Sent via email: [mark.carney@parl.gc.ca](mailto:mark.carney@parl.gc.ca)*

Dear Honorable Mark Carney:

Please be advised that Brantford City Council, at its meeting held December 16, 2025 adopted the following:

**12.2.7 Call for Reform and Publication of the Ontario Sex Offender Registry - Councillor Samwell**

WHEREAS the community of Welland and the surrounding communities were deeply impacted by a recent heinous crime that highlighted critical gaps in Canada's criminal justice and offender-management systems; and

WHEREAS on September 4, 2025, Mayor Frank Campion of the City of Welland wrote to the Premier of Ontario urging comprehensive reform to strengthen sentencing, parole, and bail provisions for violent sexual offenders, and to enhance public safety protections; and

WHEREAS on September 12, 2025, Mayor Mat Siscoe of the City of St. Catharines wrote to the Prime Minister of Canada expressing strong support for these reforms and calling for immediate federal action to strengthen sentencing, parole, and accountability measures for violent sexual offenders; and

WHEREAS the City of Thorold, at its meeting of September 9, 2025, adopted Resolution 14.2 requesting the Province of Ontario to amend Christopher's Law (Sexual Offenders Registry), 2000 to make Ontario Sex Offender Registry publicly accessible; and

WHEREAS several Niagara municipalities; including Grimsby, Fort Erie, Port Colborne, and St. Catharines have subsequently endorsed this call for greater transparency and reform; and

WHEREAS municipal councils, though not responsible for criminal law or parole, play a vital role in advocating for the safety and well-being of their residents;

**NOW THEREFORE BE IT RESOLVED THAT:**

- A. THAT the Council of the City of Brantford hereby supports the City of Thorold's Resolution calling for the Publication of the Sexual Offender Registry and the City of Welland's correspondence dated September 4, 2025, calling for reform to sentencing, parole, and registry provisions concerning violent sexual offenders; and
- B. THAT the Province of Ontario be urged to amend Christopher's Law (Sexual Offender Registry), 2000 to make the Ontario Sex Offender

Registry publicly accessible, subject to appropriate privacy and safety safeguards; and

C. THAT a copy of this resolution be forwarded to:

- i. The Right Hon. Mark Carney, Prime Minister of Canada;
- ii. The Hon. Sean Fraser, Minister of Justice and Attorney General of Canada;
- iii. The Hon. Gary Anandasangaree, Minister of Safety;
- iv. The Hon. Doug Ford, Premier of Ontario;
- v. The Hon. Doug Downey, Attorney General of Ontario;
- vi. The Hon. Michael S. Kerzner, Solicitor General of Ontario;
- vii. Member of Parliament for Brantford-Brant, Larry Brock;
- viii. Member of Provincial Parliament for Brantford-Brant, Will Bouma;
- ix. The Association of the Municipalities of Ontario (AMO);
- x. The Federation of Canadian Municipalities (FCM); and
- xi. All Ontario Municipalities for their information and support.

I trust this information is of assistance.

Yours truly,



Chris Gauthier City Clerk,  
[cgauthier@brantford.ca](mailto:cgauthier@brantford.ca)

CC - The Honorable Sean Fraser, Minister of Justice and Attorney General of Canada; - [Sean.Fraser@parl.gc.ca](mailto:Sean.Fraser@parl.gc.ca)

The Honorable Gary Anandasangaree, Minister of Safety  
[Gary.Anand@parl.gc.ca](mailto:Gary.Anand@parl.gc.ca)

The Honorable Doug Ford, Premier of Ontario; - [premier@ontario.ca](mailto:premier@ontario.ca)

The Honorable Doug Downey, Attorney General of Ontario; -  
[Doug.Downey@ontario.ca](mailto:Doug.Downey@ontario.ca)

The Honorable Michael S. Kerzner, Solicitor General of Ontario  
[michael.kerzner@pc.ola.org](mailto:michael.kerzner@pc.ola.org)

Member of Parliament for Brantford-Brant, Larry Brock; -  
[larry.brock@parl.gc.ca](mailto:larry.brock@parl.gc.ca)

Member of Provincial Parliament for Brantford-Brant, Will Bouma; -  
[will.bouma@pc.ola.org](mailto:will.bouma@pc.ola.org)

The Association of the Municipalities of Ontario (AMO) [amo@amo.on.ca](mailto:amo@amo.on.ca)

The Federation of Canadian Municipalities (FCM) [FCMInfo@fcm.ca](mailto:FCMInfo@fcm.ca)

All Ontario Municipalities for their information and support



## TOWNSHIP OF BRUDENELL, LYNDOCH AND RAGLAN

42 Burnt Bridge Road, PO Box 40  
Palmer Rapids, Ontario K0J 2E0  
TEL: (613) 758-2061 · FAX: (613) 758-2235

January 7, 2026

The Honourable Doug Ford, Premier of Ontario  
Premier's Office  
Room 281, Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

### **RE: Affordable Rental Housing**

Dear Mr. Ford,

Please be advised that at the Regular Council Meeting on January 7<sup>th</sup>, 2026, Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan passed the following resolution, supporting the resolution from the Municipality of Wawa.

**Resolution No: 2026-01-07-06**

**Moved by:** Councillor Kauffeldt

**Seconded by:** Councillor Quade

**"Be It resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the Municipality of Wawa's resolution regarding Affordable Rental Housing as attached.**

**And further that this resolution be forwarded to the Premier of Ontario, Renfrew Nipissing Pembroke MPP and MP, and all municipalities in Ontario."**

**Carried.**

Sincerely,

Tammy Thompson  
Deputy Clerk  
Township of Brudenell, Lyndoch and Raglan



The Corporation of the Municipality of Wawa

**REGULAR COUNCIL MEETING**

**RESOLUTION**

**Tuesday, November 4, 2025**

<b>Resolution # RC25177</b>	<b>Meeting Order: 5</b>
<b>Moved by:</b> <i>M. Hefield</i>	<b>Seconded by:</b> <i>Stevens</i>

**WHEREAS** this council understands that the need for affordable rental housing not only applies to new builds but also to the protection of existing affordable units; and

**WHEREAS** the removal of rent control in 2018 on any new residential rental unit opened the door to excessive year over year rent increases and the resulting anxiety and mental anguish that come with unpredictable rental costs and loss of housing security; and

**WHEREAS** the loss of rent control has caused a high number of people across Ontario to be forced out of their homes due to their inability to afford their rent increases; and

**WHEREAS** without protection from excessive and malicious rent increases, many Wawa renters will also be at risk of being priced out of their own homes; and

**WHEREAS** unlimited rent increases can be used as a tool by landlords acting in bad faith to remove existing tenants in order to replace them with new tenants at increased rates; and

**WHEREAS** providing housing stability, maintaining affordable housing stock, and protecting renters from unfair rent increases is of utmost importance to this council.

**WHEREAS** this council recognizes that landlords are essential to a flourishing and affordable housing system; and

**WHEREAS** maintaining Northern Ontario as a location that is attractive to landlords is of utmost importance.



The Corporation of the Municipality of Wawa

**REGULAR COUNCIL MEETING**

**RESOLUTION**

**NOW THEREFORE BE IT RESOLVED** that Council of the Corporation of the Municipality of Wawa request the Province of Ontario provide adequate protection against excessive and malicious rent increases for all rental units occupied for residential purposes while maintaining the ability for landlords to operate a viable and sustainable business, and that the Clerk for the Municipality of Wawa send a letter to Honourable Doug Ford Premier of Ontario, MPP Bill Rosenberg, MP Terry Sheehan, and other municipalities throughout Ontario for their endorsement consideration.

RESOLUTION RESULT		RECORDED VOTE	YES	NO
<input checked="" type="checkbox"/>	<b>CARRIED</b>	<b>MAYOR AND COUNCIL</b>		
<input type="checkbox"/>	<b>DEFEATED</b>	Mitch Hatfield		
<input type="checkbox"/>	<b>TABLED</b>	Cathy Cannon		
<input type="checkbox"/>	<b>RECORDED VOTE (SEE RIGHT)</b>	Melanie Pilon		
<input type="checkbox"/>	<b>PECUNIARY INTEREST DECLARED</b>	Jim Hoffmann		
<input type="checkbox"/>	<b>WITHDRAWN</b>	Joseph Opato		

**Disclosure of Pecuniary Interest and the general nature thereof.**

Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

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

**MAYOR - MELANIE PILON**

**CLERK - MAURY O'NEILL**

This document is available in alternate formats.



**TOWNSHIP OF  
BRUDENELL, LYNDOCH AND RAGLAN**

42 Burnt Bridge Road, PO Box 40  
Palmer Rapids, Ontario K0J 2E0  
TEL: (613) 758-2061 · FAX: (613) 758-2235

January 7, 2026

The Honourable Doug Ford, Premier of Ontario  
Premier's Office  
Room 281, Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

**RE: Solve the Crisis and Winter Homelessness Program Support**

Dear Mr. Ford,

Please be advised that at the Regular Council Meeting on January 7<sup>th</sup>, 2026, Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan passed the following resolution, supporting the resolution from the Town of Ajax.

**Resolution No: 2026-01-07-05**

**Moved by:** Councillor Quade

**Seconded by:** Councillor Banks

**"Be It resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the Town of Ajax's resolution regarding Solve the Crisis and Winter Homelessness Program Support as attached.**

**And further that this resolution be forwarded to the Premier of Ontario, Renfrew Nipissing Pembroke MPP, and all municipalities in Ontario."**

**Carried.**

Sincerely,

Tammy Thompson  
Deputy Clerk  
Township of Brudenell, Lyndoch and Raglan



**TOWN OF AJAX**  
65 Harwood Avenue South  
Ajax ON L1S 3S9  
[www.ajax.ca](http://www.ajax.ca)

---

The Honorable Doug Ford  
Premier of Ontario  
Legislative Building Queen's Park  
Toronto ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

**Sent by E-Mail**

November 19, 2025

**Re: Solve the Crisis and Winter Homelessness Program Support**

The following resolution was passed by Ajax Town Council at its meeting held on November 17, 2025:

Whereas, we are approaching the cold winter months and the number of people experiencing homelessness in Ajax and Durham Region continues to rise drastically, with more than 1,000 people on Durham Region's by-name list as of August, including specifically 200 people in Ajax seeking support to change their housing status<sup>1</sup>; and

Whereas, in September 2024, Ajax Council passed a motion to support Ontario Big City Mayors (OBCM) [SolvetheCrisis.ca](http://SolvetheCrisis.ca)<sup>2</sup> campaign requesting that the provincial and federal governments take immediate action to solve the homelessness and mental health crisis gripping our communities; and

Whereas, while the provincial government has provided support for new programs such as Homeless and Addiction Recovery Treatment Hubs (HART Hubs), it does not adequately address the growing crisis and the financial and social impact on municipalities and regions; and

Whereas, according to the Association of Municipalities of Ontario, municipalities are providing 51.5% of the total reported homelessness program funding across all three levels of government, making a significant financial impact on municipal budgets<sup>3</sup>; and

Whereas, OBCM recently passed a motion at their October Meeting re-iterating the need for provincial support in addressing this crisis by allocating more funding to programs that address chronic homelessness; and

Therefore, be it resolved:

1. That Ajax Council reconfirms their support of the Solve the Crisis Campaign and calls on Ajax residents to join us in appealing to the provincial and federal governments for support by visiting [SolveTheCrisis.ca](http://SolveTheCrisis.ca); and
2. That Ajax Council asks that the provincial government to take action on the requests of the Solve the Crisis Campaign that have not been fully addressed including:
  - a. Appoint a responsible ministry and Minister with the appropriate funding and powers as a single point of contact to address the full spectrum of housing needs as well as mental health, addictions and wrap around supports.
  - b. This single Minister must strike a task force with sector representatives including municipalities, health care leaders, first responders, community services, the business community, and the tourism industry to develop an Ontario Action Plan.
  - c. Provide municipalities with the tools and resources to transition those in encampments to more appropriate supports, when deemed necessary.
  - d. Commit to funding the services our unhoused population needs, community by community, to fill in gaps in the system.
  - e. Invest in 24/7 community hubs or crisis centres to relieve pressure on emergency departments and first responders; and
3. That Ajax Council asks that the provincial government prepares a 2025/2026 winter homelessness response plan to help municipalities ensure that we can keep our unsheltered residents who are sleeping outdoors with the services they need to keep them safe in colder weather; and
4. That a copy of this resolution be sent to Doug Ford, Premier of Ontario, Rob Cerjanec, MPP for Ajax, local MPPs across the Region of Durham, Durham Regional Council, all Ontario Municipalities, Ontario Big City Mayors (OBCM).

CARRIED

If you require further information please contact me at 365-885-6983 or [Thomas.street@ajax.ca](mailto:Thomas.street@ajax.ca)

Sincerely,



**Thomas Street  
Manager of Legislative Services/Deputy Clerk**

**Copy: Councillor L. Bower  
Councillor R. Tyler Morin  
Rob Cerjanec, Ajax MPP  
Region of Durham Local MPPs  
Durham Regional Council  
All Ontario Municipalities  
Ontario's Big City Mayors**



# City of Peterborough

Office of the City Clerk, City Hall  
500 George Street North  
Peterborough, Ontario  
K9H 3R9

December 3, 2025

Honourable Doug Ford, Premier for the Government of Ontario;  
Honourable Michael S. Kerzner, Minister of the Solicitor General;  
Honourable Rob Flack, Minister of Municipal Affairs and Housing;  
Association of Municipalities of Ontario (AMO);  
Mary ten Doeschate, Peterborough Police Services Board Chair; and  
Councils of each of Ontario's municipalities.

## **Subject: Sustainable Funding for Police Services Request**

The following resolution, adopted by City Council at its meeting held on November 3, 2025, is forwarded for your consideration.

Moved by Councillor Crowley  
Seconded by Councillor Vassiliadis

**Whereas municipalities across Ontario are required to maintain a police service; and**

**Whereas municipalities across Ontario are required to constitute a municipal board to have policing responsibility for the municipality, or enter into a written agreement for an alternate provision of policing services; and**

**Whereas the City of Peterborough has constituted a municipal board; and**

**Whereas municipalities, across Ontario, with a police service board, are required to “ensure adequate and effective policing is provided in the area for which they have policing responsibility in accordance with the needs of the population in the area and having regard for the diversity of the population in the area” and**

**Whereas police service boards within municipalities where court proceedings are conducted are required to ensure the security of judges, other judicial officials, members of the public participating in court proceedings, ensuing the secure**



**City of  
Peterborough**

**custody of persons in custody who are on or about the premises, including persons taken into custody at proceedings; and**

**Whereas the provision of court security is not part of providing adequate and effective policing; and**

**Whereas the cost of providing court security is a cost of the municipality, regardless of whether all matters originate within that municipality; and**

**Whereas municipalities across Ontario are required to have and maintain critical infrastructure, including appropriate police facilities and equipment, to ensure adequate and effective policing is provided; and**

**Whereas municipalities across Ontario are experiencing increased police operating and capital costs directly related to new compliance and operational standards required under the Community Safety and Policing Act, 2019; and**

**Whereas these cost increases stem from provincially mandated requirements — including training, certification, technology, reporting, and staffing obligations — necessary to bring local police services into compliance with the Act; and**

**Whereas municipalities have no discretion in implementing these measures and limited ability to absorb the resulting financial pressures within existing budgets; and**

**Whereas policing is a provincially legislated responsibility, yet municipalities are bearing the brunt of the costs to implement provincial mandates;**

**Therefore, be it resolved that:**

**Council request that the Province of Ontario provide targeted financial assistance to municipalities to offset any additional costs that are directly and demonstrably incurred as a result of compliance with the Community Safety and Policing Act, 2019, and not general increases to police budgets; and**

**Therefore, be it further resolved that:**

**Council urge the Province of Ontario to review and reform its current police grant programs to ensure a more equitable distribution of funding to municipalities so that communities with growing populations and expanding service demands receive fair and sustainable provincial support; and**

**Therefore, be it further resolved that:**

**Council request that the Province of Ontario provide stable sustainable funding to offset costs associated with the provision of providing court security services; and**



City of  
Peterborough

**That this resolution be forwarded to the Premier of Ontario, the Minister of the Solicitor General, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), the Peterborough Police Services Board Chair, and all Ontario municipalities for endorsement.**

Sincerely,



John Kennedy  
City Clerk



**Mary ten Doeschate, Chair**

**Mayor Jeff Leal**

**Drew Merrett, Vice-Chair**

**Councillor Gary Baldwin**

**Steve Girardi**

---

December 18, 2025

City of Peterborough (Sent via email)  
500 George St. N.  
Peterborough, ON K9H 3R9

**Attention: Members of Council**

**Jasbir Raina, Chief Administrative Officer**

**Richard Freymond, Commissioner of Finance and Corporate Support Services**

**John Kennedy, Clerk**

Members of Council, Mr. Raina, Mr. Freymond and Mr. Kennedy:

**Re: Council Resolution – Stable Funding for Police Service Boards**

The Peterborough Police Service Board unanimously passed the following motion at their Board meeting held on December 16, 2025:

**Moved by Drew Merrett**

**Seconded by Jeff Leal**

**That the Board receive for consideration and endorsement the Peterborough City Council resolution made November 3, 2025 regarding stable funding for Police Service Boards.**

Accordingly, the Board sends this letter in support of Council's call for the Province of Ontario to review and reform its current police grant programs to ensure a more equitable distribution of funding to municipalities; the Board believes increased and sustainable funding support from the Province is necessary to ensure the Board can meet its legislated mandate of providing adequate and effective policing in the City of Peterborough.

Sincerely,

Mary ten Doeschate,  
Chair

---

**Peterborough Police Service Board**

**500 Water Street, P.O. Box 2050 Peterborough, Ontario K9J 7Y4**

**Telephone: 705-876-1122 ext. 220 Fax: 705-876-6005**

**[www.peterboroughpolice.com](http://www.peterboroughpolice.com)**



# The Corporation of the Town of Moosonee

## Council Resolution

*Touch the Edge of the Arctic!*

Date: January 6, 2026

### **Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario**

Resolution Number : 2026-008

Moved By: Councillor Susan Hunter

Seconded By: Councillor Diande Ryder

WHEREAS violent home invasions have increased in several regions of Ontario, creating growing fear and frustration among residents;  
AND WHEREAS Ontario homeowners increasingly believe that current self-defence laws do not provide sufficient and clear protection for individuals who lawfully defend themselves and their families during violent intrusions;  
AND WHEREAS rural residents often experience police response times that can exceed 30 minutes or more, leaving citizens without immediate protection when confronted with life-threatening emergencies;  
AND WHEREAS the absence of "home invasions" as a distinct offence in the crime and responding appropriately;  
AND WHEREAS the Province of Ontario has repeatedly called for strengthened homeowner protections, including consideration of castle-law-style provisions, and for the federal government to act;  
AND WHEREAS residents expect all levels of government to take decisive action to address gaps that leave families vulnerable in their own home;

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

1. The Corporation of the Town of Moosonee strongly supports the Province of Ontario's call for strengthened homeowner self-defence protection, including the adoption of clear and robust "castle law"-type provisions to ensure that law-abiding residents can protect themselves without fear of unjust prosecution.
2. Council calls on the Government of Canada to immediately prioritize reforms to the Criminal Code that strengthen and clarify the rights of homeowners who act in legitimate self-defence during violent home invasions.
3. Council demands that the federal government amend the Uniform Crime Reporting system to classify "home invasion" as a distinct criminal offence, allowing for accurate tracking, targeted enforcement, and informed public policy.
4. Council urges the Province of Ontario to take stronger action to monitor, publish, and improve police response times in rural and northern communities, and to ensure that residents are not left unprotected due to resourcing shortages.
5. Council encourages all Ontario municipalities to adopt similar resolutions to demonstrate a unified municipal voice calling for urgent reforms that protect citizens in their homes.

BE IT FURTHER RESOLVED THAT copies of this resolution be forwarded to:  
The Prime Ministers of Canada, The Minister of Justice and Attorney General of  
Canada. The Premier of Ontario, The Attorney General of Ontario, The Solicitor General  
of Ontario, MPP Vic Fedeli, and all Ontario municipalities.

Results: Carried



Boblin Jardino  
Municipal Clerk

## **Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario**

### **Agenda Item: Resolution – Background Report (Submitted by Mayor Gould)**

Ontario Premier Doug Ford has repeatedly called for a review or adoption of "castle laws" in Canada, beginning June 16, 2025, and continuing in August and October of 2025. Premier Ford has emphasized that Ontario families must feel safe in their homes and that law-abiding residents should not face legal uncertainty when legitimately defending themselves from violent intruders.

Several urban and suburban regions, including York and Peel, have experienced a documented rise in violent home invasions and have established dedicated task forces to address this trend. In contrast, rural communities lack reliable statistics because "home invasion" is not recognized as a distinct offence under the national Uniform Crime Reporting (UCR) system. As a result, these incidents are recorded under broader categories such as break-and-enter or assault, making it difficult to assess the true scale of the problem outside major urban centres.

Rural residents face additional vulnerabilities due to limited policing resources and significantly longer emergency response times, which can leave homeowners without immediate protection during life-threatening situations. These conditions highlight the need for clearer legal protections for homeowners, improved crime-tracking practices, and decisive action from both provincial and federal governments to enhance public safety.

### **Resolution: Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario**

WHEREAS violent home invasions have increased in several regions of Ontario, creating growing fear and frustration among residents;

AND WHEREAS Ontario homeowners increasingly believe that current self-defence laws do not provide sufficient or clear protection for individuals who lawfully defend themselves and their families during violent intrusions;

AND WHEREAS rural residents often experience police response times that can exceed 30 minutes or more, leaving citizens without immediate protection when confronted with life-threatening emergencies; AND WHEREAS the absence of "home invasion" as a distinct offence in the national Uniform Crime Reporting system prevents governments from understanding the true scale of this crime and responding appropriately;

AND WHEREAS the Province of Ontario has repeatedly called for strengthened homeowner protections, including consideration of castle-law-style provisions, and for the federal government to act;

AND WHEREAS residents expect all levels of government to take decisive action to address gaps that leave families vulnerable in their own homes;

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

1. The Municipality of Calvin strongly supports the Province of Ontario's call for strengthened homeowner self-defence protections, including the adoption of clear and robust "castle law"-type provisions to ensure that law-abiding residents can protect themselves without fear of unjust prosecution.
2. Council calls on the Government of Canada to immediately prioritize reforms to the Criminal Code that strengthen and clarify the rights of homeowners who act in legitimate self-defence during violent home invasions.
3. Council demands that the federal government amend the Uniform Crime Reporting system to classify "home invasion" as a distinct criminal offence, allowing for accurate tracking, targeted enforcement, and informed public policy.
4. Council urges the Province of Ontario to take stronger action to monitor, publish, and improve police response times in rural and northern communities, and to ensure that residents are not left unprotected due to resourcing shortages.

5. Council encourages all Ontario municipalities to adopt similar resolutions to demonstrate a unified municipal voice calling for urgent reforms that protect citizens in their homes.

**BE IT FURTHER RESOLVED THAT** copies of this resolution be forwarded to:  
The Prime Minister of Canada, The Minister of Justice and Attorney General of Canada.  
The Premier of Ontario, The Attorney General of Ontario, The Solicitor General of Ontario,  
MPP Vic Fedeli, and all Ontario municipalities.



**Municipality of Huron Shores**

7 Bridge Street, PO Box 460

Iron Bridge, ON P0R 1H0

Tel: (705) 843-2033 Fax: (705) 843-2035

December 16, 2025

**Subject:** Improvements to Highways 11/17

The Council of the Corporation of the Municipality of Huron Shores passed Resolution #25-29-20 at the Regular Meeting held Wednesday, December 10<sup>th</sup>, 2025, as follows:

"WHEREAS Canada's east-west trade and national mobility rely on the Trans-Canada Highway system, including Highways 17 and 11 across Northern and Eastern Ontario, which carry significant freight volumes but remain predominantly two-lane corridors;

AND WHEREAS four-laning the entirety of Highway 17 is the ultimate goal of the communities along the corridor;

AND WHEREAS the proven "2+1" highway design - alternating passing lanes with a continuous median barrier - delivers safety outcomes comparable to full twinning at substantially lower cost, land, and environmental impact, and can be scaled or converted to four lanes (2+2) as volumes grow;

AND WHEREAS the Government of Ontario has announced a 2+1 pilot between North Bay and Temagami and a further extension toward Cochrane, creating a near-term implementation pathway;

AND WHEREAS modernizing Highways 17 and 11 will improve safety, reduce closures, strengthen supply-chain reliability for mining, forestry, agriculture, tourism and manufacturing, and enhance national resilience and emergency response capacity;

AND WHEREAS a phased 2+1 build - prioritizing Highway 11 (North Bay --+ Cochrane, then Cochrane --+ Nipigon) and key sections of Highway 17 (western border of County of Renfrew--+ Sudbury; Sault Ste. Marie--+ Sudbury; Thunder Bay--+ Kenora) - aligns with nation-building criteria,

supports economic reconciliation with Indigenous partners, and enables integrated EV charging and low-carbon construction practices;

AND WHEREAS analysis summarized by the Federation of Northern Ontario Municipalities (FONOM), demonstrates high freight demand on these routes and strong safety/economic rationale for a 2+1 program;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Huron Shores formally endorses the adoption and phased implementation of a 2+1 highway program on Highways 17 and 11 as a nation-building project;

AND THAT the Government of Canada be urged to designate this initiative as a project of national interest under the Building Canada Act and to partner with Ontario to co-fund and accelerate planning, design, procurement, and construction;

AND THAT the Government of Ontario be urged to expand the announced pilot to a corridor-wide program, sequencing works as follows (subject to readiness and safety benefit):

- That the Government of Ontario prioritize these projects into the Ministry of Transportation's Major Projects Division; and
- That both governments ensure early, ongoing, and capacity-supported engagement with affected Indigenous Nations, with opportunities for Indigenous training, contracting, and equity participation; and
- That the program incorporate corridor-wide safety features (barrier-separated 2+1 cross-sections, controlled passing frequency, wildlife considerations), resilience measures (closure mitigation, climate adaptation), and clean-growth elements (EV charging readiness, recycled aggregates, lower-carbon materials);

AND THAT this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Minister of Transport (Canada), the Minister of Infrastructure (Canada), the Ontario Minister of Transportation, local MPs and MPPs, Federation of Northern Ontario Municipalities (FONOM), Northwestern Ontario Municipal Association (NOMA), Association of Municipalities of Ontario (AMO), Federation of Canadian Municipalities (FCM), Rural Ontario Municipal Association (ROMA), Eastern Ontario Wardens' Caucus (EOWC) for support, and the County of Renfrew for information."

Should you require anything further in order to address the above-noted resolution, please contact the undersigned

Yours truly,



Natasha Roberts

CAO/Clerk  
NR/KN

Cc: the Prime Minister of Canada, the Premier of Ontario, the Minister of Transport (Canada), the Minister of Infrastructure (Canada), the Ontario Minister of Transportation, local MPs and MPPs, Federation of Northern Ontario Municipalities (FONOM), Northwestern Ontario Municipal Association (NOMA), Association of Municipalities of Ontario (AMO), Federation of Canadian Municipalities (FCM), Rural Ontario Municipal Association (ROMA), Eastern Ontario Wardens' Caucus (EOWC), County of Renfrew



64 McIntyre Street • Nairn Centre, Ontario • P0M 2L0 ☎ 705-869-4232 ☎ 705-869-5248  
Established: March 7, 1896 Office of the Clerk Treasurer, CAO E-mail: [belindaketchabaw@nairncentre.ca](mailto:belindaketchabaw@nairncentre.ca)

December 17, 2025

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

Dear Prime Minister:

Re: Support Resolution

Please be advised our Council adopted the following resolution at their meeting of December 8, 2025:

**SUPPORT REQUEST FOR NATION-BUILDING IMPROVEMENTS TO HIGHWAY 11/17 (2+1 & FOUR LANE OPTIONS)**

**RESOLUTION # 2025-14-241**

MOVED BY: Karen Richter

SECONDED BY: Wayne Austin

**WHEREAS** Canada's east-west trade and national mobility rely on the Trans-Canada Highway system, including Highways 17 and 11 across Northern and Eastern Ontario, which carry significant freight volumes but remain predominantly two-lane corridors; and

**WHEREAS** four-laning the entirety of Highway 17 is the ultimate goal of the communities along the corridor; and

**WHEREAS** the proven "2+1" highway design - alternating passing lanes with a continuous median barrier - delivers safety outcomes comparable to full twinning at substantially lower cost, land, and environmental impact, and can be scaled or converted to four lanes (2+2) as volumes grow; and

**WHEREAS** the Government of Ontario has announced a 2+1 pilot between North Bay and Temagami and a further extension toward Cochrane, creating a near-term implementation pathway; and

**WHEREAS** modernizing Highways 17 and 11 will improve safety, reduce closures, strengthen supply-chain reliability for mining, forestry, agriculture, tourism and manufacturing, and enhance national resilience and emergency response capacity; and

**WHEREAS** a phased 2+1 build - prioritizing Highway 11 (North Bay --+ Cochrane, then Cochrane--+ Nipigon} and key sections of Highway 17 (western border of County of Renfrew--+ Sudbury; Sault Ste. Marie --+ Sudbury; Thunder Bay--+ Kenora} - aligns with nation-building criteria, supports economic reconciliation with Indigenous partners, and enables integrated EV charging and low-carbon construction practices;

**WHEREAS** analysis summarized by the Federation of Northern Ontario Municipalities, (FONOM} demonstrates high freight demand on these routes and strong safety/economic rationale for a 2+1 program;

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of Nairn and Hyman formally endorses the adoption and phased implementation of a 2+1 highway program on Highways 17 and 11 as a nation-building project; and

**THAT** the Government of Canada be urged to designate this initiative as a project of national interest under the Building Canada Act and to partner with Ontario to co-fund and accelerate planning, design, procurement, and construction; and

**THAT** the Government of Ontario be urged to expand the announced pilot to a corridor-wide program, sequencing works as follows (subject to readiness and safety benefit}:

**THAT** the Government of Ontario prioritize these projects into the Ministry of Transportation's Major Projects Division; and

**THAT** both governments ensure early, ongoing, and capacity-supported engagement with affected Indigenous Nations, with opportunities for Indigenous training, contracting, and equity participation; and

**THAT** the program incorporates corridor-wide safety features (barrier-separated 2+1 cross-sections, controlled passing frequency, wildlife considerations}, resilience measures (closure mitigation, climate adaptation}, and clean-growth elements (EV charging readiness, recycled aggregates, lower-carbon materials; and

**THAT** this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Minister of Transport (Canada}, the Minister of Infrastructure (Canada}, the Ontario Minister of Transportation, local MPs and MPPs, Federation of Northern Ontario Municipalities (FONOM}, Northwestern Ontario Municipal Association (NOMA}, Association of Municipalities of Ontario (AMO}, Federation of Canadian Municipalities (FCM}, Rural Ontario Municipal Association (ROMA}, Eastern Ontario Wardens' Caucus (EOWC} for support.

**CARRIED**

Sincerely Yours,



Belinda Ketchabaw  
CAO Clerk - Treasurer

BK/mb

cc:      Federal Minister of Infrastructure  
          Federal Minister of Transport  
          Premier of Ontario  
          Ontario Minister of Transportation  
          FONOM  
          NOMA  
          AMO  
          FCM  
          ROMA  
          EOWC  
          Local Member of Parliament  
          Local Member of Provincial Parliament



Representing the Districts of Kenora, Rainy River and Thunder Bay  
 P.O. Box 10308, Thunder Bay, ON P7B 6T8  
[www.noma.on.ca](http://www.noma.on.ca)  
 p. 807 683.6662 e. [admin@noma.on.ca](mailto:admin@noma.on.ca)

**For Immediate Release**

## **Northern Ontario Hill Days: NOMA and FONOM Bring a Unified Northern Voice to Ottawa**

**Thunder Bay, ON / North Bay, ON — December 3, 2025** — The Northwestern Ontario Municipal Association (NOMA) and the Federation of Northern Ontario Municipalities (FONOM) have concluded two highly productive days of meetings on Parliament Hill as part of **Northern Ontario Hill Days**, a coordinated advocacy mission that brought municipal leaders directly to federal decision-makers to advance the priorities of Northern communities.

Over the two-day mission, representatives from NOMA and FONOM met with **MPs from all parties, Cabinet Ministers, Opposition Leaders, and senior federal officials**, underscoring a shared message: **supporting the North is essential to strengthening Canada's economy, infrastructure, and communities**.

### **High-Impact Meetings Across Parliament Hill**

Throughout the mission, the delegation engaged in focused discussions with:

- **Staff from the Leader of the Official Opposition**
- **MP Marcus Powłowski (Thunder Bay–Rainy River)**
- **MP Pauline Rochfort (Nipissing–Timiskaming)**
- **Finance Minister François-Philippe Champagne**
- **Minister Patty Hajdu**
- **Minister Mélanie Joly**
- **Parliamentary Secretary for Infrastructure and Housing Jennifer McKelvie**
- **Parliamentary Secretary for Immigration Peter Fragiskatos**
- **Housing Critic Scott Aitchison (CPC)**
- **MP Eric Melillo (Kenora / Kiiwetinoong - CPC)**
- **Senior staff in the Prime Minister's Office**

These discussions centred on the urgent needs of Northern communities and the unique role the region plays in national economic growth, resource development, supply chain reliability, and community safety.

### **Advancing Key Priorities for Northern Communities**

NOMA and FONOM presented a coordinated set of priorities, including:

- **Strengthening the Trans-Canada Highway System**

Northern Ontario is home to the most vulnerable stretch of the Trans-Canada Highway. The delegation called for federal investment in 2+1 highway models, redundancy around critical pinch points, and long-term resilience planning to ensure the continuity of Canada's national supply chain.

- **Addressing Labour Shortages Through Tailored Immigration Pathways**

Municipal leaders emphasized that severe labour shortages are slowing growth across essential services, small businesses, and major industrial projects. The delegation pressed for rural- and Northern-specific immigration solutions to attract and retain workers and to support regional post-secondary institutions facing enrolment pressures.

- **Community Safety and Meaningful Bail Reform**

Delegates urged the federal government to take decisive action on chronic reoffending, improve accountability within the bail system, and support measures that restore safety and confidence in Northern communities.

- **Unlocking Economic Growth and Critical Minerals Development**

NOMA and FONOM highlighted the global significance of Northern Ontario's critical mineral potential and called for accelerated permitting, strategic infrastructure investments, and continued support for Indigenous-led partnerships.

**Quotes:**

“Northern Ontario’s highways are Canada’s highways. The Trans-Canada corridor through our region is the most vulnerable stretch in the entire country, and without real federal investment in redundancy, expansion, and safety upgrades, the national supply chain remains at constant risk. At the same time, our communities are facing historic labour shortages across every sector. We made it clear in Ottawa that Northern Ontario is ready to grow, but we need the workers—and the safe, reliable transportation infrastructure—to support that growth.”

— **Rick Dumas, President, Northwestern Ontario Municipal Association (NOMA)**

“Municipalities across Northern Ontario are confronting a community safety crisis driven by chronic and repeat offenders, and we pressed the federal government for meaningful bail reform that protects victims, reinforces accountability, and ensures our communities can feel safe again. At the same time, labour shortages are holding back everything from small businesses to major resource projects. Northern Ontario needs a federal partner committed to real solutions on both fronts if we are going to thrive.”

— **Dave Plourde, President, Federation of Northern Ontario Municipalities (FONOM)**

**A Strong and Collaborative Presence**

Northern Ontario Hill Days showcased unprecedented collaboration between the two regional associations, presenting a united and solutions-focused voice to federal leaders. Together, NOMA and FONOM affirmed that **a strong, growing Northern Ontario is foundational to building a strong and competitive Canada.**

## Looking Ahead

NOMA and FONOM expressed their commitment to continuing this momentum through **annual federal engagement**, ensuring that the issues facing Northern communities remain front and centre in national discussions.

Both organizations also extended an invitation to federal leaders, stating that they **look forward to welcoming MPs, Ministers, and the Prime Minister** to their upcoming conferences to continue dialogue, strengthen relationships, and advance shared priorities for Northern Ontario.

—30—

### Media Contacts:

Dave Plourde, President, FONOM  
705-335-1615 | [fonom.info@gmail.com](mailto:fonom.info@gmail.com)

Rick Dumas, President, NOMA  
807-683-6662 | [admin@noma.on.ca](mailto:admin@noma.on.ca)

December 18, 2025

Minister of Environment, Conservation and Parks  
College Park  
5<sup>th</sup> Floor.  
777 Bay St.  
Toronto, ON M7A 2J3  
Email: [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)

Honourable Minister McCarthy,

**Re: Municipality of Meaford Response to Proposed Consolidation of Ontario's Conservation Authorities**

Please be advised that the Council of the Municipality of Meaford adopted the following resolution at its meeting on December 15, 2025.

Moved by: Councillor Uhrig  
Seconded by: Deputy Mayor Keaveney

**Whereas the Conservation Authorities Act enables municipalities to establish local conservation authorities, and when municipalities choose to form such authorities, they assume responsibility for governance and funding through the appointment of a Board of Directors and the provision of an annual levy to cover expenses; and**

**Whereas the municipalities within Grey and Bruce Counties established the North Grey Region Conservation Authority in 1957 and the Sauble Valley Conservation Authority in 1958 which amalgamated into the Grey Sauble Conservation Authority (GSCA) in 1985; and**

**Whereas local municipalities currently provide approximately 44% of total GSCA funding, while the Province of Ontario provides approximately 7%; and**

**Whereas municipalities have governed their respective conservation authorities for decades, tailoring programs and services to local**

**watershed needs, maintaining accountable service standards, and ensuring fair and predictable costs for ratepayers; and**

**Whereas conservation authorities collectively own and manage thousands of hectares of land, much of which was donated or sold by local residents and entrusted to conservation authorities as a personal legacy for long-term protection, stewardship, and the public good, with the expectation that such lands would be cared for by locally governed conservation authorities; and**

**Whereas Bill 68 (Schedule 3) proposes the creation of the Ontario Provincial Conservation Agency whose objects include overseeing conservation authorities and the transition to a regional watershed-based framework for conservation authorities in Ontario with municipal cost contribution yet to be defined; and**

**Whereas the Ministry of the Environment, Conservation and Parks has posted Environmental Registry Notice No. 025-1257 ("Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities"), proposing to reduce Ontario's 36 conservation authorities to 7 regional entities as part of a broader restructuring; and**

**Whereas under this proposal, the Grey Sauble Conservation Authority (GSCA) would be consolidated into a new "Huron-Superior Regional Conservation Authority" that is over 23,000 square kilometres in size and consists of 80 municipalities; and**

**Whereas the Province already has the authority to establish overarching legislation, regulations and standards through the Conservation Authorities Act and the Ministry of Environment, Conservation and Parks to address issues related to permitting, by establishing guidance, online permitting platforms and technical standards through legislation that could help build homes; and**

**Whereas the GSCA has already undertaken significant modernization work aligned with provincial objectives, including Information Technology / Information Management, and leveraging technology to streamline**



**planning and permit review processes processing 100% of major permits within the provincial timelines in 2024;**

**Therefore be it resolved that the Municipality of Meaford calls on the Government of Ontario to maintain local, independent, municipally governed, watershed-based conservation authorities to ensure strong local representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands; and**

**Be it further resolved that the Municipality of Meaford does not support the proposed "Huron-Superior Regional Conservation Authority" boundary configuration outlined in Environmental Registry Notice 025-1257 as the proposal lacks sufficient justification, would significantly diminish local governance, and fails to recognize the effectiveness and efficiencies already achieved within existing watershed-based models; and**

**Be it further resolved that the Municipality of Meaford affirms that large-scale regional consolidation is unnecessary, would introduce substantial transition costs, and would divert resources away from frontline watershed programs. The Council further asserts that restructuring at this scale would erode local decision-making, weaken municipal accountability, and disrupt long-standing community partnerships that are central to delivering responsive watershed management; and**

**Be it further resolved that while the Municipality of Meaford supports provincial goals for consistent permit approval processes, shared services, and digital modernization, imposing a new top-down approach structure without strong local accountability and governance risks creating unnecessary cost, red-tape, and bureaucracy, thereby undermining efficiency and responsiveness to local community needs; and**

**Be it further resolved that the Municipality of Meaford urges the Province to strengthen centralized standards, resources, and tools rather than undertaking broad structural amalgamation and to provide sustainable, predictable provincial funding across conservation authorities to enable local CAs to advance ongoing digitization and systemization work that has**



**already resulted in improved efficiency and consistency in recent years; and**

**Be it further resolved that the Municipality of Meaford believes that the Province's proposed new online permitting portal can be implemented within the existing conservation authority framework without requiring structural amalgamation; and**

**Be it further resolved that the Municipality of Meaford requests that the Ministry engage meaningfully and collaboratively with affected municipalities, conservation authorities, and local Indigenous communities before advancing any consolidation, to ensure that any changes reflect both local needs and the practical realities of implementation; and**

**Be it further resolved that this resolution be included in the Municipality's ERO response and forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, all of Ontario's municipalities, MPPs, conservation authorities, AMO, and Conservation Ontario.**

Carried - Resolution #2025-46-09

Yours sincerely,

A handwritten signature in black ink, appearing to read "A. Penner".

**Allison Penner**

Deputy Clerk / Manager, Legislative Services  
Municipality of Meaford  
21 Trowbridge Street West, Meaford  
519-538-1060, ext. 1110 | [apenner@meaford.ca](mailto:apenner@meaford.ca)



cc: The Honourable Doug Ford, Premier of Ontario  
All Ontario Municipalities  
All Ontario Members of Provincial Parliament  
All Ontario Conservation Authorities  
Association of Municipalities of Ontario (AMO)  
Conservation Ontario  
Submission to Environmental Registry Notice 025-1257



## The United Counties of Leeds and Grenville

**Resolution No. CC- 179 - 2025**

**Date:** December 18, 2025

Moved by

Tony Deschamps

Seconded by

Nancy Peckford

**WHEREAS** on May 1, 2025, Bill 9, Municipal Accountability Act, 2025, re-introduced legislation originally proposed under Bill 241; and

**WHEREAS** Bill 9, if passed, would enable the creation of a new, standardized municipal code of conduct, an integrity commissioner inquiry process that would be consistent throughout the province and mandatory code of conduct training for members of council and certain local boards; and

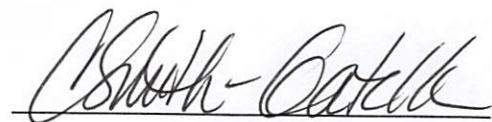
**WHEREAS** Bill 9, Municipal Accountability Act, 2025, was ordered for a third reading on October 20, 2025; and

**WHEREAS** the Council of the Corporation of the United Counties of Leeds and Grenville deems it advisable for Bill 9 to be passed promptly.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the United Counties of Leeds and Grenville calls for Bill 9 to proceed to its third reading forthwith; and

**THAT** a copy of this resolution be forwarded to The Honourable Doug Ford, Premier of Ontario, The Honourable Rob Flack, Minister of Municipal Affairs and Housing, The Honourable Steve Clark, MPP, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities.

Carried  Defeated \_\_\_\_\_ Deferred \_\_\_\_\_

  
Corinna Smith-Gatcke, Warden



## CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

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

---

December 18, 2025

Via email: [todd.mccarthy@pc.ola.org](mailto:todd.mccarthy@pc.ola.org)

Minister of Environment, Conservation and Parks  
5<sup>th</sup> Floor  
777 Bay Street  
Toronto, ON M7A 2J3

Dear Hon. Todd McCarthy,

---

**Re: Response to Bill 68- Proposed New Ontario Provincial Conservation Agency**

---

Please be advised that South Huron Council passed the following resolution at their December 15, 2025, Regular Council Meeting:

516-2025  
Moved By: Ted Oke  
Seconded by: Aaron Neeb

**That South Huron Council endorses the Upper Thames Conservation Authority's draft Municipal Resolution regarding response to Bill 68 - Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities; and**

**That the draft resolution be updated to name the Municipality of South Huron, and circulated to the Ministry of Environment, Conservation and Parks, MPP Thompson, AMO, ROMA, area indigenous communities, all municipalities in Ontario, Conservation Ontario and all Conservation Authorities in Ontario as follows:**

**Whereas the Conservation Authorities Act (1946) enables municipalities to establish local conservation authorities, and when municipalities choose to form such authorities, they assume responsibility for governance and funding through the appointment of a Board of Directors and the provision of an annual levy to cover expenses; and**

**Whereas the Municipality of South Huron established the Upper Thames River Conservation Authority (initially formed in 1947) and Ausable Bayfield Conservation Authority (initially formed in 1946); and**

**Whereas local municipalities currently provide approximately 35% of total conservation authority funding, while the Province of Ontario provides approximately 2% (2026 budget); and**

**Whereas municipalities have governed their respective conservation authorities for decades, tailoring programs and services to local watershed needs, maintaining accountable service standards, and ensuring fair and predictable costs for ratepayers; and**

**Whereas conservation authorities collectively own and manage thousands of acres of land. Many of these properties were entrusted to the UTRCA for long-term protection, stewardship, and the public good, with the expectation that such lands would be cared for by locally governed conservation authorities; and**

**Whereas Bill 68 (Schedule 3) proposes the creation of the Ontario Provincial Conservation Agency, a Crown corporation that would assume governance responsibilities and consolidate Ontario's 36 conservation authorities into seven regional authorities, with municipal cost apportionment yet to be defined; and**

**Whereas the Province already possesses the authority to establish overarching legislation, regulations, and standards through the Conservation Authorities Act and the Ministry of the Environment, Conservation and Parks;**

**Now Therefore be it Resolved That the Council of the Municipality of South Huron calls on the Government of Ontario to maintain local, independent, municipally governed, watershed-based conservation authorities to ensure strong local representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands; and**

**Further That while the Municipality of South Huron supports provincial goals for consistent permit approval processes, shared services, and digital modernization, imposing a new top-down agency structure without strong local accountability and governance risks creating unnecessary cost, red tape, and bureaucracy, thereby undermining efficiency and responsiveness to local community needs; and**



## **CORPORATION OF THE MUNICIPALITY OF SOUTH HURON**

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

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

---

**Further That the Municipality of South Huron supports efforts to balance expertise, capacity, and program delivery across the province, and requests that the Province work collaboratively with municipalities and local conservation authorities to determine the most effective level of strategic consolidation to achieve both provincial and local objectives; and**

**Further That a copy of this resolution be sent to:**

- the Ontario Minister of Environment, Conservation, and Parks,
- local MPPs,
- Association of Municipalities of Ontario,
- Rural Ontario Municipal Association,
- area Indigenous communities,
- all municipalities,
- Conservation Authorities, and
- Conservation Ontario.

Result: Carried

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator

Municipality of South Huron

[kwebster@southhuron.ca](mailto:kwebster@southhuron.ca)

519-235-0310 x. 232

Encl.

cc: MPP, Hon. Lisa Thompson, [lisa.thompson@pc.ola.org](mailto:lisa.thompson@pc.ola.org); AMO, [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca); ROMA, [roma@roma.on.ca](mailto:roma@roma.on.ca); area indigenous communities; all municipalities in Ontario; Conservation Ontario, [info@conservationontario.ca](mailto:info@conservationontario.ca); all Conservation Authorities in Ontario



64 McIntyre Street • Nairn Centre, Ontario • P0M 2L0 ☎ 705-869-4232 ☎ 705-869-5248  
Established: March 7, 1896 Office of the Clerk Treasurer, CAO E-mail: [belindaketchabaw@nairncentre.ca](mailto:belindaketchabaw@nairncentre.ca)

December 17, 2025

Association of Municipalities of Ontario  
800 – 155 University Ave  
Toronto, ON M5H 3B7

Re: Elect Respect Pledge

Please be advised our Council adopted the following resolution at their meeting of December 8, 2025:

**SUPPORT RESOLUTION - RE: ELECT RESPECT PLEDGE**

**RESOLUTION # 2025-14-243**

MOVED BY: Karen Richter

SECONDED BY: Wayne Austin

**BE IT RESOLVED THAT** the correspondence from the Township of Chapple regarding the Elect Respect pledge; be received and supported as outlined below:

**WHEREAS** democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community; and

**WHEREAS** we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions; and

**WHEREAS** Ontario's municipally elected officials and municipal staff are dealing with increasingly hostile, unsafe work environments facing threats and harassment; and

**WHEREAS** social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office; and

**WHEREAS** better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables; and

**WHEREAS** the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office; and

**WHEREAS** in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct; and

**WHEREAS** H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials and municipal staff that encourages individuals to participate in the political process.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Township of Nairn and Hyman supports the Elect Respect pledge and commits to:

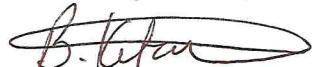
- Treat others with respect in all spaces—public, private, and online
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct; and

**BE IT FURTHER RESOLVED** That the Council of the Township of Nairn and Hyman calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at [www.electrespect.ca](http://www.electrespect.ca); and

**BE IT FURTHER RESOLVED** That a copy of this resolution be sent to the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, MP Jim Belanger and MPP Hon. Bill Rosenberg, and all Ontario Municipalities.

**CARRIED**

Sincerely Yours,



Belinda Ketchabaw  
CAO Clerk - Treasurer

BK/mb

cc: Federation of Canadian Municipalities  
MP Hon. Jim Belanger  
MPP Hon. Bill Rosenberg  
All Ontario Municipalities



96

# The Corporation of the Township of Chapple

P.O. Box 4, Barwick, Ontario P0W 1A0 CANADA

Phone: (807) 487-2354  
www.chapple.on.ca

Fax: (807) 487-2406  
CAO@chapple.on.ca

November 12, 2025

Sent via email: [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)

Association of Municipalities of Ontario (AMO)  
800 – 155 University Avenue  
Toronto, ON M5H 3B7

## **RE: Elect Respect Pledge**

Please be advised that at its Regular meeting on November 12, 2025, Council of the Township of Chapple passed the following resolution:

**RES-173-2025**

**Moved by: Vaughan Wilson**

**Seconded by: Trish Neilson**

Be it resolved that the correspondence from the Township of Southgate regarding the Elect Respect pledge; be received and supported as outlined below:

Whereas democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community; and

Whereas we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions; and

Whereas Ontario's municipally elected officials and municipal staff are dealing with increasingly hostile, unsafe work environments facing threats and harassment; and

Whereas social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office; and

Whereas better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables; and

Whereas the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office; and

Whereas in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct; and

Whereas H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials and municipal staff that encourages individuals to participate in the political process.

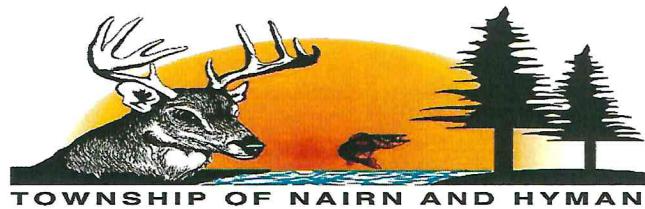
Now Therefore Be It Resolved That the Council of the Township of Chapple supports the Elect Respect pledge and commits to:

- Treat others with respect in all spaces—public, private, and online
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct; and

Be It Further Resolved That the Township of Chapple Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at [www.electrespect.ca](http://www.electrespect.ca); and

Be It Further Resolved That a copy of this resolution be sent to the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, MP Doug Shipley and MPP Hon. Doug Downey, the Ontario Provincial Police, and all Ontario Municipalities.

Cindy Nielson  
CAO Clerk-Treasurer  
Township of Chapple



64 McIntyre Street • Nairn Centre, Ontario • P0M 2L0 ☎ 705-869-4232 ☎ 705-869-5248

Established: March 7, 1896 Office of the Clerk Treasurer, CAO E-mail: [belindaketchabaw@nairncentre.ca](mailto:belindaketchabaw@nairncentre.ca)

December 17, 2025

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

Dear Prime Minister:

Re: Support Resolution

On behalf of the Council of the Township of Nairn and Hyman, I am writing to formally convey Council's support for recent federal measures aimed at stabilizing and strengthening Canada's steel and softwood lumber sectors.

As a small Northern Ontario municipality whose economy is closely tied to the continued operation of Interfor, a local softwood lumber mill, Council is increasingly concerned that ongoing trade pressures and market uncertainty are placing added strain on the long-term viability of this key employer. Any reduction in operations or a potential closure would have significant and lasting consequences for local employment, municipal revenues, and the overall economic and social wellbeing of our community.

In this context, and in response to the Federation of Northern Ontario Municipalities' November 26, 2025 media release, Council adopted the enclosed resolution at their meeting of December 8, 2025:

**SUPPORT FOR STEEL AND LUMBER SECTORS**

**RESOLUTION # 2025-14-247**

MOVED BY: Karen Richter

SECONDED BY: Wayne Austin

**WHEREAS** the Federation of Northern Ontario Municipalities (FONOM) has issued a media release dated November 26, 2025, welcoming the Government of Canada's new measures to support the steel and softwood lumber sectors in response to ongoing U.S. tariff pressures; and

**WHEREAS** the federal actions—including strengthened protections for domestic producers, expanded financial supports, and increased incentives to utilize Canadian steel and lumber in federal infrastructure and housing projects—represent important steps in stabilizing industries that are vital to Northern Ontario's economy; and

**WHEREAS** municipalities across the North continue to experience the economic impacts of industry closures, including the recent shutdown of Domtar a pulp and paper mill in the neighboring Town of Espanola, which has demonstrated the vulnerability of resource-dependent communities and the need for coordinated intergovernmental support; and

**WHEREAS** the Township of Nairn and Hyman recognizes the significant role of Interfor, our local soft-wood lumber mill, as a major employer and economic anchor in our region, and further recognizes that any threat to its continued operation would have devastating consequences for workers, families, and local businesses; and

**WHEREAS** the Province of Ontario has a shared responsibility to ensure the long-term sustainability of the forestry, lumber, and steel sectors, which are foundational to the economic wellbeing of Northern and rural communities;

**NOW THEREFORE BE IT RESOLVED THAT** Council of the Township of Nairn and Hyman commends the Government of Canada for its leadership and for implementing substantial measures to support Canada's steel and softwood lumber industries during this period of trade volatility; and

**BE IT FURTHER RESOLVED THAT** Council respectfully urges the Government of Ontario to introduce additional financial, regulatory, and policy-based supports to ensure that Ontario's steel, forestry, and lumber sectors remain competitive, resilient, and able to withstand ongoing international trade pressures; and

**BE IT FURTHER RESOLVED THAT** Council specifically calls upon the Province of Ontario to work directly with industry stakeholders, including municipalities and major employers such as Interfor, to create programs and investments that will help protect jobs, maintain production capacity, and support long-term industry growth in Northern Ontario; and

**BE IT FINALLY RESOLVED THAT** a copy of this resolution be forwarded to the Prime Minister of Canada, the Premier of Ontario, the Minister of Natural Resources and Forestry, the Minister of Northern Development, FONOM, MP Jim Belanger, MPP Bill Rosenberg and all Ontario Municipalities.

**CARRIED**

Sincerely Yours,



Belinda Ketchabaw  
CAO Clerk - Treasurer

BK/mb

cc: Premier of Ontario  
Minister of Natural Resources and Forestry  
Minister of Northern Development  
FONOM  
MP Hon. Jim Belanger  
MPP Hon. Bill Rosenberg  
All Ontario Municipalities

**FOR IMMEDIATE RELEASE**

November 26, 2025

**FONOM Welcomes Federal Support for Steel and Lumber Sectors  
Impacted by U.S. Tariffs**

**Northeastern Ontario** – The Federation of Northern Ontario Municipalities (FONOM) welcomes today's announcement by Prime Minister Mark Carney outlining new federal measures to support Canada's steel and softwood lumber industries, which continue to face unprecedented challenges due to aggressive U.S. tariff actions.

The federal plan includes strengthened protections for domestic producers, expanded financial supports for companies facing liquidity pressures, and new incentives to increase the use of Canadian steel and lumber in national infrastructure and housing projects. These measures aim to stabilize sectors vital to the economies of many Northern Ontario communities.

Prime Minister Carney announced that Canada will significantly tighten tariff-rate quotas on foreign steel imports, opening an estimated **\$850 million in domestic demand** for Canadian producers. In addition, the federal government is allocating **\$500 million in new financing** for softwood lumber firms, paired with a further **\$500 million expansion** of the Business Development Bank of Canada's softwood guarantee program.

FONOM is encouraged by the federal government's recognition of the pressures facing Northern resource-based communities, where steel and lumber operations support thousands of jobs and anchor local economies.

**“These measures acknowledge what Northern Ontario has long understood — that our steel and lumber sectors are national economic pillars,” said FONOM President Dave Plourde “U.S. tariffs continue to destabilize communities across the North, and today’s announcement provides needed tools to help our workers and industries adapt, compete, and grow.”**

FONOM also welcomes the federal commitment to **reduce interprovincial freight rates by 50 per cent** for steel and lumber shipments beginning next spring. Lower transportation costs will help Northern producers access new domestic markets and move product efficiently while north-south trade remains constrained.

As part of the plan, the federal government will also advance the **Buy Canadian Policy**, ensuring that major defence, construction, and infrastructure projects prioritize Canadian steel, aluminum,

and wood products. This aligns strongly with FONOM's longstanding advocacy for procurement policies that support Canadian jobs and supply chains.

"Keeping Canadian dollars working in Canada is essential," added the President. "These steps will create new demand for made-in-Canada materials while helping stabilize communities affected by unpredictable U.S. trade actions."

FONOM looks forward to continued collaboration with federal officials to ensure the timely rollout of these programs, and to ensure that Northern Ontario municipalities and industries can fully benefit from the measures announced today.

**Media Contact:**

Dave Plourde, President

Federation of Northern Ontario Municipalities (FONOM)

705-335-1615 | [fonom.info@gmail.com](mailto:fonom.info@gmail.com)



**Municipality of Huron Shores**

7 Bridge Street, PO Box 460

Iron Bridge, ON P0R 1H0

Tel: (705) 843-2033 Fax: (705) 843-2035

December 16, 2025

**Subject:** Rent Protection for Tenants

The Council of the Corporation of the Municipality of Huron Shores passed Resolution #25-29-18 at the Regular Meeting held Wednesday, December 10<sup>th</sup>, 2025, as follows:

“BE IT RESOLVED THAT the Municipality of Huron Shores supports, in principle, the Municipality of Wawa’s resolution requesting that the Province of Ontario provide adequate protection against excessive and malicious rent increases for tenants while maintaining the ability for landlords to operate a viable and sustainable business;

AND THAT Council direct staff to circulate this resolution to the Honourable Doug Ford, Premier of Ontario, MP Terry Sheehan, MPP Bill Rosenberg, the Municipality of Wawa, and to all other Ontario Municipalities.”

Should you require anything further in order to address the above-noted resolution, please contact the undersigned

Yours truly,

Natashia Roberts

CAO/Clerk  
NR/KN

Cc: Honourable Doug Ford, Premier of Ontario, MP Terry Sheehan, MPP Bill Rosenberg, the Municipality of Wawa, and to all other Ontario Municipalities



## CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

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

---

December 11, 2025

Via email: [doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org)

Premier's Office  
Room 281  
Main Legislative Building, Queen's Park  
Toronto, ON M7A 1A5

Dear Hon. Doug Ford,

### **Re: Opposition to Proposed Consolidation of Conservation Authorities**

---

Please be advised that South Huron Council passed the following resolution at their December 1, 2025, Regular Council Meeting:

496-2025

Moved By: Ted Oke

Seconded by: Wendy McLeod-Haggitt

**That South Huron Council supports the November 17, 2025 resolution of Town of Kingsville regarding Opposition to Proposed Consolidation of Conservation Authorities; and**

**That the supporting resolution and originating documentation be circulated to the Premier, Minister of the Environment, Conservation and Parks, Ministry of Municipal Affairs and Housing, MPP Thompson, AMCTO, AMO and all Ontario Municipalities.**

Result: Carried

I have attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator

Municipality of South Huron

[kwebster@southhuron.ca](mailto:kwebster@southhuron.ca)

519-235-0310 x. 232

Encl.

cc: Minister of Environment, Conservation and Parks, Hon. Todd J. McCarthy, [todd.mccarthy@pc.ola.org](mailto:todd.mccarthy@pc.ola.org); Minister of Municipal Affairs and Housing, Hon. Rob Flack, [rob.flack@pc.ola.org](mailto:rob.flack@pc.ola.org); MPP, Hon. Lisa Thompson, [lisa.thompson@pc.ola.org](mailto:lisa.thompson@pc.ola.org); AMCTO, [amcto@amcto.com](mailto:amcto@amcto.com); AMO, [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca); and all Ontario Municipalities



December 5, 2025

[Send via email](#)

See Distribution List on Page 4

**Re: Provincial Decision on Automated Speed Enforcement**

---

*On November 25, 2025, the County of Brant Council directed staff to prepare a letter in alignment with the City of Brampton's Council Resolution C230-2025 outlining the County's concerns with the provincial decision to ban ASE. The original text was amended to align with the County of Brant's program and experiences and to reflect that the ban has been approved.*

Whereas on May 30, 2017, the Province of Ontario passed the *Safer School Zones Act, 2017* (Bill 65), amending the *Highway Traffic Act* (HTA) to permit municipalities to adopt Automated Speed Enforcement (ASE) technology on roads with speed limits under 80 km/h in school and community safety zones; and

Whereas enabling regulations came into effect on December 1, 2019, granting municipalities the authority to implement ASE and other tools to enhance safety in these areas and since this time municipalities across Ontario have adopted these programs; and

Whereas the Province's ASE legislative framework, together with provincial encouragement in 2019, has led municipalities such as the County of Brant to implement ASE technology to improve safety, reduce speeding, and prevent serious collisions and fatalities; and

Whereas the Provincial government, through the Ministry of Transportation, is responsible for the legislation, regulations and program standards governing municipal ASE programs; and

Whereas some municipalities have implemented ASE inconsistently and in contrast to recommended guidelines, the County of Brant is part of the vast majority of municipalities who have implemented best practices endorsed by the Ministry of Transportation and the Ontario Traffic Council - including speed thresholds - that prioritize public safety, resulting in safer roads; and

Whereas the County of Brant proactively developed a Road Safety Reserve Fund to ensure any revenue collected from the program is reinvested into traffic calming and safety initiatives; and

Whereas consistent with local, regional, national and international research by third parties including [Sick Kids & Toronto Metropolitan University](#), the [Canadian Automobile Association](#), the [Ontario Association of Chiefs of Police](#), the [Traffic Injury Research Foundation](#), and the [Ontario Traffic Council](#); and



Whereas the County of Brant's ASE program has resulted in significant reductions in speed, increased speed compliance in community safety zones, and changes in driver behaviour as outlined in the September 29, 2025, [RPT-0365-25 - Concern with Proposed Ban of Automated Speed Enforcement and associated presentation](#); and

Whereas between February and August 2025, only three percent of vehicles passing the device received a ticket, demonstrating how the program prioritizes enforcing significant offences and illustrates that County of Brant's existing threshold is both reasonable and aligned with best practices; and

Whereas, in the first eight months of implementation, the County observed significant positive impacts associated with ASE, including measurable speed reductions, with the prevalence of speeding dropping from 45% to 35% from February to August; and

Whereas between 20% and 30% of ASE ticket revenue is collected by the Province of Ontario; and

Whereas the County of Brant engaged with the community and introduced the Brant Safe Streets Strategy in 2019, focusing on improving road safety through enforcement, education, engineering, and other innovative solutions; and

Whereas the County of Brant is working to improve road safety and uphold its commitment to the [Brant Safe Streets Strategy](#) through the ASE program and complementary traffic-calming measures such as speedbumps/humps, roundabouts, and improved signage, in order to reduce speeds, prevent collisions, and promote lawful driving behaviour; and

Whereas despite clear evidence and proven results from municipalities, such as the County of Brant, the County was caught off guard by the Premier's sudden announcement to cancel ASE programs across the province, made without adequate notice and consultation; and

Whereas a preliminary estimate of private sector investment by companies delivering ASE solutions indicates the creation of 62 jobs and \$14 million of investment in the province; and

Whereas the Premier believes some municipalities have misused ASE; but that is no reason to shut down municipal ASE programs that have proven successful at changing driver behaviour and improving public safety; and

Whereas the Premier's concerns regarding ASE can be addressed through amendments to provincial legislation, regulations and program standards that enable municipalities to consistently use ASE, without an outright ban on the technology; and

Whereas the County of Brant's ASE program was considered best-practice and that the Premier should consider reversing the ban and meeting with Mayor David Bailey and other municipal leaders to develop improved provincial legislation, regulations and program standards related to the ASE program; and



Whereas it is reckless to abandon what works, and essential to maintain a program that preserves public safety, and, especially, at a very minimum, safety in school locations; and

Whereas, with the implementation of the ban, municipalities should receive funding from the province to reimburse the costs of the program and employ alternate traffic calming measures through the Road Safety Initiatives Fund.

Therefore, be it resolved that:

That the County of Brant Council formally opposes the Province's decision to abruptly cancel ASE, a public safety tool enabled through provincial regulations in December 2019; and,

That this resolution be sent as a letter from Council to the Premier of Ontario, the Minister of Transportation, local MPPs, all Ontario municipalities, the Association of Municipalities of Ontario (AMO), the Ontario Association of Chiefs of Police (OACP), and the Ontario Traffic Council, to convey the County's concerns with the ban and encourage the Province to reconsider the direction; and

That the County of Brant encourages that the Premier meet with municipal leaders and industry experts to determine a consistent and effective approach to ASE across municipalities that utilizes best practices to uphold the public safety benefits; and,

That the County of Brant encourages the province to use the Road Safety Initiatives Fund to reimburse municipalities for all costs incurred to implement the ASE program and implement additional traffic calming measures; and,

That staff be directed to continue monitoring speeding and traffic data in zones where ASE was previously employed to evaluate the impacts of the ASE program; and,

That staff be directed to prepare a report to Council in the future outlining the impacts of the ASE program and how the ban of these devices has influenced the prevalence of speeding in the zones; and

That staff be directed to continue monitoring developments and announcements surrounding ASE and advance advocacy efforts consistent with this letter.

Sincerely,

Mayor David Bailey on behalf of County of Brant Council



## Distribution List

The Honourable Doug Ford  
Premier of Ontario and Minister of Intergovernmental Affairs  
[premier@ontario.ca](mailto:premier@ontario.ca)

The Honourable Prabmeet Sarkaria  
Minister of Transportation  
[minister.mto@ontario.ca](mailto:minister.mto@ontario.ca)

The Honourable Will Bouma, MPP (Brantford-Brant)  
[will.bouma@pc.ola.org](mailto:will.bouma@pc.ola.org)

The Honourable Brian Riddell, MPP (Cambridge)  
[brian.riddell@pc.ola.org](mailto:brian.riddell@pc.ola.org)

The Honourable Ernie Hardeman, MPP (Oxford)  
[ernie.hardemanco@pc.ola.org](mailto:ernie.hardemanco@pc.ola.org)

Ontario Association of Chiefs of Police (OACP)  
[contact@oACP.ca](mailto:contact@oACP.ca)

Ontario Traffic Council  
[traffic@otc.org](mailto:traffic@otc.org)

Association of Municipalities of Ontario  
[amo@amo.on.ca](mailto:amo@amo.on.ca)

All Ontario Municipalities

**Ministry of Northern Economic  
Development and Growth**

Office of the Minister

16<sup>th</sup> Floor, Suite 1600  
438 University Avenue  
Toronto ON M5G 2K8

**Ministère du Développement et  
de la croissance économique  
du Nord**

Bureau du ministre

16<sup>e</sup> étage, bureau 1600  
438, avenue University  
Toronto ON M5G 2K8



774-2025-384

December 16, 2025

To Northern Ontario municipalities:

Merry Christmas and happy holidays.

As we approach the end of the year, I wanted to write to thank you for your partnership and working with us in our efforts to strengthen Northern Ontario.

Earlier this year, our government made a commitment to protect the people of Ontario in the face of economic uncertainty. As we face these challenges, it is more important than ever that we work together.

At this time of year, I believe these challenges also remind us of the values that bring us together – generosity, hope and caring for one another. Whether you're celebrating with family or connecting with friends near or far, I hope this season brings you peace and joy.

As we approach the new year, I want to emphasize once again: the future is in your hands. We all share the desire to strengthen our economy and continue building the foundations for the next generation. By working together and staying focused on the opportunities before us, we can continue to build a strong Northern Ontario.

I want to wish you and your loved ones a warm, safe and meaningful holiday season, and a bright and hopeful New Year.

I look forward to continuing to work with you in the new year.

Sincerely,

The Honourable George Pirie  
Minister of Northern Economic Development and Growth

A handwritten signature in black ink, appearing to read 'George Pirie'.

**DATE:** December 9, 2025

**MEMORANDUM TO:** Heads of Council

**SUBJECT:** Emergency Management Modernization Act Achieves Royal Assent

Dear Heads of Council:

I am pleased to let you know that on December 3rd, 2025, the Government of Ontario's *Emergency Management Modernization Act, 2025*, which amends the *Emergency Management and Civil Protection Act* (EMCPA) received Royal Assent.

The EMCPA is Ontario's framework for managing emergencies and defines the authority and responsibilities of the province, municipalities and specific individuals in emergency management.

From ice storms to flooding and wildland fire, the risks facing communities have grown in scale and impact. That's why under the leadership of Premier Ford, Ontario has urgently modernized its legislation to reflect the rapidly changing landscape of emergencies.

The amendments we have made enable a more effective, coordinated and comprehensive approach to emergency management and ensures response plans are tailored to local needs. Key changes now include:

- Clarifying the role of the Ministry of Emergency Preparedness and Response as the provincial lead and one-window contact for coordinating emergency management activities.
- Outlining Ontario Corps as a key provincial emergency resource and capability that can be deployed to supplement local resources to support municipalities, when requested. (An emergency declaration is not required to request provincial support.)
- Strengthening Ontario's commitment to facilitating coordination among municipalities by implementing the joint emergency programs and plans for two or more municipalities.

The legislation will be implemented in phases, with future regulations to support it. Future work will enhance municipal emergency management by providing flexibility for programs based on local needs and capacity. Upcoming regulations will also clarify the process for municipal emergency declarations under the Act to ensure accountability.

Ongoing dialogue and collaboration with municipalities and emergency management partners will be key as the ministry continues engagement to inform future work related to these amendments.

On a personal note, it was a pleasure to meet with many of you this summer, including at the Association of Municipalities of Ontario (AMO) conference to discuss Ontario's emergency management modernization. The feedback we received has been instrumental in shaping these legislative amendments.

Thank you for your continued partnership and dedication to protect Ontario. I hope to see you at the Rural Ontario Municipal Association Conference in January. Your commitment to emergency management makes a difference, and I look forward to moving this important work forward with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Jill Dunlop".

The Honourable Jill Dunlop  
Minister of Emergency Preparedness and Response

cc: Rob Flack, Minister of Municipal Affairs and Housing  
Robin Jones, President, Association of Municipalities of Ontario

**Ministry of Emergency  
Preparedness and Response**  
25 Morton Shulman Ave, Toronto,  
ON M3M 0B1

**Ministre de la Protection civile et de  
l'Intervention en cas d'urgence**  
25, av. Morton Shulman, Toronto,  
Ontario M3M 0B1



**DATE:** December 9, 2025

**MEMORANDUM TO:** Community Emergency Management Coordinators

**FROM:** Matthew Pegg  
Deputy Minister and Commissioner of Emergency Management

**SUBJECT:** Passage of Bill 25, Emergency Management Modernization Act, 2025 amending the *Emergency Management and Civil Protection Act*

---

I am pleased to share that Ontario has reached an important milestone in modernizing its emergency management framework through amendments to the [\*Emergency Management and Civil Protection Act\*](#) (EMCPA).

On December 3, 2025, the Government of Ontario passed [\*\*Bill 25\*\*](#), the *Emergency Management Modernization Act, 2025*. Schedule 1 of the *Emergency Management Modernization Act, 2025* amends the EMCPA to enable a more effective, coordinated and comprehensive approach to provincial and community emergency management.

These legislative amendments are informed by valuable feedback, best practices in emergency management, and lessons learned from past emergencies. I want to extend my sincere thanks for the feedback from emergency management partners, which has been essential in shaping this legislation and ensuring it reflects the needs and realities of communities.

The amendments to the EMCPA will be implemented through a phased approach, with initial amendments aimed at strengthening provincial coordination and capabilities and enhancing community capacity in emergency management.

Some amendments are now in effect, with no new requirements for partners. These include:

- **Establishing the purposes of the Act**, including to support coordination with municipalities, Indigenous communities, public and private sector organizations, and other governments.
- **Introducing a clear definition of “emergency management”** encompassing prevention, mitigation, preparedness, response, and recovery.
- **Clarifying the role of the Ministry of Emergency Preparedness and Response** as the provincial lead and one window for coordinating provincial emergency management activities under the oversight of the **Minister of Emergency**

**Ministry of Emergency  
Preparedness and Response**  
25 Morton Shulman Ave, Toronto,  
ON M3M 0B1

**Ministre de la Protection civile et de  
l'Intervention en cas d'urgence**  
25, av. Morton Shulman, Toronto,  
Ontario M3M 0B1



**Preparedness and Response** and the direction of the **Commissioner of Emergency Management**.

- **Strengthening executive oversight** of provincial emergency management.
- **Authorizing the Minister** of Emergency Preparedness and Response to oversee municipal, ministry, and provincially regulated critical infrastructure entities' emergency management programs, and enter into agreements and arrangements with public and private partners and individuals in emergency management.
- **Recognizing Ontario Corps** as a key provincial resource and capability that can be engaged to support communities across the province, who request assistance.

These changes aim to strengthen provincial emergency management coordination and lay the foundation for deeper collaboration with communities and emergency management partners.

Remaining amendments to the EMCPA are expected to come into force at a later date. Subject to future regulations, key changes affecting municipalities will include:

- Enabling flexibility regarding requirements for municipal emergency management programs and plans based on needs and capacity.
- Allowing two or more municipalities to voluntarily develop and implement joint emergency management programs and plans.
- Clarifying the process for and ensuring accountability of municipal emergency declarations under the EMCPA.

The Ministry of Emergency Preparedness and Response remains committed to working closely with emergency management partners throughout the implementation of these changes, including the development of supporting regulations. Your continued support and feedback will be vital in shaping the next phase of this work, and I look forward to ongoing collaboration.

If you have any questions on the amendments, please contact the Strategic Policy and Governance Branch in the Ministry of Emergency Preparedness and Response at [EMOPolicy@ontario.ca](mailto:EMOPolicy@ontario.ca).

Thank you again for your valued partnership.

Sincerely,

*Original signed by*

Matthew Pegg  
Deputy Minister and Commissioner of Emergency Management



P.O. Box 382  
North Bay, ON P1B 8H5  
705.497.5555 Ext. 7507  
admin@nearnorthcrimestoppers.com  
Website: [nearnorthcrimestoppers.com](http://nearnorthcrimestoppers.com)

January 2026

Dear Mayor and Councillors,

Every January, Crime Stoppers Month is recognized worldwide for its vital role in community safety. This year's theme, "Safe Streets, Strong Communities.... Together We Can Stop Crime!" David Forster, President of Canadian Crime Stoppers Association states, *"Crime Stoppers assists in building safe neighborhoods by fostering collaboration between the public, law enforcement, and local organizations, empowering every member in our communities to play an active role in preventing and reporting crime. Criminal activity takes many forms, Illicit Goods, Extortion and Sexploitation, Illegal Drug Production and Trafficking, Cybercrime, Vehicle Thefts, Human Trafficking, Wildlife Crimes, and Property Crimes are only a few. Working together we can stop crime."*

Serving the Districts of Nipissing and Parry Sound as a registered Canadian charitable program, Near North Crime Stoppers enhances safety through anonymous tips. We ask for your help amplifying awareness by sharing our messaging in newsletters, on social media, and on community electronic boards using the attached digital images. We invite you to visit our Facebook page and Instagram to view our 2025 statistics.

In 2026, NNCS is extending the campaign to offer a guaranteed \$2,000 reward for tips leading to arrests involving Fentanyl or firearms in drug-related offences. This initiative reflects our commitment to addressing critical safety concerns and is posted publicly across our virtual platforms.

Please feel free to contact us for more information, to arrange a presentation, or to request promotional items and road signs. Thank you for your continued support in making our region a safer place.

Sincerely,

A handwritten signature in black ink, appearing to read "Brandon Fenton".

Brandon Fenton  
Chair

Mark Allen  
Director for East Parry Sound Region  
[markallen5642@gmail.com](mailto:markallen5642@gmail.com)  
705-294-1222

Happy  
**CRIME STOPPERS**



*Month !*

# Know Something - Say Something

NEAR NORTH  
**CRIME  STOPPERS**

**1-800-222-TIPS (8477)**

Anonymous

Cash Rewards

# NORTHWATCH

Date: January 9, 2026

To: Municipalities of Simcoe County and the Districts of Parry Sound and Muskoka

From: Brennain Lloyd, Northwatch

Re. **Transportation of High-Level Radioactive Waste on Our Highways**  
**Register Your Community's Concern by February 4th**

Earlier this week a [federal review](#) of the Nuclear Waste Management Organization's plan to transport, process, bury and eventually abandon all of Canada's high-level nuclear waste in northwestern Ontario was launched, with the first [comment period](#) closing on February 4th. Over these next several weeks it is important that municipalities register their interest with the Impact Assessment Agency of Canada and comment on the [Initial Project Description](#) now posted on the IAAC web site.

Of key importance: the NWMO is seeking to exclude the transportation of the high-level radioactive wastes through from the impact assessment process. In effect, that is excluding the concerns and voices of central and northeastern Ontario from the federal review. For us, it will be all risk, no reward, and not even the opportunity to have the impacts on our communities assessed in the federal review (expected to get underway in 2028).

Brief background: on November 28th 2024, after a multi-year siting process, the Nuclear Waste Management Organization (NWMO) [announced](#) that it had selected the Revell site between Ignace and Dryden as their intended destination for all of Canada's high-level nuclear fuel waste, coming from nuclear power generating stations in southern Ontario, Quebec and New Brunswick.

This may not seem like a pressing issue for municipalities in central and northeastern Ontario, but it is absolutely an issue on your doorstep: The NWMO estimates that transportation of the current waste inventory will require **2-3 trucks per** day for more than 50 years. Those trucks will be travelling through or near your community as they make the (on average) 1,700 km trip from the reactors in southern Ontario (Darlington and Pickering Nuclear Generating Stations just east of Toronto the Bruce station in Kincardine in Bruce County) and the even longer distances from reactors in Quebec and New Brunswick.

There is substantial public concern with nuclear waste transportation because of the ongoing risk from the low levels of radiation that will be emitted from each shipment, and because of the risk of larger releases under accident conditions. The public rightfully expects this major component of the project to be thoroughly evaluated during the public assessment process.

In August 2025, the NWMO made it known that they were seeking to have transportation of the radioactive wastes excluded from the project's impact assessment process. However, for 20 years, the NWMO has been describing transportation as part of their project, and the Impact Assessment Act requires that activities that are integral to - or, in the language of the Act "incidental" to - the project be included in the assessment.

## **Impact Assessment of NWMO's Project Proposed for the Revell Site**

On January 5th the federal review of the NWMO's nuclear waste project was initiated when the Initial Project Description (IPD) was [posted](#) on the Assessment Agency's website and a 30-day comment period began.



Initial Project Descriptions are the first document filed by a proponent in a [federal Impact Assessment Process](#), and the information included must meet specific requirements.

During this first comment period, feedback on the Initial Project Description should focus on whether enough information was provided. This is an initial project description and not a full impact statement (that comes at a later stage, currently expected to be filed in 2028) but should provide a comprehensive description, identifying all project activities and potential impacts (and how impacts are to be avoided or reduced).

Significantly, the NWMO has excluded long distance transportation from their Initial Project Description, consistent with their ambition to have transportation excluded from the impact assessment process.

### Next Steps

As part of the current phase of the impact assessment process – referred to as the “planning phase” – comments on the Initial Project Description are the first step. Following that, the Impact Assessment Agency will release a “summary of issues” that should reflect what they heard during the comment period, and the NWMO must respond to that summary. Following that a set of draft guidelines (the guidelines will serve as instructions to the NWMO for their preparation of the Impact Assessment Statement) and there will be a second and final comment period for this phase of the process. We will write again when the comment period on the draft guidelines is announced; we expect it will be in the spring this year.

Here are three steps you can take as a potentially impacted or concerned municipality:

- Email the Impact Assessment Agency and let them know your municipality wishes to be added to the distribution list for the Impact Assessment of the NWMO’s project (Ref. #88774) (email [nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca](mailto:nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca))
- Provide comments on the Initial Project Description by February 4<sup>th</sup>. We’ll be sharing more analysis in the coming weeks to support you in preparing comments, but your comments do not have to be long or complex; they can simply state that as a potentially impacted municipality you fully expect transportation to be assessed in the federal review process. You can post your comments to the review registry [HERE](#).
- Many municipalities have already passed resolutions opposing the transportation and burial of nuclear waste in northern Ontario, and we encourage all municipalities to take this step (in updated template is [HERE](#)).

Please let us know how we can assist you. We would be pleased to provide you with additional information and analysis, either through presentations to Council or more informally.

Thank you for taking the time to read through this detailed letter and the [backgrounder](#) on nuclear waste transportation.

Sincerely,



Brennain Lloyd  
Northwatch

December 2025 Backgrounder on Nuclear Waste Transportation is [HERE](#)

# Built for change, ready for what's next

**2025 Municipal Partnerships Report**

**mpac** Municipal Property  
Assessment Corporation™



Kingston, Ontario

## Table of Contents

Leadership messages	3
About MPAC	7
Built for change: Strategic direction and evolution	13
Delivering impact: Supporting municipal outcomes	16
Looking toward the future: What's next and municipal engagement	28



Lasalle, Ontario

# Leadership messages



**Alan Spacek**  
Chair, MPAC Board of Directors

## Reflecting on our journey: Building strong communities, together

Throughout 2025, our progress and achievements were driven by strong collaboration with municipalities and a shared commitment to building resilient communities and continuing to deliver exceptional services to Ontarians.

Across the province, we've strengthened partnerships with municipal leaders and changemakers through ongoing dialogue and engagement. From elected officials striving for efficiency to municipal staff seeking the tools and insights to support that mission, it all starts with conversation. These conversations deepen our understanding of municipal priorities and open the door to innovative, data-driven solutions that address the unique challenges facing communities today.

Property assessments are the foundation of municipal taxation and a critical source of information for budgeting and community planning. Each new assessment represents more than numbers – it reflects homes for families, spaces for businesses, and investments that fuel local economies and strengthen communities.

As we look to the future, our focus is clear: proactive collaboration, tailored services, and trusted partnerships that help shape resilient, thriving communities across Ontario. Together, we will continue to support communities today and into the future.

A handwritten signature in blue ink that reads "Alan".



**Nicole McNeill**  
**President and Chief  
Administrative Officer**

## Built for change, ready for what's next

Evolution is the quiet work of progress. It's steady, intentional, and essential. At MPAC, we've embraced evolution with purpose, so we can stand beside Ontario's municipalities as a partner in progress. From clipboards and paper forms to a fully digital ecosystem, we now deliver faster, smarter, and more accurate property assessments. Together, we've developed tools and insights that help solve local challenges and build the partnerships needed to navigate what's next.

That drive for progress forms the foundation of our 2025–2028 Strategic Plan, which focuses on modernizing how we work, strengthening systems, and delivering real-time data to support planning, budgeting, and service delivery. Creating tools and insights that help solve real challenges remains our priority, because when municipalities succeed, communities thrive.

In 2025, we partnered with municipalities to address the challenges you told us matter most: reducing inquiry volumes, improving access to data, and supporting environmental goals through digital solutions. That commitment drove action: we conducted **310,000** property inspections, processed **176,000** building permits, and completed **18,000** severances and consolidations, which contributed to over **\$41 billion** in new assessment being added to municipal rolls.

These numbers tell a clear story: our partnership is active, growing, and focused on delivering practical value. Whether it's accessing real-time property data, forecasting growth, or improving service delivery, we work hard every day to ensure your investment translates into better tools and outcomes for your communities.

As you read this report, I also encourage you to explore the rest of our [\*\*operational highlights\*\*](#) for a closer look at the work powering our progress and the foundation it creates for the future.

MPAC is built for change and ready to help municipalities move forward with confidence. With the right insights and a shared commitment to progress, we can shape what comes next, together.

A handwritten signature in blue ink that appears to read "Nicole".



## About MPAC

**mpac**<sup>™</sup>

Across Ontario, municipalities are leading through change, from adapting to new demands to planning for growth, building resilient communities, and everything in between. The pace is fast, the challenges are complex, and the decisions made today shape the future.

This is where MPAC comes in. We're built by design to help municipalities navigate these complexities with our property data, insights and analytics, and tools. Whether responding to provincial priorities, driving evidence-based planning, or delivering services more efficiently, we're here to help you succeed.

We work alongside you, proactively, collaboratively, and with purpose. Our services are tailored to your needs, our partnerships are grounded in trust, and our focus is always on helping you serve your communities.

This report highlights how MPAC supported Ontario's **444** municipalities in 2025 through shared goals, responsive service, and a commitment to building stronger, data-informed communities. Grounded in collaboration, built on trust, and focused on what's next, MPAC continues to be a strategic business partner, delivering what's needed today and evolving to meet the needs of tomorrow's challenges.





## Who we are

MPAC (Municipal Property Assessment Corporation) is Ontario's property expert – an independent, not-for-profit corporation responsible for maintaining the province's property inventory. Proudly Canadian, we are the largest assessment jurisdiction in North America, maintaining an inventory of nearly **5.74 million** properties valued at approximately **\$3.2 trillion**.

Each year, municipalities pay a proportionate share of MPAC's operational costs based on the number and value of their properties relative to the rest of Ontario. Our property assessment work forms the foundation of Ontario's property tax system, informing municipal budgeting, infrastructure planning, and community growth.

We deliver accurate, impartial assessments that reflect market conditions as of the legislated valuation date, and provide data-driven insights that help municipalities, governments, and property owners make informed decisions.

From property inspections and sales analysis to managing assessment requests and appeals, MPAC ensures fairness and integrity in every step. Guided by our values of accountability, transparency, customer-focus, innovation, and inclusion, we are committed to building trust and supporting thriving communities across Ontario.

Windsor, Ontario

## Our mandate in motion

Property assessments are the foundation of municipal taxation, providing the revenue municipalities rely on to deliver essential services, from roads and transit to emergency response and community programs. Accurate assessments also inform long-term budgeting and infrastructure planning, helping municipalities allocate resources effectively and plan for growth. Every new assessment represents not just a number, but the capacity to invest in housing, services, and amenities that strengthen communities.

Our team is always eager to learn more about the communities where we work and live, ensuring our efforts align with municipal priorities and needs. We're committed to helping you in managing your assessment base. Understanding how new assessment and forecasting work under the Service Level Agreement provides valuable insights that municipalities can leverage.

## Capturing growth through collaboration

Starting in early 2025, MPAC worked closely with the Town of Aylmer in Elgin County to help increase their new assessment captured, exceeding expectations and supporting the Town's long-term growth and financial stability.

Through ongoing meetings with the Town's staff, MPAC's Municipal and Stakeholder Relations team focused on understanding local needs, monitoring new assessment activity, and ensuring assessors had up-to-date information on building permits, plans, and key occupancy dates. Throughout the year, new assessment forecast reports and Service Level Agreement commitments were closely tracked and shared with the Town. This collaboration enabled both

teams to stay aligned on timelines and priorities, ensuring new assessment was added efficiently and accurately.

When budget pressures arose in the fall, the Town asked MPAC to explore opportunities to exceed the original forecast. The result: MPAC achieved **166%** of the original 2025 forecast, with the Service Level Agreement commitment adding **96%** of the Town's new assessment to the roll within one year of occupancy.

This partnership demonstrates the impact of open communication, shared goals, and a commitment to supporting municipal outcomes.

“

**The Town of Aylmer is very grateful for the partnership that we have with MPAC and work very closely with our Account Manager, Brenda Slater and Regional Manager, Anne Haines to ensure our area's exponential growth is reflected in a timely and accurate way. Every effort MPAC makes to capture new assessment quickly helps stabilize our tax rate year-over-year and supports affordability for our residents.**

Our Municipal and Stakeholder Relations team understands the pressures that we have at the municipal level with Strong Mayor Powers and the challenges that small towns face with funding growth in the interim. Their responsiveness and collaboration have helped us move forward with confidence. The past two years have also been incredibly demanding for MPAC's local assessors as they've kept pace with record levels of growth and ensured material changes are captured for our 2026 budget. Their hard work and dedication are deeply appreciated. The increased assessment revenue and growth projections will help fund key local priorities, including upgrades to our outdoor pool and swimming programs in partnership with the YWCA as well as costs for police services and local conservation authority levies. We appreciate the continued partnership and the shared commitment to helping our community grow.

**Heather Sachs** | Director of Financial Services and Treasurer, Town of Aylmer

”

## 2025 operational highlights

**\$41.4 billion**

new assessment added to municipal rolls

**5.74 million**

total properties in Ontario inventory

**\$3.2 trillion**

estimated total assessed value in Ontario

**618,360**

Property Assessment Notices mailed

**310,017**

property inspections

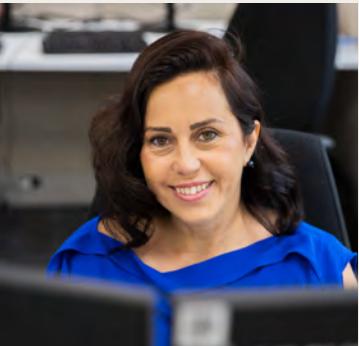
**429,712**

sales transactions processed



**18,860**

severances and consolidations processed



**176,287**

building permits processed

**12,603**

Requests for Reconsideration closed

**4,080**

appeals closed

All stats as of October 31, 2025



Built for change: Strategic direction  
and evolution

**mpac**<sup>™</sup>

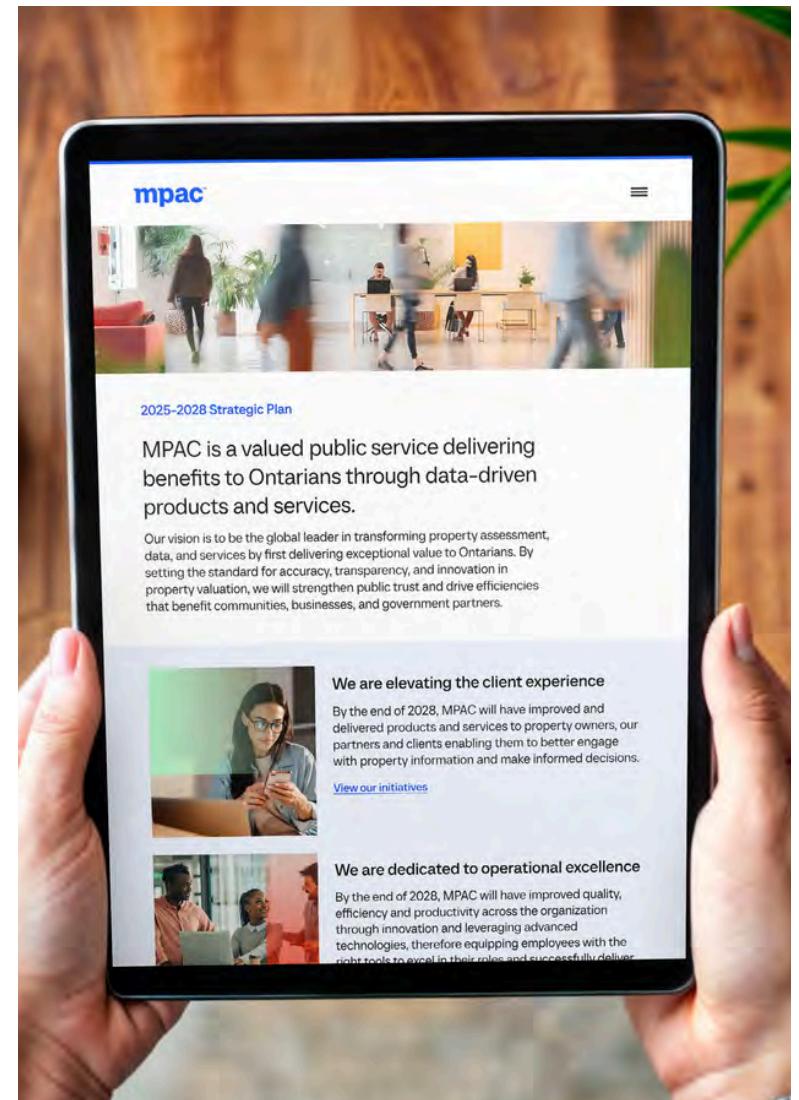
## MPAC's 2025–2028 Strategic Plan

Ontario's municipalities are facing growing demands, from aging infrastructure and housing pressures to the need for faster, smarter planning, all while managing tight budgets and limited resources. MPAC's 2025–2028 Strategic Plan is designed to help meet these challenges head-on, with a clear focus on delivering tangible value to municipalities through:

- **Modernizing assessments:** We're investing in scalable systems, real-time data, and digitization to give municipalities the tools they need for more accurate budgeting, planning, and service delivery.
- **Empowering smarter decisions:** We're transforming property data into actionable insights that can inform infrastructure planning, economic development, and policy.
- **Strengthening communities:** We're helping municipalities do more with less by improving operational efficiencies and delivering greater value.

We're committed to being responsive, relevant, and ready for what's next. That's why we're transforming from a trusted service provider to a strategic partner, delivering greater value, driving innovation, and unlocking new opportunities for collaboration. While we evolve, our foundation remains unchanged: providing accurate, transparent, and reliable assessments.

We've also reimagined our visual identity to reflect a more modern and approachable look, with design choices that meet the Accessibility for Ontarians with Disabilities Act standards and support clearer, more inclusive communication.



**Our commitment is clear:** we're here to help municipalities thrive in a changing landscape. By unlocking the full potential of MPAC's data, technology, and people, we're building a future where municipalities are empowered to lead with confidence. After all, you've invested in us. MPAC is funded by you, for you. We're built for this.



mpac Municipal Property Assessment Corporation™

mpac.ca

## 2025-2028 Strategic Plan

**We are elevating the client experience**

By the end of 2028, MPAC will have improved and delivered products and services to property owners, our partners and clients enabling them to better engage with property information and make informed decisions.

We are focused on enhancing client experiences by fostering collaboration, increasing awareness, and delivering value. We are prioritizing education and two-way engagement for residential property owners, deepening industrial and commercial clients' understanding of assessment and tax topics, and strengthening collaboration with municipalities and government partners as a trusted resource.

**We are dedicated to operational excellence**

By the end of 2028, MPAC will have improved quality, efficiency and productivity across the organization through innovation and leveraging advanced technologies, therefore equipping employees with the right tools to excel in their roles and successfully deliver future assessment services.

We are focused on driving operational excellence by advancing data quality, digitization, and AI while ensuring strong privacy protections. We are proactively preparing for future property assessments, strengthening assessment capabilities for industrial and commercial properties, and optimizing operational efficiency with secure, inclusive, and user-friendly tools that enhance employee experience and productivity.

**MPAC is a valued public service delivering benefits to Ontarians through data-driven products and services.**

Our vision is to be the global leader in transforming property assessment, data, and services by first delivering exceptional value to Ontarians. By setting the standard for accuracy, transparency, and innovation in property valuation, we will strengthen public trust and drive efficiencies that benefit communities, businesses, and government partners.

**We are strengthening our bottom line**

By the end of 2028, MPAC will have established the Commercial and Client Solutions Division (CCS) as a key engine of growth and innovation, driving sustained impact and value for our core business and beyond.

We are focused on maximizing value and revenue by ensuring our organization is ready to seize strategic opportunities. We are strengthening our operating model to enhance competitiveness, evolving our products and services to meet customer needs, and equipping our commercial team with the resources needed to scale effectively.

**We live our values**

- 01 Accountable
- 02 Transparent
- 03 Customer-focus
- 04 Innovative
- 05 Inclusive

**We deliver exceptional employee experiences**

By the end of 2028, MPAC will have met talent, and skill needs and have an inclusive, engaged and continuous learning culture.

We are focused on fostering a strong employee experience by attracting, investing in, and retaining top talent. We are committed to equitable career development, providing learning opportunities, mentoring, and coaching to support versatile career paths. Our succession planning ensures smooth transitions for key roles, while our inclusive and engaging culture values employee input, encourages collaboration, and drives innovation in alignment with MPAC's core values.



Delivering impact: Supporting  
municipal outcomes



MPAC continues to enable municipal success by delivering tangible solutions that address real, local challenges. Through robust data, innovative platforms, and strategic partnerships, we help municipalities to make informed decisions and drive meaningful outcomes.

## Municipal impact: Turning strategy into action

Throughout 2025, municipalities across Ontario used MPAC tools to tackle real challenges, improve service delivery, and make informed decisions. From large urban centers to rural townships, we partnered with communities of every size to unlock the power of property data. This is collaboration in action, building toward something greater.

## Enhancing access to property assessment data

In spring 2025, MPAC launched a one-year pilot program that gave municipalities the option to receive a monthly export of the Electronic Assessment Information file. This initiative, made possible through collaboration with Teranet and the Province, enhances access to timely property data by expanding the limit from four unique exports per year to a monthly data refresh.

The Electronic Assessment Information file provides a comprehensive snapshot of each municipality's assessment information to help support internal planning. With this enhanced access, municipal Geographic Information System teams can more easily integrate assessment data into their internal mapping systems. Additionally, Planning and Finance teams can better monitor growth and changes in property types, property codes, structures, and services.

“

**The City of Greater Sudbury is pleased to have enhanced access to the Electronic Assessment Information file. This improvement allows us to update our Geographic Information System more frequently, ensuring we're using the most accurate, up-to-date information to support decision-making and deliver services to our community.**

”

**Krista Carre** | Manager of Geographic Information System Operations, City of Greater Sudbury

## Collaborative partnerships drive progress

In 2025, we strengthened key partnerships with industry leaders to enhance governance and deliver solutions that matter. Through working groups and ongoing engagement, we've aligned priorities, shared insights, and built tools that reflect municipal needs.

### Municipal Liaison Group

A key driver of our shared success has been the Municipal Liaison Group, a strategic advisory body that fosters open, regular, and ongoing dialogue between MPAC and the municipal sector. The Municipal Liaison Group serves as a platform for exchanging information and perspectives on property assessment and MPAC initiatives that impact municipalities. Through this engagement, the Municipal Liaison Group has helped ensure our services are aligned with municipal needs and priorities.

This year, we revised the Municipal Liaison Group's governance framework to support more inclusive and effective collaboration:

- **Composition and meeting frequency:** Updated to reflect broader representation and more consistent engagement.
- **Membership terms and representation:** Clarified roles for members and associations to ensure diverse municipal voices are heard.
- **Responsibilities and meeting approach:** Refined expectations and structure to support productive discussions.
- **Sub-committees:** Introduced focused groups to address specific topics and drive deeper insights.





**Together with our municipal partners, the Municipal Liaison Group has helped advance several key initiatives:**

- Data Sharing Services Agreement
- Market Trend Reports
- Vacant Home Tax Support
- Optional Small Business Subclass
- Electronic Delivery of the Assessment Roll
- Corporate Strategy Alignment
- Methodology Guides
- Municipal Election Strategy
- Pre-Roll Disclosure and Assessment Update Strategy
- Electronic Assessment Information (EAI) Pilot
- Enhancements to MPAC Municipal Connect and MPAC AboutMyProperty™
- MPAC Data Strategy
- Service Level Agreement

“

**I hope you'll consider getting involved. It's a great way to stay informed, help shape change, either on the Municipal Liaison Group or on one of its sub-committees, and you will be joining a trusted network of individuals across the province who bring their own experiences, perspectives, and technical skills to the table, which adds depth to the conversations and provides continuous learning opportunities for all of us.**

”

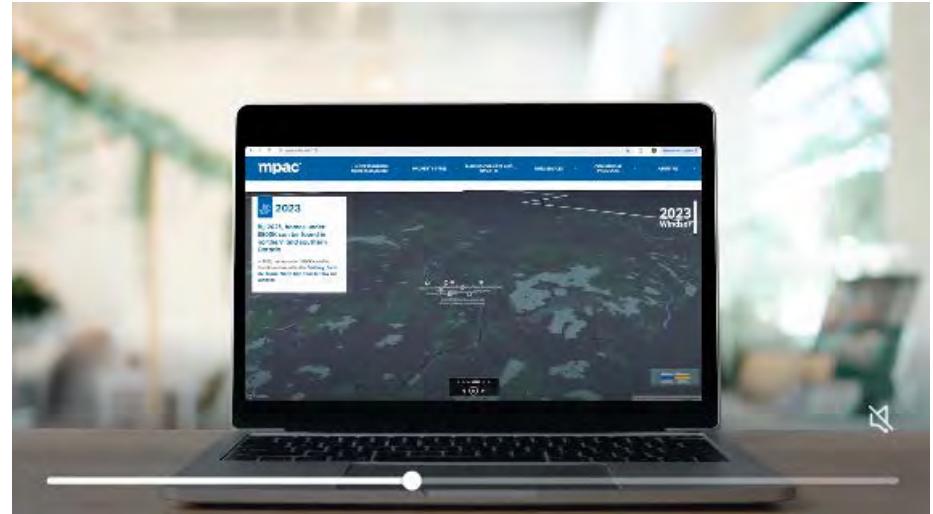
**Shane Manson** | Senior Manager, Revenue and Property Tax, City of Markham

## Municipal Survey feedback

Feedback from municipalities continues to guide our approach, ensuring collaboration translates into real results for communities across Ontario.

Municipalities told us they needed quicker, easier access to localized property data, and we listened. Guided by insights from our Municipal Survey, MPAC integrated our Property Pulse Dashboard into MPAC Municipal Connect, giving municipal staff secure, centralized access to residential sales trends by municipality, property type, age, and sales period. This enhancement is a direct result of meaningful collaboration and our shared commitment to data-driven decision-making. By embedding this tool into a platform that municipalities already use, we've made it simpler to find the insights needed for planning, budgeting, and policy development.

This is a great example of how municipal feedback shapes our services and drives innovation.



A view of the [Property Pulse dashboard](#) accessible through MunicipalConnect.

## Showcasing the power of MPAC Municipal Connect

MPAC Municipal Connect is the go-to online resource for Ontario municipalities to access property assessment information and data. At this year's Ontario Municipal Tax and Revenue Association (OMTRA) Conference in Huntsville, MPAC's Laura Voltti, Regional Manager, Zone 7 (Northern Ontario) and Natasha Dawood, Senior Manager, Professional Services participated in a collaborative session that highlighted how municipalities are using MPAC Municipal Connect, products, and data to support their work.

They were joined by municipal partners – Barbara Malta, Intermediate Tax Accountant, City of Mississauga, Kate Farwell, Manager of Taxation and Revenue, Municipality of South Huron, and Jennah Carere, (former) Advisor, Financial Policy and Taxation, Region of Peel – who shared real-world examples of how they use MPAC Municipal Connect to enhance efficiency and decision-making within their communities.

“

**It's always inspiring to see our team and municipal partners come together to share ideas and best practices. Our session at OMTRA sparked great discussion and even included a live poll to gather input on how we can make MPAC Municipal Connect even more valuable. We're constantly listening, learning, and refining our tools to better meet municipal needs. It was fantastic to see the enthusiasm from our municipal colleagues and how they're using MPAC's products to deliver results for their communities.**

”

**Mary Dawson-Cole** | Director, Municipal and Stakeholder Relations, MPAC

## Value-added services highlights

Property assessment data is a powerful tool that communities can use for planning roads, emergency services, and sustainable growth. That's why MPAC is taking a broader view, offering new solutions and resources to help municipalities succeed today and prepare for tomorrow.

By working closely with municipalities, we've moved beyond one-size-fits-all solutions to deliver curated, localized support that reflects what matters most to municipalities. Whether it's targeted content, tailored training, or meaningful conversations, we're here to support municipalities with the data and insights they need.

### Custom data requests

In addition to the vast amount of property data available in MPAC Municipal Connect, we provide curated custom reports based on municipalities' unique needs, including information such as detailed historical data, regional breakdowns, and comparative analysis across municipalities.

From the beginning of 2025 to the end of Q3, we successfully delivered **64** customized data reports to **50** unique municipal partners and organizations, saving time and enabling staff to provide better services.

We don't just deliver data, we also help you use it. Our Municipal and Stakeholder Relations team offers training, webinars, and one-on-one support to ensure you get the most out of MPAC Municipal Connect and our data products.

Many of our standard services started as custom requests. When we see recurring themes or ideas that could benefit all municipalities, we work to turn them into tools and resources available to everyone. So, keep bringing your requests forward. Your ideas drive innovation and help shape the future of our services.

## Connecting systems for real results: Streamlining building permit data

In 2025, MPAC and the City of Ottawa reached an exciting milestone with a new Application Programming Interface (API) integration that enables MPAC to ingest building permits and plans. This achievement reflects strong collaboration between teams across both organizations. The integration is a game-changer, enabling the City to send building information to MPAC more efficiently, which means new property tax growth can be captured and reflected more quickly.

“

**This is amazing! I remember when we first started exploring creative ways to use technology to advance the City of Ottawa’s assessment growth with MPAC. Congratulations to everyone involved in this – your partnership, collaboration, and innovation made this possible!**

”

**Wendy Stephanson** | City Manager, City of Ottawa

## Assessment Base Management course

Understanding property assessment is essential for municipalities, especially as processes and policies continue to evolve. That's why MPAC has been working on developing our Assessment Base Management course throughout 2025.

The course will be designed to build practical skills in property assessment and taxation for municipal staff at all levels. Whether new to municipal finance or experienced in assessment roles, participants will benefit from a structured learning experience that strengthens their understanding and supports day-to-day responsibilities.

This 12-module course, to be launched in 2026, will provide a comprehensive overview of MPAC's systems, processes, tools, and platforms. It will equip learners to monitor assessment growth, identify assessments at risk, and contribute to a predictable and stable assessment roll. Strong assessment base management supports sustainable property tax revenues and ensures fair, equitable treatment for property owners.

## Tailored content for targeted impact

Recognizing that each municipality has unique priorities, MPAC continues to tailor engagement opportunities to better reflect the diverse needs and preferences of municipal staff. Whether through our Municipal Webinar Series, quarterly municipal meetings in-person and virtually, or small-group geographic zone meetings, these sessions offer timely updates, practical insights, and region-specific content. By tailoring engagement to what matters most in each community, MPAC is making it easier for municipal staff to access relevant information, share experiences, and apply learnings to local decision-making.



## Shaping learning together: Morning Connection series

In 2025, our Zone 5 (Central Ontario) Municipal and Stakeholder Relations team engaged past attendees of the Morning Connection series (smaller geographic-based virtual sessions) to help choose topics for the year ahead. The selected sessions covered a wide range of municipal priorities, including Assessment 101, severances and consolidations, municipal capital facilities, addressing and MPAC AboutMyProperty™, legislative notices, MPAC Municipal Connect, and year-end product overviews.

By involving municipal staff in shaping the content, we ensured each session addressed their needs and provided actionable insights.

“

**Our Morning Connection sessions have been a valuable resource throughout the year. The topics are timely, the presenters are knowledgeable, and the format encourages meaningful engagement. Each session offers practical takeaways that directly support the Town of New Tecumseth’s work. Our partners at MPAC do a fantastic job making complex topics clear and accessible. I am already looking forward to what’s planned for 2026!”**

”

**Pam Childs** | Supervisor of Revenue, Town of New Tecumseth

### Public awareness campaign

Clear and consistent communication helps residents better understand how property assessment supports local services and fair taxation. MPAC's public awareness campaign was designed to complement municipal efforts by providing high-quality educational content that explains how property assessment works. Through province-wide outreach, the campaign builds public trust and confidence in the system while helping municipalities extend their reach, reinforce key messages, and support transparency in a way that's timely, consistent, and effective.





Looking toward the future: What's next  
and municipal engagement

**mpac**

## Future-ready tools and services

When looking to the future, municipalities need tools, insights, and support to plan and service growing communities with confidence. MPAC's vision is to help make that possible.

We see exciting opportunities to work together, whether through property census initiatives, garbage bag tag programs, or overflow call centre support. These partnerships ensure municipalities can do more as we navigate the future together.

We've invested in robust systems, harnessed powerful data insights, and prepared our teams to deliver greater value beyond our core mandate. Our tools and services are designed to meet your unique needs, streamline efficiency, and help you maximize the resources you already have.

Municipalities have already invested in MPAC, and the opportunity to leverage that investment is greater than ever. And it starts with a conversation.

### Assessment Update status

While a province-wide Assessment Update hasn't occurred since 2016, MPAC continues to deliver exceptional value to Ontarians through data-driven products and services. We continuously capture, verify, and analyze property data to reflect changes such as new construction, renovations, and additions. We keep an up-to-date property inventory for the province as properties are added or changed, monitor market activity, process tax applications, and manage assessment reconsiderations and appeals.

Regardless of when an Assessment Update is announced, MPAC is ready. We've prepared for it by design building:

- A scalable, digital-first infrastructure
- Systems that are ready to support any cycle variation
- Expanded insights to meet evolving needs
- Public understanding through ongoing education and engagement



“

I'm continually inspired by the commitment and innovation I see from municipalities. At MPAC, we're passionate about partnering with you to deliver solutions that help achieve your goals. The stories in this publication show what's possible when we work together to drive meaningful change. I invite you to continue working with our team and keep sharing your stories. Your insights guide how we serve you, and together we can create solutions that best support your unique needs.

”

**Jamie Bishop** | Vice-President, Public Affairs and Customer Experience, MPAC



MPAC is built for what's next and ready by design to support your municipality's journey with the data, insight, and partnership you need to move forward with confidence. By harnessing MPAC's data, infrastructure, and expertise, we can work together to solve challenges and unlock new opportunities that deliver lasting value to all Ontario communities. Thank you for your partnership, trust, and vision. Let's keep building the future together.

# Connect with us

MPAC has offices across Ontario to meet the needs of property owners in every community.

## Customer Contact Centre

Toll Free: 1-866-296-6722

[mpac.ca/contact](http://mpac.ca/contact)

Monday to Friday –  
8 a.m. to 5 p.m.

## Mail

1340 Pickering Parkway,  
Suite 101  
Pickering, ON L1V 0C4

## Follow us



**Accessible formats and communication supports are available upon request.**

Compliance statement: In keeping with the reporting requirements under the *Municipal Property Assessment Corporation Act*, the Corporation has complied with any policies, procedures, and standards established by the Minister under Section 10, and with the process established regarding the implementation of quality service standards by the Quality Service Commissioner.

© MPAC 2025. All Rights Reserved. [Privacy Policy](#).