VILLAGE OF BURK'S FALLS COUNCIL AGENDA

April 21, 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: Special Meeting of March 12, 2026, Regular Meeting of March 17, 2026 and Special Meeting of April 14, 2026

6. **DELEGATIONS TO COUNCIL**
   None

7. **STAFF AND COMMITTEE REPORT**
   - **a.** Rural Youth Group Advisory Committee Minutes of March 30, 2026
   - **b.** Draft 2026 Budget
   - **c.** Public Works Foreman Report Yonge street rehabiltiation (provided at meeting)
   - **d.** Public Works Foreman Confined Space Report
   - **e.** Arena Manager Report for the Month of April
   - **f.** Arena Manager Generator Report
   - **g.** Arena Manager Floor Finishing Report
   - **h.** Theatre Advisory Committee Minutes of April 2, 2026
   - **i.** Recreation Advisory Committee Minutes of April 13, 2026

8. **ITEMS FOR DISCUSSION**
   - **a.** Land of Lakes Public School, Donation Request
   - **b.** Almaguin Highlands Secondary School, Donation Request
   - **c.** Burk's Falls Sewage Lagoon and Collection System 2025 Report, OCWA
   - **d.** MLEO invoice
   - **e.** Royal Canadian Legion Military Service Recognition Book

9. **RESOLUTIONS TO BE PASSED**
   - **a.** Reschedule May 19 Regular Meeting of Council to May 26
   - **b.** Canada Student Participant
   - **c.** Approve Burk's Falls, Armour and Ryerson Union Public Library Draft Budget
   - **d.** Bylaw 17-2026 Terms of Reference for the Joint Compliance Audit Committee, Almaguin Area
   - **e.** Approve revised Municipal Volunteer Policy
   - **f.** Accounts Payable
   - **g.** Bylaw 18-2026 Minister of Emergency Preparedness and Response

10. **CONFERENCES AND INVITATIONS**
    a) District of Parry Sound Municipal Association Spring meeting(May 29)

VILLAGE OF BURK'S FALLS COUNCIL AGENDA

April 21, 2026
5:00 pm at the Young at Heart Seniors Centre

11. COUNCILLOR(S) REPORT

12. CORRESPONDENCE

C.1 Minutes of Committee

- **a.** Almaguin Highlands Health Council Minutes of December 4 2025, January 8, 2026, February 5, 2026, March 5, 2026
- **b.** Joint Building Committee, Permit Summary
- **c.** Burk's Falls, Armour & Ryerson Union Public Library Minutes of February 18, 2026
- **d.** Almaguin Highlands O.P.P. Detachment Board Agenda for April 8, 2026
- **e.** Burk's Falls and District Historical Society Agenda Package for April 20, 2026
- **f.** South Almaguin Highlands Regional Fire Services Committee Agenda for April 23, 2026

C.2 Request for Support and Correspondence to Village

- **a.** Government of Canada, Canadian Heritage regarding Canada Day funding approval
- **b.** Ministry of Municipal Affairs and Housing regarding Building Homes and Improving Transportation Infrastructure Act, 2026 (Bill 98)
- **c.** Minister of Finance regarding streamlining of education property tax remittance process
- **d.** Discovery Route regarding new adventure trails map partnership opportunity
- **e.** FONOM regarding Provincial Highway 11/17 safety measures while calling for continued progress
- **f.** FONOM regarding urging Ontario to act as Manitoba advanced compassionate intervention legislation
- **g.** FONOM regarding welcoming key northern investments in Ontario budget and NORDS extension
- **h.** Township of Armour zoning by-law amendment, shipping containers and public meeting notice
- **i.** Township of Armour zoning by-law amendment, Armstrong
- **j.** Township of Armour notice of passing zoning by-law No. 15-2026
- **k.** Township of Armour notice of complete application and public meeting, zoning by-law 2026-02
- **l.** Township of Ryerson regarding First Due purchase
- **m.** Township of Ryerson regarding Terms of Reference for Shared Services Advisory Committee
- **n.** Township of Ryerson regarding transfer Fire Hall land
- **o.** Borden Lander Gervais regarding notice of appeal, SolarBank Corporation
- **p.** Town of Plympton-Wyoming regarding Protect our Food Act
- **q.** Municipality of Tweed and City of Sarnia regarding Bill 9
- **r.** Burk's Falls & District Historical Society, Township of McNab/Braeside and Municipality of South Huron regarding support for modernizing the Heritage Organization Development Grant (HODG)
- **s.** Township of Oro Medonte and Municipality of South Huron regarding provincial legislation amendments, health and safety concerns
- **t.** Town of Lincoln regarding request to Province to extend deadline for notices and intention to designate listed heritage properties
- **u.** Municipality of South Huron and Township of Papineau-Cameron regarding Ontario Veterinary College enrollment capacity
- **v.** County of Prince Edward regarding sustainable police services funding

VILLAGE OF BURK'S FALLS COUNCIL AGENDA

April 21, 2026
5:00 pm at the Young at Heart Seniors Centre

w. Municipality of Bluewater regarding Provincial consultation and transparency regarding potential changes to English public School Board governance
x. Township of Black River- Matheson regarding the expansion and modernization of Highways 11 and 17
y. Rideau Lakes and Township of Otonbee-South Monahan regarding Alto high speed rail project
z. Ontario Energy Board notice of hearing
aa. AACC May Calendar
bb. CN regarding right-of-way vegetation management and product listing
cc. North Bay Parry Sound District Health Unit regarding Oral Heal Essential for Lifelong Well-being
dd. Hydro One regarding the proposed Sudbury Barrie transmission line
ee. Almaguin Highlands Chamber of Commerce April Newsletter
ff. The Labour Market Group Monthly Jobs Report for February. March, and Local Labour Market Plan 2026
gg. Township of Armour AHHC resolution Donation
hh. Township of Armour Library Budget resolution
ii. Township of Strong MLEO budget resolution

13. CLOSED SESSION

Item 13a: Human Resources

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
March 12, 2026

AGENDA

The special meeting of Burk's Falls Council was held on Thursday, March 12, 2026

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ashley Brandt, Ryan Baptiste, Nancy Kyte Staff: CAO - Clerk Denis Duguay, Public Works Foreman Derek Smith, Treasurer Tammy Wylie, Deputy Clerk Camille Barr
Regrets: None

DECLARATION OF PECUNIARY INTEREST
None

ADOPTION OF AGENDA
2026-59 Moved by N. Kyte - Seconded by A. Brandt
Be it resolved;
That the following items be added to the Council agenda:

CLOSED SESSION
Pursuant to the Municipal Act 2001, c. 25: Human Resources (RYG)
Section 239 (2) (b) regarding an identifiable individual, including municipal or local board employees
Carried.

2026-60 Moved by S. Cotton - Seconded by R. Baptiste
Be it resolved;
That Council for the Village of Burk's Falls hereby approves the amended agenda for the special meeting of March 12, 2026.
Carried.

DELEGATIONS TO COUNCIL
None

REPORTS TO COUNCIL

A. Council received the Deputy Clerk's report regarding Theatre Painting and Flooring. Deputy Clerk explained that the recommended flooring option was selected based on product performance, longevity, and overall aesthetic considerations. The proposed two-part epoxy flooring with a full flake system is highly durable and suitable for heavy-duty use.

   With respect to the painting component, the Deputy Clerk advised that volunteers have expressed interest in assisting with the project and, under the newly adopted policy, such arrangements may be considered. The Theatre Committee will be approached first, as outlined in the report. Should the volunteer option be unable to meet the required timeline, a applicants of the Request for Proposals (RFP) will once again be reviewed, with a recommended applicant to be brought forward to Council for approval.

   Council subsequently passed a resolution regarding the matter.

B. Council received the Public Works Foreman's report regarding the Yonge Street Rehabilitation project. It was noted that all tenders received exceeded the approved budget. The Foreman advised that EXP was consulted to explore options for reducing costs while maintaining project effectiveness. Several alternatives were presented, as outlined in the report.

   Following discussion, Council selected Recommendation #5, using Gas Tax and OCIF funding to support the project in accordance with the Village's Asset Management Plan.

   Council subsequently passed a resolution regarding the matter.

THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 12, 2026

AGENDA

ITEMS FOR DISCUSSION:
None

RESOLUTIONS PASSED:

2026-61 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the Deputy Clerk report for the Theatre Flooring and Paint tender:

Painting

Company	Amount
Pellerin Painting	$4,650.00
Brampton Painting	$2,850.00
Heizenstone Enterprise	$5,500.00
Arjon Kotte	$11,000.00
Raftaar Painting	$3,500.00

Flooring

Company	Amount
Pellerin Painting	$9,500.00
Brampton Painting	$7,850.00
Heizenstone Enterprise	$8,200.00
Raftaar Painting	$5,700.00

Further that Council accepts the flooring tender from Pellerin Painting in the amount of $9,500.00

And further Council defers the painting tender and support a committee of volunteers to take on the project within the timeline presented.
Carried.

2026-62 Moved by S. Cotton - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the Public Works Manager's Report for the Younge Street rehabilitation;

And Further Council approves option 5.
Carried.

2026-63 Moved by N. Kyte - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk's Falls hereby adopts By-law 11-2026 being a by-law to authorize the execution of a transfer payment agreement between the corporation for the Village of Burk's Falls and his majesty the King in right of Ontario as represented by the Minister of Transportation for a Pothole Prevention and Repair Program at its meeting of March 12th 2026, as presented and considered read three times and passed this 12th day of March 2026.
Carried.

CONFERENCES AND INVITATIONS
None

COUNCILLORS REPORT
None

CORRESPONDENCE DISCUSSION
None

THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 12, 2026

AGENDA

CLOSED SESSION

2026-64 Moved by A. Brandt - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk's Falls now enters into a closed meeting at 4:42 pm, pursuant to the Municipal Act 2001, c. 25,

Item 11 a) Health Centre
Pursuant to the Municipal Act 2001, c. 25:
Section 239 (2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose

Carried.

2026-65 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls now reconvenes to regular open session at 5:54 pm.
Carried.

2026-66 Moved by S. Cotton – A. Brandt
Be it resolved;
That Council for the Village of Burk's Falls hereby adopts Bylaw 12-2026 being a By-law to confirm the proceedings of Council at its regular meeting of March 12, 2026, as presented and considered read three times and passed this 12th day of March 2026.
Carried.

2026-67 Moved by R. Baptiste- Seconded by N. Kyte.
Be it resolved;
That Council for the Village of Burk's Falls hereby adjourns at 5:54 pm.
Carried.

_____ _____
Chris Hope, Mayor Denis Duguay, CAO - Clerk

THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 17, 2026

AGENDA

The regular meeting of Burk's Falls Council was held on Tuesday, March 17, 2026

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ashley Brandt, Ryan Baptiste, Nancy Kyte Staff: CAO - Clerk Denis Duguay, Deputy Clerk Camille Barr, Public Works Foreman Derek Smith, Public Works Foreman Derek Smith
Regrets: None

DECLARATION OF PECUNIARY INTEREST
None

ADOPTION OF AGENDA
2026- 68 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
That the following items be added to the Council agenda:
DELEGATION TO COUNCIL
b) RYG Chair will not be in attendance

ITEMS FOR DISCUSSION
d) Manulife Annual Insurance Benefit renewal

CLOSED SESSION
Pursuant to the Municipal Act 2001, c.25: Health Centre
Section 239 (2) (f) advice that is subject to solicitor-client privilege, including communication necessary for that purpose.
Carried.

2026-69 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk's Falls hereby approves the amended agenda for the regular meeting of March 17th, 2026.
Carried.

MINUTES
2026-70 Moved by S. Cotton - Seconded by R. Baptiste
Be it resolved;
That Council for the Village of Burk's Falls hereby adopts the minutes of the Regular Meeting of February 17th, 2026.
Carried.

DELEGATIONS TO COUNCIL
C. Love of the Mag River Nature Hub addressed Council to request permission to tap maple trees along the River Walk Trail for educational purposes, including programming for students at Land of Lakes School. Council approved the request and asked that C. Love provide an update on the program feedback by way of sharing the report submitted to the TD Foundation.

C. Love also expressed the Hub's interest in entering into a renewed agreement with the Village to dock the educational vessel, known as the *River Hub*, at the municipal docks. Council supported the request and thanked Colin and the Mag River Nature Hub for their contributions to the community.

REPORTS TO COUNCIL

A. Council received the Public Foreman's report for the month of March. Overall, the spring thaw has not caused any significant issues, and those that have arisen have been effectively managed by staff.

B. Council received the Public Works Foreman's Street Sweeping Report and approved the recommendation to proceed with Glen's Street Sweeping for the 2026 season.

C. The Arena Manager provided a report for the month of March. It was noted that a recent power outage damaged a compressor motor, which has since been replaced. A spare motor will be included in the 2027 budget. The Arena also anticipates a busy March Break period.

AGENDA

D. The Arena Manager provided Council with a fee comparison, as discussed at the most recent TRI Council meeting. While fees were the primary focus, consideration was also given to in-kind and discounted rentals, as well as associated hidden costs.
It was suggested that further analysis be completed regarding in-kind and reduced-rate rentals of the Karl Crozier Community Room, to be revisited. Council passed a motion in accordance with the report's recommendations, and the report will be shared with the TRI Council partners.

E. The Deputy Clerk provided a report regarding the Municipal Strategic Plan RFP. Staff recommended entering into an agreement with Town Hall Consulting to complete the strategic plan based on several factors, and Council passed a resolution supporting the recommendation.

F. Council approved the Rural Youth Group Advisory Committee Minutes for March 9, 2026. While the group continues to search for a suitable space, they are eager to begin programming.
Council inquired about the previously requested budget, as well as the contingency plan should they not attain funding beyond the initial donations. These items will be brought forward for discussion at the next RYG meeting.

G. Council approved the minutes of the Theatre Advisory Committee. Recommendations were adopted regarding non-profit and for-profit rental rates, the introduction of new matinee rates, and the use of the theatre as part of the Downtown Celebration.
In addition, as upgrades to the theatre proceed, the mirror will be offered to The Space Upstairs, should they be able to make use of it.

ITEMS FOR DISCUSSION:

A. Council reviewed the resolutions received to date regarding Health Centre deficit contributions. The CAO-Clerk will circulate a spreadsheet to partner municipalities outlining contributions over the years.

B. Council received a request from Branch 405 of the Royal Canadian Legion to remove the two concrete planters surrounding the Cenotaph due to deterioration. Council passed a resolution to investigate ownership and obtain a quote prior to proceeding.

C. Council received a message of thanks from the Recreation Coordinator for the Township of Armour for the use of the fairgrounds to host the Heritage Festival. It was noted that portions of the grounds will no longer be required, with the event refocusing on the Watt Century Farmhouse and Wiseman's Corner Schoolhouse locations.

D. Council was provided with a summary of the proposed increase to Manulife benefits. Mosey and Mosey were able to secure a reduced rate. The update was provided for information purposes.

RESOLUTIONS PASSED:

2026-71 Moved by S. Cotton - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village of Burk's Falls hereby approves the request from the Mag River Nature Hub to tap sugar maple trees along the Heritage River Walk, facilitating environmental educational opportunities to community members and students of Land of Lakes Public School.
Carried.

2026-72 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby approves the request from Mag River Nature Hub to renew the agreement for the 2026–2027 term to dock an educational vessel at the Burk's Falls Public Docks.
Carried.

2026-73 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 March.
Carried.

AGENDA

2026-74 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the Public Works Foreman's Report regarding street sweeping and approves the re-engagement of Glen's Sweeping for the 2026 season at a cost of $24,617.06 plus HST and applicable Consumer Price Index increase.
Carried.

2026-75 Moved by A. Brandt - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the Arena Manager Report for the month of March.
Carried.

2026-76 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the Arena Manager's Report regarding arena rates and approves the continuation of the current fee schedule, with the Manager to report back annually should increases be required beyond the standard 2–3%.
Carried.

2026-77 Moved by R. Baptiste - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the Deputy Clerk's Report regarding the Strategic Plan RFP;

And that Council approves the proposal submitted by Town Hall Consulting and directs staff to enter into an agreement for services in the amount of $18,900.00 to complete the Municipal Strategic Plan.
Carried.

2026-78 Moved by N. Kyte - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk's Falls hereby adopts the Rural Youth Advisory Committee minutes of March 9, 2026.
Carried.

2026-79 Moved by R. Baptiste - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk's Falls hereby adopts the Theatre Advisory Committee minutes of March 3, 2026;

And further accepts the following recommendations:

- Accept Information Report 2026-01: Bluebird Theatre – Financial & Programming Analysis and approve the rental fee structure outlined in the report as follows:

  Non-Profit Rentals
  1 Staff, 1 Volunteer: $185.00 + HST per 3-hour booking ($46.00 + HST per additional hour)
  2 Staff: $260.00 + HST per 3-hour booking ($65.00+ HST per additional hour)

  For-Profit Rentals
  $450.00 + HST per 3-hour booking ($150.00 + HST per additional hour)

  The Committee further recommends the following programming and fee adjustments: Sunday Matinee pricing be adjusted to match the Thursday–Saturday admission fee structure.

  Wednesday Matinee be designated as "Kids Day." Admission will be set at a flat rate of $8.00, which includes a small popcorn and a juice or water.

- Accept Information Report 2026-02: Takeaways from N.I.C.E. Zoom Meeting – February 19, 2026.

AGENDA

- Approve the use of the theatre during the Downtown Celebration:
  Two 30-minute music performances
  The announcement of the Business of the Year Award
  The theatre washrooms be opened to the public during the event with Committee members present to supervise.
  Carried.

2026-80 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the request from Sergeant Daniel Wilson of the Royal Canadian Legion Branch 405 for the Village to remove the planters surrounding the Cenotaph within the Village;

And further that Council directs staff to determine the ownership of the planters surrounding the Cenotaph;

And further that, should it be determined that the planters are owned by the Village, staff be directed to obtain a quote for their removal.
Carried.

2026-81 Moved by S. Cotton - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the request for in-kind and financial support from the Almaguin Minor Softball Association for the 2026 season, as well as the corresponding background report from Councillor Ryan Baptiste;

And further that Council:

a) Declines the request and directs the organization to follow the Village of Burk's Falls Municipal Donation Policy;

b) Amends the request as follows: _____;

c) Approves the full request from the Almaguin Minor Softball Association for the 2026 season
Deferred.

2026-82 Moved by N. Kyte - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk's Falls approves the 2026 net Armour, Ryerson, Burk's Falls Memorial Arena budget in the amount of $550,141.00, with Burk's Falls share to be $183,380.00.
Carried.

2026-83 Moved by S. Cotton - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village of Burk's Falls approves the 2026 net Tri-R Waste Management budget in the amount of $285,322.00 with Burk's Falls share being $50,195.00.
Carried.

2026-84 Moved by S. Cotton - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls approves the 2026 net Fire Department budget in the amount of $649,876.00 with Burk's Falls share being $185,865.00.
Carried.

2026-85 Moved by R. Baptiste - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk's Falls hereby supports the Draft 2026 RTO budget in the amount of $85,408.00 with Burk's Falls share being $4,885.00.
Carried.

THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 17, 2026

AGENDA

2026-86 Moved by S. Cotton - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby approves the 2026 Almaguin Highlands OPP Detachment Board draft budget in the amount of $14,872.15 with Burk's Falls share being $1,140.10.
Carried.

2026-87 Moved by N. Kyte - Seconded by A. Brandt
Be it resolved;
That the Council of the Village of Burk's Falls hereby appoints Mayor Chris Hope and Deputy Mayor Sean Cotton to represent Council as a member of the TRI-R Landfill & Recycling Advisory Waste Committee.
Carried.

2026-88 Moved by S. Cotton - Seconded by R. Baptiste
Be it resolved;
That the Accounts Payable listing as presented in the amount of $ 229,474.37 for up to and including this date is hereby approved for payment.
Carried.

CONFERENCES AND INVITATIONS
Council reviewed invitations and conferences hosted by the Almaguin Highlands Chamber of Commerce, DSSAB, and OSUM. Mayor Hope, Deputy Mayor Cotton, and Councillors Brandt and Kyte requested to be registered for OSUM being held April 29-May 1, 2026.

COUNCILLORS REPORT
None

CORRESPONDENCE DISCUSSION
Council inquired about the Eastholme levy and how it is calculated. The CAO-Clerk will consult with the Treasurer.

CLOSED SESSION
2026-89 Moved by N. Kyte - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk's Falls now enters into a closed meeting at pm, pursuant to the Municipal Act 2001, c. 25,

Item 13 a) Human Resources
Pursuant to the Municipal Act 2001, c. 25:
Section 239 (2) (b) regarding an identifiable individual, or municipal employee or local board member.

Item 13 b) Health Centre
Pursuant to the Municipal Act 2001, c. 25:
Section 239 (2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose

Carried.

2026-90 Moved by N. Kyte - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village of Burk's Falls now reconvenes to regular open session at 7:30 pm.
Carried.

2026-91 Moved by R. Baptiste - Seconded by S. Cotton
Be it resolved;
That Council for the Village of Burk's Falls hereby adopts Bylaw 13-2026 being a By-law to confirm the proceedings of Council at its regular meeting of March 17, 2026, as presented and considered read three times and passed this 17th day of March 2026.
Carried.

THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 17, 2026

AGENDA

2026-92 Moved by S. Cotton - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby adjourns at 7:31 pm.
Carried.

_____ _____
Chris Hope, Mayor Denis Duguay, CAO - Clerk

THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
April 14, 2026

AGENDA

The special meeting of Burk's Falls Council was held on Tuesday, April 14, 2026

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ryan Baptiste, Nancy Kyte
Staff: CAO - Clerk Denis Duguay, Deputy Clerk Camille Barr
Regrets: Councillor Ashley Brandt

DECLARATION OF PECUNIARY INTEREST
None

ADDITIONS TO THE AGENDA
2026-93 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That the following items be added to the Council agenda:

COMMITTEE OF ADJUSTMENT APPOINTMENT
a) Bylaw 15-2026 to appoint Council

ITEMS FOR DISCUSSION
a) Theatre Paint Code
b) Theatre HVAC Fan repair

CORRESPONDENCE
b) Strategic Plan – Monopoly Night May 11, 2026

CLOSED SESSION
Item B) Development Option
Pursuant to the Municipal Act 2001, c. 25:
Section 239 (2) (g) A trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value.
Carried.

ADOPTION OF AGENDA
2026- 94 Moved by S. Cotton - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby approves the amended agenda for the special meeting of April 14th, 2026.
Carried.

BY-LAW 15-2026 APPOINT COUNCIL AS COMMITTEE OF ADJUSTMENT
2026- 95 Moved by N. Kyte - Seconded by S. Cotton
That the Council for the Village of Burk's Falls hereby adopts By-law 15-2026 being a by-law to appoint council as the committee of adjustment as presented and considered read three times and passed this 14th day of April 2026.
Carried.

PUBLIC MEETING
2026-96 Moved by S. Cotton - Seconded by R. Baptiste
WHEREAS Section 17 of the *Planning Act*, R.S.O.1990, c.P.13, as amended, requires that a statutory public meeting be held to present and receive public input on the proposed Minor Variance application no: 01-2026 an;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Village of Burk's Falls does now enter into a Statutory Public Meeting for the purpose of presenting and receiving comments on the proposed Minor Variance in accordance with the requirements of the *Planning Act*.
Carried.

Committee of Adjustment- Minor Variance and Part Lot Control Exemption (Witty)
April 14, 2025, at 6:05 pm at 22 Centre Street Ontario Street

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ryan Baptiste, Nancy Kyte, CAO-Clerk Denis Duguay, Deputy Clerk Camille Barr
Guests: Jarvis Osborne, Laurie Osborne, Tom Rheubottom, Jeanette Dunker, Emilio Foffano, Brian Darnbrough, Ariel Baptiste

THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
April 14, 2026

AGENDA

Regrets: Councillor Ashley Brandt

a. EcoVue Minor Variance Report:
The Committee of Adjustment considered a Minor Variance application for Part of Lot 7, Concession 8, in the geographic Township of Armour, Village of Burk's Falls. EcoVue recommended approval of the application. Council was given the opportunity to ask questions.

2026-97 Moved by N. Kyte - Seconded by S. Cotton
That Council for the Village of Burk's Falls hereby receives EcoVue Minor Variance report, dated April 8, 2026.
Carried.

b. Public Meeting- Minor Variance Report:
Public notice was provided for a complete application seeking a Minor Variance to General Standards By-law 2012-01, in accordance with Section 45 of the Planning Act, as amended. The application requests relief from the front yard setback requirement for townhouses within the Residential Zone of the Village of Burk's Falls General Standards By-law. The subject lands are described as Part of Lot 6, Concession 8, in the geographic Township of Armour, Village of Burk's Falls. The requested relief would permit a reduction in the front yard setback from 6 metres to 3 metres for the proposed townhouse development.

Council was given the opportunity to ask questions.

The floor was then opened to the public. While no objections were raised specifically regarding the Minor Variance, concerned parties noted that the subject lands have swamp-like characteristics and include a watercourse. T. Rheubottom emphasized that a comprehensive drainage and mitigation plan should be in place prior to final approval to protect neighbouring properties. Residents also noted that the area is known to experience annual flooding.

Resident J. Osborne shared additional concerns regarding the anticipated increase in traffic along John Street as a result of the proposed development, as well as existing road conditions. Residents referenced earlier development concepts that included a connection between John Street and Queen Street, which they indicated would have supported improved traffic flow and winter maintenance. The current proposal does not include this connection.

2026-98 Moved by N. Kyte - Seconded by R. Baptiste
Subject: Minor Variance Application No. 2026-01
Property Address**:** Part Lot 6, concession 8, geographic Township of Armour, Village of Burk's Falls
Owner/Applicant: Stephen Witty

WHEREAS the Committee of Adjustment has received Application No. 2026-01 requesting relief from the provisions of general standards-law No. 2012-01, as amended, for the property municipally known as the Witty Subdivision;

AND WHEREAS the requested variance is to permit reduced setback from 6 m to 3 m;

AND WHEREAS the Committee has considered the application in accordance with Section 45 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended;

AND WHEREAS the Committee is satisfied that the requested variance:

1. Maintains the general intent and purpose of the Official Plan;
2. Maintains the general intent and purpose of the Zoning By-law;
3. Is desirable for the appropriate development or use of the land, building, or structure;
4. Is minor in nature;

NOW THEREFORE BE IT RESOLVED THAT Application No. 2026-01 is hereby approved, subject to the following conditions:

1. That the development shall proceed in substantial conformity with the plans and drawings submitted with the application;

AGENDA

2. That all other applicable municipal by-laws and regulations shall be complied with;
3. That this decision shall lapse if a building permit is not issued within 2 years.

Carried.

2026-99 Moved by N. Kyte – Seconded by S. Cotton
Council for the Village of Burk's Falls now ends the Public Meeting and reconvenes its regular meeting at 6:20pm.
Carried.

ITEMS FOR DISCUSSION

Council reviewed colour options for the theatre walls and selected a scheme that coordinates with the flooring samples. The CAO-Clerk provided feedback, as requested by Council, regarding the marble-look versus full flake flooring finish, noting that the marble-look option is not recommended due to its potentially slippery surface and associated health and safety concerns. By resolution, Council approved the paint selection, and also confirmed "Midnight" as the full flake flooring colour.

Council considered the payout of existing staff banked sick time in accordance with the new HR Policy, which eliminates this practice. A motion was passed to authorize the payout.

The CAO-Clerk advised that one of the theatre fans is non-functioning and requires replacement to ensure proper heat exchange and cooling. A quote has been obtained for estimating purposes. Council passed a motion to fund the replacement from the Capital Reserve.

RESOLUTIONS PASSED:

2026-100 Moved by S. Cotton - Seconded by R. Baptiste
Be it resolved;
THAT Council approves the use of colour code C12-6-0510 for the painting of the municipal theatre, and authorizes staff to proceed accordingly.
Carried.

2026-101 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
THAT Council approves the repair of the HVAC fan at the municipal theatre, with funding to be drawn from the Capital Reserve (Community Improvement), which has a current balance of $114,477, in lieu of increasing the 2026 budget, and authorizes staff to proceed accordingly.
Carried.

2026-102 Moved by S. Cotton - Seconded by N. Kyte
That the Council for the Village of Burk's Falls hereby receives EcoVue Part Lot exemption report, dated April 8, 2026
Carried.

2026-103 Moved by S. Cotton - Seconded by R. Baptiste
That the Council for the Village of Burk's Falls hereby adopts By-law 15-2026 being a by-law to exempt certain lands from Part Lot Control as presented and considered read three times and passed this 14th day of April 2026.
Carried.

2026-104 Moved by N. Kyte - Seconded by R. Baptiste
Regarding banked Sick Leave
WHEREAS Council has completed a review of the Village' s Personnel Policies;

AND WHEREAS Council has determined that the continued accumulation of banked sick leave is no longer aligned with current financial management practices;

NOW THEREFORE BE IT RESOLVED THAT:
Discontinuation of Banked Sick Leave Effective December 31, 2025, employees shall no longer be permitted to accumulate (bank) unused sick leave credits, AND

AGENDA

Council hereby authorizes the Treasurer to calculate and issue one-time payout of all eligible accumulated banked sick leave credits to current employees, in accordance with applicable employment agreements, policies, AND

The Treasurer, in consultation with the Chief Administrative Officer/ Clerk, is authorized to take all necessary steps to implement this resolution, including determining eligibility, calculating entitlements, and ensuring appropriate payroll deductions and reporting.
Carried.

CORRESPONDENCE DISCUSSION
Council members were reminded to bring their budget binders to the Regular Meeting of Council scheduled for April 21, 2026.

Council was advised that the Strategic Plan Public Open House will be held on May 11, 2026, from 6:00 p.m. to 8:00 p.m., and members were encouraged to attend.

CLOSED SESSION
2026-105 Moved by S. Cotton - Seconded by N. Kyte
Be it resolved;
That Council for the Village of Burk's Falls now enters into closed session 6:44 pm pursuant to the Municipal Act 2001, c. 25,
Item 13a: Power Bank OLT 26-000137
Pursuant to the Municipal Act 2001, c.25:
Section 239(2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Item 13b: Development Option
Pursuant to the Municipal Act 2001, c.25:
Section 239(2) (g) A trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value.
Carried.

2026-106 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That Council for the Village of Burk's Falls now reconvenes to regular open session at 7:31 pm.
Carried.

2026-107 Moved by R. Baptiste - Seconded by S. Cotton
Be it resolved;
That Council for the Village of Burk's Falls hereby adopts Bylaw16-2026 being a By-law to confirm the proceedings of Council at its special meeting of April 14, 2026, as presented and considered read three times and passed this 14th day of April 2026.
Carried.

2026-108 Moved by R. Baptiste - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk's Falls hereby adjourns at 7:33 pm.
Carried.

_____ _____
Chris Hope, Mayor Denis Duguay, CAO - Clerk

THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
April 14, 2026

AGENDA

The special meeting of Burk's Falls Council was held on Tuesday, April 14, 2026

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ryan Baptiste, Nancy Kyte
Staff: CAO - Clerk Denis Duguay, Deputy Clerk Camille Barr
Regrets: Councillor Ashley Brandt

DECLARATION OF PECUNIARY INTEREST
None

ADDITIONS TO THE AGENDA
2026-93 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That the following items be added to the Council agenda:

COMMITTEE OF ADJUSTMENT APPOINTMENT
a) Bylaw 15-2026 to appoint Council

ITEMS FOR DISCUSSION
a) Theatre Paint Code
b) Theatre HVAC Fan repair

CORRESPONDENCE
b) Strategic Plan – Monopoly Night May 11, 2026

CLOSED SESSION
Item B) Development Option
Pursuant to the Municipal Act 2001, c. 25:
Section 239 (2) (g) A trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value.
Carried.

ADOPTION OF AGENDA
2026- 94 Moved by S. Cotton - Seconded by N. Kyte
Be it resolved;
That the Council for the Village of Burk's Falls hereby approves the amended agenda for the special meeting of April 14th, 2026.
Carried.

BY-LAW 15-2026 APPOINT COUNCIL AS COMMITTEE OF ADJUSTMENT
2026- 95 Moved by N. Kyte - Seconded by S. Cotton
That the Council for the Village of Burk's Falls hereby adopts By-law 15-2026 being a by-law to appoint council as the committee of adjustment as presented and considered read three times and passed this 14th day of April 2026.
Carried.

PUBLIC MEETING
2026-96 Moved by S. Cotton - Seconded by R. Baptiste
WHEREAS Section 17 of the *Planning Act*, R.S.O.1990, c.P.13, as amended, requires that a statutory public meeting be held to present and receive public input on the proposed Minor Variance application no: 01-2026 an;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Village of Burk's Falls does now enter into a Statutory Public Meeting for the purpose of presenting and receiving comments on the proposed Minor Variance in accordance with the requirements of the *Planning Act*.
Carried.

Committee of Adjustment- Minor Variance and Part Lot Control Exemption (Witty)
April 14, 2025, at 6:05 pm at 22 Centre Street Ontario Street

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ryan Baptiste, Nancy Kyte, CAO-Clerk Denis Duguay, Deputy Clerk Camille Barr
Guests: Jarvis Osborne, Laurie Osborne, Tom Rheubottom, Jeanette Dunker, Emilio Foffano, Brian Darnbrough, Ariel Baptiste

THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
April 14, 2026

AGENDA

Regrets: Councillor Ashley Brandt

a. EcoVue Minor Variance Report:
The Committee of Adjustment considered a Minor Variance application for Part of Lot 7, Concession 8, in the geographic Township of Armour, Village of Burk's Falls. EcoVue recommended approval of the application. Council was given the opportunity to ask questions.

2026-97 Moved by N. Kyte - Seconded by S. Cotton
That Council for the Village of Burk's Falls hereby receives EcoVue Minor Variance report, dated April 8, 2026.
Carried.

b. Public Meeting- Minor Variance Report:
Public notice was provided for a complete application seeking a Minor Variance to General Standards By-law 2012-01, in accordance with Section 45 of the Planning Act, as amended. The application requests relief from the front yard setback requirement for townhouses within the Residential Zone of the Village of Burk's Falls General Standards By-law. The subject lands are described as Part of Lot 6, Concession 8, in the geographic Township of Armour, Village of Burk's Falls. The requested relief would permit a reduction in the front yard setback from 6 metres to 3 metres for the proposed townhouse development.

Council was given the opportunity to ask questions.

The floor was then opened to the public. While no objections were raised specifically regarding the Minor Variance, concerned parties noted that the subject lands have swamp-like characteristics and include a watercourse. T. Rheubottom emphasized that a comprehensive drainage and mitigation plan should be in place prior to final approval to protect neighbouring properties. Residents also noted that the area is known to experience annual flooding.

Resident J. Osborne shared additional concerns regarding the anticipated increase in traffic along John Street as a result of the proposed development, as well as existing road conditions. Residents referenced earlier development concepts that included a connection between John Street and Queen Street, which they indicated would have supported improved traffic flow and winter maintenance. The current proposal does not include this connection.

2026-98 Moved by N. Kyte - Seconded by R. Baptiste
Subject: Minor Variance Application No. 2026-01
Property Address**:** Part Lot 6, concession 8, geographic Township of Armour, Village of Burk's Falls
Owner/Applicant: Stephen Witty

WHEREAS the Committee of Adjustment has received Application No. 2026-01 requesting relief from the provisions of general standards-law No. 2012-01, as amended, for the property municipally known as the Witty Subdivision;

AND WHEREAS the requested variance is to permit reduced setback from 6 m to 3 m;

AND WHEREAS the Committee has considered the application in accordance with Section 45 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended;

AND WHEREAS the Committee is satisfied that the requested variance:

1. Maintains the general intent and purpose of the Official Plan;
2. Maintains the general intent and purpose of the Zoning By-law;
3. Is desirable for the appropriate development or use of the land, building, or structure;
4. Is minor in nature;

NOW THEREFORE BE IT RESOLVED THAT Application No. 2026-01 is hereby approved, subject to the following conditions:

1. That the development shall proceed in substantial conformity with the plans and drawings submitted with the application;

AGENDA

2. That all other applicable municipal by-laws and regulations shall be complied with;
3. That this decision shall lapse if a building permit is not issued within 2 years.

Carried.

2026-99 Moved by N. Kyte – Seconded by S. Cotton
Council for the Village of Burk's Falls now ends the Public Meeting and reconvenes its regular meeting at 6:20pm.
Carried.

ITEMS FOR DISCUSSION

Council reviewed colour options for the theatre walls and selected a scheme that coordinates with the flooring samples. The CAO-Clerk provided feedback, as requested by Council, regarding the marble-look versus full flake flooring finish, noting that the marble-look option is not recommended due to its potentially slippery surface and associated health and safety concerns. By resolution, Council approved the paint selection, and also confirmed "Midnight" as the full flake flooring colour.

Council considered the payout of existing staff banked sick time in accordance with the new HR Policy, which eliminates this practice. A motion was passed to authorize the payout.

The CAO-Clerk advised that one of the theatre fans is non-functioning and requires replacement to ensure proper heat exchange and cooling. A quote has been obtained for estimating purposes. Council passed a motion to fund the replacement from the Capital Reserve.

RESOLUTIONS PASSED:

2026-100 Moved by S. Cotton - Seconded by R. Baptiste
Be it resolved;
THAT Council approves the use of colour code C12-6-0510 for the painting of the municipal theatre, and authorizes staff to proceed accordingly.
Carried.

2026-101 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
THAT Council approves the repair of the HVAC fan at the municipal theatre, with funding to be drawn from the Capital Reserve (Community Improvement), which has a current balance of $114,477, in lieu of increasing the 2026 budget, and authorizes staff to proceed accordingly.
Carried.

2026-102 Moved by S. Cotton - Seconded by N. Kyte
That the Council for the Village of Burk's Falls hereby receives EcoVue Part Lot exemption report, dated April 8, 2026
Carried.

2026-103 Moved by S. Cotton - Seconded by R. Baptiste
That the Council for the Village of Burk's Falls hereby adopts By-law 15-2026 being a by-law to exempt certain lands from Part Lot Control as presented and considered read three times and passed this 14th day of April 2026.
Carried.

2026-104 Moved by N. Kyte - Seconded by R. Baptiste
Regarding banked Sick Leave
WHEREAS Council has completed a review of the Village' s Personnel Policies;

AND WHEREAS Council has determined that the continued accumulation of banked sick leave is no longer aligned with current financial management practices;

NOW THEREFORE BE IT RESOLVED THAT:
Discontinuation of Banked Sick Leave Effective December 31, 2025, employees shall no longer be permitted to accumulate (bank) unused sick leave credits, AND

AGENDA

Council hereby authorizes the Treasurer to calculate and issue one-time payout of all eligible accumulated banked sick leave credits to current employees, in accordance with applicable employment agreements, policies, AND

The Treasurer, in consultation with the Chief Administrative Officer/ Clerk, is authorized to take all necessary steps to implement this resolution, including determining eligibility, calculating entitlements, and ensuring appropriate payroll deductions and reporting.
Carried.

CORRESPONDENCE DISCUSSION
Council members were reminded to bring their budget binders to the Regular Meeting of Council scheduled for April 21, 2026.

Council was advised that the Strategic Plan Public Open House will be held on May 11, 2026, from 6:00 p.m. to 8:00 p.m., and members were encouraged to attend.

CLOSED SESSION
2026-105 Moved by S. Cotton - Seconded by N. Kyte
Be it resolved;
That Council for the Village of Burk's Falls now enters into closed session 6:44 pm pursuant to the Municipal Act 2001, c. 25,
Item 13a: Power Bank OLT 26-000137
Pursuant to the Municipal Act 2001, c.25:
Section 239(2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Item 13b: Development Option
Pursuant to the Municipal Act 2001, c.25:
Section 239(2) (g) A trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value.
Carried.

2026-106 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That Council for the Village of Burk's Falls now reconvenes to regular open session at 7:31 pm.
Carried.

2026-107 Moved by R. Baptiste - Seconded by S. Cotton
Be it resolved;
That Council for the Village of Burk's Falls hereby adopts Bylaw16-2026 being a By-law to confirm the proceedings of Council at its special meeting of April 14, 2026, as presented and considered read three times and passed this 14th day of April 2026.
Carried.

2026-108 Moved by R. Baptiste - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk's Falls hereby adjourns at 7:33 pm.
Carried.

_____ _____
Chris Hope, Mayor Denis Duguay, CAO - Clerk

AGENDA

Rural Youth Group Committee Meeting

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

Present: Chair Barry Burton, Mayor Chris Hope, Jeannette Godfrey, Corrine Penstone, Recording Secretary
Guests: None
Regrets: Co-Chair Ashley Brandt, Mary Thompson
Delegations: None

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

2. **Land Acknowledgement:**
   The Land Acknowledgement was provided by C. Penstone

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 Advisory Committee amends the agenda to add item 7. a) New Business - Planning Updates
   Carried.
   Moved by C. Hope - Seconded by J. Godfrey
   THEREFORE, BE IT RESOLVED THAT the Rural Youth Group Advisory Committee approves the agenda of the meeting of March 30, 2026
   Carried.

5. **Adoption of Previous Meeting Minutes:**
   Moved by J. Godfrey - Seconded by C. Hope
   THEREFORE, BE IT RESOLVED THAT the Rural Youth Group Advisory Committee approves the minutes of the meeting held on March 9, 2026.
   Carried.

6. **Old Business:**
   a) **Results of the Council Meeting**
      At its regular meeting on March 9, no additional recommendations were brought forward for Council's consideration. The delegation from Chair B. Burton did not take place. A committee member has been requested to attend the Council meeting scheduled for April 21, 2026, to respond to any questions. J. Godfrey confirmed her attendance at the meeting.
      The RYG committee again expressed the importance of proceeding with the hiring process, as candidates have been awaiting a response since February.
      The committee passed a resolution to proceed with hiring for the coordinator position.

AGENDA

b) Naming of the Centre
Deferred.

c) Downtown Celebration
As no committee members are available to attend the event, Mayor C. Hope offered to distribute materials on behalf of the committee, provided they are prepared and supplied to him in advance.

d) Fundraising
The Committee discussed that securing a coordinator would assist in advancing fundraising efforts. It was also noted that additional volunteers are needed. C. Penstone advised that the two individuals previously interested in volunteering are no longer available to participate.

7. New Business

a) Planning Updates
Chair B. Burton presented the "Youth Centre To-Do List" to the Committee, along with a six-month budget, renovation quotes for space "A," and a corresponding diagram. The Committee reviewed the materials and noted that negotiations for reduced rent, in consideration of renovation costs, will be pursued. An alternative location was also discussed, and the Committee will attempt to arrange a viewing.

The Committee approved the six-month budget, with the desire to a negotiate rental rate reflecting renovation costs.

8. Recommendations to Council
Moved C. Hope - Seconded by J. Godfrey
THEREFORE, BE IT RESOLVED THAT the Rural Youth Group Committee recommends that Council approve the hiring of a Youth Coordinator based on the previously submitted candidate selection, with the position set at 20 hours per week for an initial six-month term.
Carried.

Moved by J. Godfrey - Seconded by C. Penstone
THEREFORE, BE IT RESOLVED THAT the Rural Youth Group Committee recommends that Council approve the six-month budget as presented, with the notion that rent will be reduced in consideration of renovation costs.
Carried

9. Date of Next Meeting: Either April 20th or 27th- TBD, 5:30 pm, 2026

10. Meeting adjourned at 6:08 pm.

_____
Signature of Chair

AGENDA

Youth Centre TO DO List

Post Job Description webpage facebook page

Have job applications available on line

Contact Colleges and Universities of Job Posting

Interview Job applicants

Post need for volunteers

Have Volunteer applications available

Review Volunteer applications

Create Schedule for Volunteers

Vulnerable Sector applications for volunteers

Acquire quote from plumbers to install plumbing and required fixtures for accessible Bathroom

Acquire quote for construction of accessible bathroom

Assess a list of projects to be done prior to opening

Set date for realistic opening date

Promoting RYG centre opening.

Plan for Grand Opening to the public for RYG centre

Submit list of grant applications to staff

Prepare activity and events, guest speaker schedule with successful candidate for coordinator

Purchase or get donations 3 computers for RYC

Purchase or get donation for television and game counsel.

Arrange for Internet service

AGENDA

Rural Youth Group Centre 6 Month Budget

[redacted]

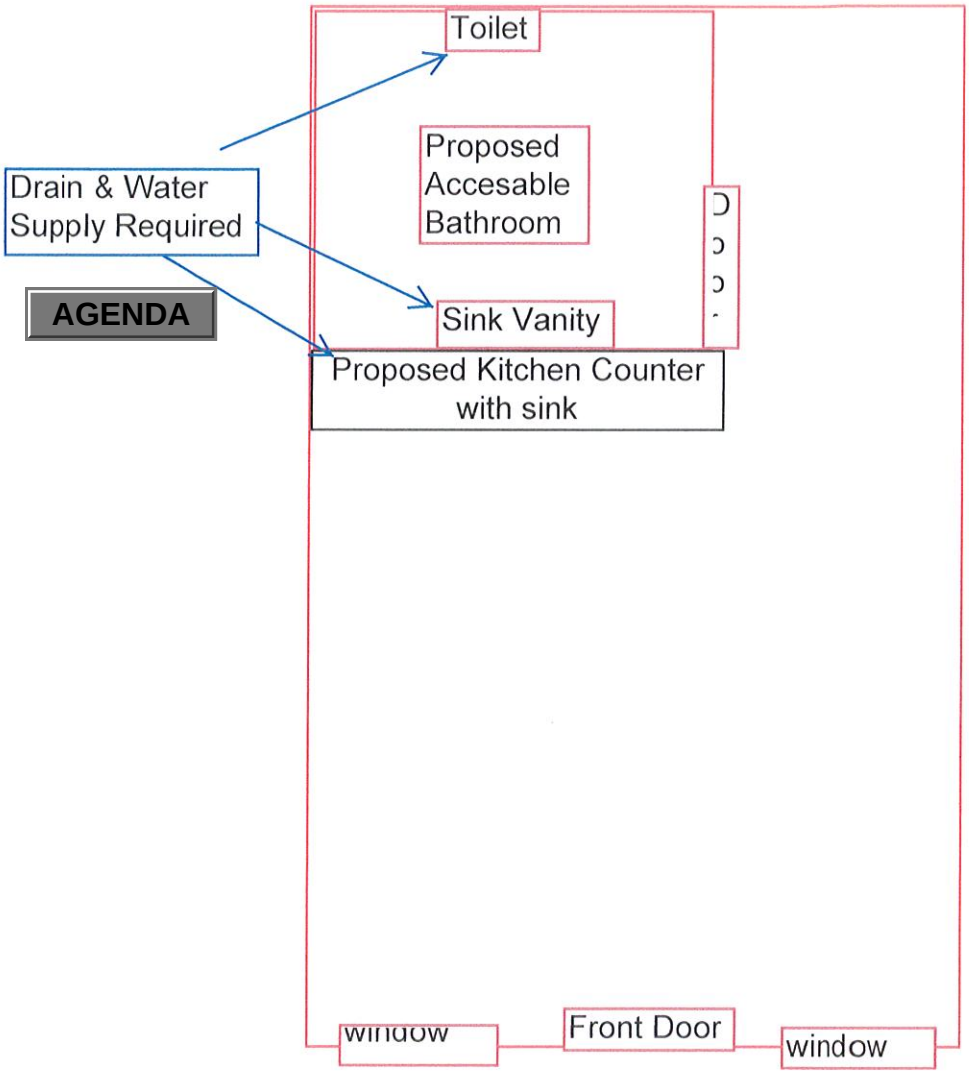
Monthly Expenses

Month To Month Rental Agreement (utilities included) $1,600.00 + HST $208.00 =$1,808.00 6 Month Period		$10,848.00
Internet	$150.00 x 6 months	$900.00
Director Contract Income Facility open from 4:00pm to 8:00pm + ½ hour Start & End Open 4 days a week Tuesday to Friday 20 hours per week X $25.00 =$500.00 per week $500.00 X 4.33 weeks/month = $2,165.00	$2,165.00 X 6 months	$12,990.00
Misc. Expenses	$ 150.00 x 6 months	$1,200.00

Start Up Expenses

Front Desk (existing donation)			
Installation of Accessible Washroom	Plumbing		$5,000.00
	Wheel Chair Ramp		$ 222.72
	Bathroom Walls		$1,492.68
Front Door Opener			$3,100.00
3 Computers Purchase $400.00 Each		$400.00 X 3	$1,200.00
Paint			$500.00
TV & Game Console			$1,000.00
Misc. Furniture			$1,000.00
TOTAL			**$39,453.40**

Construction Expences to reduce rent $ 9,815.40


Toilet
Proposed
Accesable
Bathroom
Drain & Water
Supply Required
AGENDA
Sink Vanity
Proposed Kitchen Counter
with sink
window
Front Door
window

lights@bellnet.ca

From: Mike Wilke <one.mikewilke@gmail.com>
Sent: March 30, 2026 9:41 AM
To: lights@bellnet.ca
Subject: Fw: youth center

AGENDA

From: Mike Wilke <one.mikewilke@gmail.com>
Sent: Monday, March 30, 2026 8:41:27 AM
To: Mike Wilke <one.mikewilke@gmail.com>
Subject: youth center

1- 1/2 sheet of 3/4" plywood $48.00
2- 10 ft. 2"x6" p/t lumber @ $16.46 each $32.92
10-3" tapcon fasteners, 6" long $56.80
Wood glue, small $10.00
1- pint paint, slip resistant (budget) $75.00

Bathroom walls
(2 interior walls, framed and drywalled)
24- 8' 2 x 6 studs @ 6.28 ea $150.72
10 sheets of drywall 8' x 4' - 1/2" $18. ea $180.00
1 box drywall compound (2L) $23.00
1 roll drywall tape $10.00
1 box drywall screws - 1 5/8" $29.00
1 box 3" wood screws $40.00
4 pieces 8' baseboard (32 lf) $5.48 ft $175.36
1 3' prehung door (riverside) $248.00
Door hardware (budget) $100.00
sound battens $536.60

sub total $1,715,40
tax extra

AGENDA

[redacted] This is the quotation for the job at [redacted] St, Burks Falls for the installation of the plumbing for a 2 piece bathroom and a kitchenette.

Thank you for your request and the opportunity to present the following quotation for [redacted] Burks Falls,our quotation is based on the following:

Scope of Work:
- Supply and install line items (pipe and fittings) for the water lines and drainage for the 2 piece bathroom and kitchenette
-Tie into existing water lines and drainage
-Install customer supplied fixtures (toilets,hot water tank, and faucets)
-Install all piping as per OBC section 7

Our Estimate to do the following as discussed above is $5,000+HST

Additional: Any deviation from the scope of work will result in an extra billed at time and material.

If you wish to proceed with the quote please respond by email or call (705) 349-1902.

Price is valid for 10 days

Thank you,
Jamy
The Plumbing Dr.

Please sign and return this proposal to our office upon approval of the quote by email. If

you use Purchase order numbers please indicate them as well.

AGENDA

Standard Clarifications:
We will require a 50% deposit to start the work and will require 40% upon completion of the rough in, the remainder (10%) is due upon completion of the job.
This quote is based on the information provided to The Plumbing Dr. at the time of us reviewing the drawings provided, any unforeseen issues will be subject to additional charges.

Acceptance of Proposal

Name:

Signature:

Date of Acceptance:

Warranties & Limitations on Warranties
The Plumbing Dr. warrants that all work performed will be completed in a professional manner free from defects in workmanship for a period of 12 months from the date the work was performed. Only the manufacturer's warranty is provided on any parts or materials provided in connection with the work. The Plumbing Dr. obligation is limited to the replacement of any defective parts or workmanship and is conditioned upon PlumbRx receiving actual written notice of defect within applicable warranty periods(s). Any issues outside of the 12 months of the installation is subject to an additional charge of labour and material unless the manufacturer covers the material replaced. The foregoing warranties are exclusive and in lieu of express or implied warranties including, but not limited to, implied warranties or merchantability and fitness for a particular purpose The Plumbing Dr. is not subject to and disclaims damages for lost profits and all consequential, indirect, incidental, contingent and punitive damages.

Maintenance

Any alterations, additions, adjustments or repairs made by a party other than The Plumbing Dr. unless authorized or agreed upon in writing by PlumbRx, will be cause to terminate PlumbRx' obligation under the contract.

Entire Agreement

AGENDA

This agreement sets forth the entire agreement between the parties with respect to the matters set forth in this agreement and supersedes all other agreements either written or oral concerning the subject of this agreement.

Payment Terms

Payment is due upon completion of work, as described on the quote. Any payment not received within 30 days from completion of work is subject to interest at the highest amount lawfully allowed by law in the Province in which the work was performed. When PlumbRx arrives on site to complete work after contractor or home owners asks if the job is not ready for us to complete a full days worth of work the job is subject to additional charges ($1500.00 per day)

Phone: (705)349-1902
Email: info@theplumbingdoctorinc.com

lights@bellnet.ca

From: lana@deklan.ca
Sent: March 30, 2026 9:10 AM
To: lights@bellnet.ca
Subject: Automatic Door

AGENDA

Morning Barry
Derek says a budget price would be $3100.00 (plus HST).
Must be room in the panel for a single pole breaker.
Good Luck!

Kind Regards

Lana Walsma Hoar

DEKLAN Services Inc. GENERAC
ESA #7015648
407 Sieber Road , Burks Falls, P0A 1C0 www.deklan.ca
North Muskoka 705-387-0515
• Generac Back up Power, Service, Warranty • In-house gas piping • Hot tub and Saunas
• EV Chargers • Mini Excavator • Trencher • Torpedo • Residential Electrical Work for over 30 years!

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

AGENDA

2026 Draft Budget – April 21, 2026

RECOMMENDATION

That the 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 $15,800 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.

2025 Total Assessment	**2026 Total Assessment**
$97,160,200	$98,603,800

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

2025	$1,827.10	
3%	$1,881.91	$54.81 increase
4%	$1,900.18	$73.08 increase
5%	$1,918.45	$91.35 increase

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

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

AGENDA

2026 Non-Discretionary Levies

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

	2025	**2026**
Municipal Property Assessment Corporation	$15,161	$15,991
Ontario Provincial Police	$262,751	$291,654
EMS Land Ambulance	$30,245	$32,331
North Bay Parry Sound Health Unit	$31,118	$32,405
DSSAB	$38,110	$40,763
Eastholme Home for the Aged	$32,187	$32,774
Total	**$409,572**	**$445,918**

2026 Levy increase of $36,346.

2026 Shared Services	**2025**	**2026**	
Fire Department	$159,991	$185,865	16% increase
Regional Training Officer	$4,771	$4,885	2% increase
Landfill	$59,419	$50,195	18% decrease
Arena	$162,872	$183,380	13% increase
Library	$77,154	$64,738	19% decrease
Total	**$464,207**	**$489,063**	

Total Shared Services represents a $24,856 increase from 2025.

2025 Year End Surplus

The forecasted 2025 year end results have been finalized. The annual audit was completed in late March. The 2025 year end surplus is $146,552.

2026 Capital

The Draft 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 & basement floor repair, Arena compressor replacement, and Theatre lobby upgrades.

172 Ontario Street ● PO Box 160 ● Burk's Falls ON P0A 1C0
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AGENDA

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.

The following funding applications have been completed:

Canada Summer Jobs-summer students	$ 4,928	- funding approved
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
Canada Day Grant	$ 3,000	- funding approved
Pothole Prevention Program	$38,000	- funding approved

2026 Forecast Reserves

The forecasted 2025 year-end reserve balance (attached) resulted in a closing balance of $1,942,207. With the proposed transfers of reserves in 2026 the balance would be increased by $286,503. Proposed 2026 balance $2,228,710.

CONCLUSION:

The 2026 Draft Budget Report is provided for Council's consideration. If approved by Council, the by-law to adopt the budget, set the tax ratios, and the tax rates will be prepared and included in the May Council meeting agenda.

Respectfully Submitted by

Tammy Wylie
Treasurer

VILLAGE OF BURK'S FALLS
RESERVE SCHEDULE

AGENDA

	RESERVES & DEFERRED REVENUES	BALANCE AT DECEMBER 31, 2025	2026 TRANSFER FROM RESERVES	2026 TRANSFER TO RESERVES	2026 PROJECTED BALANCE
13-201	DEFERRED REVENUE-GAS TAX	324,779	387,463	62,684	0
13-204	DEFERRED REVENUE-OCIF FORMULA BASED FUND	742,538	1,002,377	259,839	0
13-203	DEFERRED REVENUE-NORDS FUNDING	51,556	51,556		0
13-205	DEFERRED REVENUE-CANNABIS FUNDING	10,503			10,503
	TOTAL DEFERRED REVENUES	**1,129,376**	**1,441,396**	**322,523**	**10,503**
13-311	WORKING FUND RESERVE	162,834			162,834
13-202	PARKLAND RESERVE	3,346			3,346
13-311-1	INFRASTRUCTURE GENERAL RESERVE	94,394			94,394
13-312	GENERAL GOVERNMENT RESERVE	50,798			50,798
13-312-1	SERVER RESERVE	10,000		5,000	15,000
13-313	WATER RESERVE	443,240	33,583		409,657
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 RESERVE	114,477	3,002		111,475
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		35,000	89,800
	TOTAL RESERVES	**1,942,207**	**36,585**	**323,088**	**2,228,710**

2026 DRAFT BUDGET
April 2026

AGENDA

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
Taxation & Payments in Lieu										
14-310	General Levy	1,628,497	868,377	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			
15-210	Payments-in-Lieu	20,000	2,046		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	15,800			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
Total Taxation & Payments in Lieu		**1,911,690**	**870,423**		**1,839,022**	**1,866,534**	**-27,512**	**1,767,696**	**1,698,552**	**1,639,421**
Revenues-Water & Wastewater										
15-100	Water Billings-Burk's Falls	302,087	50,797	2.5% utilities rate increase	294,719	295,551	-832	287,531	277,293	275,397
15-120	Water Service Surcharge	80,500	13,418		80,000	80,327	-327	79,677	78,885	77,573
15-125	Water Connections & Services	20,000	2,250		20,000	21,315	-1,315	11,822	15,409	10,996
15-130	Water Billings-Armour	32,974	4,267		31,270	29,610	1,660	30,508	27,724	25,440
15-150	Sewer Billings	280,719	46,215		262,179	273,872	-11,693	243,620	249,546	244,230
15-517	OCIF Formula Based Grant	30,000		sewer rehab	20,000	26,716	-6,716	120,453	96,723	
15-517	OCIF Formula Based Grant	75,000		Yonge Street-water parts	518,900					
15-517	OCIF Formula Based Grant	20,000		Elm Street						
15-535	Gas Tax (Water)				130,000		130,000			
15-791	From Reserve	33,583								
Total Revenues-Water & Wastewater		**874,863**	**116,947**		**1,357,068**	**727,391**	**629,677**	**773,611**	**745,580**	**633,636**
Revenues-General Government										
15-310	General Government-Miscellaneous	6,000	1,490		5,000	6,737	-1,737	24,944	38,358	-33,801
15-310	General Government-Miscellaneous			WSIB surplus	16,215					
15-311	RV Dumping Station	800			750	755		770	400	
15-325	Provincial Offences	3,000			3,000		3,000	1,324	2,808	1,570
15-326	Correctional Services Transport	733			656	617	39	497	491	164
15-327	Policing Revenue	3,200			3,000	3,069	-69	2,035	2,527	1,467
15-330	By-law Fines	1,300	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	17,500		includes funeral home sidewalk	2,500	670		2,396		
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	185,600		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	272	funding for newsletters	300	272				
15-504	NOHFC Grant - Intern							18,601	15,481	
15-505	Donations					800				
15-536	Gas Tax Revenue-Roads								41,640	28,493
15-720	Licenses & Permits	3,200	770		2,200	3,200	-1,000	1,554	2,384	2,243

2026 DRAFT BUDGET
April 2026

AGENDA

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
15-721	Garbage Tags	2,400	102		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	2,146	Library, Upstairs Office	12,000	6,963	5,037	9,236	10,605	8,304
15-750	Current Interest & Penalties	40,000	8,810		40,000	34,491	5,509	32,197	36,489	33,272
15-760	Interest Income (General Account)	65,000	8,442		65,000	26,159	38,841	54,349	52,960	17,023
15-761	Interest Income (Elevator Loan)			Loan 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	1,049	3,951	77,699	15,319	26,899
15-775	General Municipal Donations									200
15-780	Lakeland Holdings Dividends	33,400	8,350		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	146,552		2025 Surplus	244,533	244,533	0	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	2,724		10,768	9,601		6,435	4,680	
15-790	Transfer from Reserve			Asset Management Plan	30,000		30,000	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	13,010				
15-790	Transfer from Reserve			Dog Park		2,270				
15-790	Transfer from Reserve			Washroom Upgrade		20,000				
15-825	Canada Summer Jobs	4,928		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
Total Revenues-General Government		**1,177,769**	**219,006**		**1,287,375**	**1,167,908**	**119,467**	**1,359,065**	**1,356,770**	**1,381,342**
Revenues-Arena										
15-3722	Arena Revenue-Ice & Floor Rentals	174,182	49,079		150,150	195,016	-44,866	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	2,769		8,250	13,335	-5,085	8,745	8,614	7,550
15-3725	Arena Revenue-Sign Rentals	9,250	6,851		8,850	7,751	1,099	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	505		300	1,013	-713	500	500	800
15-3728	Arena Revenue-Snack Booth	35,250	9,050		28,500	24,949	3,551	31,818	27,348	6,654
15-3729	Arena Revenue-Other Revenue					2,239				3,000
15-672	Armour Arena Contribution	183,380			162,872	137,224	25,648	138,299	123,014	114,514
15-672-1	Ryerson Arena Contribution	183,380			162,872	137,224	25,648	138,299	123,014	114,514
Total Revenues-Arena		**595,942**	**68,254**		**526,794**	**519,086**	**7,708**	**482,270**	**421,241**	**334,235**

2026 DRAFT BUDGET
April 2026

AGENDA

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
Revenues-Recreation & Cultural Programs										
15-373-1	Recreation-Other Programs	1,993	1,200		1,200	1,155	45	369	40	533
15-373	Recreation-Travel Baseball				700	687				
15-375	Recreation-Baseball & Soccer	8,158	1,950		11,390	7,983	3,407	9,213	7,697	6,027
15-375-1	Recreation-Ball Diamond Rentals	2,500			3,000	2,447	553	310		105
15-375-2	Recreation-Ball Field Advertising	450				450				
15-377	Recreation Donations							3,380		340
15-400	Canada Day Grant	3,000			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	40,369			20,000	1,124	18,876			
15-874	Winter Carnival Revenue				920	920	0			
15-875	Special Events Revenue	10,570	420		9,740	6,679	3,061	7,124	1,076	3,060
Total Revenues-Recreation & Cultural Programs		**99,290**	**3,570**		**78,920**	**39,820**	**39,100**	**48,809**	**39,909**	**35,904**
Revenues-Health Centre										
15-540	Health Centre Rental Revenue	129,000	39,514		141,138	126,191	14,947	205,219	113,409	160,945
15-543	Health Centre-Donations	500			500	600	-100	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	45,000	43,234		45,000	22,425	22,575	47,220	16,117	45,263
15-546	Physician Recruitment-Municipalities								6,290	
Total Revenues-Health Centre		**175,500**	**82,748**		**187,638**	**149,702**	**37,936**	**256,146**	**140,846**	**212,543**
Revenues-Medical Building										
15-540-1	Medical Building Rental Revenue	104,000	23,944		95,785	82,298			55,466	
15-540-2	Shared Service Property Maintenance	22,800	1,464							
15-543	Medical Building-Donations									
Total Revenues-Health Centre		**126,800**	**25,408**		**95,785**	**82,298**	**13,487**	**0**	**55,466**	**0**
Revenues-Capital Projects										
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-Fire Burn Building				5,720					
15-507	Field of Dreams Grant							50,000		
15-790	Transfer from Reserve-Theatre Fan	3,002						27,332		
15-536	Gas Tax Roads-Yonge Street	387,463								
15-508	OCIF Formula Based Funding-Yonge Street Rehabilita	808,377				22,895			-52,493	69,431
15-508-1	ICIP Grant-COVID-19 Resilience			washroom renovations	67,650	68,374	-724			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	69,000		to offset Elm St resurface, guardrail end treatments, funeral home sidewalk	50,000	100,443	-50,443	10,278	13,546	
15-510	Pothole Prevention Grant	38,000								
15-511	NORDS Fund	51,787			347,805	299,607				
15-568	Explorer's Edge Funding			banners	1,500	1,509				
15-569	NECO Funding			Theatre Countertops	1,500	1,500				10,000
Total Revenues-Capital Projects		**1,412,629**	**0**		**479,175**	**499,328**	**-20,153**	**87,610**	**-38,947**	**131,231**
TOTAL REVENUES		**6,374,483**	**1,386,356**		**5,851,777**	**5,052,067**	**799,710**	**4,775,207**	**4,419,417**	**4,368,312**

2026 DRAFT BUDGET
April 2026

AGENDA

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
Expenditures-General Government										
Council										
16-111	Council Remuneration	69,500	17,189		65,340	57,783	7,557	62,404	62,404	65,602
16-114	Council Materials	12,000	50	Conferences/meeting expenses	12,000	4,090	7,910	5,032	4,245	3,996
Administration										
16-121	Administration Wages & Benefits	484,537	118,440	as per wage calculation	455,000	472,508	-17,508	441,246	376,778	341,577
16-124-1	Special Legal Fees	11,000	304		11,000	13,356	-2,356	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	365		1,650	2,589	-939	1,779	992	930
16-124-12	Office Natural Gas	4,350	579		4,350	3,152	1,198	2,824	4,159	4,100
16-124-13	Office Hydro	3,000	345		3,000	3,207	-207	2,604	2,467	2,448
16-124-14	Office Internet	1,700	314		1,700	1,429	271	1,514	1,388	1,640
16-124-15	Memberships	4,200	4,150		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	12,543		28,000	30,815	-2,815	25,503	27,980	23,691
16-124-18	Office Supplies	20,000	2,522	includes new projector $2,500 & 8 Council chairs $2,500	15,000	14,016	984	15,834	13,693	15,982
16-124-19	Seminars & Workshops	8,500	275		8,500	5,678	2,822	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	812	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	388	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	798		5,500	3,944	1,556	6,067	3,723	3,360
16-128	Assessment Services	15,991	3,998		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	45,941	45,941		46,358	47,526	-1,168	51,823	47,715	43,576
16-133	Election	10,000	509	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	53,000	4,437	estimated for 2026	50,000	52,911	-2,911	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	18,010	6,990			
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	15,800		Commitment to Huntsville & Bracebridge new hospitals	15,000	15,626	-626	15,261	15,000	
Total Expenses-General Government		**844,334**	**213,959**		**919,637**	**918,310**	**1,327**	**812,249**	**701,764**	**759,741**

2026 DRAFT BUDGET
April 2026

AGENDA

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
Expenditures-Protection to Persons										
16-213	Regional Training Officer	4,885	1,221		4,771	4,808	-37	4,877	4,771	4,771
16-214	Fire Department	185,865	46,466		158,261	141,681	16,580	352,661	127,190	196,577
16214-1	Fire Hall Property Purchase	19,841	19,841							
16-2141	Fire Hydrants	1,000			1,000		1,000	733	230	
16-2142	Nelson Pumphouse Wages	2,000	360		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)	13,481						16,407	10,580	13,307
16-2143	Transfer to Reserves-Pumper Truck								30,000	
16-2143-1	Fire Burn Building				10,079	10,079		5,720		
16-2144	Pumphouse Materials	8,500	2,156		6,500	12,033	-5,533	6,546	166,914	19,461
16-2145	Pumphouse Contract	500			500		500			
16-2145-1	Capital-Asbestos Abatement	5,000			5,000					
16-220	Policing Contract	291,654	24,304		262,751	262,752	-1	259,212	290,195	235,859
16-221	OPP Detachment Board	1,140	243	insurance,programming,association fee	700	307				
16-241	Building Inspector									
16-244	By-law Enforcement	30,000	737	BLEO & OSPCA	28,500	25,791	2,709	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			
16-251	Crossing Guards Wages	8,000	2,359		5,800	5,582	218	5,681	5,509	5,335
16-264	Emergency Measures-Materials	3,500	537		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						
16-266	911 Civic Addressing	600			600		600		37	1,469
Total Expenses-Protection to Persons		**639,876**	**98,224**		**508,872**	**484,140**	**24,732**	**697,826**	**681,695**	**505,717**
Expenditures-Transportation Services										
16-311--7	Road Wages	133,300	40,259		133,300	116,057	17,243	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	18,125	6,875	18,513	11,309	25,905
16-3142	Materials & Services-Roadside Maintenance	14,000	351	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	1,225,330	251		347,805	28,114	319,691			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					131,396				
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	30,000								
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	3,306	winter sand/salt + OGRA winter monitoring application	35,000	31,290	3,710	43,077	28,757	22,574
16-3145-1	Contract-Winter Control	80,000	30,464	snow removal contract	80,000	91,978	-11,978	52,346	51,733	62,997
16-3146	Materials & Services-Safety Devices	6,500	363		6,500	4,640	1,860	8,548	7,251	1,879
16-3147	Materials & Services-Roads	15,000	2,490	vehicle expenses/fuel/AORS certification	15,000	1,680	13,320	1,884	16,069	8,806
16-3149	CNR Signal Maintenance	8,700	1,097	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	14,000	1,238	hydro + maintenance	30,000	25,211	4,789	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	69,211	-56,311	5,000		
16-384	Kubota Tractor Loan Payments	12,138	3,034			-69,793				

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AGENDA

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	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	-8,751	16,251	-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	8,781		25,575	22,798	2,777	20,889	18,721	19,068
16-364	Sidewalk-Materials	15,000	4,574	fuel,tractor repairs, equip rentals	22,000	4,933	17,067	10,408	7,064	5,830
16-364-1	Transfer to Reserves-Huston St Sidewalk								10,000	
16-374	Truck & Shop-Materials	20,000	5,397	hydro,gas,security,phone & internet and vehicle expenses ie: safety, repairs	20,000	25,360	-5,360	21,957	16,419	12,693
16-374	Shop Furnace				4,500	3,867				
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
Total Expenses-Transportation Services		**1,804,555**	**101,605**		**1,016,986**	**889,439**	**127,547**	**427,091**	**461,954**	**438,805**
Expenditures-Water & Wastewater										
16-411	Sewer-Wages & Benefits	94,500	17,382		78,162	78,198	-36	68,531	65,202	62,573
16-412	Sewer-Capital	30,000		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	115,500	29,768	includes pump repairs & GPS system	90,000	99,419	-9,419	88,748	76,447	121,696
16-415	Sewer-Contracts	55,000	7,186		55,000	29,780	25,220	60,622	28,532	29,305
16-419	Sewer-Interfunctional Machine Charge					3,487			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	5,263	-1,063	4,130	5,552	6,264
16-429	Main St. Project									-9,510
16-431	Water-Wages & Benefits	120,631	20,107		98,658	89,170	9,488	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	75,000	water parts	expense covered through OCIF & CCBF	648,900		648,900			
16-432	Water-Capital-Water Meter Update	25,000			25,000	21,402	3,598	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		funds from OCIF						
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	2,121		9,060	3,968	5,092	8,774	7,323	10,090
16-433-1	Water-Leaks & Repairs-Materials & Services	11,000			11,000	10,906	94	8,586	7,493	3,004
16-434	Water-Materials & Services	95,000	33,996	includes waterline swab & chlorine test kits	81,000	94,297	-13,297	99,649	73,176	79,651
16-435	Water-Contracts & Financials	82,000	21,084		82,000	83,986	-1,986	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	12,420	120	13,833	15,204	16,533
16-447	Transfer to Reserves-Water-General			transfer to reserve	13,796	49,366	-35,570		12,798	67,133
80-117	OILC Loan-Water Standpipe Debenture	47,706			46,252	46,252	0	44,842	43,475	42,150
Total Expenses-Water & Wastewater		**874,863**	**131,644**		**1,357,068**	**727,391**	**629,677**	**773,610**	**745,579**	**633,638**

2026 DRAFT BUDGET
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AGENDA

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
Expenditures-Environmental Services										
16-444	Waste Contract	86,800	11,698		86,800	69,573	17,227	67,854	61,658	59,764
16-445	Recycling Contract	15,178	4,585		15,178	15,544	-366	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	1,800	1,475	garbage tags	1,400	1,657		1,413		
16-454	Landfill-Tri R	50,195	12,549		59,419	56,933	2,486	38,937	43,468	33,513
16-4554	Recycling Materials	500			500		500		475	100
16-457	Transfer to Reserve-Landfill	6,000			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
Total Expenses-Environmental Services		**167,473**	**30,307**		**176,297**	**155,242**	**21,055**	**159,678**	**161,897**	**139,862**
Expenditures-Almaguin Highlands Health Centre										
16-5401	Health Centre Wages & Benefits	66,900	17,274		61,000	65,810	-4,810	78,475	44,903	36,585
16-5402	Hydro	23,352	2,053		23,352	21,346	2,006	28,533	23,975	23,656
16-5403	Natural Gas	7,650	2,158		7,650	5,611	2,039	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	1,318		4,988	4,735	253	5,905	3,162	5,674
16-5406-1	Janitorial Contract							6,875	22,619	30,344
16-5407	Pest Control	750	224		750	1,054	-304	1,077	734	902
16-5408	Water & Sewer	1,875	182		1,875	1,764	111	2,647	3,093	2,277
16-5409	Insurance	14,112	14,112		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	40,000	29,560	actual includes fire pump controller, basement floor repair & plumbing repairs	59,465	41,982				
16-5410	Snow Removal	6,500	3,605		5,500	6,868	-1,368	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	1,714		30,000	27,992	2,008	33,289	30,869	22,902
16-5416	Miscellaneous	1,875	55		1,875	1,942	-67	2,558	189	
16-5418	Telephones	2,000	316		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	35,000		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
Total Expenses-Almaguin Highland Health Centre		**242,185**	**72,571**		**224,263**	**207,624**	**16,639**	**206,718**	**171,401**	**195,556**
Expenditures-Medical Building										
16-542-11	Medical Building Wages & Benefits	23,700	2,576		20,000	12,277			11,928	
16-542-12	Shared Service Property Maintenance	22,800	1,464							
16-5422	Hydro	6,400	657		5,870	6,884			7,992	
16-5423	Natural Gas	2,500	608		2,500	1,854			2,133	
16-5424	Fuel Oil	550			550	186				
16-5425	Cleaning Materials	1,500	288		1,500	1,675			1,054	
16-5426	Janitorial Contract								7,540	
16-5427	Pest Control	250	75		250	93			245	
16-5428	Water & Sewer	1,610	432		1,610	1,533			1,031	
16-5429	Insurance	9,687	9,687		7,311	7,311			3,131	
16-5430	Snow Removal	2,000	1,202		2,000	2,813			949	
16-5431	Building Maintenance	7,500	51		7,500	2,044			3,092	
16-5432	Property Taxes	8,500	4,398		8,500	8,797	-297	8,178	7,964	7,752
16-5433	Miscellaneous	625	40		625	156				
16-542	Medical Building-Capital	20,000		hydro meter - connection	5,000	5,253			8,804	
Total Expenses-Medical Building		**107,622**	**21,478**		**63,216**	**50,876**	**12,340**	**8,178**	**55,863**	**7,752**

2026 DRAFT BUDGET
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AGENDA

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
Expenditures-Other Health Services										
16-518	Health Unit Levy	32,405	10,639		31,188	31,188	0	29,703	28,837	26,266
16-520	Land Ambulance	32,331	10,777		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	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	576		8,000	9,484	-1,484	8,301	6,318	6,042
16-554	Cemetery Materials & Services	4,500			3,500	4,537	-1,037	2,887	2,988	2,831
Total Expenses-Other Health Services		**80,236**	**22,992**		**73,933**	**76,454**	**-2,521**	**71,384**	**83,956**	**63,201**
Expenditures-Social & Family Services										
16-618	General Assistance Levy-Parry Sound DSSAB	40,763	10,191		38,110	38,110	0	36,909	35,943	35,058
16-626	Seniors Centre	12,000	8,077	snow removal,insurance	11,000	10,539	461	12,304	8,742	10,623
16-628	Eastholme Levy	32,774	8,194	estimated 3% increase	32,187	32,187	0	31,553	30,833	29,842
16-638	Almaguin Manor-loan interest	46,930			48,314	48,028		49,383	50,702	
Total Expenses-Social & Family Services		**132,467**	**26,462**		**129,611**	**128,864**	**747**	**130,149**	**126,220**	**75,523**
Expenditures-Arena										
16-721	Arena Wages & Benefits	327,880	73,358		298,420	290,245	8,175	256,556	230,923	186,140
16-723	Arena Bad Debt Expense									85
16-724-1	Audit & Accounting	5,500			5,500	5,385	115	5,300	4,704	3,010
16-724-10	Insurance	55,575	50,854		48,595	50,251	-1,656	45,096	39,218	35,445
16-724-2	Telephone/Internet	3,000	459		3,000	1,897	1,103	2,861	1,958	1,488
16-724-3	Hydro	78,500	6,725		66,000	87,009	-21,009	65,906	58,278	51,147
16-724-4	Natural Gas	8,000	1,861		19,000	7,264	11,736	16,054	19,148	17,534
16-724-5	Water & Sewer	8,500	1,116		9,000	5,820	3,180	7,965	4,493	3,130
16-724-6	Ice Plant	21,000	2,598		19,575	32,634	-13,059	25,328	10,769	22,416
16-724-9	Arena Equipment Maintenance	12,000								
16-724-7	Building Maintenance	13,000	2,103		22,500	18,299	4,201	26,322	21,236	20,110
16-724-8	Cleaning Supplies	6,000	2,625		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	3,216		14,500	14,681	-181	11,285	8,990	13,811
16-724-91	Office Supplies & Equipment	4,500	1,631		7,000	12,220	-5,220	6,381	6,379	6,628
16-724-92	Fire Safety	3,600	529		3,550	3,705	-155	3,263	3,805	3,505
16-724-93	Snow Removal	4,500	2,503		6,000	5,003	997	2,197	1,898	5,360
16-724-94	Elevator	3,500	1,685		3,000	1,640	1,360	1,727	577	2,441
16-724-95	Skate Sharpener	600	509		600	99	501	171	410	270
16-724-96	Booth Supplies	13,336	4,693		12,825	15,256	-2,431	17,038	13,285	6,215
16-724-97	Training	4,500	549		4,500	4,603	-103	2,075	2,288	2,287
16-725-2	Tech Support & Operation Software	8,600	4,399							
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	13		500	68				
16-725	Capital	169,500	1,510	compressor #2 replacement, upgrade relief pipe & stack, generator repairs,floor machine scrubber,lintel repairs,garage door replacement	132,100	88,324	43,776	109,981	109,803	64,558
Total Expenses-Arena		**779,091**	**162,936**		**689,665**	**656,309**	**33,356**	**623,630**	**548,324**	**448,749**

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AGENDA

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
Expenditures-Other Recreation & Cultural										
16-705	Parks Capital				2,500			1,435		17,444
16-711	Parks Wages & Benefits	51,252	2,871		50,247	41,314	8,933	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	226		10,000	13,007	-3,007	11,805	7,101	11,573
16-715	Parks-Dog Park Capital				5,000	9,151	-4,151		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			9,000	9,000	0	5,902	5,704	5,245
16-731	Recreation Programs-Wages & Benefits	9,500	1,692		11,220	7,616	3,604	8,208	25,257	60,740
16-734	Recreation Programs-Materials & Services	14,517	10,324	Insurance, BookKing, materials	18,695	13,068	5,627	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	817		16,519	14,530	1,989	16,724	12,518	10,157
16-743	Theatre-Confection Supplies	4,500			4,500	4,065	435	5,883	5,835	2,993
16-744	Theatre-Other Materials & Services	14,517	150	distributer fees, shipping, booking services	15,700	8,763	6,937	14,175	11,489	10,051
16-745	Theatre-Capital	13,002		lobby upgrades, & new fan						
16-750	Youth Group-Supplies	40,369	332		20,000	1,124	18,876			
16-754	Ball Diamonds-Materials	4,500	1,783	insurance,hydro,contingency	3,500	4,396	-896	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	64,738	38,577		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	1,737		3,500	2,784	716	797	3,401	646
16-797	Transfer to Reserve-Library Building	3,113			3,113	3,113	0	3,113	3,113	3,113
Total Expenses-Other Recreation & Cultural		**328,133**	**58,509**		**325,988**	**278,879**	**47,109**	**307,451**	**210,294**	**255,865**
Expenditures-Economic Development										
16-805	Tourism Development	7,700	3,819	TODS & highway sign replacement	7,700	4,311	3,389	3,541	3,624	5,206
16-815	Planning/Economic Development	40,000	318	Zoning By-law; surveys $17,000;general consulting	40,000	26,514	13,486	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					11,232		9,828	26,883	
16-826	Appraisals							6,106		
16-841	Economic Development-Wages	4,712	152	staff time for locates	7,000	3,761	3,239	5,666	6,013	7,777
16-844	Economic Dev/Community Dev Officer			as per budget prepared by ACED	19,142	16,171	2,971	19,980	15,307	10,000
16-845	GIS (Geospatial Information System)	10,000	2,410		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	6,000	5,133	building maintenance & $4,512 insurance	10,500	13,970	-3,470	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/ Fall Fair/Tree Lighting/Parade	15,785	15,118	667	11,996	8,572	6,524
16-876	Strategic Plan Implementation	20,000								
16-876-1	Strategic Plan Reserve	10,000								
16-843-1	Transfer to Reserve-Community Improvement 2022			program cancelled in 2023						31,830
Total Expenses-Economic Development		**145,362**	**11,832**		**141,827**	**106,128**	**35,699**	**89,895**	**108,284**	**325,046**

2026 DRAFT BUDGET
April 2026

Account Number	Account Name	2026 Budget	2026 Actual as of March 31st	Comments	2025 Budget	2025 Actual as of Dec 31st	2025 Variance	2024 Actual	2023 Actual	2022 Actual
	AGENDA									
Expenditures-Education										
18-911	Education Taxes-English Public	173,774	42,767		168,798	171,316	-2,518	168,537	166,398	166,848
18-912	Education Taxes-English Separate	21,672	6,130		23,728	21,793	1,935	23,574	23,380	22,967
18-913	Education Taxes-French Public	9,343	2,331		9,652	9,325	327	9,597	10,020	9,418
18-914	Education Taxes-French Separate	23,497	5,182		21,236	23,455	-2,219	21,109	21,554	22,809
Total Expenses-Education		**228,286**	**56,410**		**223,414**	**225,889**	**-2,475**	**222,817**	**221,352**	**222,042**
TOTAL EXPENSES		**6,374,483**	**1,008,929**		**5,851,777**	**4,905,545**	**946,232**	**4,530,676**	**4,278,583**	**4,063,745**
TOTAL REVENUES		**6,374,483**	**1,386,356**		**5,851,777**	**5,052,067**	**799,710**	**4,775,207**	**4,419,417**	**4,368,312**
surplus/deficit		**0**			**0**	**146,522**		**244,533**	**140,834**	**304,566**

Project Memo

AGENDA

Subject:	Yonge Street – Reduced Scope Contractor Price		
Project Name:	Yonge Street Rehabilitation – Phase 2	Project #:	NTB-24015164-00
Prepared by:	Codey Munshaw		
Date:	April 16, 2026		Page 1

The Village of Burk's Falls council gave direction for EXP to proceed with negotiating with the low bidder for scope reductions in according with Option #5 of the January 19, 2026 project memo from EXP Service Inc. (EXP). As noted in the January 19, 2026 memo, since there is a significant change in scope on the project, the low bidder is not required to hold the unit rates provided through the bidding/tendering process. EXP estimated that the total cost of Option #5 would be $1,138,140.66 (plus HST) based on the tendered unit prices from the low bidder and by eliminating the building condition study and reducing the continency to $100,000.

Negotiations With the Low Bidder

EXP met with the low bidder on behalf of the village and went through the scope reduction. The low bidder reviewed the scope reduction and provided back their costing on the attached document (please note that the contents of this document are confidential). The low bidder's revised total cost was $1,290,769.00 (Plus HST). The two things to not about this cost are that the contractor provided a contingency price of $180,000.00 and the building condition study was included as a provisional item (for $14,096.00). With the contingency adjusted to $100,000.00 and the building condition study removed, the price difference between EXP's estimate and the contractor's price is $58,532.34. This increase in the contractor's cost is due to increased overhead from the reduction of tender quantities. EXP has compared the revised prices to the other tenders received, and Kenalex Construction Company Ltd. (Kenalex) still provides the lowest bid.

Recommendation

EXP has reviewed Kenalex's revised pricing and feels that Kenalex provides the Village with the best cost and provides the most value to the Village. EXP recommends that the Village of Burk's Falls proceed with Kenalex for the Yonge Street Rehabilitation – Phase 2 work; and that the contingency allowance for this work be reduced from $180,000.00 to $100,000.00.

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

Report from Public Works

Council meeting for April 2026

RECOMMENDATIONS: To accept a purchase quote from TransCanada Safety for new confined space equipment.

BACKGROUND/ITEMS TO DISCUSS/ACTIVITY:
Confined space equipment must be inspected annually by a licensed inspector. Our confined space equipment did not pass inspection this year due to it being obsolete. We use the equipment to access our wastewater pumps to have maintenance performed or to unplug them. A contractor will perform the work on their schedule and charge higher rates for confined space work. Most of the work we perform is on an emergency basis.

ANALYSIS:
We received four quotes for replacement equipment.

Company	Brand of equipment	Price	Availability
TransCanada Safety	MSA	$5,622.98	2 weeks
SPI	MSA	$7,812.55	2 weeks
Sling Choker	3M	$10,296.72	3 weeks
Brand supplies	3M	$18,355.99	2 weeks

HUMAN RESOURCES IMPACT:
The impact on human resources is the time it takes to order the equipment.

FINANCIAL IMPACT:
The price for the new equipment is as stated above $5,622.98 plus HST.

OPTIONS / END WITH RECOMMENDED OUTCOME:

1. Accept the quote from TransCanada Safety.
2. Accept a different quote.
3. Look for more pricing.
4. Have a contractor perform the work and not have public works enter confined spaces.

_____
Signature, Department

The Municipality of the
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AGENDA

ARBFMA Manager's Report – April 2026

Date: April 21st, 2026

RECOMMENDATION

Accept this report as information.

BACKGROUND

The facility remained bust for the months of March and April. The ice surface was busy and the ice surface usage for March was 203 hours. The ice surface usage for April was 98 ¾ in just 11 days of ice availability.

The ARBFMA hosted a Minor Hockey Tournament, Men's League Finals Tournament and a 3 on 3 tournament in March & April. All 3 tournaments were very busy and were well organized. Ice Rentals in March and April also included the High School team, , 2 hockey camps, various games, spring tryouts, various team & family rentals plus 8 birthday party rentals.

The Karl Crozier Room was also busy in March and April. The types of room rentals included the normal monthly rentals being Seniors exercise, Friends, Bingo, and Cadets. The extra room rentals in March & April included 9 birthday Senior Stand-Up Classes and the Bible Study Group.

ANALYSIS

- The senior stand up exercise classes received a grant of $490 to help fund the program and that money helped offset the normal no-charge use of the facility.
- Staff started removing the ice surface on the 12th
- Staff will be scrubbing the arena boards and cleaning the ice surface glass after the ice surface has been removed.
- Over the winter and spring thaw the Karl Crozier Room roof sprung a small leak on April 13th. Staff have contacted the roofer, and the damage will be investigated and repaired.
- There is a holistic home show on the 26th of April, and it is often quite busy.
- This past winter has caused some parking lot issues at the Arena and at our neighbors from the Legion. Staff from the arena and the Legion are working together to reduce the issues for future events. The issues arise when the ARBMA is very busy like for a tournament and the Legion also has events during the same time. The increased snowfall in 2025/26 reduced the areas to park significantly at both facilities and caused issues for the staff in both facilities.
- The removal of the gas stove in the kitchen has become quite an issue and staff have tried unsuccessfully to remove this equipment. The limitation of cooking in the kitchen has significantly reduced and eliminated most events in the Karl Crozier Room that would prepare and serve meals. The major issue is there is no fire suppression system in the kitchen. This means the Fire Code does not allow cooking of any foods that use or produce grease. This limits food prep to heating, warming and boiling.

AGENDA

Staff have decided to use the old gas stove as a countertop and the oven as storage space. Staff have worked with groups like "The Friends" to purchase a few countertop cooking & warming devices that will be useful for their programs.

- The Bible Group have extended their weekly room rental until December and have asked about a weekend event they wish to host.

FINACIAL IMPACT

N/A

HUMAN RESOURSE IMPACT

N/A

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

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AGENDA

Capital Purchase - Generator Report April 21st, 2026

RECOMMENDATION

Accept the quotation from Total Power for the capital upgrades for the facility generator in the amount of $6,565.36 plus HST.

BACKGROUND

Total power is the sole service provider for the generator as the Village of Burk's Falls has signed a service contract for the generators through 2028.

The work required is to replace the demand regulators within the unit and will also include new fuel solenoids and a cold start solenoid, plus parts, travel and labour.

This past winter staff experienced some start up issues when the generator was needed. Council is reminded that the ARBFMA is a evacuation, warming and cooling centre and the generator needs to be reliable when it is required for these types of emergencies.

ANALYSIS

During the fall and spring inspection of the facility generator, Total Power advised staff of the current issues and costs associated with those issues. Staff have included the repairs for the facility generator in the 2026 Capital Budget.

FINANCIAL IMPACT

Budget approval for the Capital Generator repairs is $7,500.

The quotation from Total Power is 6,565.36 plus HST which is below budget by $934.64.

_____

Graham Smith RRFA/CIT
Burk's Falls Arena Manager

The Municipality of the
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AGENDA

Capital Report - Strip and Wax Karl Crozier Room April 21st, 2026

RECOMMENDATION

Accept the quotation from Hunt's Cleaning Services in the amount of $3,000.00 plus HST.

Council accept local company Hunt's Cleaning Services as the preferred vendor for the floor refinishing of the Karl Crozier Room.

BACKGROUND

Council approved funding in the Capital budget for the refinishing of the Karl Crozier Room Floor.

This work will be completed annually to help improve facility aesthetics and protect the Hall Floor.

The ARBFMA staff are not qualified to be stripping and refinishing floors. This job for staff is quite time-consuming and during the short spring maintenance period, staff need to focus more of their time on the projects they are more qualified to compete.

Staff were able to obtain 1 quote in the amount of $3,000 plus HST.

ANALYSIS

The Karl Crozier Room has gotten much busier in the past 4 years seeing rentals rise from 939 hours in 2023 to 1206 in 2025. Currently staff have already booked 1105 hours in 2026 and there are still 8 months left in the year.

With the increased use annually, it is important to keep the floors protected.

FINANCIAL IMPACT

Council approved the floor refinishing in the Capital budget in the amount of $3,000. The cost for the 2026 floor refinishing is quoted at $3,000.

Options

Council accepts the quotation from Hunt's Cleaning Services in the amount of $3,000 plus HST to have the Karl Crozier Room floors refinished.

_____
Graham Smith RRFA/CIT
Burk's Falls Arena Manager

AGENDA

Theatre Advisory Committee Meeting
April 2, 2026 at 1:00pm, at 136 Yonge St., Young at Heart Senior Centre

Present: Chair Councillor Sean Cotton, Wanda Hill, Jillian Peever, Carrie Schiffler, Colin Love (ZOOM), Recording Secretary
Regrets: Mayor Chris Hope

1. **Call to Order:** The meeting was called to order at 1:08 pm by Chair Councillor S. Cotton
2. **Disclosure of Interest:** None
3. **Adoption of Previous Meeting Minutes:** March 3, 2026. Moved by W. Hill – Seconded by J. Peever
   THEREFORE BE IT RESOLVED THAT The Village of Burk's Falls Theatre Advisory Committee approves the minutes of March 3, 2026. Carried
4. **Old Business:**
   a) **2026 Plan of Events**

   The Committee discussed expanding programming by increasing community involvement and encouraging local organizations to utilize the Theatre, reducing the need for the Municipality to act as the primary coordinator.
   The Committee brainstormed potential programming ideas, including:
   - Official Bluebird Theatre reopening featuring films from the original era, with potential partnerships with regional heritage societies
   - Weekly summer family programming, including Kids Wednesdays (enhanced marketing)
   - Monthly weekday matinee in partnership with seniors' groups, the Legion, and other agencies
   - Monthly film opportunities in partnership with area youth groups
   - Outreach to film students and independent filmmakers
   - Increased marketing for private theatre rentals (e.g., parties and events)
   - Monthly film club (one weekday evening)
   - Teen Night (September 18 or 19) as a back-to-school social event
   - Regional Film Festival (October 3), including locally filmed content such as *Running Mates*, aligned with the upcoming election
   - Halloween Festival featuring a family matinee and evening double feature
   - Christmas Matinee (tentatively December 5, in conjunction with the Santa Claus Parade), with potential partnerships for pre-parade dining options
   - Participation in Canadian Film Day (April 2027)
   - Environmental Film screening (September 20, 2026) to align with the Fall Equinox

   The Committee confirmed that the summer season will proceed as planned through the film broker, featuring nine weeks of family-friendly programming.
   The Committee also discussed potential grant funding opportunities (approximately $5,000) through an affiliate of N.I.C.E., which would require screening a minimum of four Canadian films in 2026.
   Opportunities to collaborate with Muskoka-based filmmakers were also identified.
   The Committee expressed interest in initiating outreach to both non-profit and for-profit community organizations to build partnerships and expand programming.
   The Committee will recommend to Council that staff be directed to develop a Theatre partnership proposal package to support outreach to community organizations and increased third-party programming at the Bluebird Theatre.

b) 2026 Budget

The Committee did not discuss this item as there were no updates to report at this time. The item will remain on a future agenda as required.

c) Logo Update – Jillian Peever

J. Peever did not have an update to share, as revisions to the logo had not yet been completed.
The Committee discussed timing considerations, noting that the logo will need to be presented to Council at the upcoming meeting for approval in order to be used for the Downtown Celebration.
The Committee agreed to review the finalized logo via email and confirm a preferred option for recommendation. The chosen logo for approval is attached.
The Committee will recommend to Council that the selected Bluebird Theatre logo, as confirmed by the Committee via email, be approved.

d) Downtown Celebration- Planning

The Committee discussed their involvement in the Downtown Celebration and what that would look like. The following items were confirmed:

- Live performances by Councillor S. Cotton from 12:30 p.m. – 1:00 p.m. and 2:00 p.m. – 2:30 p.m.
- The Business of the Year Award to follow the second performance, presented by Councillor A. Brandt and Mayor C. Hope
- A tent booth located outside by the alley entrance, staffed by J. Peever for the duration of the event, with support from community volunteers
- A popcorn machine under the tent, with popcorn sold by donation

The Committee also discussed using the tent space as an opportunity to engage with the community. Materials available will include the Summer Season Movie Schedule and the Community Outreach Package.
The Committee discussed the sale of a Summer Season Pass for the nine scheduled summer films. The pass would include a punch system to track usage and prevent sharing.
The Committee also discussed creating a separate Theatre newsletter using the same platform as the Village's The Buzz, with the goal of registering community members during the Downtown Celebration.
The Committee will recommend to Council that a Summer Season Pass be offered for the Bluebird Theatre at a flat rate of $60, with a nine-punch system to correspond with the summer film schedule.
The Committee will recommend to Council that staff be directed to explore options for a dedicated Theatre newsletter using the Village's existing platform and, if feasible, proceed with implementation.

5. New Business:

a) Information Report 2026-03 - N.I.C.E. Distributor Updates- Booking & Programming Opportunities

The Committee was provided with Information Report 2026-03 by the Recording Secretary prior to the meeting for review. The report outlined key updates and takeaways from the most recent Network of Independent Canadian Exhibitors (N.I.C.E.) Zoom meeting related to booking and programming opportunities. There were no questions or discussion. The report is attached to the minutes.

b) Lobby Painting- Dates

Chair Councillor S. Cotton shared available dates for completion of the lobby painting: April 13, 16, and 17. Multiple Committee members confirmed availability to assist on April 13, but work will commence on all dates provided. The Recording Secretary will confirm scheduling with the CAO/Clerk to proceed.

6. Recommendations to Council: Moved by W. Hill – Seconded by C. Schiffler. Carried
THEREFORE BE IT RESOLVED THAT The Village of Burk's Falls Theatre Advisory Committee recommend to Council

i. Staff be directed to develop a Theatre partnership proposal package to support outreach to community organizations and increased third-party programming at the Bluebird Theatre;
ii. The selected Bluebird Theatre logo, as confirmed by the Committee via email, be approved;
iii. A Summer Season Pass be offered for the Bluebird Theatre at a flat rate of $60, with a nine-punch system to correspond with the summer film schedule; and
iv. Staff be directed to explore options for a dedicated Theatre newsletter using the Village's existing platform and, if feasible, proceed with implementation.

7. **Attachments:**
    - Information Report 2026-03 – N.I.C.E. Distributor Updates – Booking & Programming Opportunities
    - Approved Bluebird Theatre Logo
8. **Date of Next Meeting**: To be determined.
9. **Meeting Adjourned**: 2:50pm Moved by J. Peever – Seconded by C. Schiffler. Carried.

AGENDA

_____

Chair Signature

Information Report 2026-03: N.I.C.E. Distributor Updates- Booking & Programming Opportunities

To: Theatre Advisory Committee
From: Tara Schaack

Purpose

To summarize key booking, pricing, and programming information from recent N.I.C.E. distributor presentations relevant to the Bluebird Theatre.

Key Information for Operations

1. Booking Models (Flexible Options Available)

- **Non-theatrical / event bookings (MUBI):**
  - One-night screenings, special events, or educational showings available
  - Good option when full-week runs are not feasible
- **Limited engagement theatrical (NFB & others):**
  - Short booking windows (e.g., specific date ranges or themed releases)
- **Catalogue access:**
  - Older or curated titles available for flexible programming (availability varies in Canada)

What this means for us:

We can fill gaps (shoulder seasons, low film availability weeks) with one-off events instead of committing to full runs.

2. Booking Contacts / Process

- Direct booking contacts are provided (no central broker required for these):
  - NFB bookings and screeners available through named contacts
  - Distributor-specific booking inquiries required (availability varies by region)

Key Note:

Unlike traditional film booking (through brokers), these require direct outreach to distributors.

3. Pricing (What Was / Was Not Provided)

- No fixed pricing listed in decks
- However:
  - NFB references paid elements such as filmmaker Q&As and marketing
  - MUBI indicates non-theatrical/event-based pricing structures (case-by-case)

Expected Reality (based on model):

- Likely:
  - Flat fee OR
  - % of ticket sales OR
  - Event-based negotiated rate

Important:

Pricing will need to be requested per title/event.

4. Added Value (Important for Small Theatres Like The Bluebird)

- Marketing support may include:
  - Digital ads (Google, Meta, YouTube, etc.)
  - Media outreach
  - Posters / promotional materials
  - Giveaway or event support
- Programming enhancements:
  - Pre-recorded or live director Q&As
  - Guest speakers / subject experts
  - Themed outreach (community groups, cultural tie-ins)

AGENDA

What this means for us:
These films can be turned into “events” rather than just screenings, increasing attendance potential.

5. Content Fit for Bluebird Theatre

- Strong focus on:
  - Canadian films
  - Documentaries
  - Festival-recognized titles
- Target audiences:
  - Adults 25–55+
  - Cultural / documentary / independent film audiences

Programming Use:

- Mid-week features
- Special event nights
- Shoulder season content
- Community partnership screenings

6. Notable Opportunities

- **NFB Titles (Spring 2026):**
  - Available with Q&A options and strong Canadian content
  - Streaming windows begin shortly after theatrical (short exclusivity window)
- **MUBI Programming:**
  - One-night or limited screenings
  - Catalogue + newer curated films
  - Some titles returning to theatres (e.g., remastered releases)
- **Les Films du 3 Mars (Canadian Distributor):**
  - French and documentary content
  - Festival-backed films with defined release dates (May–June 2026)

Operational Takeaways

- Use these distributors to fill programming gaps
- Focus on event-style screenings (Q&A, themed nights)
- Expect manual booking (email/contact-based)
- Pricing is not standardized — must be requested
- Strong opportunity to expand into Canadian & documentary programming

Conclusion

The N.I.C.E. distributor updates highlight a shift toward flexible, event-based film programming with built-in support, which aligns well with The Bluebird Theatre’s size and operating model. While pricing is not standardized, the ability to book one-off events and access marketing support presents a strong opportunity to enhance programming without long-term commitments.

Respectfully Submitted,

Tara Schaack

Tara Schaack
Village of Burk’s Falls Theatre Committee, Recording Secretary

AGENDA

Selected logo for voting: Three layout options of the same logo were presented. The Committee voted via email, as noted in the minutes from the April 2, 2026 meeting. The results of the vote and the Committee's recommendation are outlined below.

Name	**Yay**	**Nay**	**Rec' Via**
Chair Councillor Sean Cotton	S.C.		Email
Mayor Chris Hope		C.H.	In Person
Jillian Peever	J.P.		Email
Wanda Hill	W.H.		Email
Colin Love	C.L.		Email
Carrie Schiffler	C.S.		Email

THEREFORE BE IT RESOLVED THAT The Village of Burk's Falls Theatre Advisory Committee recommend to Council:

ii. The selected Bluebird Theatre logo, as confirmed by the Committee via email, be approved;

AGENDA

AGENDA

Recreation Advisory Committee Meeting
April 13, 2026 at 5:30pm, at 136 Yonge St., Young at Heart Senior Centre

Present: Chair Councillor Ashley Brandt, Debbie Hope, Matthew Orr, Brady Peever, Krista Trulsen, Councillor Ryan Baptiste, Recording Secretary
Regrets: Diane Landstrom
Guests: None

1. The meeting was called to order at 5:32pm by Chair Councillor A. Brandt

2. **Disclosure of Interest**: None
   Adoption of Previous Meeting Minutes: 2026-02 Moved by B. Peever – Seconded by M. Orr
   THEREFORE BE IT RESOLVED THAT The Village of Burk's Falls Recreation Advisory Committee approves the minutes of February 2, 2026. Carried.

3. **Old Business:**
   a) **Downtown Celebration**
   The Committee discussed the current status of event planning. There are 25 confirmed vendors, along with participation from Burk's Falls Art in the Park and various community programs. The Recording Secretary shared the confirmed plans for the Theatre Advisory Committee's involvement during the event. Planning for décor and the Passport Program will continue via email. Committee members are to meet at the Village Office at 8:00 a.m. on May 16, 2026.
   b) **Business of the Year- Final Steps**
   Nominations are now closed. Voting is progressing well, with strong community engagement. Voting will close on April 30, 2026. The award will be presented during the Downtown Celebration at the Theatre at 2:45 p.m. The Committee suggested preparing an itinerary for participating businesses to help guide communication and activities throughout the day. The itinerary will be created by the Recording Secretary.
   c) **Recreation Closet- Set Dates**
   The Committee discussed setting concrete dates to complete the overhaul and organization of the Recreation Closet at the Arena. The Committee will coordinate a date via email to move this initiative forward.

4. **New Business:**
   a) **Volunteer Policy- Committee Members**
   The Recording Secretary provided each Committee member with a package that included the Volunteer Contract, Volunteer Waiver, Terms and Conditions, Municipal Responsibilities, RZone Policy, Committee Terms of Reference, and a letter from the Village to complete their criminal record check.
   This package is to be completed and returned to the Village in accordance with the VOBF Volunteer Policy (2026).

AGENDA

b) Pete the Bear- Unveiling
Councillor Ryan Baptiste shared that local chainsaw artist and world champion, Jake Rhodes, has offered to complete a sculpture of Pete the Bear to replace the existing one in Stan Darling Park. The Committee discussed the possibility of unveiling the sculpture during the Canada Day Celebration. This item has been tabled until the next meeting.

d) Summer Recreation- End of Year BBQ
The Committee discussed the need for additional support at the BBQ based on last year's experience. A total of 3–4 Committee members are required. The Committee confirmed that the necessary support will be provided.

d) Skating Program
The Recording Secretary shared the success of the Learn to Skate program, noting strong community interest. Many residents have expressed a desire for the program to run multiple times per year, while others were disappointed to have missed the opportunity to register their children. The Arena has confirmed availability to resume the program in October for an 8-week session on Saturdays. A total of 2 hours of ice time will be allotted to allow for better separation of skill levels. The proposed structure includes a 45-minute session for true beginners who are not yet able to stand or skate independently. Participants in this session will be required to have a support person on the ice with them. A second session will run two levels simultaneously: one for participants who are able to stand and move but are still learning, and another for participants who are moving freely and are ready to develop more structured skating techniques. The program will continue to be overseen and operated by T. Schaack in a volunteer capacity. The Committee agreed to bring forward a recommendation to Council to proceed with the program as outlined.

5. Recommendations to Council:
2026-03 Moved by B. Peever – Seconded by D. Hope
THEREFORE, BE IT RESOLVED THAT the Village of Burk's Falls Recreation Advisory Committee recommends the following to Council:

- that the Learn to Skate Program be approved to run beginning October 2026 for an 8-week Saturday session, utilizing 2 hours of ice time per week to accommodate multiple skill levels, as outlined;
- AND FURTHER THAT the program continue to be overseen by T. Schaack in a volunteer capacity.

6. Attachments: None

7. Date of Next Meeting: June 2, 2026 at 5:30pm

8. Meeting Adjourned: 6:50pm
Moved by R. Baptiste – Seconded by K. Trulsen. Carried.

Chair Signature

AGENDA

Municipal Donation Request Application

Application Deadline October 31

Applicant Information	
Application Date	April 1 2026 (for June 4, 2026)
Name of Community Group	Land of Lakes Public School
Contact Person	John Stallard
Email Address	[redacted]
Telephone	
Mailing Address	

How many years has your group or organization been in service?

1970's

Does your group have its own bank account? ☑ yes ☐ no

Is your group based in The Village of Burk's Falls or serve its residents? ☑ yes ☐ no

Is your group an incorporated non-profit community group? ☑ yes ☐ no

Please indicate whether you are seeking a one-time donation of a Grant (monetary):

I would like the rental fee of arena donated.

Please indicate whether you are seeking a one-time donation for In-Kind service or resource:

One (~~time~~) time

Please indicate whether you are seeking an on-going donation for In-Kind service or resource:

not on-going

AGENDA

If the request is for an on-going donation, please provide complete details of municipal resource or service being requested, the frequency or the total number of uses per year and length of time for each use:

/

How will the funds/service be used? Provide sufficient detail that includes a general overview of the organization, its mission, the purpose of the funds or In-Kind use, the overall objective, and the benefits to the rate payers of Burk's Falls. For an In-Kind request, please provide complete details of what is being requested including which municipal resources are involved and specifically how they are to be used:

Instead of having to charge parents of students the cost of rental we would use for our class trip.

If the request is for the one time or on-going In-Kind use of a municipal service or resource, please provide details of insurance coverage that you currently have or will have in place for the event or on-going use and confirm that adding the municipality as an additional named insured can be done.

Yes, students are provided insurance coverage through the school board.

How does your application align with the Villages policy statement?

Fully

What fundraising efforts have been initiated prior to this request for the purpose above?

Sales generated at school event.

If the request is for a grant, how much is being requested from the Municipality? $ _____

One day rental of arena.

How much funding is the organization proving for the purpose?

One day rental of ~~(rental)~~ arena

How much funding is coming from other sources?

The remainder

Almaguin Highlands Secondary School
21 Mountainview Rd
Box 250
South River, ON P0A 1X0
Phone: 1-705-472-5563 - Fax: 1-705-386-0004

AGENDA

April 1, 2026

Village of Burks Falls
Box 160
Burks Falls, ON
P0A 1C0

Every year, many individuals and area businesses generously support our community school and students by contributing to the Graduation Awards Program.

Almaguin Highlands Secondary School students and staff have always appreciated this very generous support. It has enabled us to recognize and to reward the outstanding achievements and successes of our students through the presentation of well-earned awards.

We are reaching out at this time to ask whether you are able to support, or continue to support our students this year by making a contribution towards our Graduation Awards Program. The names of donors will be acknowledged in our Graduation Program and an income tax receipt will be issued.

We now have the ability to accept donations online. Below is a link that allows you to donate via credit card or google pay. You do not need a KEV account (you can move forward as a guest). If you do happen to have a KEV account, and a student in Almaguin, there is now a "make a donation" tab, where you can select Almaguin and NNDSB Graduation 2026.

Our school link is:

Additionally, another grad donation link for 2026, has been created.

https://nearnorth.schoolcashonline.com/Fee/Details/24913/75/false/true?school=581&initiative=21

QR code:

Donors will automatically receive a tax receipt in your email once you have completed the process.

This year our Graduation ceremony is scheduled for the evening of Thursday June 25, 2026 at 6:00 p.m. We welcome donors to join us at 5:15 p.m. to present the award to the recipient and have a photo taken.

AGENDA

Almaguin Highlands Secondary School
21 Mountainview Rd
Box 250
South River, ON P0A 1X0
Phone: 1-705-472-5563 - Fax: 1-705-386-0004

If you can make a contribution towards our Graduation Awards Program, we would be pleased to hear from you by June 1, 2026, please email lisa.ferrante@nearnorthschools.ca If you wish to drop off the award at the main office or you can mail it to the school. Thank you for your interest and support of our program, as well as your help in recognizing the excellence of our students.

Sincerely

H. Hickey

Heather Hickey
Principal

AGENDA

Burks Falls Sewage Lagoon & Sewage Collection System

2025 ANNUAL PERFORMANCE REPORT

January 1 to December 31, 2025

Prepared by the Ontario Clean Water Agency
on behalf of the Corporation of the Village of Burks Falls

AGENDA

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EXECUTIVE SUMMARY

The Ontario Clean Water Agency (OCWA) provides management and maintenance support for the wastewater treatment system under contract with the Village of Burk's Falls. There are municipal operators who performs operational duties, collects and sends the required samples to the lab for analysis. The municipal operator notifies OCWA of any operational or equipment problems and OCWA ensures that appropriate corrective actions are taken. OCWA enters daily data summaries recorded by the operator and from the lab analysis of samples into a computer database. OCWA chemically treats the lagoons prior to release to ensure the effluent meet the release criteria. OCWA produces regulatory reports and represents the municipality in its dealings with the Ministry of Environment, Conservation and Parks (MECP). The enclosed 2024 Report for the above-referenced facility summarizes the performance and related activities in accordance with Environmental Compliance Approval (ECA) #6551-BT4GUD; Section 11(4). Environmental Compliance Approval was issued May 10, 2021.

The report has been completed in accordance with the approval and contains the following information:

- a summary and interpretation of all Influent,;
- a summary and interpretation of all Final Effluent monitoring data, including concentration, flow rates and a comparison to the design objectives and compliance limits in this Approval, including an overview of the success and adequacy of the Works;
- a summary of all operating issues encountered and corrective actions taken;
- a summary of all normal and emergency repairs and maintenance activities carried out on any major structure, equipment, apparatus or mechanism forming part of the Works; a summary of any effluent quality assurance or control measures undertaken;
- a summary of the calibration and maintenance carried out on all Influent, Imported Sewage monitoring equipment to ensure that the accuracy is within the tolerance of that equipment as required in this Approval or recommended by the manufacturer;
- a summary of efforts made to achieve the design objectives in this Approval, including an assessment of the issues and recommendations for pro-active actions if any are required under the following situations:
    - when any of the design objectives is not achieved more than 50% of the time in a year, or there
    - is an increasing trend in deterioration of Final Effluent quality;
    - when the Annual Average Daily Influent Flow reaches 80% of the Rated Capacity;
- a tabulation of the volume of sludge generated, an outline of anticipated volumes to be generated in the next reporting period and a summary of the locations to where the sludge was disposed; a
    - tabulation of the measured volume of sludge accumulated in the lagoon cells in five year intervals
    - and the estimated volume in the interim years and when sludge was disposed of during the reporting
    - period, a summary of disposal locations and volumes of sludge disposed at each location;
- a summary of any complaints received and any steps taken to address the complaints;

- a summary of all Bypasses, Overflows, other situations outside Normal Operating Conditions and spills within the meaning of Part X of EPA and abnormal discharge events;
- a summary of all Notice of Modifications to Sewage Works completed under Paragraph 1.d. of Condition 10, including a report on status of implementation of all modification.
- a summary of efforts made to achieve conformance with Procedure F-5-1 including but not limited to projects undertaken and completed in the sanitary sewer system that result in overall
- Bypass/Overflow elimination including expenditures and proposed projects to eliminate Bypass/Overflows with estimated budget forecast for the year following that for which the report is submitted;
- a tabulation of the lagoon discharge volumes in relation to the receiver flows as measured by Water Survey of Canada Station #02EA018.

Condition 8.0(8.3) of the ECA No. 5603-C2BPHY for the Burks Falls Sewage Collection System requires the Owner to prepare and submit an annual performance report to the Ministry of the Environment's Director on or before March 31st of each year and covers a period from January 1st to December 31st of the preceding calendar year. This report must include, but is not limited to the following information;

- If applicable, includes a summary of all required monitoring data along with an interpretation of the data and any conclusion drawn from the data evaluation about the need for future modifications to the Authorized System or system operations;
- Includes a summary of any operating problems encountered and corrective actions taken;
- Includes a summary of all calibration, maintenance, and repairs carried out on any major structure, Equipment, apparatus, mechanism, or thing forming part of the Municipal Sewage Collection System;
- Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.
- Includes a summary of all Alterations to the Authorized System within the reporting period that are authorized by this Approval including a list of Alterations that pose a Significant Drinking Water Threat;
- Includes a summary of all Collection System Overflow(s) and Spill(s) of Sewage, including: dates, volumes and durations. If applicable, loadings for total suspended solids, BOD_5, total phosphorus, and total Kjeldahl nitrogen, and sampling results for *E.coli*, disinfection, if any and any adverse impact(s) and any corrective actions, if applicable;
- Includes a summary of efforts made to reduce Collection System Overflows, Spills, STP Overflows, and/or STP Bypasses, including the following items, as applicable:
    a) A description of projects undertaken and completed in the Authorized System that result in overall overflow reduction or elimination including expenditures and proposed projects to eliminate overflows with estimated budget forecast for the year following that for which the report is submitted.

b) Details of the establishment and maintenance of a PPCP, including a summary of project progresses compared to the PPCP's timelines.

c) An assessment of the effectiveness of each action taken.

d) An assessment of the ability to meet Procedure F-5-1 or Procedure F-5-5 objectives (as applicable) and if able to meet the objectives, an overview of next steps and estimated timelines to meet the objectives.

e) Public reporting approach including proactive efforts.

The two reports have been merged into one and is presented as the 2025 Annual Performance Report. The report was prepared by the Ontario Clean Water Agency (OCWA) on behalf of the Village of Burks Falls and is based on information kept on record by OCWA.

All requirements specified under condition 11(4) of the system's ECA and any issues experienced at the facility are further explained throughout the report.

1.0 SYSTEM DESCRIPTION

Municipal Location	Village of Burk's Falls, Township of Armour
OCWA Org Unit:	5725
Facility Project Number:	100656700
Works Number	110001426
Facility Classification:	Wastewater Treatment System Class 1 Cert. #147 issued on July 23, 1987 Wastewater Collection System Class 2 Cert. #1888 issued on May 27, 1992
Certificates of Approval (Sewage):	6551-BT4GUD Issued May 10, 2021 5603-C2BPHY Issued May 10, 2021
Population Served:	870 approx.

The Burk's Falls Wastewater Treatment Facility consists of three pumping lift stations, North, East and West, each complete with on-site power generation, a two cell 9.5 acre each Waste Stabilization Pond (lagoon), a sanitary sewer crossing the Magnetawan River and a Wastewater Collection system serving the Village of Burk's Falls.

2.1 Wastewater Collection System

The North pumping station, located at 290 Ontario Street, is a Wet Well Pumping Station with two Flygt submersible Model NP 3102 MT3 – Adaptive 464. The pumps are driven by 5 horsepower (HP), 3 phase, 60 hertz (Hz), 230 Volt electric motors and are rated at 265 gallons per minute (GPM) @ 28feet of head at 1745 revolutions per minute (RPM). The station is equipped with a 15 kilowatt (kW) standby diesel generator, which operates the two pumps during power outages. The diesel engine is a Deutz Model F2L-912, which is coupled to a Stamford Model C20A alternator. The wet well is equipped with a high-level alarm set to illuminate a red light above the station to alert of a high well level condition. The North Pumping Station pumps over to the West Pumping Station.

The West pumping station is located at 335 High Street. The station is an Allis-Chalmers Dry Well Pumping Station with two Flygt sewage pumps Model NT 3153 SH. The pumps are driven by 23 HP, 3 phase, 60 Hz, 600 Volt electric motors and are rated at 300 GPM @ 122 feet of head at 3525 RPM. The station is equipped with a 75 kW standby diesel generator, which operates the two pumps during power outages. The diesel engine is a Deutz Model F6L-413, which is coupled to a Stamford Model C30B alternator. The wet well is equipped with a high-level alarm set to illuminate a red light above the station to alert of a high well level condition. The West Pumping Station pumps over to the East Pumping Station.

The East pumping station is the primary pumping station for this facility and all flows going to the lagoon pass through this station. This station is the only source of bypass immediately prior to the lagoon. This station is located at 280 Yonge Street, south of the lagoon property, where Yonge Street crosses the Magnetawan River. The station is an Allis-Chalmers Dry Well Pumping Station with two Allis-Chalmers Model 400, Type NSWV, 6x4x10 Pumps. The pumps are driven by 20 HP, 3 phase, 60 Hz, 575 Volt electric motors and are rated at 600 GPM @ 68 feet of head at 1760 RPM. The station is equipped with a 60 kW standby diesel generator, which operates the two

pumps during power outages. The diesel engine is a Deutz Model BF6L-912, which is coupled to a Stamford Model C30B alternator. The wet well is equipped with a high-level alarm set to illuminate a red light above the station to alert of an impending or existing bypass. All sewage bypasses are chlorinated and recorded on a Spill / Bypass / Leak reporting forms.

2.1 Waste Stabilization Lagoons (Ponds)

The waste stabilization facility consists of two (2) lagoon cells of approximately equal size. The South Cell “Cell 1” with a SWD of 1.5 meters (m) depth providing a holding capacity of 53,500 m^3. The North Cell "Cell 2” with a SWD of 1.5 m depth providing a holding capacity of 62,750 m^3.

The Waste Stabilization Lagoons are located at the east end of Yonge Street on the North side, Concession 9, Part of Lot 8, Plan PSR 1383, Part of Part 1, part parcel 13814, south side.

The lagoons are discharged on a semi annual basis into the South Branch of the Magnetawan River, which flows to the Magnetawan River and then to Georgian Bay of Lake Huron. The lagoon discharges are conducted in the spring and fall of the year. Pre-discharge sample analysis results are utilized to dictate the need for batch chemical treatment with ferric sulphate for phosphorus removal. There are no significant downstream users within 3.5 kilometers (km).

2.0 MONITORING PROGRAM

2.1 Monitoring Program as Outlined in the Environmental Compliance Approval

BOD5	*Refers to the amount of oxygen consumed when organic matter in a volume of water is biodegraded. Five day biochemical oxygen demand is measured in an unfiltered sample; includes carbonaceous and nitrogenous oxygen demand (also known asTBOD5)*
$cBOD_5$	*Five-day carbonaceous (nitrification inhibited) biochemical oxygen demand measured in an unfiltered sample*
TSS	*Total Suspended Solids*
TP	*Total Phosphorus*
TKN	*Total Kjeldahl Nitrogen*
TAN	*Nitrogen as Ammonium and Ammonia (Total Ammonia Nitrogen)*
pH	*pH expresses the degree or intensity of both acidic and alkaline reactions on a scale from 0 to 14 with 7 being neutral, number less than 7 signify increasingly greater acidic solutions, and numbers greater than 7 signify increasingly basic or alkaline reactions.*
E. coli	*Thermally tolerant forms of Escherichia bacteria that can survive at 44.5°C*

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Table 1: Sampling Requirements for the Raw Influent

Parameters	Sample Type	Minimum Frequency
BOD5	4 hour composite	Monthly
Total Suspended Solids	4 hour composite	Monthly
Total Phosphorus	4 hour composite	Monthly
Total Kjeldahl Nitrogen	4 hour composite	Monthly
Total Ammonia Nitrogen	4 hour composite	Monthly

Table 2: Sampling Requirements for the Lagoon Content

- for the cells in which the content is scheduled for discharge in the seasonal discharge period at least seven days prior to a scheduled discharge

Parameters	Sample Type	Minimum Frequency
CBOD5	Grab Sample	Once
Total Suspended Solids	Grab Sample	Once
Total Phosphorus	Grab Sample	Once
Total Kjeldahl Nitrogen	Grab Sample	Once
pH	Grab Sample	Once
Hydrogen Sulphide(if odour is present)	Grab Sample	Once

A minimum of three (3) grab samples from the surface, middle and bottom of the liquid portion at a location representative of the cell content, collected and composited as one sample.

Table 3: Sampling Requirements for Final Effluent

Sample Type	Grab
Minimum Frequency	Twice per week with a minimum of five (5) samples during discharge that captures the beginning of the seasonal discharge at 25%, 50% and 75% drawdown and at the end of the seasonal discharge
Parameter Type	CBOD5, Total Suspended Solids, Total Phosphorus, Total Ammonia Nitrogen, Total Kjeldhal Nitrogen, Nitrate as Nitrogen, Nitrite as Nitrogen, *E. coli* , pH*, *Temperature, Hydrogen Sulphide (if odour is present)

*pH and temperature of the Final Effluent shall be determined in the field at the time of sampling for Total Ammonia Nitrogen.

**The concentration of un-ionized ammonia shall be calculated using the total ammonia concentration, pH and temperature using the methodology stipulated in "Ontario's Provincial Water Quality Objectives" dated July 1994, as amended.

Table 4: Sampling Requirements for a Bypass/Overflow Events

Parameter	Type of Sample	Minimum Frequency
$CBOD_5$	grab samples	One at the beginning of the event and one for every eight (8) hours for the duration of the Event.
TSS	grab samples	
TP	grab samples	
TAN	grab samples	
TKN	grab samples	
E.coli	grab samples	

3.0 INTERPRETATION OF MONITORING AND ANALYTICAL DATA

3.1 Influent Flow

All raw sewage flows to the lagoon are directed through the East pumping station. The East sewage lift station has a magnetic flow meter installed on the discharge from the station from which the operator records the raw sewage flow pumped to the lagoons. The total daily raw sewage flow data recorded on a daily log sheet and later transferred to OCWA database.

Compliance is achieved when the average daily flow does not exceed 636 m^3/day. The average daily flow for 2025 was 340.95 m^3/day, which represents 53.6% of the rated capacity. Maximum flow of 1520.10 m^3/day occurred in March 2025 and was approximately 197% of the average rated capacity.

Refer to *Appendix C* for raw (influent) sample data.

3.1.1 Comparison of the Annual Influent Flow to the Rated Capacity

Design Capacity (m^3/day)	636	Maximum Flow Capacity (m^3/day)	N/A
2025 Average Flow (m^3/day)	340.95	2025 Maximum Flow (m^3/day)	1520.10
Percent of Capacity (%)	53.6	Percent of Capacity (%)	N/A
Total volume of treated wastewater in 2025		124,445 m^3	

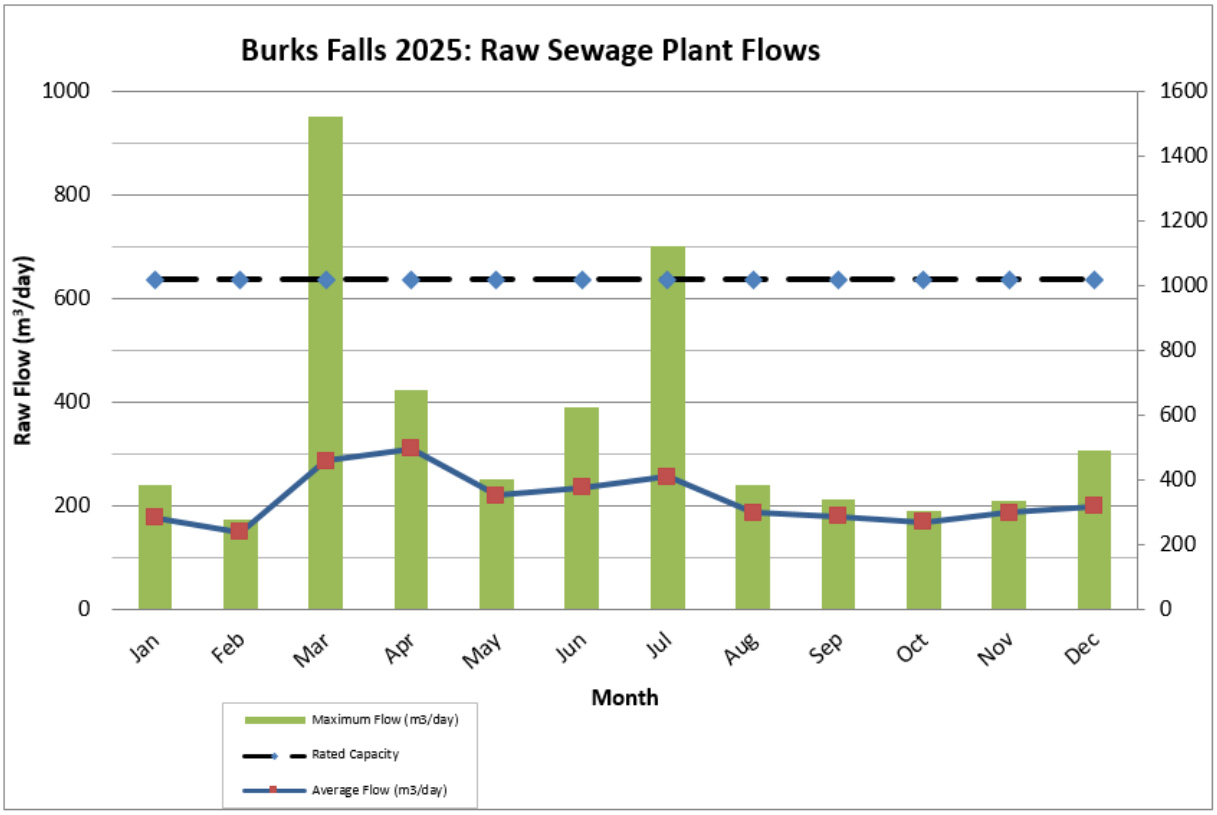
3.1.2 Comparison of Historical Influent Flows (2006 to 2025)

Year	Total Raw Sewage Flow m^3/year	Avg Day Sewage Flow m^3/d	Max Day Sewage Flow m^3/d	Avg Day % of rated capacity 636 m^3/d
2025	124,445	340.95	1520.10	53.6
2024	119,088	325.38	892.30	51.2
2023	127,356	349	1267	55%
2022	120,806	331	712	52%
2021	140,855	386	1098	61%
2020	138,935	380	1021	60%
2019	152,782	419	1537	66%
2018	153,026	419	721	66%
2017	168,757	462	720	73%
2016	142,602	390	803	61%
2015	142,627	391	680	57%
2014	176,856	485	884	71%

2013	138,232	379	570	56%
2012	138,314	381	613	56%
2011	146,271	400	601	58%
2010	129,360	354	641	52%
2009	149,493	411	845	60%
2008	162,682	445	1885	65%
2007	137,504	377	837	55%
2006	163,338	448	1329	66%

Figure 1: 2025 - Daily Volume of Raw Sewage Plant Flows

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average Flow (m^3/day)	283	238	458	496	352	376	409	299	288	269	298	318
Maximum Flow (m^3/day)	386	279	1520	678	402	624	1124	386	338	302	334	489
Rated Capacity	636	636	636	636	636	636	636	636	636	636	636	636
% Rated Capacity	45	37	72	78	55	59	64	61	45	42	47	50



3.2 Raw Sewage (Influent)

Refer to *Appendix A* for historical trend of influent characteristics. Refer to *Appendix C* for 2025 influent sample data. It can be seen from the influent sample results and the effluent sample results that the wastewater treatment system does a good job of treating biochemical oxygen

demand (BOD_5), total suspended solids (TSS), total phosphorus (TP), Total Ammonia Nitrogen (TAN) and Total Kjeldahl Nitrogen (TKN). The influent characteristics are very similar every year; results may vary month to month.

The municipal operator(s) collect a 4-hour composite sample of raw sewage on a monthly basis and sends it to Near North Laboratories in North Bay for analysis. Results are forwarded to OCWA and entered into the process database. The annual average and maximum influent parameter concentrations are summarized in Table 5.

Table 5: Influent Data

Parameter	Annual Average	Annual Minimum	Annual Maximum
BOD_5 (mg/L)	126.73	31	264
TSS (mg/L)	119.21	58	196
TP (mg/L)	3.70	1.38	6.66
TAN (mg/L)	27.59	10.70	53.80
TKN (mg/L)	38.33	16.50	86.10

3.3 Lagoon Content

The lagoon cell contents are sampled and analyzed for compliance parameters prior to release. Results are utilized to dictate whether or not the lagoon cell contents meet the prescribed effluent quality requirements specified in the ECA. They are also used to indicate the need for batch chemical dosage prior to discharge and to achieve the necessary reductions in phosphorus concentrations using ferric sulphate.

3.4 Seasonal Discharge

3.4.1 ECA Requirements

The ECA requires the minimum sampling consisting of collection and analysis of a minimum twice per week with minimum of five samples per seasonal discharge. Which means that one sample must be taken at beginning, at 25%, 50%, 75% drawdown and at end of discharge.

According to ECA #6551-BT4GUD, Burks Falls Lagoon effluent quality is based on carbonaceous biochemical oxygen demand (cBOD5), total suspended solids (TSS), total phosphorus (TP), Total Ammonia Nitrogen (TAN), Total Kjeldhal Nitrogen (TKN), Nitrate as Nitrogen, Nitrite as Nitrogen, E.coli, pH levels, Temperature, and Hydrogen Sulphide (if odor is present). In 2025, the Burks Falls Lagoons produced a quality effluent, which met the compliance limits set out in the system's ECA.

The total discharge from each cell is estimated and recorded by an established engineering technique based on the lagoon dimensions and drawdown measurements in order to calculate the effluent volumes.

3.4.2 Spring Release

The spring controlled seasonal release of the lagoons was completed by commencing after the liquid surface in the lagoon has become substantially free of ice cover, continuing for not less than eighteen (18) days, terminating not later than June 30th, and using reasonable efforts to maximize the discharge rate to coincide with the spring freshet and elevated flows in the receiver, as specified in the ECA. Content samples collected shortly after lagoon free of ice and it takes time to arrange treatment, collect treated content samples and allowing proper mixing time.

Conditions in ECA met with regards to receiver flow monitoring and all reasonable efforts were made to try and coincide with spring freshet.

The spring controlled seasonal release of the South Cell #1 lagoon was initiated on May 26 and ended June 16, lasting 21 days. The total volume of lagoon discharge over the spring seasonal release period was 33,374 cubic meters (m^3). South Cell #1 lagoon was treated with 1850 imperial gallons (IMPG) of ferric sulphate prior to discharge on April 18. Flows were monitored and can be found in *Appendix B*. More info found in *Appendix B*.

3.4.3 Fall Release

The fall controlled seasonal release of the lagoons was completed between the dates of Sept. 15 and Nov. 30, as specified in the ECA. The fall controlled seasonal release of the North Cell #2 lagoon was initiated on October 14 and ended November 6, lasting 23 days. The total volume of lagoon discharge over the fall release period was 46,514 m^3. North Cell #2 lagoon was treated with 1800 IMPG of ferric sulphate prior to discharge on September 23.

A monthly summary of the final effluent parameter concentrations are presented in Table 6.

Table 6: Effluent Data

Parameter	Spring Average	Fall Average	Objectives	Compliance Limits	Exceedance
$cBOD_5$ (mg/L)	5.2	3.9	15.0 mg/L	20 *(seasonal discharge average)*	No
TSS (mg/L)	12.2	17.7	20 mg/L	25 *(seasonal discharge average)*	No
TP (mg/L)	0.62	0.29	1.0 mg/L	0.5 *(seasonal discharge average)*	No
TAN (mg/L)	<0.02	1.74	N/A	N/A	-
E. coli (MGM)	10	10	150 CFU/100mL	200 *(monthly geomean)*[*3]	No
Total Ammonia-N (mg/L)	8.50	1.74	N/A	N/A	-
Unionized Ammonia (ug/L)	51.77	30.36	N/A	N/A	-

Parameter	Spring Average	Fall Average	Objectives	Compliance Limits	Exceedance
Total Kjeldahl Nitrogen (mg/L)	10	4.9	N/A	N/A	-
Nitrite (mg/L)	0.1	0	N/A	N/A	-
Nitrate (mg/L)	0.4	0.1	N/A	N/A	-
Field pH Min	7.10	7.30	6.5-8.5 (invlusive)	6.0 - 9.5 (*inclusive)*	No
Field pH Max	7.30	8.50			
Field Temperature (°C)	19.71	12.14	N/A	N/A	-

"<" means values include results that were less than the laboratory's method detection limit

Compliance Limits based on above mentioned ECA

Note: ECA issued May 10, 2021.

Non-compliance with respect to the effluent concentration of Carbonaceous Biochemical Oxygen Demand ($cBOD_5$), Total Phosphorus (TP), Total Suspended Solids (TSS) and E.coli is deemed to have occurred when the seasonal average concentration of samples taken as part of routine sampling program exceeds the corresponding concentration set out above. pH limit is inclusive at all times.

Final Effluent is essentially free of floating and settleable solids and does not contain oil or any other substance in amounts sufficient to create a visible film or sheen or foam or discolouration on the receiving waters.

Observe the maximum final effluent discharge rates in Schedule C;

Ensure that short-circuiting does not occur within the lagoon cell during the discharge of effluent;

Ensure that the volume discharge from the lagoon in relation to the flow in the receiver (as measured by the Water Survey of Canada Station #02EA018) is less than 1:50; Refer to *Appendix B* for tabulation of lagoon discharge volumes in relation to receiver flows.

The average concentrations for the above parameters were within the compliance limits specified in the ECA. More info available in *Appendix B.*

Based on the above monitoring program, the sewage works provided adequate treatment, with a few instances where the objectives were not met.

4.0 OPERATING PROBLEMS & CORRECTIVE ACTIONS

The Burk's Falls Lagoons operated well in 2025. The Burk's Falls Lagoon met all limits outlined in the Compliance Limits Condition of Schedule C of ECA. There were no operational issues.

5.0 MAINTENANCE PROCEDURES PERFORMED ON THE WORKS

Routine maintenance schedules for Burks Falls Lagoon are entered in OCWA's computerized Workplace Management System (WMS). This is a comprehensive maintenance program that is based on a pro-active and preventive approach. This program includes but is not limited to running weekly, monthly, and annually checks as required or as recommended by manufacturer's instructions.

Significant maintenance and repairs performed in 2025:

- N/A

Refer to *Appendix D* for a complete summary of maintenance.

6.0 EFFLUENT QUALITY ASSURANCE & CONTROL MEASURES UNDERTAKEN

The following activities are included in regular operator and supervisory activities to assure the quality of the sewage treatment operations including effluent quality and flow monitoring data:

- Operational staff have current and appropriate level of certification for the operation of the facility and continue to learn and achieve knowledge of the process and equipment Experienced staff has a high level of regulatory competence. New staff receives on-going training to achieve operational knowledge and regulatory competence.
- The pumping stations and the treatment lagoon are inspected by a certified operator regularly during the work week.
- In-house tests; pH, and temperature are conducted by licensed operators for monitoring purposes using standard methods for Water and Wastewater.
- Samples are collected as required and analyzed by Near North Laboratories located in North Bay, Ontario. Analysis of the samples is conducted in accordance with the Standard Council of Canada (SCC), in cooperation with the Canadian Association for Laboratory Accreditation Inc. (CALA). Quality control procedures are method specific and include laboratory duplicate samples, spiked blanks and spiked duplicates.
- A sampling system which includes an excel developed sample calendar, which is updated at the beginning of each year, and a chain of custody binder are used to ensure all samples are collected as per the requirements identified in the system's ECA.
- Operations and Compliance staff review facility round sheets and laboratory reports to monitor the routine operation of the treatment system and ensure compliance with the ECA.
- All process and laboratory data is logged in a process data management system.
- Routine maintenance is scheduled and tracked to completion using OCWA's Workplace Maintenance System (WMS). Instrumentation equipment is tested and maintained as per manufacturer's recommendations.

- Ferric Sulphate is added to the lagoon prior to discharge increase the settling of solids and help maintain pH levels.
- Any bypass, overflow or upset events that occur in the system are tested, monitored and reported to the local Health Unit and Spills Action Center (SAC) and local Health Unit.
- All flow and effluent quality data is reviewed by the Overall Responsible Operator and Compliance staff to identify any changes in concentrations and/or emerging trends. All non-compliances are reported to Ministry's Spills Action Center (SAC) and the local MECP inspector.

7.0 CALIBRATION & MAINTENANCE OF EFFLUENT MONITORING EQUIPMENT

Plant maintenance, including non-scheduled maintenance, is monitored using OCWA's Preventative Maintenance software program (WMS). Monitoring equipment is tested and calibrated based on the specifications outline in the ECA. Refer to Table 9 for a summary of calibrations conducted in 2025.

Table 9: Calibration Summary

Instrument	Calibration Date	Pass/Fail	Requirement
East SLS Raw Flow Meter	August 14, 2025	Pass	+/- 15%

8.0 EFFORTS MADE TO MEET EFFLUENT OBJECTIVES

The Effluent Design Objectives are those levels of performance that can be achieved by treatment processes treating normal strength municipal sewage under optimum conditions. A sewage treatment facility should be able to produce annual average effluent quality approximately equal to the Effluent Design Objectives, but should not exceed the Effluent Compliance Limits. The objectives are used to promote continuous improvement in the operations of the works and to trigger corrective action before environmental impairment occurs.

OCWA uses a number of best efforts to achieve the *Effluent Objectives*.

Operational staff has current and appropriate level of certification for the operation of the facility and continue to learn and achieve knowledge of the process and equipment. New staff receives on-going training to achieve a high level of process knowledge and regulatory competence.

The mechanical elements in the facility are regularly inspected, well maintained and kept in good repair. OCWA uses a computerized maintenance management program which generates works orders to ensure maintenance of equipment is proactively performed.

Raw wastewater and effluent samples are collected as required and analyzed by Near North Laboratories, an accredited laboratory. OCWA reviews these results on a regular basis to ensure compliance with ECA objective and limits.

Operations, maintenance and emergency procedures are available to ensure facilities are operated in compliance with applicable legal instruments. Facility staff has access to a network of operational compliance and support experts at the region and corporate levels.

OCWA provides regular status reports to the Owner which discusses operational data, maintenance activities and capital improvements.

During this reporting period, the facility produced a quality effluent, meeting the seasonal average effluent objectives for all parameters.

Refer to Appendix A for the Monthly Process Data Report, which provides a summary of effluent data for the reporting period.

8.1 The design Objectives is achieved more than 50% of the time in a year

The design objectives that were not met all the times were TSS for 3 out of 15 samples; TP for 8 out of 15 samples. Therefore, TSS did not meet objective 20% of the time; TP did not meet objective 53% of the time in 2025. Therefore, the design objectives were achieved more than 50% of the time for all parameters, except for Total Phosphorus in 2025. Due to the nature of the system, the only process adjustment that can be made is the amount of Ferric Sulphate used prior to discharge. In the future, content samples will continue to be analyzed and more Ferric Sulphate will be used prior to discharge in an attempt to lower all parameters. 1800 IMPG of ferric was used in the Fall of 2025, which had better results. Next spring will aim to use approximately same amount. With seasonal averages being considered with objectives.

8.2 The Annual Average Daily Influent Flow Reaches 80% of the Rated Capacity

The Annual Average Daily Influent Flow was only 53.6% of the Rated Capacity.

9.0 SLUDGE GENERATION AND DISPOSAL

During the 2025 operating year, no sludge was removed. The Village has taken sludge measurements in lagoon cells. Tabulation of the sludge for the past few years actually shows that sludge levels are lower than previous years, until a slight rise in levels in Cell #1 and a slight decrease of Cell #2 in 2023. In 2023, the average level of Cell #1 was slightly higher than 2022, however, Cell #2 decreased when compared with the previous year. With an average sludge depth in Cell #1 of 6.25 inches and an average sludge depth in Cell #2 of 3.75 inches. The average

level is determined by using twelve sampling points throughout each lagoon cell. Measurements are typically taken annually to ensure no excess sludge accumulation is taking place. It is anticipated that the sludge volume will remain approximately the same during future years.

10.0 COMPLAINTS

According to records maintained by OCWA, no complaints were received during the 2025 reporting period.

11.0 BYPASS, OVERFLOW, SPILL & ABNORMAL DISCHARGE EVENTS

There were no spills, bypasses, overflows, abnormal discharge events or any other situation outside of Normal Operating Conditions that occurred for the 2025 reporting year. This includes collection system overflows. There were no collection system overflows in 2025.

The North Sewage Lift Station pumps over to the West Pumping Station. The West Pumping Station pumps over to the East Sewage Lift Station. The East pumping station is the primary sewage lift station for this wastewater treatment system and all flows going to the lagoon pass through this station.

Any bypass from the sewage lift stations is defined as a "lagoon bypass" and is a reportable spill. In the event of very high sewage levels in the station wet well, each station is equipped with a high level alarm set to illuminate a red light above the station to alert of a high well level condition.

The operators are familiar with the requirements to report all bypass incidents to the Ministry's Spills Action Centre (MECP SAC). The operators are further aware of the need to record the approximate volume and duration of all bypasses on the OCWA form and all relevant bypass particulars on the operation spills/bypass/leak report forms.

11.1 Efforts Made to Reduce System Overflows and Bypasses

The Burks Falls Sewage Treatment Lagoon has operated below its annual average rated capacity of 636 m^3/day for the past several years.

In an effort to reduce and/or eliminate overflow, bypass and spill events and to confirm with Procedure F-5-1, the following are in place.

- Diesel standby generators at each of the lift station automatically switch over to standby power to provide power to operate the pumps in the event of a power failure.
- A SCADA system is used to accurately monitor the sewage network and an alarm system is in place at key points in the process and at the sewage pumping stations to alert

operators of any issues; power failures, high levels, equipment failures, loss of communication and intrusion.

- Regular routine maintenance is performed to help reduce overflows/bypasses/spills events. For example: monthly generator tests to ensure the generator will start during a power failure and equipment will continue to operate normally, monthly alarm testing and equipment maintenance as outlined in the Maintenance Summary found in Appendix D.
- Repairs to the collection system are done promptly as issues occur.

12.0 NOTICE OF MODIFICATIONS ON SEWAGE WORKS

No notices required in 2025.

13.0 Summary of Efforts made to achieve conformance with Procedure F-5-1

Annual generator maintenance completed by Val's Equipment. In addition, monthly tests completed, which ensures the lift stations remain functional during power outages. Thus, reducing chances for lift station overflows. Furthermore, lift station pumps are maintained and repaired as required to ensure proper operation. Please note, that the system does not have a history of bypass/overflow events due to the proper maintenance and operation of the system. In conclusion, there is no budget forecasted to eliminate bypass/overflows because they are essentially eliminated with the current operation of the system.

12.0 A TABULATION OF HE LAGOON DISCHARGE VOLUMES IN RELATION TO THE RECEIVER FLOWS MEASURED BY WATER SURVEY OF CANADA STATION #02EA018

Refer to *Appendix B* for tabulation of lagoon discharge volumes in relation to receiver flows.

14.0 OTHER INFORMATION THE WATER SUPERVISOR REQUIRES FROM TIME TO TIME

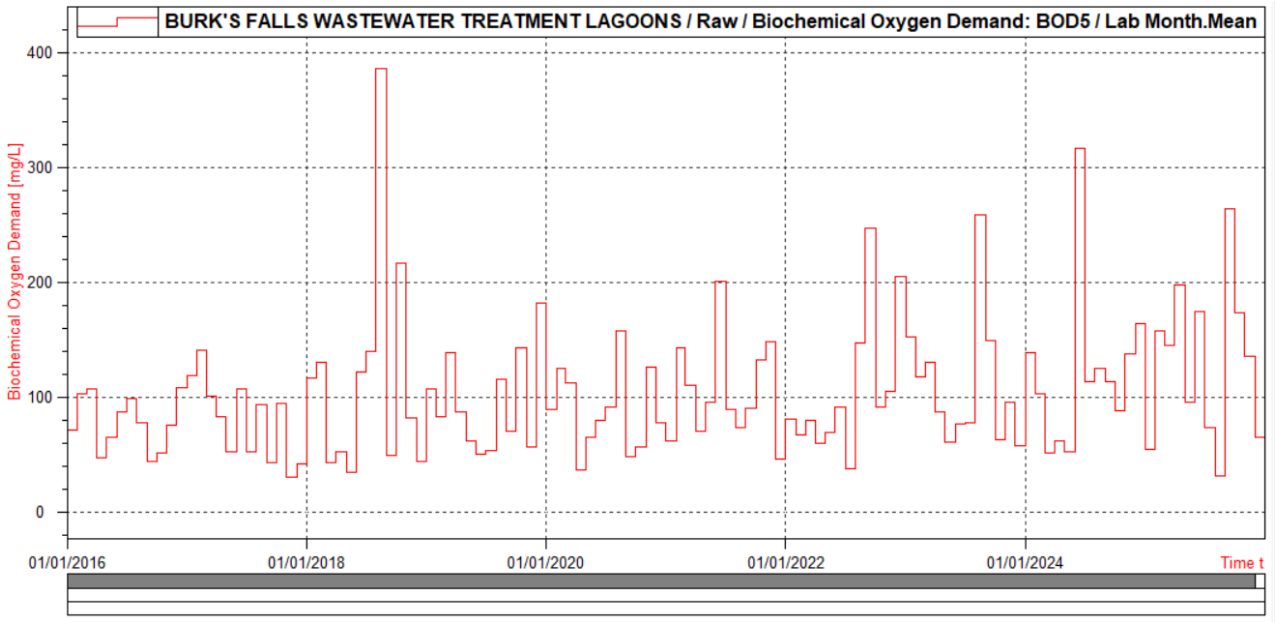
There is no information to add for 2025 – No lagoon inspections took place in 2025.

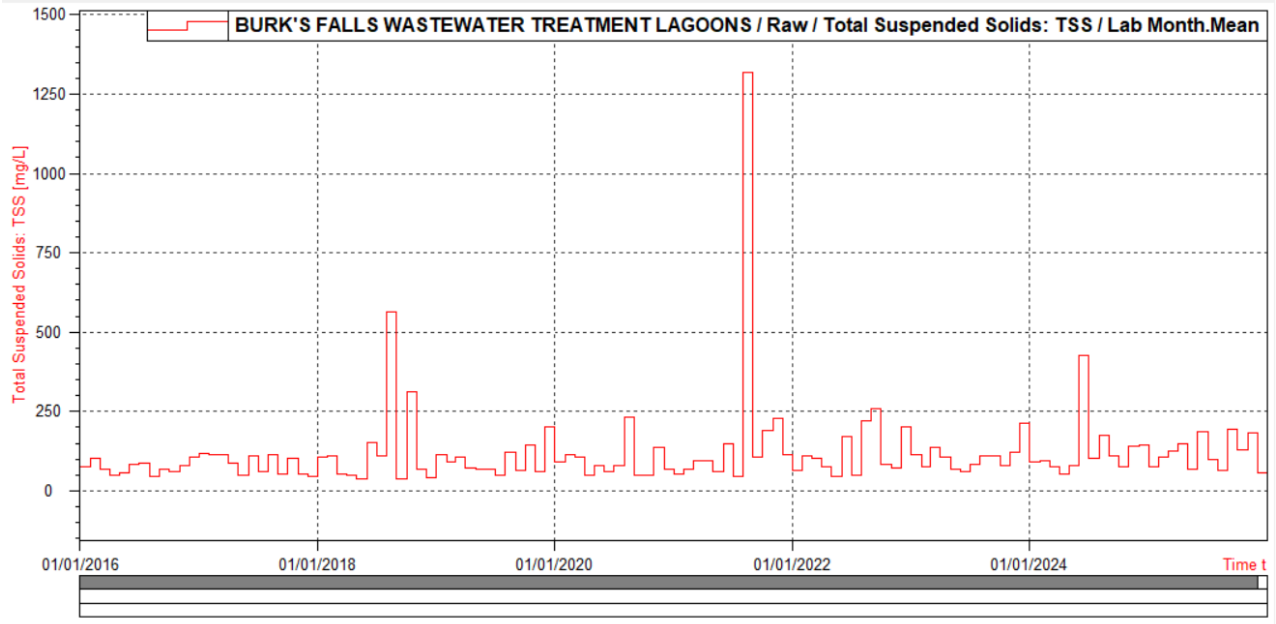
AGENDA

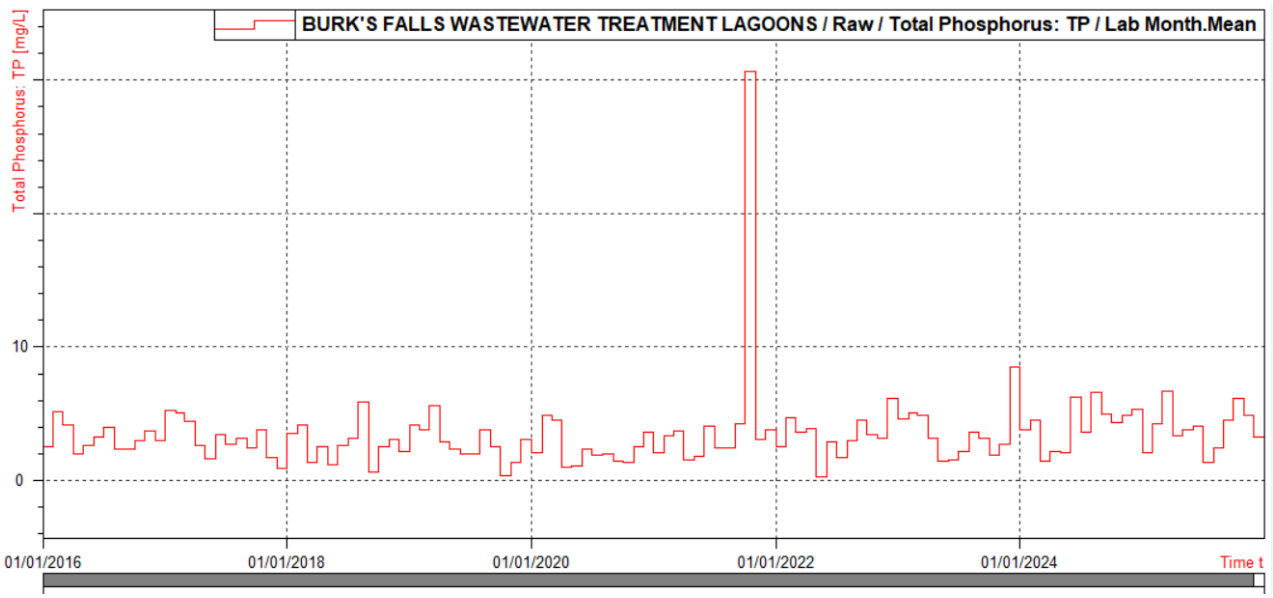
APPENDIX A

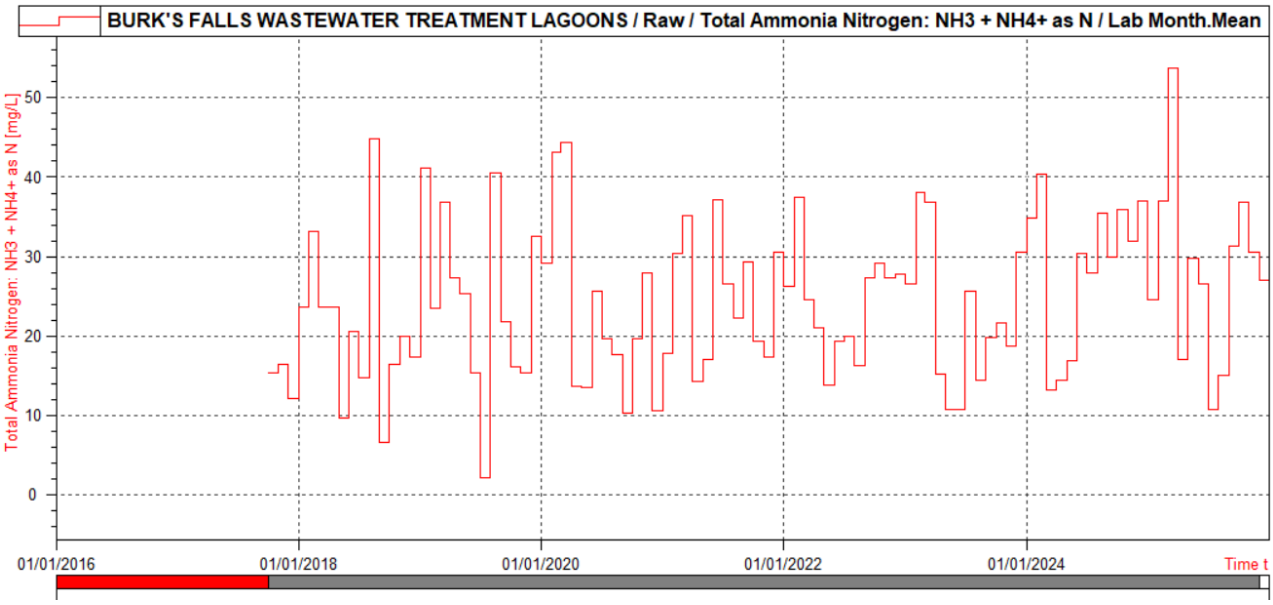
Influent historical trend of Sewage Characteristics

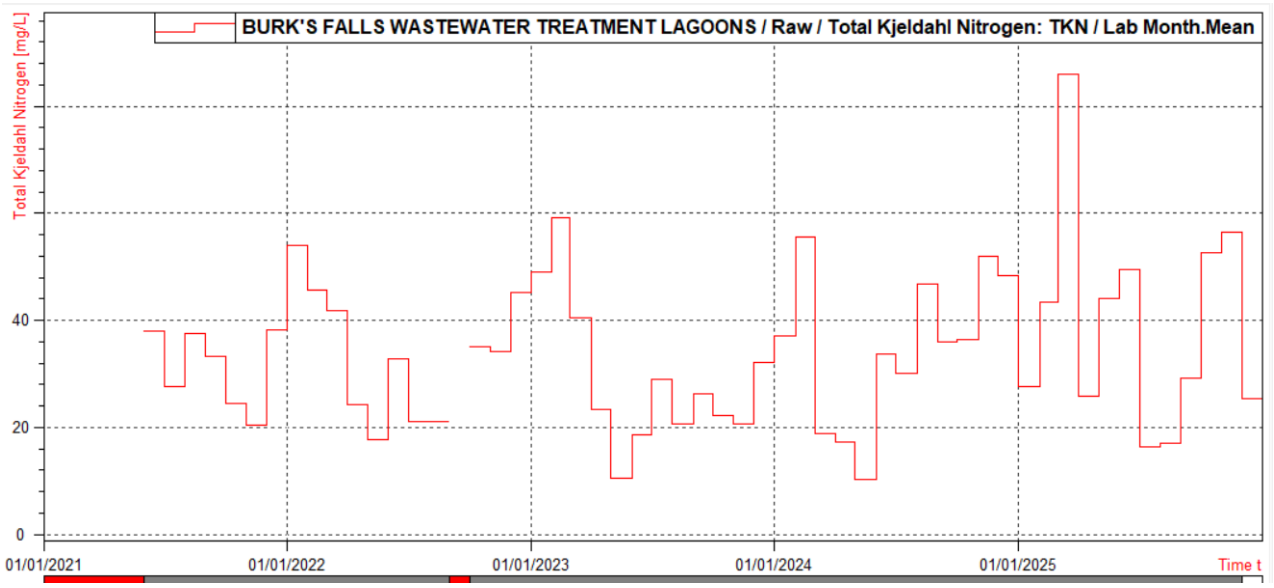
AGENDA


BURK'S FALLS WASTEWATER TREATMENT LAGOONS / Raw / Biochemical Oxygen Demand: BOD5 / Lab Month.Mean
Biochemical Oxygen Demand [mg/L]
400
300
200
100
0
01/01/2016
01/01/2018
01/01/2020
01/01/2022
01/01/2024
Time t


BURK'S FALLS WASTEWATER TREATMENT LAGOONS / Raw / Total Suspended Solids: TSS / Lab Month.Mean
Total Suspended Solids: TSS [mg/L]
1500
1250
1000
750
500
250
0
01/01/2016
01/01/2018
01/01/2020
01/01/2022
01/01/2024
Time t


BURK'S FALLS WASTEWATER TREATMENT LAGOONS / Raw / Total Phosphorus: TP / Lab Month.Mean
Total Phosphorus: TP [mg/L]
10
0
01/01/2016
01/01/2018
01/01/2020
01/01/2022
01/01/2024
Time t


BURK'S FALLS WASTEWATER TREATMENT LAGOONS / Raw / Total Ammonia Nitrogen: NH3 + NH4+ as N / Lab Month.Mean
Total Ammonia Nitrogen: NH3 + NH4+ as N [mg/L]
50
40
30
20
10
0
01/01/2016
01/01/2018
01/01/2020
01/01/2022
01/01/2024
Time t


BURK'S FALLS WASTEWATER TREATMENT LAGOONS / Raw / Total Kjeldahl Nitrogen: TKN / Lab Month.Mean
Total Kjeldahl Nitrogen [mg/L]
40
20
0
01/01/2021
01/01/2022
01/01/2023
01/01/2024
01/01/2025
Time t

AGENDA

APPENDIX B

Lagoon Release Reports

RELEASE REPORT FOR THE BURK'S FALLS LAGOON

ORG # 5725 SPRING RELEASE FOR YEAR 2025

AGENDA

TYPE OF SAMPLE	CELL	DATE COLLECTED	DATE RECEIVED	TSS mg/L	Field pH	Field Temp °C	TP mg/L	$CBOD_5$ mg/L	Nitrite mg/L	Nitrate mg/L	TAN mg/L	Unionized Ammonia ug/L	TKN mg/L	H_2S if odour	Ecoli CFU/100ml
UNTREATED	1	22-Apr-25	22-Apr-25	42	7.1	9.8	1.97	12.0			11.1	44.7	10.1		10.0
	2														
TREATED	1	13-May-25	13-May-25	<2.27	6.90	16.60	<0.1	2.0				12.70	5.3		10.00
	2														

		DATE	DATE	TSS	Field pH	Field Temp	TP	$CBOD_5$	Nitrite	Nitrate	TAN	Unionized Ammonia	TKN	H_2S	Ecoli
CELL #1 South	Start	26-May-25	27-May-25	30.9	7.20	16.50	0.59	9.0	0.09	0.7	7.22	34.80	8.4		<10
DRAWDOWN	2nd Sample	29-May-25	29-May-25	4.6	7.20	19.80	0.43	<2	0.08	0.6	6.60	40.60	7.6		<10
at discharge	3rd Sample	02-Jun-25	03-Jun-25	6.0	7.20	17.60	0.62	7.0	0.073	0.4	9.15	47.90	10.5		<10
chamber	4th Sample	05-Jun-25	05-Jun-25	19.0	7.10	19.40	0.65	7.0	0.05	0.3	8.13	38.60	13.1		<10
	5th Sample	09-Jun-25	10-Jun-25	18.7	7..20	20.00	0.65	4.0	0.05	0.2	8.79	54.80	8.9		10.00
	6th Sample	12-Jun-25	12-Jun-25	2.8	7.15	17.50	0.62	2.0	0.04	0.1	8.78	40.70	9.8		10.00
	End	16-Jun-25	17-Jun-25	3.5	7.30	23.00	0.75	2.0	0.03	0.1	10.80	105.00	11.5		10.00

		DATE	DATE	TSS	Field pH	Field Temp	TP	$CBOD_5$	Nitrite	Nitrate	TAN	Unionized Ammonia	TKN	H_2S	Ecoli
CELL #2 North															
DRAWDOWN															
at discharge															
chamber															

	TSS	Min pH (Field)	Max pH (Field)	TP	$CBOD_5$	Nitrite	Nitrate	TAN	Unionized Ammonia	TKN	H_2S	Ecoli
SOUTH CELL AVG CONC OVER DISCHARGE PERIOD	12.2	7.10	7.30	0.62	5.2	0.1	0.4	8.50	51.77	10.0	#####	10.00
NORTH CELL AVG CONC OVER DISCHARGE PERIOD	#DIV/0!	0.00	0.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#####	#NUM!
AVG CONC BOTH CELLS OVER SPRING RELEASE	12.2	7.10	7.30	0.62	5.2	0.1	0.4	8.50	51.77	10.0	#####	10.00
COMPLIACE CRITERIA	25 mg/L	6.00	9.50	1.0 mg/L	20mg/L							200.00
OBJECTIVE CRITERIA	20 mg/L	6.50	8.50	0.5 mg/L	15 mg/L							150.00

NOTES/COMMENTS

Averages calculated following WSER protocol.

Two Cell seasonal retention lagoon. Treated with ferric sufate prior to release.

AGENDA

Cell #1 = Cell A = South Cell = 35,666 m^2 X 1.5 m depth = 53,500 m^3

Cell #2 = Cell B = North Cell = 41,832 m^2 X 1.5 m depth = 62,750 m^3

Spring: Discharge commencing after the liquid surface in the lagoon has become substantially free of ice cover, continuing for not less than eighteen (18) days, terminating not later than June 30th, and using reasonable efforts to maximize the discharge rate to coincide with the spring freshet and elevated flows in the receiver.

Objectives: operate within Rated Capacity (636 m^3/d) ensure that the effluent from the Works is essentially free of floating and settleable solids and does not contain oil or any other substance in amounts sufficient to create a visible film or sheen or foam or discolouration on the receiving waters. Parameter objectives noted above.

Compliance/Objective is based on Seasonal Average Concentrations. With the exception of field pH, which is single sample result.

A minimum of 5 samples are required from each discharging cell (at start, at 25%, at 50%, at 75% and at end)

WSER requirements: TSS is to tested at least 1 time per discharge (or bi-weekly if discharge >30 days)

WSER requirements: CBOD5 is to tested at least 1 time per discharge (or bi-weekly if discharge >30 days)

WSER Effluent limits: CBOD5 and TSS = Annual average of 25 mg/L

DATE RELEASE STARTED:	**S. CELL#1**	**26-May-25**	**AMOUNT OF CHEMICAL USED (IMPG)**	**1850**
DATE RELEASE STOPPED:		**16-Jun-25**	**VOLUME OF LAGOON DISCHARGE (m3)**	**33,374**
# of Discharge Days		**21**	**Treated on: May 8, 2025**	
Approximate Daily Flow (m^3/d)		**1589.26**		
DATE RELEASE STARTED:	**N. CELL#2**		**AMOUNT OF CHEMICAL USED (IMPG)**	
DATE RELEASE STOPPED:			**VOLUME OF LAGOON DISCHARGE (m3)**	
# of Discharge Days				
Approximate Daily Flow (m^3/d)			**The lagoons became ice free on:**	**18-Apr-25**
Tot.# of Spring discharge days		**33374**		

TOTAL LAGOON EFFLUENT SPRING DISCHARGE :

Mag. River (Receiver Flow Rate as measured by WSCS #02EA018 (worst case) (inst. min per day)) **AGENDA**	Conversion to m^3/d (x 86400)	Ensure the volume of disch. in relation to receiver is less than 1:50 (/ 50) (if below D, verify true m^3/d via site with APD)	Lagoon Discharge Flow Rate (m^3/d)	Disch. Cell	Sample	Disch. Date	Cell #1 South theoretical discharge volume over 18 days = 53,500 / 18 = 2972.2 m^3/d
7.17	619488	12389.76	794.63	Cell #1	Yes	26-May-25	Cell #2 North theoretical discharge volume over 18 days = 62,750 / 18 = 3486.1 m^3/d
7.57	654048	13080.96	1589.26	Cell #1		27-May-25	
7.55	652320	13046.4	1589.26	Cell #1		28-May-25	
7.6	656640	13132.8	1589.26	Cell #1	Yes	29-May-25	
8.35	721440	14428.8	1589.26	Cell #1		30-May-25	Approximate volume per day released 33374.4 / 21 = 1589.26/2 = 794.63
8.43	728352	14567.04	1589.26	Cell #1		31-May-25	
8.08	698112	13962.24	1589.26	Cell #1		1-Jun-25	
7.78	672192	13443.84	1589.26	Cell #1	Yes	2-Jun-25	
7.37	636768	12735.36	1589.26	Cell #1		3-Jun-25	
6.84	590976	11819.52	1589.26	Cell #1		4-Jun-25	Cell #1 was measured at 12 inches from top of chamber at beginning, 61 inches at the end, for total drawdown of 49 inches or 4.08 feet at the discharge chamber. 8180 m^3/foot. Total volume release = 33374.4 m^3, based on drawdown.
6.30	544320	10886.4	1589.26	Cell #1	Yes	5-Jun-25	
6.01	519264	10385.28	1589.26	Cell #1		6-Jun-25	
5.58	482112	9642.24	1589.26	Cell #1		7-Jun-25	
5.13	443232	8864.64	1589.26	Cell #1		8-Jun-25	
4.18	361152	7223.04	1589.26	Cell #1	Yes	9-Jun-25	
4.43	382752	7655.04	1589.26	Cell #1		10-Jun-25	
4.34	374976	7499.52	1589.26	Cell #1		11-Jun-25	
4.22	364608	7292.16	1589.26	Cell #1	yes	12-Jun-25	
3.92	338688	6773.76	1589.26	Cell #1		13-Jun-25	
3.68	317952	6359.04	1589.26	Cell #1		14-Jun-25	**Max Discharge Rate: 6360 m^3/d**
3.46	298944	5978.88	794.63	Cell #1		15-Jun-25	

RELEASE REPORT FOR THE BURK'S FALLS LAGOON

ORG # 5725 FALL RELEASE FOR YEAR 2025

AGENDA

TYPE OF SAMPLE	CELL	DATE COLLECTED	DATE RECEIVED	TSS mg/L	Field pH	Field Temp °C	TP mg/L	$CBOD_5$ mg/L	Nitrite mg/L	Nitrate mg/L	TAN mg/L	Unionized Ammonia ug/L	TKN mg/L	H_2S if odour	Ecoli CFU/100ml
UNTREATED	**1**														
	2	**Sept 2 2025**	**Sept 2 2025**	**82**	**10**	**19.6**	**1.89**	**12.0**				0.04	5.9		10.00
TREATED	**2**	**30-Sep-25**	**30-Sep-25**	**24**	**7.20**	**17.00**	**0.32**	**4.0**				**0.40**	**2.6**		**10.00**
	2														
	1														

		DATE	DATE	TSS	Field pH	Field Temp	TP	$CBOD_5$	Nitrite	Nitrate	TAN	Unionized Ammonia	TKN	H_2S	Ecoli
CELL #1 South	**Start**														
DRAWDOWN	**2nd Sample**														
at discharge	**3rd Sample**														
chamber	**4th Sample**														
	5th Sample														
	6th Sample														
	End														

		DATE	DATE	TSS	Field pH	Field Temp	TP	$CBOD_5$	Nitrite	Nitrate	TAN	Unionized Ammonia	TKN	H_2S	Ecoli
CELL #2 North	**Start**	**14-Oct-25**	**14-Oct-25**	**26**	**7.30**	**14.60**	**0.80**	**4.00**		**0.07**	0.86	4.52	4.6		10.00
DRAWDOWN	**2nd Sample**	**16-Oct-25**	**16-Oct-25**	**22**	**7.40**	**13.20**	**0.28**	**4.00**		**0.07**	0.97	5.77	4.7		10.00
at discharge	**3rd Sample**	**21-Oct-25**	**21-Oct-25**	**16.8**	**7.70**	**12.90**	**0.20**	**5.00**		**0.00**	1.03	11.90	3.0		10.00
chamber	**4th Sample**	**23-Oct-25**	**23-Oct-25**	**14**	**7.70**	**12.20**	**0.21**	**5.00**		**0.06**	1.13	12.30	3.3		10.00
	5th Sample	**28-Oct-25**	**28-Oct-25**	**14**	**8.20**	**8.20**	**0.17**	**3.00**		**0.07**	1.87	46.60	3.0		10.00
	6th Sample	**30-Oct-25**	30-Oct-28	14.6	8.50	8.10	0.17	3.00		0.00	2.10	101.00	6.1		10.00
	7th Sample	**04-Nov-25**	04-Nov-25	15.1	7.60	7.80	0.20	3.00		0.08	2.75	17.00	5.5		10.00
	8th Sample	**06-Nov-25**	06-Nov-25	19.2	7.80	12.00	0.25	5.00	0.02	0.08	3.24	43.80	8.9		10.00

	TSS	Min pH (Field)	Max pH (Field)	TP	$CBOD_5$	Nitrite	Nitrate	TAN	Unionized Ammonia	TKN	H_2S	Ecoli
SOUTH CELL AVG CONC OVER DISCHARGE PERIOD	**#DIV/0!**	**0.00**	**0.00**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	#####	**#NUM!**
NORTH CELL AVG CONC OVER DISCHARGE PERIOD	**17.71**	**7.30**	**8.50**	**0.29**	**3.9**	**0.0**	**0.1**	**1.74**	**30.36**	**4.9**	#####	**10.00**
AVG CONC BOTH CELLS OVER SPRING RELEASE	**17.7**	**7.30**	**8.50**	**0.29**	**4.0**	**#DIV/0!**	**0.0**	**1.53**	**28.44**	**4.3**	#####	**10.00**
COMPLIACE CRITERIA	**25 mg/L**	**6.00**	**9.50**	**1.0 mg/L**	**20mg/L**							**200.00**

OBJECTIVE CRITERIA							
	20 mg/L	6.50	8.50	0.5 mg/L	15 mg/L		150.00

NOTES/COMMENTS

AGENDA

Averages calculated following WSER protocol.

Two Cell seasonal retention lagoon. Treated with ferric sufate prior to release.

Cell #1 = Cell A = South Cell = 35,666 m^2 X 1.5 m depth = 53,500 m^3

Cell #2 = Cell B = North Cell = 41,832 m^2 X 1.5 m depth = 62,750 m^3

Spring: Discharge commencing after the liquid surface in the lagoon has become substantially free of ice cover, continuing for not less than eighteen (18) days, terminating not later than June 30th, and using reasonable efforts to maximize the discharge rate to coincide with the spring freshet and elevated flows in the receiver.

Objectives: operate within Rated Capacity (636 m^3/d) ensure that the effluent from the Works is essentially free of floating and settleable solids and does not contain oil or any other substance in amounts sufficient to create a visible film or sheen or foam or discolouration on the receiving waters. Parameter objectives noted above.

Compliance/Objective is based on Seasonal Average Concentrations. With the exception of field pH, which is single sample result.

A minimum of 5 samples are required from each discharging cell (at start, at 25%, at 50%, at 75% and at end)

WSER requirements: TSS is to tested at least 1 time per discharge (or bi-weekly if discharge >30 days)

WSER requirements: CBOD5 is to tested at least 1 time per discharge (or bi-weekly if discharge >30 days)

WSER Effluent limits: CBOD5 and TSS = Annual average of 25 mg/L

DATE RELEASE STARTED:	**S. CELL#1**	
DATE RELEASE STOPPED:		
# of Discharge Days		
Approximate Daily Flow (m^3/d)		

AMOUNT OF CHEMICAL USED (IMPG)

VOLUME OF LAGOON DISCHARGE (m3)

Treated on:

DATE RELEASE STARTED:	**N. CELL#2**	**14-Oct-25**
DATE RELEASE STOPPED:		**06-Nov-25**
# of Discharge Days		**23**
Approximate Daily Flow (m^3/d)		2022.33

AMOUNT OF CHEMICAL USED (IMPG) **1500**

VOLUME OF LAGOON DISCHARGE (m3) **46,514**

Treated on: September 23, 2025

The lagoons became ice free on:

Tot.# of Fall discharge days **23**

TOTAL LAGOON EFFLUENT Fall DISCHARGE : **46,514**

Mag. River (Receiver Flow Rate as measured by WSCS #02EA018 (worst case) (inst. min per day)) (m^3/s)	Conversion to m^3/d (x 86400)	Ensure the volume of disch. in relation to receiver is less than 1:50 (/ 50) (if below D, verify true m^3/d via site with APD)	Lagoon Discharge Flow Rate (m^3/d)	Disch. Cell	Sample	Disch. Date	Cell #1 South theoretical discharge volume over 18 days = 53,500 / 18 = 2972.2 m^3/d
	6246.4	1124.928		Cell #2	Y	14-Oct-25	
	3504	1270.08		Cell #2		15-Oct-25	Cell #2 North theoretical discharge volume over 23 days = 62,750 / 23 = 2,728.26 m^3/d
0.92	79056	1581.12		Cell #2	Y	16-Oct-25	
0.986	85190.4	1703.808		Cell #2		17-Oct-25	
1.18	101952	2039.04		Cell #2		18-Oct-25	
1.24	107136	2142.72		Cell #2		19-Oct-25	
1.49	128736	2574.72		Cell #2		20-Oct-25	
1.68	145152	2903.04		Cell #2	Y	21-Oct-25	Cell #2 measured to be 98 inches
1.79	154656	3093.12		Cell #2		22-Oct-25	to bottom at chamber
1.81	156384	3127.68		Cell #2	Y	23-Oct-25	Cell #2 measured to start 9
1.82	157248	3144.96		Cell #2		24-Oct-25	inches from top of chamber (full)
1.81	156384	3127.68		Cell #2		25-Oct-25	Total drawdown if emptied: 89
1.81	156384	3127.68		Cell #2		26-Oct-25	inches or 7.42 feet
1.79	154656	3093.12		Cell #2		27-Oct-25	Which equals 8457 m^3/foot
1.76	152064	3041.28		Cell #2	Y	28-Oct-25	Cell #2 release stopped at 75
1.72	148608	2972.16		Cell #2		29-Oct-25	inches from top of chamber
1.69	146016	2920.32		Cell #2	Y	30-Oct-25	75-9 = 66 inches discharged or 5.5 ft.
1.69	146016	2920.32		Cell #2		31-Oct-25	5.5 feet x 8457 m^3/foot = 46,513.5 m^3
1.76	152064	3041.28		Cell #2		1-Nov-25	Approximate volume per day
1.77	152928	3058.56		Cell #2		2-Nov-25	released
1.74	150336	3006.72		Cell #2		3-Nov-25	46 513.5 / 23 = 2022.33/2 = 1011.16
1.75	151200	3024		Cell #2	Y	4-Nov-25	
1.73	149472	2989.44		Cell #2		5-Nov-25	**Max Discharge Rate: 6360 m3/d**
2.15	185760	3715.2		Cell #2	Y	6-Nov-25	23 Days

Max Discharge Rate: 6360 m^3/d

AGENDA

AGENDA

APPENDIX C

Raw (Influent) Sample Data

Customized Monthly Report

From 01/01/2025 to 12/31/2025

Facility Name: BURK'S FALLS WASTEWATER TREATMENT LAGOONS
Receiver: South Branch of the Magnetawan River

Facility Org Number: 5725
Facility Owner: Corporation/Company: The Corporation of the Municipality of Burk's Falls/Municipality: Burk's Falls

Works: 110001426
Facility Classification: Class 1 Wastewater Treatment
Total Design Capacity: 682 m3/day

Ontario Clean Water Agency
Agence Ontarienne Des Eaux

														2025			
Raw	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Total	Avg	Max	Min
Biochemical Oxyge	AGENDA															
Count	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00			
Lab Count	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00			
Lab Month.Max	54.00	158.00	145.00	198.00	95.00	175.00	73.00	31.00	264.00	174.00	136.00	65.00			264.00	
Lab Month.Mean	54.00	158.00	145.00	198.00	95.00	175.00	73.00	31.00	264.00	174.00	136.00	65.00		130.67		
Lab Month.Min	54.00	158.00	145.00	198.00	95.00	175.00	73.00	31.00	264.00	174.00	136.00	65.00				31.00
Flow - m^3/d																
IH Edited Count	31.00	28.00	31.00	30.00	31.00	30.00	31.00	31.00	30.00	31.00	30.00	31.00	365.00			
IH Month.Max	385.70	279.10	1520.10	677.50	402.30	623.80	1124.30	386.10	337.60	302.30	334.10	489.30			1520.10	
IH Month.Mean	283.38	237.93	457.57	495.82	351.95	376.26	409.82	298.81	287.54	269.37	298.17	317.80		340.95		
IH Month.Min	236.20	198.30	228.90	414.90	310.00	322.10	309.10	262.00	255.50	245.00	276.10	270.30				198.30
IH Month.Total	8784.80	6662.00	14184.80	14874.50	10910.60	11287.70	12704.40	9263.00	8626.10	8350.60	8945.00	9851.80	124445.30			
Total Ammonia Nitrogen: NH3 + NH4+ as N - mg/L																
Lab Count	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00			
Lab Month.Max	24.50	37.00	53.80	17.10	29.80	26.60	10.70	15.00	31.40	36.90	30.50	27.10			53.80	
Lab Month.Mean	24.50	37.00	53.80	17.10	29.80	26.60	10.70	15.00	31.40	36.90	30.50	27.10		28.37		
Lab Month.Min	24.50	37.00	53.80	17.10	29.80	26.60	10.70	15.00	31.40	36.90	30.50	27.10				10.70
Total Kjeldahl Nitrogen: TKN - mg/L																
Count	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00			
Lab Count	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00			
Lab Month.Max	27.70	43.50	86.10	25.80	44.10	49.60	16.50	17.10	29.20	52.60	56.60	25.40			86.10	
Lab Month.Mean	27.70	43.50	86.10	25.80	44.10	49.60	16.50	17.10	29.20	52.60	56.60	25.40		39.52		
Lab Month.Min	27.70	43.50	86.10	25.80	44.10	49.60	16.50	17.10	29.20	52.60	56.60	25.40				16.50
Total Phosphorus: TP - mg/L																
Lab Count	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00			
Lab Month.Max	2.08	4.27	6.66	3.32	3.78	4.06	1.38	2.47	4.56	6.14	4.85	3.23			6.66	
Lab Month.Mean	2.08	4.27	6.66	3.32	3.78	4.06	1.38	2.47	4.56	6.14	4.85	3.23		3.90		
Lab Month.Min	2.08	4.27	6.66	3.32	3.78	4.06	1.38	2.47	4.56	6.14	4.85	3.23				1.38
Total Suspended Solids: TSS - mg/L																
Count	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00			
Lab Count	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00			
Lab Month.Max	75.00	107.00	126.00	148.00	68.30	185.00	98.00	66.00	196.00	128.00	184.00	58.00			196.00	
Lab Month.Mean	75.00	107.00	126.00	148.00	68.30	185.00	98.00	66.00	196.00	128.00	184.00	58.00		119.94		
Lab Month.Min	75.00	107.00	126.00	148.00	68.30	185.00	98.00	66.00	196.00	128.00	184.00	58.00				58.00

AGENDA

APPENDIX D

Maintenance Summary

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4299135			5725, Burk's Falls WWTL	OPER	Inspection	1	YEARS	Daily O&M Activities (1y) 5725	COMP	1/1/25 12:00 AM	1/8/26 02:01 PM	1/8/26 02:01 PM	Daily O&M Activities (1y) 5725 -Daily O&M Activities (1y) 5725. Complete for year end 2025.
4299140			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	1/1/25 12:00 AM	2/26/25 01:42 PM	2/26/25 01:42 PM	Critical Alarm/Dialer Testing (1m) 5725 - Critical Alarm/Dialer Testing (1m) Performed on Jan 7, 2025 by Burk's Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.
4299184			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	1/1/25 12:00 AM	2/26/25 01:43 PM	2/26/25 01:43 PM	Health And Safety Inspection (1m) 5725 - Health And Safety Inspection (1m) performed by Burk's Fall Operator on Jan 7, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.
4299223			5725, Burk's Falls WWTL	OPER	HEALTH AND SAFETY	1	YEARS	WHMIS/MSDS/NSF Review And Update (1y) 5725	CLOSE	1/1/25 12:00 AM	2/26/25 01:46 PM	2/26/25 01:46 PM	WHMIS/MSDS/NSF Review And Update (1y) 5725 - WHMIS/MSDS/NSF Review And Update (1y) 5725 completed by Burk's Fall Operator on Jan 14, 2025.
4299859			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	1/1/25 12:00 AM	2/26/25 01:45 PM	2/26/25 01:45 PM	TPM Inspection/Maintenance (1m) 5725 - All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk's Fall Operator on; Jan 7, 2025 Station trending also checked remotely on regular basis by OCWA operator.
4299864	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	1/1/25 12:00 AM	2/26/25 01:49 PM	2/26/25 01:49 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on Jan 7, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 14.6 - Stop Hours 15.0.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4299880	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	1/1/25 12:00 AM	2/26/25 01:51 PM	2/26/25 01:51 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on Jan 7, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 125.7 - Stop Hours 126.0.
4299909	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	1/1/25 12:00 AM	2/26/25 01:52 PM	2/26/25 01:52 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on Jan 7, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 1/2. Start Hours 4.2 - Stop Hours 4.5.
4299925	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	1/1/25 12:00 AM	2/26/25 01:54 PM	2/26/25 01:54 PM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 - Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Jan 6, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4299945	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	1/1/25 12:00 AM	2/26/25 01:55 PM	2/26/25 01:55 PM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 - Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Jan 6, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4304396			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	1/1/25 12:00 AM	2/25/25 07:41 AM	2/25/25 07:41 AM	WISKI Review (1m) 5725 - WISKI Review (1m) 5725, All Jan Data entered by Don Michaud on Feb 19, 2025, Lab entries ok.
4352663			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	2/1/25 12:00 AM	3/11/25 02:55 PM	3/11/25 02:55 PM	Critical Alarm/Dialer Testing (1m) 5725 - Critical Alarm/Dialer Testing (1m) Performed on Feb 27,2025 by Burk's Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4352707			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	2/1/25 12:00 AM	3/11/25 02:56 PM	3/11/25 02:56 PM	Health And Safety Inspection (1m) 5725 - Health And Safety Inspection (1m) performed by Burk's Fall Operator on Feb 27,2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.
4353098			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	2/1/25 12:00 AM	3/11/25 02:58 PM	3/11/25 02:58 PM	TPM Inspection/Maintenance (1m) 5725 - All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk’s Fall Operator on; Feb 27,2025. Station trending also checked remotely on regular basis by OCWA operator.
4353103	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	2/1/25 12:00 AM	3/11/25 03:00 PM	3/11/25 03:00 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on May 25, 2018. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 1/2. Start Hours 15.0 - Stop Hours 18.7.
4353119	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	2/1/25 12:00 AM	3/11/25 03:01 PM	3/11/25 03:01 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on May 25, 2018. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 1/2. Start Hours 126.0 - Stop Hours 129.8.
4353148	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	2/1/25 12:00 AM	3/11/25 03:03 PM	3/11/25 03:03 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on May 25, 2018. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 1/4. Start Hours 4.5 - Stop Hours 8.8.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4353164	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	2/1/25 12:00 AM	3/11/25 03:05 PM	3/11/25 03:05 PM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 - Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Feb 10, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4353174	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	2/1/25 12:00 AM	3/11/25 03:06 PM	3/11/25 03:06 PM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 - Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Feb 10, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4356299			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	2/1/25 12:00 AM	3/11/25 03:10 PM	3/11/25 03:10 PM	WISKI Review (1m) 5725 - WISKI Review (1m) was completed on March 6, 2025 by Don Michaud. All values were checked and entered. Lab data entries were verified. Work Orders Closed Off on March 11,2025.
4397019			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 01:49 PM	4/2/25 01:49 PM	Critical Alarm/Dialer Testing (1m) 5725 - Critical Alarm/Dialer Testing (1m) Performed on March 28, 2025 by Burk’s Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.
4397073			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 01:50 PM	4/2/25 01:50 PM	Health And Safety Inspection (1m) 5725 - Health And Safety Inspection (1m) performed by Burk's Fall Operator on March 20, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4397476			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 01:51 PM	4/2/25 01:51 PM	TPM Inspection/Maintenance (1m) 5725 - All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk's Fall Operator on; March 20, 2025. Station trending also checked remotely on regular basis by OCWA operator.
4397481	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 01:52 PM	4/2/25 01:52 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on March 28, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 5/8. Start Hours 18.7 - Stop Hours 19.2.
4397497	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 01:54 PM	4/2/25 01:54 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on March 28, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 5/8. Start Hours 129.8 - Stop Hours 130.4.
4397526	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 01:55 PM	4/2/25 01:55 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on March 28, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level, Full. Start Hours 8.8 - Stop Hours 9.5.
4397542			5725, Burk's Falls WWTL	PM	Inspection	1	YEARS	Electrical Equipment Inspection/ Service (1y) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 01:57 PM	4/2/25 01:57 PM	Electrical Equipment Inspection/ Service (1y) 5725 - Electrical Equipment Inspection/ Service (1y) 5725 Performed by Burk's Fall Operator on March 25, 2025.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4397552	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 01:58 PM	4/2/25 01:58 PM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 - Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on March 3, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4397562	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 01:59 PM	4/2/25 01:59 PM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 - Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on March 3, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4400790			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	3/1/25 12:00 AM	4/2/25 02:02 PM	4/2/25 02:02 PM	WISKI Review (1m) 5725 - WISKI Review (1m) was completed on April 2, 2025 by Don Michaud. All values were checked and entered. Lab data entries were verified. Work Orders Closed Off.
4445170			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	4/1/25 12:00 AM	5/13/25 10:31 AM	5/13/25 10:31 AM	Critical Alarm/Dialer Testing (1m) 5725 - Critical Alarm/Dialer Testing (1m) Performed on April 28, 2025 by Burk’s Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.
4445214			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	4/1/25 12:00 AM	5/13/25 10:32 AM	5/13/25 10:32 AM	Health And Safety Inspection (1m) 5725 - Health And Safety Inspection (1m) performed by Burk's Fall Operator on April 28, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4445622			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	4/1/25 12:00 AM	5/13/25 10:34 AM	5/13/25 10:34 AM	TPM Inspection/Maintenance (1m) 5725 - All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk's Fall Operator on; April 28, 2025. Station trending also checked remotely on regular basis by OCWA operator.
4445627	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	4/1/25 12:00 AM	5/13/25 10:36 AM	5/13/25 10:36 AM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on April 28, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 19.2 - Stop Hours 21.5.
4445643	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	4/1/25 12:00 AM	5/13/25 10:38 AM	5/13/25 10:38 AM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on April 28, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 130.4 - Stop Hours 132.6.
4445672	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	4/1/25 12:00 AM	5/13/25 10:39 AM	5/13/25 10:39 AM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on April 28, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level Full. Start Hours 9.5 - Stop Hours 11.2.
4445688	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	4/1/25 12:00 AM	5/13/25 10:41 AM	5/13/25 10:41 AM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 - Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on April 22, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4445702	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	4/1/25 12:00 AM	5/13/25 10:42 AM	5/13/25 10:42 AM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5 - Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on April 22, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4450311			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	4/1/25 12:00 AM	5/13/25 10:44 AM	5/13/25 10:44 AM	WISKI Review (1m) 5725 - WISKI Review (1m) was completed on May 13, 2025 by Don Michaud. All values were checked and entered. Lab data entries were verified. Work Orders Closed Off. WISKI Review (1m) 5725 - Work Orders Closed Off. June 4, 2025.
4506144			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	5/1/25 12:00 AM	6/4/25 01:55 PM	6/4/25 01:55 PM	Critical Alarm/Dialer Testing (1m) 5725 - Critical Alarm/Dialer Testing (1m) Performed on May 26, 2025 by Burk's Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.
4506188			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	5/1/25 12:00 AM	6/4/25 01:56 PM	6/4/25 01:56 PM	Health And Safety Inspection (1m) 5725 - Health And Safety Inspection (1m) performed by Burk's Fall Operator on May 26, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.
4506595			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	5/1/25 12:00 AM	6/4/25 01:58 PM	6/4/25 01:58 PM	TPM Inspection/Maintenance (1m) 5725 - All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk's Fall Operator on; May 26, 2025. Station trending also checked remotely on regular basis by OCWA operator.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4506600	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	5/1/25 12:00 AM	6/4/25 01:59 PM	6/4/25 01:59 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on May 26, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 5/8. Start Hours 21.5 - Stop Hours 22.0.
4506618	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	5/1/25 12:00 AM	6/4/25 02:00 PM	6/4/25 02:00 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on May 26, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 132.6 - Stop Hours 133.2.
4506647	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	5/1/25 12:00 AM	6/4/25 02:02 PM	6/4/25 02:02 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on May 26, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level Full. Start Hours 11.2 - Stop Hours 11.7.
4506663	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	5/1/25 12:00 AM	6/4/25 02:03 PM	6/4/25 02:03 PM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 - Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on May 26, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4506673	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	5/1/25 12:00 AM	6/4/25 02:04 PM	6/4/25 02:04 PM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 - Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on May 26, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4509909			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	5/1/25 12:00 AM	6/3/25 10:29 AM	6/3/25 10:29 AM	WISKI Review (1m) 5725 - WISKI Review (1m) was completed on June 3, 2025 by Don Michaud. All values were checked and entered. Lab data entries were verified.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4539249			5725, Burk's Falls WWTL	OPER	Inspection	1	YEARS	Grating Insp (1y) - 5725, Burk's Falls WWTL	CLOSE	5/1/25 12:00 AM	6/4/25 02:05 PM	6/4/25 02:05 PM	Grating Insp (1y) - 5725, Burk's Falls WWTL - Grating Insp (1y) - 5725, Burk's Falls WWTL Not Applicable for Burk's Lagoon.
4551955			5725, Burk's Falls WWTL	OPER	Predictive Maintenance	0		Burk's Falls Spring 2025 Lagoon Treatment	CLOSE		5/14/25 11:19 AM	5/14/25 11:19 AM	
4352732			5725, Burk's Falls WWTL	OPER	HEALTH AND SAFETY	1	YEARS	OCWA Annual Workplace Inspection (1y) 5725	CLOSE	2/1/25 12:00 AM	6/4/25 01:54 PM	6/4/25 01:54 PM	OCWA Annual Workplace Inspection (1y) 5725 - OCWA Annual Workplace Inspection (1y) 5725 Completed By Don Michaud and Trevor Hall on June 4, 2025 during ORO Visit.
4572597			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:26 PM	7/3/25 02:26 PM	Critical Alarm/Dialer Testing (1m) 5725 -Critical Low Chlorine Alarm Testing/Lockout Performed On June 16, 2025 by Burk’s Fall Operator, Alarm sent to Telus and relayed back to Operator OK, and Lockout activated OK.
4572630			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	YEARS	Fire Protection System Inspection (1y) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:31 PM	7/3/25 02:31 PM	Fire Protection System Inspection (1y) 5725 -Fire Protection System Inspection (1y) 5725 was completed by Burk's Falls Operator on June 16, 2025. All fire extinguishers and related equipment up to standards.
4572679			5725, Burk's Falls WWTL	OPER	Compliance	1	YEARS	Facility Emergency Plan Review (1y) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:38 PM	7/3/25 02:38 PM	Facility Emergency Plan Review (1y) 5725 -Facility Emergency Plan Review (1y) 5725. Completed by Burk's Fall Operator on June 19, 2025. Facility Emergency Plan updates sent via emails by OCWA PCT on a regular basis when required, and Burk's Falls Operator prints and adds to binder.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4572690			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:44 PM	7/3/25 02:44 PM	Health And Safety Inspection (1m) 5725 -Health And Safety Inspection (1m) performed by Burk's Fall Operator on June 19, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.
4572752			5725, Burk's Falls WWTL	OPER	Compliance	2	YEARS	Operation/SOP Manual Review And Update (2y) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:47 PM	7/3/25 02:47 PM	Operation/SOP Manual Review And Update (2y) 5725 -Operation/SOP Manual Review And Update (2y) 5725, Completed By Burk's Falls Operator on June 19, 2025.
4573162			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:50 PM	7/3/25 02:50 PM	TPM Inspection/Maintenance (1m) 5725 -All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk’s Fall Operator on; June 19, 2025. Station trending also checked remotely on regular basis by OCWA operator.
4573217	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:52 PM	7/3/25 02:52 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on June 17, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 28.0 - Stop Hours 28.7.
4573263	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:54 PM	7/3/25 02:54 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on June 17, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 138.2 - Stop Hours 138.8.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4573302	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:56 PM	7/3/25 02:56 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on June 17, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 12.7 - Stop Hours 13.2.
4573323	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 02:59 PM	7/3/25 02:59 PM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 -Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on June 16, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4573340	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 03:01 PM	7/3/25 03:01 PM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 -Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Jan 15, 2024. Lagoon berms in good condition. Isolation valve in good condition and holding.
4573375			5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	YEARS	Tank Inspection (1y) 5725	COMP	6/1/25 12:00 AM	1/14/26 11:06 AM	1/14/26 11:06 AM	Tank Inspection (1y) 5725 -Tank Inspection (1y) 5725 was Completed and wet wells cleaned on November 13, 2025.
4576707			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	6/1/25 12:00 AM	7/3/25 03:04 PM	7/3/25 03:04 PM	WISKI Review (1m) 5725 -WISKI Review (1m) was completed on July 3, 2025 by Don Michaud. All values were checked and entered. Lab data entries were verified. Work Orders Closed Off.
4580025	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	YEARS	Diesel Generator Inspection/ Functional Test (1y) 5725	CLOSE	6/1/25 12:00 AM	11/12/25 10:29 AM	11/12/25 10:29 AM	Diesel Generator Inspection/ Functional Test (1y) 5725 -Diesel Generator Inspection/ Functional Test (1y) 5725 completed by Val's Equipment in October 2025.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4580037	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	YEARS	Diesel Generator Inspection/ Functional Test (1y) 5725	CLOSE	6/1/25 12:00 AM	11/12/25 10:32 AM	11/12/25 10:32 AM	Diesel Generator Inspection/ Functional Test (1y) 5725 -Diesel Generator Inspection/ Functional Test (1y) 5725 completed by Val's Equipment in October 2025.
4580054	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	YEARS	Diesel Generator Inspection/ Functional Test (1y) 5725	CLOSE	6/1/25 12:00 AM	11/12/25 10:33 AM	11/12/25 10:33 AM	Diesel Generator Inspection/ Functional Test (1y) 5725 -Diesel Generator Inspection/ Functional Test (1y) 5725 completed by Val's Equipment in October 2025.
4634577			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	7/2/25 12:00 AM	9/10/25 08:30 AM	9/10/25 08:30 AM	Critical Alarm/Dialer Testing (1m) 5725 -Critical Alarm/Dialer Testing (1m) Performed on July 16, 2025 by Burk's Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.
4634621			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	7/2/25 12:00 AM	9/10/25 08:32 AM	9/10/25 08:32 AM	Health And Safety Inspection (1m) 5725 -Health And Safety Inspection (1m) performed by Burk's Fall Operator on July 16, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.
4635006			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	7/2/25 12:00 AM	9/10/25 08:33 AM	9/10/25 08:33 AM	TPM Inspection/Maintenance (1m) 5725 -All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk's Fall Operator on; July 16, 2025. Station trending also checked remotely on regular basis by OCWA operator.
4635011	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	7/2/25 12:00 AM	9/10/25 08:35 AM	9/10/25 08:35 AM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on July 16, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 29.0 - Stop Hours 29.6.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4635027	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	7/2/25 12:00 AM	9/10/25 08:37 AM	9/10/25 08:37 AM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on May 25, 2018. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 139.2 - Stop Hours 139.7. Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator July 16, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 139.2 - Stop Hours 139.7.
4635056	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	7/2/25 12:00 AM	9/10/25 08:39 AM	9/10/25 08:39 AM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on May 25, 2018. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 7/8. Start Hours 13.5 - Stop Hours 14.0. Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on July 16, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 7/8. Start Hours 13.5 - Stop Hours 14.0.
4635072	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	7/2/25 12:00 AM	9/10/25 08:43 AM	9/10/25 08:43 AM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 -Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on July 7, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4635082	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	7/2/25 12:00 AM	9/10/25 08:44 AM	9/10/25 08:44 AM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 -Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on July 7, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4638496			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	7/2/25 12:00 AM	8/12/25 02:45 PM	8/12/25 02:45 PM	WISKI Review (1m) 5725 -WISKI Review (1m) was completed on August 12, 2025 by Don Michaud. All values were checked and entered. Lab data entries were verified. Work Orders Closed Off. -WISKI Review (1m) was completed on Sept 24, 2019 by Don Michaud. All values were checked and entered. Lab data entries were verified. Work Orders Closed Off.
4659754	0000126940	METER FLOW BURK'S FALLS WWTP. AT EAST PS. DRY WELL	5725, Burk's Falls WWTL	PM	Calibration	1	YEARS	Meter Flow Burk's Falls WWTP Calibration (1y) 5725	CLOSE	8/15/25 12:00 AM	9/10/25 08:48 AM	9/10/25 08:48 AM	Meter Flow Burk's Falls WWTP Calibration (1y) 5725 -Meter Flow Burk's Falls WWTP Calibration (1y) 5725, Completed by Darren and Don on August 14, 2025.
4678934			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	8/1/25 12:00 AM	9/10/25 08:49 AM	9/10/25 08:49 AM	Critical Alarm/Dialer Testing (1m) 5725 -Critical Alarm/Dialer Testing (1m) Performed on August 13, 2025 by Burk’s Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.
4678979			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	8/1/25 12:00 AM	9/10/25 08:51 AM	9/10/25 08:51 AM	Health And Safety Inspection (1m) 5725 -Health And Safety Inspection (1m) performed by Burk's Fall Operator on August 13, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.

ONTARIO CLEAN WATER AGENCY
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Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4679360			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	8/1/25 12:00 AM	9/10/25 08:52 AM	9/10/25 08:52 AM	TPM Inspection/Maintenance (1m) 5725 -All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk's Fall Operator on; August 13, 2025. Station trending also checked remotely on regular basis by OCWA operator.
4679365	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	8/1/25 12:00 AM	9/10/25 08:54 AM	9/10/25 08:54 AM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on August 13, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 5/8. Start Hours 31.3 - Stop Hours 32.0.
4679381	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	8/1/25 12:00 AM	9/10/25 08:56 AM	9/10/25 08:56 AM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on August 13, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level Full. Start Hours 141.7 - Stop Hours 142.5.
4679415	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	8/1/25 12:00 AM	9/10/25 08:59 AM	9/10/25 08:59 AM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on August 13, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level Full. Start Hours 16.8 - Stop Hours 17.2.
4679431	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	8/1/25 12:00 AM	9/10/25 09:02 AM	9/10/25 09:02 AM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 -Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on August 11, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4679441	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	8/1/25 12:00 AM	9/10/25 09:02 AM	9/10/25 09:02 AM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 -Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on August 11, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4682171			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	8/1/25 12:00 AM	9/8/25 09:33 AM	9/8/25 09:33 AM	WISKI Review (1m) 5725 -WISKI Review (1m) 5725, Completed on Sept 03, 2025 by Don Michaud, All Data for the month of August 2025 entered. Lab entries ok.
4727615			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	9/1/25 12:00 AM	10/6/25 12:56 PM	10/6/25 12:56 PM	Critical Alarm/Dialer Testing (1m) 5725 -Critical Alarm/Dialer Testing (1m) Performed on September 23, 2025 by Burk’s Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.
4727669			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	9/1/25 12:00 AM	10/6/25 12:58 PM	10/6/25 12:58 PM	Health And Safety Inspection (1m) 5725 -Health And Safety Inspection (1m) performed by Burk's Fall Operator on September 23, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.
4728072			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	9/1/25 12:00 AM	10/6/25 12:59 PM	10/6/25 12:59 PM	TPM Inspection/Maintenance (1m) 5725 -All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk’s Fall Operator on; September 23, 2025. Station trending also checked remotely on regular basis by OCWA operator.

ONTARIO CLEAN WATER AGENCY
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Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4728077	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	9/1/25 12:00 AM	10/6/25 01:02 PM	10/6/25 01:02 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on September 23, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 35.1 - Stop Hours 37.3.
4728093	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	9/1/25 12:00 AM	10/6/25 01:03 PM	10/6/25 01:03 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on September 23, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 143.7 - Stop Hours 145.8.
4728130	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	9/1/25 12:00 AM	10/6/25 01:04 PM	10/6/25 01:04 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on September 23, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 17.4 - Stop Hours 19.2.
4728146	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	9/1/25 12:00 AM	10/6/25 01:06 PM	10/6/25 01:06 PM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 -Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on September 23, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4728156	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	9/1/25 12:00 AM	10/6/25 01:10 PM	10/6/25 01:10 PM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 -Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on September 23, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4731085			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	9/1/25 12:00 AM	10/1/25 01:05 PM	10/1/25 01:05 PM	WISKI Review (1m) 5725 -WISKI Review (1m) For September 2025 was completed on October 1, 2025 by Don Michaud. All data entered into WISKI, and Work Orders Closed off.

ONTARIO CLEAN WATER AGENCY
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Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4762245			5725, Burk's Falls WWTL	OPER	Predictive Maintenance	0		Burk's Falls Fall 2025 Lagoon Treatment	CLOSE		10/1/25 03:12 PM	10/1/25 03:12 PM	
4779852			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	CLOSE	10/1/25 12:00 AM	11/12/25 10:35 AM	11/12/25 10:35 AM	Critical Alarm/Dialer Testing (1m) 5725 -Critical Alarm/Dialer Testing (1m) Performed on Oct 15, 2025 by Burk's Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition. Critical Alarm/Dialer Testing (1m) 5725 -Critical Alarm/Dialer Testing (1m) Performed on oct 02, 2025 by Burk's Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.
4779896			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	CLOSE	10/1/25 12:00 AM	11/12/25 12:10 PM	11/12/25 12:10 PM	Health And Safety Inspection (1m) 5725 -Health And Safety Inspection (1m) performed by Burk's Fall Operator on Oct 15, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.
4780292			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	CLOSE	10/1/25 12:00 AM	11/12/25 12:12 PM	11/12/25 12:12 PM	TPM Inspection/Maintenance (1m) 5725 -All Sewage Pumps at East Station, West Station, and North Station in good working condition. Verified by Burk's Fall Operator on; Oct 15, 2025. Station trending also checked remotely on regular basis by OCWA operator.
4780297	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	10/1/25 12:00 AM	11/12/25 12:15 PM	11/12/25 12:15 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on Oct 15, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 40.0 - Stop Hours 41.0.

ONTARIO CLEAN WATER AGENCY
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Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4780314	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	10/1/25 12:00 AM	11/12/25 12:18 PM	11/12/25 12:18 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on Oct 15, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 148.5 - Stop Hours 150.1.
4780343	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	CLOSE	10/1/25 12:00 AM	11/12/25 01:23 PM	11/12/25 01:23 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on Oct 15, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level 3/4. Start Hours 21.9 - Stop Hours 23.1.
4780367	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	CLOSE	10/1/25 12:00 AM	11/12/25 01:25 PM	11/12/25 01:25 PM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 -Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Oct 16, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4780374	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	CLOSE	10/1/25 12:00 AM	11/12/25 01:26 PM	11/12/25 01:26 PM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 -Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Oct 16, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.
4784424			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	CLOSE	10/1/25 12:00 AM	11/12/25 01:30 PM	11/12/25 01:30 PM	WISKI Review (1m) 5725 -WISKI Review (1m) was completed on Nov 12, 2025 by Don Michaud. All values were checked and entered. Lab data entries were verified. Work Orders Closed Off.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4833333			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	COMP	11/1/25 12:00 AM	1/8/26 01:32 PM	1/8/26 01:32 PM	Critical Alarm/Dialer Testing (1m) 5725 - Critical Low Chlorine Alarm Testing/ Lockout. Performed on Nov 22, 2025 by Burk's Fall Operator, Alarm sent to Telus and relayed back to Operator OK, and Lockout activated OK.
4833353			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	COMP	11/1/25 12:00 AM	1/8/26 02:10 PM	1/8/26 02:10 PM	Health And Safety Inspection (1m) 5725 - Health And Safety Inspection (1m) performed by Burk's Fall Operator on Nov 22, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.
4833740			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	COMP	11/1/25 12:00 AM	1/8/26 02:16 PM	1/8/26 02:16 PM	TPM Inspection/Maintenance (1m) 5725 -Sewage Pumps checked on November 22, 2025 by Burk's Fall Operators. Note: West & East Stations currently operating on one pump. The others sent to Industrial Motors for repair. North station pumps in good condition.

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Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4833745	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	COMP	11/1/25 12:00 AM	1/8/26 02:25 PM	1/8/26 02:25 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on Nov 22, 2025 Auto Start and Stop sequence good, Oil Level Full, Fuel Level full. Start Hours 41.7 - Stop Hours 42.2.
4833763	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	COMP	11/1/25 12:00 AM	1/8/26 02:27 PM	1/8/26 02:27 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on Nov 22, 2025 Auto Start and Stop sequence good, Oil Level Full, Fuel Level full. Start Hours 150.9 - Stop Hours 151.5.
4833792	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	COMP	11/1/25 12:00 AM	1/8/26 02:29 PM	1/8/26 02:29 PM	-Generator test ran by Burk's Operator on Nov 22, 2025 Auto Start and Stop sequence good, Oil Level Full, Fuel Level full. Start Hours 23.7 - Stop Hours 24.2.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4833808	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	COMP	11/1/25 12:00 AM	1/8/26 02:31 PM	1/8/26 02:31 PM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 - **Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on November 3, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.**
4833838	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	COMP	11/1/25 12:00 AM	1/8/26 02:32 PM	1/8/26 02:32 PM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 - **Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Nov 03, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.**

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4836411			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	COMP	11/1/25 12:00 AM	1/8/26 02:38 PM	1/8/26 02:38 PM	WISKI Review (1m) 5725 - WISKI Review (1m) was completed by Don Michaud. All values were checked, entered, and lab data entries were verified on Jan 7, 2026. Work Orders Closed Off Jan 8, 2026
4879014			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5725	COMP	12/1/25 12:00 AM	1/8/26 02:45 PM	1/8/26 02:45 PM	Critical Alarm/Dialer Testing (1m) 5725 - Critical Alarm/Dialer Testing (1m) Performed on Dec 09, 2025 by Burk's Fall Operator, Alarm sent to Telus and relayed back to Operator OK. Dialer in good working condition.
4879137			5725, Burk's Falls WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5725	COMP	12/1/25 12:00 AM	1/8/26 02:46 PM	1/8/26 02:46 PM	Health And Safety Inspection (1m) 5725 - Health And Safety Inspection (1m) performed by Burk's Fall Operator on Dec 09, 2025. All safety items intact. No issues to report. All Safety Equipment on site and in good condition.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4879534			5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5725	COMP	12/1/25 12:00 AM	1/8/26 02:50 PM	1/8/26 02:50 PM	TPM Inspection/Maintenance (1m) 5725 - Sewage Pumps checked on December 09, 2025 by Burk's Fall Operators. Note: West & East Stations currently operating on one pump. The others sent to Industrial Motors for repair. North station pumps are in good condition.
4879539	0000348603	GENERATOR BURK'S FALLS WWTP AT EAST PUMP STATION	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	COMP	12/1/25 12:00 AM	1/8/26 02:53 PM	1/8/26 02:53 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 - Generator test ran by Burk's Operator on Dec 09, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level Full. Start Hours 42.6 - Stop Hours 43.0.
4879555	0000348604	GENERATOR BURK'S FALLS WWTP. IN DIESEL BLDG. AT NORTH PS. DIESEL	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	COMP	12/1/25 12:00 AM	1/8/26 02:55 PM	1/8/26 02:55 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on Dec 09, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level Full. Start Hours 151.7- Stop Hours 152.2.

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4879584	0000086396	GENERATOR DIESEL BURK'S FALLS WWTP. IN DIESEL BLDG. AT WEST PS.	5725, Burk's Falls WWTL	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5725	COMP	12/1/25 12:00 AM	1/8/26 02:56 PM	1/8/26 02:56 PM	Diesel Generator Inspection/ Functional Test (1m) 5725 -Generator test ran by Burk's Operator on Dec 09, 2025. Auto Start and Stop sequence good, Oil Level Full, Fuel Level Full. Start Hours 24.6- Stop Hours 25.1.
4879600	0000126952	LAGOON CELL 01 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725	COMP	12/1/25 12:00 AM	1/8/26 02:58 PM	1/8/26 02:58 PM	Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725 - **Lagoon Cell 01 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Dec 9, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.**

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Workorder Summary Report

AGENDA

Report Start Date: Jan 1, 2025 12:00 AM
Report End Date: Dec 31, 2025 11:59 PM
Location: 5725*
Work Order Type: CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4879610	0000126953	LAGOON CELL 02 BURK'S FALLS	5725, Burk's Falls WWTL	PM	Inspection	1	MONTHS	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725	COMP	12/1/25 12:00 AM	1/8/26 03:02 PM	1/8/26 03:02 PM	Lagoon Cell 02 Burk's Falls Inspect/ Service (1m/6m/1y) 5725 -**Lagoon Cell 02 Burk's Fall Insp/ Service (1m/6m/1y) 5725. Performed by Burk's Fall Operator on Dec 9, 2025. Lagoon berms in good condition. Isolation valve in good condition and holding.**
4882043			5725, Burk's Falls WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5725	COMP	12/1/25 12:00 AM	1/8/26 03:04 PM	1/8/26 03:04 PM	WISKI Review (1m) 5725 - WISKI Review (1m) was completed on Jan 8, 2026 by Don Michaud. All values were checked and entered. Lab data entries were verified. Work Orders Closed Off.

Collection ECA Schedule E	Section in Report
4.6 AGENDA includes a summary of all required monitoring data along with an interpretation of the data and any conclusion drawn from the data evaluation about the need for future modifications to the Authorized System or system operations.	11.0 Bypass, Overflow, Spill & Abnormal Discharge Events
4.6.4 Includes a summary of any operating problems encountered and corrective actions taken.	4.0 Operating Problems and Corrective Actions or 11.0 Bypass, Overflow, Spill & Abnormal Discharge Events
4.6.5 Includes a summary of all calibration, maintenance, and repairs carried out on any major structure, Equipment, apparatus, mechanism, or thing forming part of the Municipal Sewage Collection System.	5.0 Maintenance
4.6.6 Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.	10. Complaints
4.6.7 Includes a summary of all Alterations to the Authorized System within the reporting period that are authorized by this Approval including a list of Alterations that pose a Significant Drinking Water Threat.	5.0 Maintenance
4.6.8 Includes a summary of all Collection System Overflow(s) and Spill(s) of Sewage, including: a) Dates; b) Volumes and durations; c) If applicable, loadings for total suspended solids, BOD, total phosphorus, and total Kjeldahl nitrogen, and sampling results for E.coli; d) Disinfection, if any; and e) Any adverse impact(s) and any corrective actions, if applicable.	11.0 Bypass, Overflow, Spill & Abnormal Discharge Events Appendix C
4.6.9 Includes a summary of efforts made to reduce Collection System Overflows, Spills, STP Overflows, and/or STP Bypasses, including the following items, as applicable: a) A description of projects undertaken and completed in the Authorized System that result in overall overflow reduction or elimination including expenditures and proposed projects to eliminate overflows with estimated budget forecast for the year following that for which the report is submitted. b) Details of the establishment and maintenance of a PPCP, including a summary of project progresses compared to the PPCP's timelines. c) An assessment of the effectiveness of each action taken. d) An assessment of the ability to meet Procedure F-5-1 or Procedure F-5-5 objectives (as applicable) and if able to meet the objectives, an overview of next steps and estimated timelines to meet the objectives. e) Public reporting approach including proactive efforts.	5.0 Maintenance 4.0 Operating Problems and Corrective Actions

AGENDA

The Village of South River
63 Marie Street, P.O. Box 310, South River, Ontario, P0A 1X0
Ph: (705) 386-2573 Fax: (705) 386-0702 e-mail: cfo@southriver.ca

Unaudited

March 12, 2026

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

2025 MLEO Budget to Actual Shortage

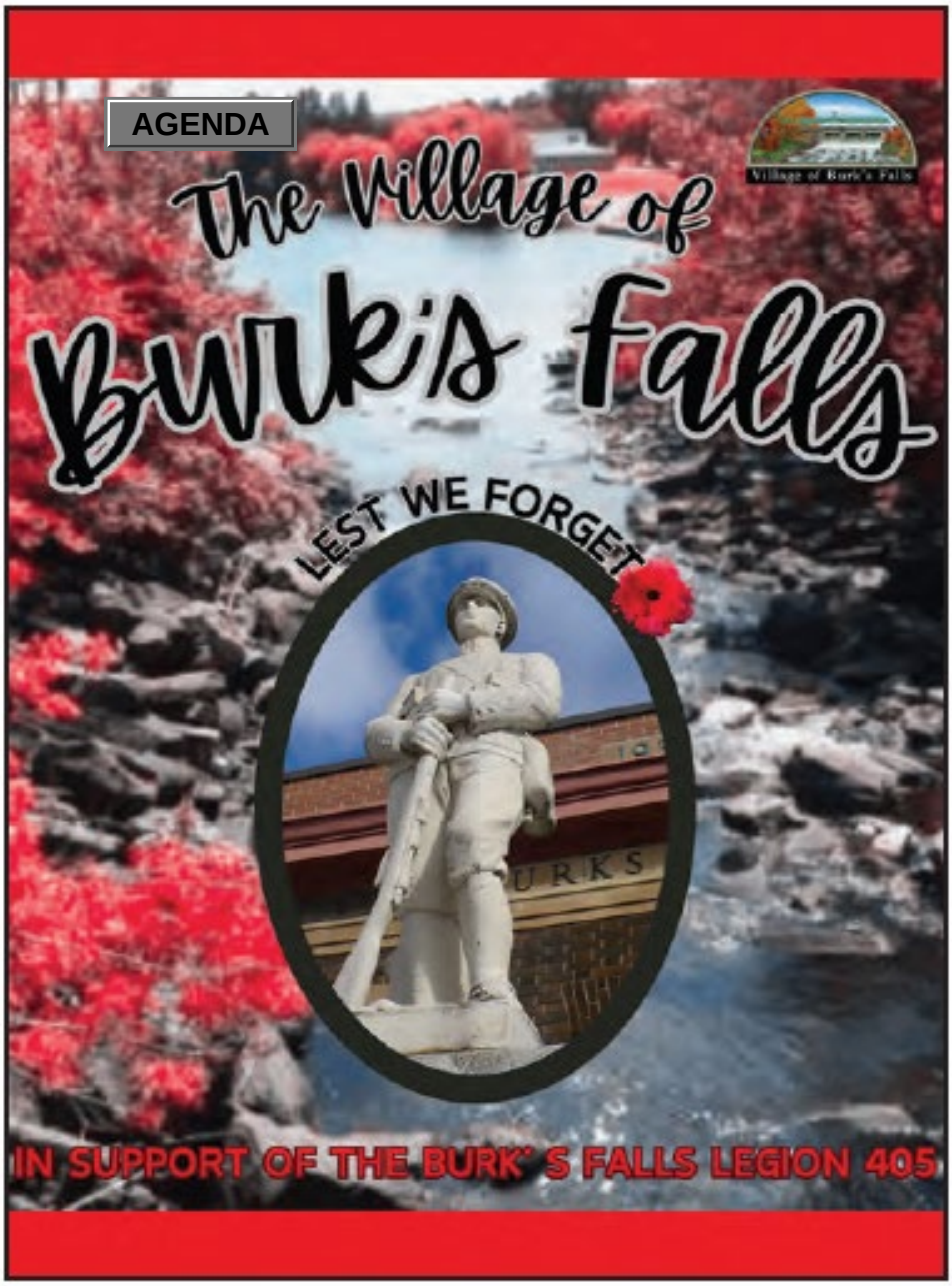
2025 Burk's Falls MLEO Expenses	$23,364.87
2025 Instalments Received	$20,994.00
Balance Owing for 2025	$2,370.87

The total MLEO expenses for 2025 were $91,960 of which the Village of Burk's Falls is responsible for $23,364.87. We received $20,994.00 during the year leaving a balance owing of $2,370.87.

Kindly remit at your earliest convenience.

Please remit to: Corporation of the Village of South River
PO Box 310, 63 Marie St., South River, ON P0A 1X0

VOSR receivable account: 1-01-104-904-917


AGENDA
The Village of
Burk's Falls
LEST WE FORGET
IN SUPPORT OF THE BURK' S FALLS LEGION 405

AGENDA

www.on.legion.ca

The Royal Canadian Legion
Ontario Command

"Military Service Recognition Book"

Dear Sir/Madam:

Thank you for your interest in **The Royal Canadian Legion Ontario Command,** representing **Ontario's Veterans.** Please accept this written request for your support, as per our recent telephone conversation.

The Royal Canadian Legion Ontario Command is very proud to be once again printing over **10,000 copies of our 14th annual "Military Service Recognition Book"**, scheduled for release by October 2027. This unique remembrance publication recognizes and honours our Province's Veterans and helps us fulfill the Legion's role as the **"Keepers of Remembrance"**. Proceeds raised from this annual appeal are also used to support Veterans Transition Programs to help modern day Veterans that suffer from PTSD and other challenges.

The Legion is recognized as one of Canada's largest Veterans Support Organizations and we are an integral part of the communities we serve. This project helps ensure the Legion's continued success. We would like to have your organization's support for this Remembrance project by sponsoring an advertisement space in our **"Military Service Recognition Book."**

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **Ontario Command Campaign Office** toll free at **1-855-241-6967**.

Thank you for your consideration and/or support.

Sincerely,

Lynn McClellan
President

SCAN ME!

MSR Guide

AGENDA

www.on.legion.ca

The Royal Canadian Legion
Ontario Command

"Military Service Recognition Book"

Advertising Prices

Ad Size		Cost		HST		Total
Full Colour Outside Back Cover		$2,579.65	+	$335.35	=	$2,915.00
Inside Front/Back Cover (Full Colour)		$2,243.36	+	$291.64	=	$2,535.00
2 Page Spread (Full Colour)		$3,588.50	+	$466.50	=	$4,055.00
Full Page (Full Colour)	7" X 9.735"	$1,765.49	+	$229.51	=	$1,995.00
½ Page (Full Colour)	7" X 4.735"	$969.03	+	$125.97	=	$1,095.00
¼ Page (Full Colour)	3.375" X 4.735"	$575.22	+	$74.78	=	$650.00
1/10 Page (Full Colour b/card)	1.735" X 4.735"	$349.56	+	$45.44	=	$395.00

H.S.T. Registration # 10686 2824 RT0001

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Ontario Command.

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Ontario Command
(RCL ON)
(Campaign Office)
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Ottawa, ON K1G 3H6

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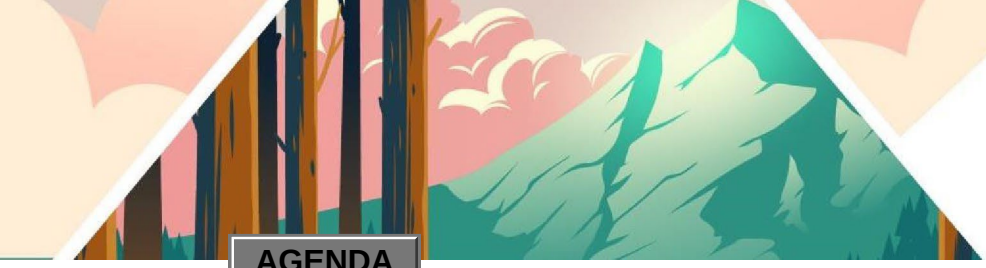

Canada Summer Jobs

AGENDA

Employment Information for Canada Summer Jobs Participants

Welcome to the Canada Summer Jobs (CSJ) program! Your employer has given you this document provided by CSJ to help you navigate your summer work experience.

CSJ Participant Webpage
Visit our new webpage designed just for CSJ participants! Check out the "Before you start checklist" to make sure you're ready for your summer job.

Young Workers
As a participant in the CSJ program, you must review the Young Workers website. This site provides important information about health and safety, employee rights, employment laws and more.

Employee Consent form / Employer Employee Declaration
To confirm your eligibility for CSJ, you must sign either the Employee Consent form or the Employer Employee Declaration. If you have not signed one of these forms yet, ask your supervisor to provide you with the right form to complete.

Youth Participant Questionnaire
Please fill out the anonymous Youth Participant Questionnaire at the end of your summer job. Your insights give us valuable feedback on your experience with CSJ! See what past participants had to say about their experience in our annual results infographic.

Our Contact Information
You have the right to a safe, inclusive, and healthy work environment that is free from harassment and discrimination. If you feel that your workplace does not meet these standards, you can:

- Fill out this online form for an easy way to submit your questions or concerns.
- Call us at 1-800-935-5555 to speak to a Service Canada representative. You can reach us Monday through Friday (excluding holidays) between 8:00am and 8:00pm Eastern Time.

Stay tuned! Once we receive the contact information you provided on your form, we will send you an email with more information on participating in the CSJ program.

Canada

AGENDA

BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
20-Mar-26

	Account #	Description	2025 Final Budget	2025 Actual (pre-audit)	**2026 Budget**	Budget Increase (Decrease) vs. 2025 Actual	Budget Increase (Decrease) vs. 2025 Budget	Comments
1	**OPERATING ACTIVITIES**							
2		**REVENUE**						
3		**GRANTS**						
4	15-375-003	McMurrich/Monteith	2,589	2,589	2,589	0	0	
5	15-375-013	Gov't of Ontario annual funding	13,814	13,814	13,814	0	0	
6	15-375-015	Student Grants	2,300	2,000	2,300	300	0	**Canada Summer Jobs grant budgeted re 1 summer student position for July and August 2026. Grant not received in 2025. 2025 = TD Reading award**
7	15-375-016	Federal YCW Grant	0	0	0	0	0	**Applied for 2 student grants in 2025 but didn't receive either.**
8	15-375-018	Miscellaneous grants:	2,650	2,636	1,020	(1,616)	(1,630)	**Internet Connectivity, ILL postage and Volunteer Income Tax Program grants in 2025. Status of connectivity grant for 2026 is unknown. Budget = ILL (475) and Income Tax Program (545).**
9		**DONATIONS**						
10	15-375-023	Donations - Library Building Reserve	1,200	1,676	1,200	(476)	0	
11	15-375-025	Donations - Miscellaneous	0	0	0	0	0	
12	15-375-027	Donations - Adopt-a-book	500	1,051	700	(351)	200	
13	15-375-029	Donations - Earmarked (Senior & Children Programs	0	2,375	0	(2,375)	0	
14		**OTHER REVENUE**						
15	15-375-043	Faxes sent	250	475	350	(125)	100	
16	15-375-053	Used book sales	800	712	600	(112)	(200)	
17	15-375-063	Photocopies	900	2,134	1,000	(1,134)	100	.
18	15-375-073	Investment interest	2,800	2,676	2,575	(101)	(225)	**GIC earning 2.8% and is locked in until May 23/26. Assuming 3.0% at time of renewal.**
19	15-375-083	Non-resident memberships	350	413	350	(63)	0	
20	15-375-093	Miscellaneous revenues	0	167	0	(167)	0	
21	15-375-103	Transfer from Bursary Reserve	300	300	300	0	0	**Any bursary-related costs to be transferred from related reserve.**
22		**TOTAL OPERATING REVENUE**	**28,453**	**33,016**	**26,798**	**(6,218)**	**(1,655)**	
23								
24		**OPERATING EXPENDITURES**						

AGENDA

BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
20-Mar-26

	Account #	Description	2025 Final Budget	2025 Actual (pre-audit)	**2026 Budget**	Budget Increase (Decrease) vs. 2025 Actual	Budget Increase (Decrease) vs. 2025 Budget	Comments
25		**WAGES**						
26	16-800-000	Salaries & Benefits	166,248	171,502	181,590	10,088	15,342	**2026 budget is based on 1.8% CPI increase and new rates for coordinator and assistant. Additional pay equity adjustments have been included.**
27		**ACQUISITIONS**						
28	16-800-002	Books	10,000	8,690	10,000	1,310	0	
29	16-800-001	DVDs	1,700	1,424	1,700	276	0	
30	16-800-003	Magazines	300	190	200	10	(100)	
31		**FACILITIES**						
32	16-800-012	Telephone	270	269	270	1	0	**No change in current rate anticipated.**
33	16-800-014	Hydro	2,140	2,002	2,180	178	40	**2% inflationary increase over 2025 budget.**
34	16-800-016	Heat	1,020	835	1,040	205	20	**2% inflationary increase over 2025 budget.**
35	16-800-018	Water	1,077	840	545	(295)	(532)	**2% inflationary increase over current monthly charge. Water bill shared with Seniors Centre as per landlord decision**
36	16-800-022	Cleaning supplies	400	529	500	(29)	100	
37	16-800-024	Weekly cleaning	2,650	2,650	2,650	0	0	
38	16-800-032	Insurance	3,700	3,641	3,710	69	10	**2% inflationary increase over 2025 actual.**
39	16-800-042	Repairs & maintenance	500	25	500	475	0	
40	16-800-052	Rent	7,788	7,788	9,700	1,912	1,912	**Lease renewed in 2025. 2026 = $9,700 (2027 = $10,185).**
41		**ADMINISTRATIVE AND PROGRAM EXPENSES**						
42	16-800-062							
43	16-800-072	Computer support	1,000	153	1,000	847	0	
44	16-800-082	Program expenses	2,000	1,163	2,000	837	0	
45	16-800-084	Bursary Program	300	300	300	0	0	**Bursary funded from bursary reserve created in 2016.**
46	16-800-092	Staff Training	500	1,630	1,400	(230)	900	**2025 and 2026 includes Little Branches 2-day conference**
47	16-800-094	Board Training			500			**New account for 2026**
48	16-800-102	Bank charges	200	244	200	(44)	0	**$12.50 CAFT fees monthly + square deposit/non-recurring bank charges**
49	16-800-112	Office & clerical supplies	2,000	1,927	2,000	73	0	
50	16-800-114	Postage	400	642	500	(142)	100	
51	16-800-122	Annual dues & licences	4,000	4,512	4,000	(512)	0	

AGENDA

BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
20-Mar-26

	Account #	Description	2025 Final Budget	2025 Actual (pre-audit)	**2026 Budget**	Budget Increase (Decrease) vs. 2025 Actual	Budget Increase (Decrease) vs. 2025 Budget	Comments
52	16-800-132	Internet connectivity	2,016	2,078	2,090	12	74	**Basic internet (112/m) plus square connection (62/m). No change in current rates anticipated.**
53	16-800-142	Audit & accounting	8,000	7,970	8,200	230	200	**Estimated Accounting (1,000) and Audit (7,200).**
54	16-800-152	Advertising/Social Media Marketing	500	0	500	500	0	
55	16-800-162	Miscellaneous expenses	500	573	500	(73)	0	
56	16-800-172	Contingency	500	0	500	500	0	
57		**TOTAL OPERATING EXPENDITURES**	**219,709**	**221,574**	**238,275**	**16,201**	**18,066**	
58								
59		**NET OPERATING EXPENDITURES**	**191,256**	**188,558**	**211,477**	**22,419**	**19,721**	
60								
61	**CAPITAL TRANSACTIONS**							
62		**FROM OPENING SURPLUS**						
63	15-375-001	Previous year surplus (deficit)	15,083	15,083	5,482			**2025 year-end surplus (excluding jar donations) if any, to be transferred to bursary reserve (10% of prior year surplus up to $300) and future needs reserve (balance of 2025 surplus). Jar donations received in prior year to be transferred to New Library Buidling Reserve.**
64	15-375-010 15-375-011 15-375-012	Municipal contributions re new build	0	18,915	0			**Municipal contributions re new Library Building Project omitted from 2026 budget. 2025 YTD = reimbursement of 2024 and 2025 costs paid by Library.**
65	15-375-105	Transfer from Future Needs Reserve	5,000	3,935	2,000			**Transfer for budgeted capital expenditures re computers .**
66		**TOTAL CAPITAL REVENUE**	**20,083**	**37,933**	**7,482**			
67								
68		**CAPITAL EXPENDITURES**						
69	16-800-182	Capital purchases	5,000	20,115	2,000			**2025 expenditures include Tulloch costs re new library building project paid by the municipalities. Replaced 2 public and 1 cataloguing computer in 2025. Budgeted for replacement of 2 office computers in 2026. Funded from future needs reserve.**
70	16-800-192	Transfer to Bursary Reserve	300	300	300			**10% of prior-year surplus up to $300**

AGENDA

BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
20-Mar-26

	Account #	Description	2025 Final Budget	2025 Actual (pre-audit)	**2026 Budget**	Budget Increase (Decrease) vs. 2025 Actual	Budget Increase (Decrease) vs. 2025 Budget	Comments
71	16-800-2XX	Transfer to New Library Building Reserve	0	0	1,676			**100% of jar donations received in prior year to be transferred to building reserve.**
72	16-800-202	Transfer to Future Needs Reserve	14,783	14,783	3,506			**Balance of prior-year surplus if any (after transfer to other reserves) to be transferred to future needs reserve.**
73		**TOTAL CAPITAL EXPENDITURES**	**20,083**	**35,198**	**7,482**			
74								
75		**NET CAPITAL EXPENDITURES**	**0**	**(2,735)**	**0**	**2,735**	**0**	
76								
77	**NET EXPENDITURES**		**191,256**	**185,824**	**211,477**	**25,153**	**19,721**	
78								
79	**MUNICIPAL CONTRIBUTIONS**							
80	15-375-009	Armour	71,950	71,950	97,618	27,186	25,668	
81	15-375-005	Burk's Falls	77,154	77,154	64,014	(5,915)	(13,140)	
82	15-375-007	Ryerson	42,202	42,202	49,845	9,934	7,643	
83			**191,306**	**191,306**	**211,477**	**31,205**	**20,171**	
84		**Population per 2021 census: Armour 1,459; Burk's Falls 957; Ryerson 745**						**Based on population: BF 30.27% R 23.57% A 46.16%**
85	**OPERATING SURPLUS (DEFICT)**		**50**	**5,482**	**0**			

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS
BY-LAW NO. 17-2026

AGENDA

Being a by-law to establish a Joint Compliance Audit Committee and appoint Committee members for the 2026 municipal election period.

WHEREAS Section 20(1) of the *Municipal Act*, S.O. 2001, Chapter 25 authorizes municipalities to enter into joint agreements;

AND WHEREAS Section 88.37 of the *Municipal Elections Act*, 1996, as amended, requires municipalities to establish a Committee prior to October 1, 2026;

AND WHEREAS interested municipalities in the Almaguin Highlands and surrounding areas have individually agreed by resolution of each respective council, to form a joint Committee;

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

1. That participation in the joint compliance audit Committee as authorized by this by-law shall be limited to the following municipal corporations:

The Township of Armour	The Village of Burk's Falls
The Township of Joly	The Town of Kearney
The Township of Machar	The Municipality of Magnetawan
The Township of McMurrich/Monteith	The Township of Perry
The Township of Ryerson	The Village of South River
The Township of Strong	The Village of Sundridge

That the Council of the Municipal Corporation of the Village of Burk's Falls agrees to the Terms of Reference, attached hereto as Schedule "A";

2. That the following individuals shall be appointed to serve as Committee members on the joint compliance audit Committee for the 2026 election period from November 15, 2026 to November 16, 2030

   Rakel Carlson
   Robert Edmonstone
   Debbie Hope
   Rachael Jackson (Alternate)

3. And further, that each Committee member adheres to the Terms of Reference attached hereto;

4. That this By-law repeals By-law #10-2021 as of November 15, 2026.

5. That the Mayor and Clerk are hereby authorized to execute the documents by signature and seal of The Municipal Corporation of the Village of Burk's Falls.

READ A FIRST AND SECOND TIME THIS 21th DAY OF APRIL 2026

READ A THIRD TIME AND FINALLY PASSED THIS 21th DAY OF APRIL 2026

_____
Mayor, Chris Hope

SEAL

_____
CAO-Clerk, Denis Duguay

Schedule "A"

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS
BY-LAW NO. 17-2026

AGENDA

Terms of Reference
For the Joint Compliance Audit Committee
Serving the interested Municipalities of the Almaguin Area

1. Definitions:

For the purpose of this Terms of Reference, the following definitions shall apply:

Almaguin Clerk's Group – The information organization of Clerks, CAOs, or appointed staff from interested municipalities in the Almaguin Area, who have agreed to pool information, staff, and financial resources for the 2026 election, for the mutual benefit of all participating municipalities.

Auditor – An independent person appointed by the Committee pursuant to section 88.33(10) of the Municipal Elections Act, 1996, as amended, who is licensed under the Public Accounting Act, 2004 (Ontario) and authorized to perform public accounting in Ontario, and who is retained to conduct a compliance audit of a candidate's or registered third party's election campaign finances in accordance with the Act.

Clerk – The Administrative staff member, generally known to be the Clerk, or Clerk-Administrator from any municipality within the Almaguin Clerk's Group, for which an application for a compliance audit has been received, or who carries out the business of the Council for his or her respective municipality.

Committee – The Joint Compliance Audit Committee as established by the respective Councils of those municipalities represented by the Almaguin Clerk's Group, and which have passed a resolution of participation for the 2026 election term.

Council – The group of elected officials, generally known to be the Council, from any municipality within the Almaguin Clerk's Group, for which an application for a compliance audit has been received, or who is responsible for making an appointment to a Compliance Audit Committee, as required by Section 88.37 of the *Municipal Elections Act*, 1996, as amended.

Contributor – A resident of Ontario who makes a contribution to the election campaign a candidate to support his/her candidacy for municipal election. Additionally, the candidate and his/her spouse can also be contributors to the candidate's election campaign.

Recruitment Committee – The sub-committee of the Almaguin Clerk's Group to promote, process, and make recommendation to Council for membership to the Joint Compliance Audit Committee. The sub-committee shall be composed of the following representatives: Nancy Field, Nicole Gourlay, Erica Kellogg and Charlene Watt.

Interested Municipalities – Those municipalities in the Parry Sound District who have by mutual agreement established a joint compliance audit Committee, as supported by a resolution of each respective council, and authorized by By-Law from each respective council.

Registered Third Party - Means, in relation to an election in a municipality, an individual, corporation or trade union that is registered under Section 88.6 of the *Municipal Elections Act*.

2. Committee Mandate:

2.1 The Joint Compliance Audit Committee shall ensure that the provisions relating to election campaign finances under the *Municipal Elections Act*, are not contravened, and shall follow the necessary procedures to ensure compliance when requested.

2.2 The Committee shall abide by any terms and conditions which may be set out by the respective municipality's Solicitor, Auditor, and/or Insurer, for any business relating to a compliance audit, in accordance with the procedural by-law for the respective municipality.

2.3 AGENDA tee will perform all required functions relating to all compliance audit applications. This shall include the following:

a) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the candidate, the applicant and the public (Section 88.33(5)).

b) Within 30 days of receipt of an application for a compliance audit from the Clerk, Committee members shall consider the application and decide whether to grant or deny the request (Sec. 88.33(7)).

c) The decision of the Committee to grant or reject the application, and brief written reasons for the decision, shall be given to the candidate, the Clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant (Sec. 88.33(8)).

d) If an application is granted, the Committee shall appoint an auditor to conduct a compliance audit of the candidate`s election campaign finances. (Sec. 88.33(10)).

e) Within 10 days after receiving the audit report, the Clerk of the municipality shall forward the report to the Compliance Audit Committee (Sec. 88.33(14)).

f) Give consideration to the auditor`s report within 30 days of receiving it, to determine if legal proceedings should be commenced against the candidate (Sec. 88.33(17)).

g) The decision of the Committee under subsection (f) and brief written reasons for the decision, shall be given to the candidate, the Clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant (Section 88.33(18)).

h) If the report indicates that there was no apparent contravention and the Committee finds that there were no reasonable grounds for the application, Council is entitled to recover the auditor`s costs from the applicant.

2.4 The Committee will perform all required functions relating to receiving a report from the Clerk under the review of contributions to candidates, section 88.34(4) or 88.34(7) of the *Municipal Elections Act.* This shall include the following:

a) Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention (Section 88.34(8)).

b) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the contributor, the applicable candidate and the public (Section 88.34(9)).

c) The decision of the Committee under article 4(a) and brief written reasons for the decision, shall be given to the contributor, the clerk of the municipality or the secretary of the local board, if applicable (Section 88.34(11)).

2.5 The Committee will perform all required functions relating to receiving a report from the Clerk under the review of contributions submitted by a registered third party, section 88.36(4) of the *Municipal Elections Act.* This shall include the following:

a) Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention (Section 88.36(5)).

b) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the contributor, the registered third party and the public (Section 88.36(6)).

c) The decision of the Committee under article 5(a) and brief written reasons for the decision, shall be given to the contributor and the clerk of the municipality (Section 88.36(7)).

3. AGENDA ointment:

3.1 The Committee shall serve for the 2026 – 2030 term of council, which shall be from November 15, 2026 to November 16, 2030, to consider applications originating from the 2026 election, and any by-elections during that term.

Notwithstanding the term identified above, the Committee shall be dissolved at the earliest of:

a) The conclusion of the requirements noted in Section 88.37 of the *Municipal Elections Act, 1996*; or

b) On November 16, 2030.

4. Committee Composition

4.1 The Committee shall consist of four (4) members, one of which is to be designated as an alternate.

4.2 A Chair, a Vice Chair, and a Secretary shall be appointed at the first Committee meeting.

4.3 Membership shall be limited to individuals with a legal or financial background, or who have served on boards or Committees, or who have demonstrated knowledge of campaign finances, including retired municipal professionals.

4.4 Members must be bondable to maintain integrity of process and seriousness of position.

4.5 Appointment to the Committee shall be by resolution or bylaw of Council.

4.6 Members of the Committee shall not be Council members, municipal staff or candidates in the 2026 election or any by-election during the term of Council and must attest to same in writing.

4.7 To avoid possible conflict of interest, any auditor or accountant appointed to the Committee may not undertake the audits of preparation of financial statements of any candidates seeking election to Council. Contravention of this requirement shall result in expulsion from the Committee.

4.8 The respective Clerk shall provide administrative support to the Committee, and shall establish procedures, as required.

5. Committee Selections:

Recruitment Committee Selection:

5.1 To ensure adherence with the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, a Recruitment Committee shall be established by the Almaguin Clerk`s Group, from among its members.

5.2 The Recruitment Committee will promote, advertise, interview, and make recommendation for appointment to the joint Committee, having regard for individual municipalities` policies relating to Committee appointment. One individual shall be chosen from within the recruitment Committee to be the Secretary and shall be the contact for resume submission.

5.3 The recruitment Committee will receive and review all applications, conduct interviews, and make recommendations to the Almaguin Clerk's Group based on the following:

a) Knowledge of rules for municipal election campaign finances

b) Experience on a Committee, board, or similar group

c) **AGENDA** attend meetings

d) Oral and written communication

e) Level and area of expertise

5.4 The Almaguin Clerk's Group shall prepare an advertisement to be placed on Facebook or other social media platforms, calling for interested, qualified applicants to submit resumes for consideration. The Committee positions shall also be promoted on respective municipal websites for application submission by the date prescribed by the Almaguin Clerk's Group.

Joint Audit Compliance Committee Selection:

5.5 Applicants will be required to submit a resume outlining their qualifications and experience.

5.6 A request for the expulsion of a member of the Committee may be submitted in writing to the Almaguin Clerk's Group by a member of the Committee or by a Clerk of a participating municipality. The written request shall set out the reasons supporting the proposed expulsion.

Upon receipt of such request, the Almaguin Clerk's Group shall review the matter, provide the affected member with an opportunity to respond, and determine whether a recommendation for expulsion is warranted.

If the Almaguin Clerk's Group agrees that expulsion is appropriate, the Group shall forward its recommendation to the participating municipalities for consideration.

Expulsion shall only take effect upon receipt of supporting resolutions from a majority of the Councils of the participating municipalities. Upon confirmation of majority approval, the Clerks of the participating municipalities are authorized to take the necessary administrative steps, including amending the applicable by-laws appointing the member, to give effect to the expulsion.

5.7 Reasons for expulsion shall include, but not limited to, the member being in contravention of *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act*, the *Municipal Elections Act*, or the Joint Compliance Committee Terms of Reference, or for disrupting the work of the Committee.

5.8 Committee members shall be asked to sign an acknowledgement accepting terms and conditions outlined in the above Terms of Reference, and the *Municipal Elections Act*, 1996, as amended.

5.9 Where a member is expelled, resigns, becomes ineligible, or is otherwise unable to serve, the vacancy shall be filled in accordance with the recruitment and appointment process outlined in this Terms of Reference.

6. <u>Meetings</u>:

6.1 The Committee shall hold one initial meeting following submission of all Clerk's reports. Subsequent and additional meetings shall be in response to application(s) for compliance audit, to a maximum of 4 meetings per application, in consultation with the Clerk of the respective municipality.

6.2 Following Election Day and the final day for candidates to submit their Financial Statements, the Clerk of the Municipality shall review the Statements and prepare a report regarding spending regulations and limits for the Compliance Audit Committee review.

6.3 Meetings shall be conducted using guidelines established in the Municipal Procedural By-Law for the municipality from which an application originated.

6.4 AGENDA embers shall be bound by the Code of Conduct in force in the municipality for which they are performing the functions included in this Terms of Reference.

6.5 The Chair shall cause notice of the meetings, including the agenda for the meetings to be provided to members of the Committee a minimum of three (3) business days prior to the date of each meeting. Quorum for meetings shall consist of a majority of the members of the Committee.

6.6 Minutes shall be recorded at each meeting and shall outline the general deliberations land resulting actions and recommendations.

6.7 The location of the meetings shall be set by the Committee. Reasonable notice will be provided.

6.8 Financial consideration shall be as per Section 9.

7. Closed Meetings:

7.1 The meeting may be held in whole or in part in a closed session upon affirmative vote of the majority of the membership to do so. Closed sessions shall be conducted only to discuss matters identified under Section 239(2) of the *Municipal Act, 2001*. Should a closed session be required, all attendees who are not Committee members, or the Clerk, or individuals expressly requested by the Committee to remain, shall vacate the meeting premises. Members of the public may return to the meeting, once the closed session has concluded.

8. Conflicts of Interest:

8.1 Committee members shall be bound by the *Municipal Conflict of Interest Act*, with respect to financial interest, and shall disclose any pecuniary interest to the Secretary. That member shall then remove himself or herself from that portion of the meeting at which the matter for which pecuniary was declared is discussed.

9. Financial Compensation:

9.1 An honorarium of $500.00 per year shall be provided to each active Committee member, including the alternate member. Payment of the annual honorarium shall be shared equally between the participating municipalities.

9.2 In addition to the annual honorarium, a meeting per diem shall be issued in the amount of $100.00 per meeting. Mileage shall be reimbursed per the Canada Revenue Agency's reasonable per-kilometre mileage rates (https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/benefits-allowances/automobile/automobile-motor-vehicle-allowances.html) upon receipt of the request for reimbursement from the Committee member. Payment of the per diem reimbursement, as well as the mileage reimbursement, shall be paid by the municipality for which an application has been received, except in the case of the initial meeting, for which payment of these monies shall be shared equally between the participating municipalities.

9.3 Administration of financial compensation shall be the responsibility of the Office of the Clerk for the Township of Armour.

10. Resources:

10.1 Any responsibilities not clearly identified within these Terms of Reference shall be in accordance with Sections 88.33 to 88.37 of the *Municipal Elections Act*, 1996 as amended.

11. General Governance Provisions

11.1 Procedural Fairness

The Committee shall conduct its proceedings in accordance with the principles of natural justice and procedural fairness. Without limiting the generality of the foregoing:

a) AGENDA whose rights, interests, or obligations may be affected by a decision of the Committee shall be provided with reasonable notice of the matter to be considered;

b) Such person shall be provided with an opportunity to respond to the substance of the allegations or issues under consideration;

c) The Committee shall make its decision based solely on the evidence and submissions properly before it;

d) The Committee shall provide written reasons for its decisions where required by statute or where commencing or declining to commence legal proceedings.

11.2 Standard of Review – Reasonable Grounds

In considering an application for a compliance audit under section 88.33 of the Municipal Elections Act, 1996, as amended, or a Clerk's report under sections 88.34 or 88.36 of the Act, the Committee shall determine whether there are reasonable grounds to believe that a contravention of the Act has occurred.

The Committee is not required to determine guilt or innocence, but rather whether the statutory threshold to grant an audit or to commence legal proceedings has been met.

11.3 Legal Counsel

The Committee may obtain independent legal advice where it considers such advice necessary to fulfill its mandate.

Legal services shall be arranged through the Clerk of the affected municipality, or through such municipality's Solicitor, in accordance with that municipality's procurement and authorization policies.

Where legal proceedings are commenced, the municipality for which the application originated shall coordinate legal representation, unless otherwise agreed by the participating municipalities.

11.4 Records Retention

All records of the Committee, including applications, reports, correspondence, minutes, audio recordings (if any), and decisions, shall be maintained in accordance with the records retention by-law and records management policies of the municipality for which the application originated.

Where matters involve multiple participating municipalities, the lead administrative municipality shall ensure records are maintained in accordance with applicable legislative requirements.

11.5 Electronic Participation

Meetings of the Committee may be conducted in person, electronically, or in a hybrid format, provided that:

a) The meeting complies with the open meeting requirements of the Municipal Act, 2001;

b) Members participating electronically are able to hear and be heard by all other participants;

c) Public access is provided in a manner consistent with legislative requirements; and

d) A Member participating electronically shall be deemed to be present for the purposes of quorum and voting, unless otherwise restricted by statute.

11.6 Accessibility Compliance

The Committee shall conduct its meetings and activities in a manner consistent with the Accessibility for Ontarians with Disabilities Act, 2005 and applicable municipal accessibility policies.

AGENDA accommodations shall be provided, upon request, to ensure that persons with disabilities are able to participate in Committee proceedings in an accessible manner.

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS
BY-LAW NO. 17-2026

AGENDA

Roles and Responsibilities
For the Joint Compliance Audit Committee (JCA)
Serving the interested Municipalities of the Almaguin Area

1. Duties of the Clerk for the Municipality requiring the meeting of the JCA

1.1 The Clerk shall ensure the administrative practices and procedures for the Committee are followed and shall carry out any duties required under the Act to implement the Committee's decisions.

2. Duties of the Chair

2.1 The duties of the Chair are as follows:

a) Liaise with the Clerk and review meeting agendas.

b) Call Committee meetings to order when there is a Quorum, preside over Committee discussions, facilitate Committee business, follow the procedures as set out herein, identify the order of proceedings and speakers and rule on points of order as may be necessary.

c) The Chair shall preside over the Conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting.

d) Participate as an active Member, encouraging participation by all Members.

e) The Chair is permitted to provide brief comments during discussion, make motions and vote on all matters.

f) If the Chair is not present within the first fifteen minutes of a Committee meeting or is absent through illness or otherwise, and quorum is still obtained, the Vice Chair shall preside over the meeting,

3. Duties of Committee Members

3.1 The duties of Committee Members are as follows:
a) Attend all Committee meetings or notify the Clerk as soon as possible in the event that the member cannot attend.

b) Understand their role, the Committee's Mandate and meeting procedures.

c) Declare any pecuniary interest in any matter prior to consideration by the Committee and refrain from discussion and voting on the matter in accordance with Section 5 of the *Municipal Conflict* of *Interest Act.*

d) Participate as an active and voting member, asking questions, and seeking clarification through the Chair.

e) Develop and maintain a climate of mutual support, trust, courtesy and respect.

f) Work together to utilize the knowledge, expertise and talents of all members.

g) Respect the decisions of the Committee and that such decisions reflect the majority view.

4. Support

4.1 The following support shall be provided to the Committee:

a) The Recruitment Committee for the Almaguin Joint Compliance Audit Committee shall call the first regular meeting of the Committee to order and conduct the election of the Chair, Vice Chair and secretary of Committee Members.

b) **AGENDA** municipality's staff in conjunction with the Committee secretary shall thereafter:

i) Prepare agendas for review by the Committee Chair.

ii) Electronically distribute agendas to all Committee Members before the meeting and post to the relevant municipal website.

iii) Arrange for or set up meeting areas, giving consideration to the nature of the matters to be discussed, any audio-visual requirements, attendance by the public and ensuring accessibility needs identified have been met.

iv) Arrange for attendance of delegations in conjunction with the Chair.

v) Attend Committee meetings, record attendance, confirm Quorum and record when the meeting starts and adjourns.

vi) Provide procedural advice to the Chair and Committee as required.

vii) Take minutes, record a summary of the discussion for each agenda item, record all Committee motions and resolutions including the name of the mover.

viii) Record any disclosures of pecuniary interest, including the general nature thereof.

ix) Review and correct any errors in the minutes of previous meetings.

x) Prepare the Committee minutes.

xi) Electronically distribute minutes to all Committee Members and post on the relevant municipal website.

xii) Facilitate and complete any additional work to be undertaken on behalf of the Committee.

xiii) Maintain Committee agendas, minutes, correspondence, Reports of the Auditor and outstanding items in the Corporation's records management system.

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS
BY-LAW NO. 17-2026

AGENDA

Procedures
For the Joint Compliance Audit Committee

1. Meeting Procedures

1.1 The Committee shall meet once prior to November 30th after each municipal election to review the Terms of Reference and Committee Procedures

1.2 Calling of Committee Meetings

i) The Clerk of the relevant municipality will summon a meeting of the Committee when an Application is received.

ii) Meetings shall be held at such time and location as the Chair deems appropriate.

1.3 Agendas

The following components shall be included in Committee agendas. Specific subject items are to be included under each component:

i) Consideration of Applications for a Compliance Audit

ii) Consideration of Auditor/Legal Reports *

iii) Adjournment

*Committee may adjourn to Closed Session in accordance with Section 239 (2) of the Municipal Act, S.0. 2001.

1.4 Quorum

The minimum number of Committee Members required to be present at any meeting in order to conduct Committee business shall be no less than three. If no Quorum is present fifteen minutes after the time fixed for a meeting, or the resumption of a meeting after a recess, or should a Quorum at a meeting be lost for a period of fifteen (15) consecutive minutes, the Clerk or designate will record the names of the Members present and the meeting will stand adjourned until the next meeting scheduled by the Chair.

2. Conduct of Committee Business

2.1 All Meetings of the Committee shall be open to the public, except for those circumstances provided for in Sections 239 (2) and (3.1) of the *Municipal Act, 2001.*

2.2 The business of each meeting shall be taken up in the order in which it stands upon the agenda, unless otherwise decided by the Committee.

2.3 Where the agenda includes consideration of more than one Application, applications may be dealt with by the Committee either individually or collectively dependant upon the direction of the Committee.

2.4 The Chair will summarize each Application received and request that the Applicant or his or her agent and Candidate or his or her agent identify themselves.

2.5 Applicant's Delegation

i) The Applicant or the Applicant's agent may address the Committee for a maximum of 10 minutes unless granted leave by the Chair.

ii) Members may ask questions of the Applicant or Applicant's agent through the Chair.

iii) Questions of the Applicant or the Applicant's agent by the Candidate or the Candidate's agent *are not permitted.*

iv) All materials presented to the Committee in open session are deemed to be public

AGENDA

2.6 Candidate's Delegation

i) The Candidate or the Candidate's agent may address the Committee.

ii) The Candidate may respond to the content of the Application and Applicant's or the Applicant's Agent's address to the Committee.

iii) Members may ask questions of the Candidate or Candidate's agent, through the Chair.

iv) Questions of the Candidate or the Candidate's Agent by the Applicant or the Applicant's agent *are not permitted.*

v) All materials presented to the Committee in open session are deemed to be public documents.

2.7 Where the agenda includes consideration of more than one Auditor's Report, the Reports may be dealt with by the Committee either individually or collectively dependent upon the direction of the Committee.

2.8 Auditor's Report

i) An Auditor shall be appointed by the Committee as per Section 3 of the Terms of Reference.

ii) The Auditor shall address the Committee and provide a summary of his or her Report and its conclusions.

iii) Members may ask questions of the Auditor through the Chair.

iv) Members may ask questions of any person present at the meeting, such questions to be through the Chair and at the sole discretion of the Chair.

v) The Candidate, Applicant, their agents or any person present at the meeting may not ask questions of the Auditor or the Committee.

2.9 Decisions of the Committee shall be by resolution. A simple majority vote of the Committee Members present is required to pass a resolution.

Generally, the Committee will render its decision at each meeting. Subject to deadlines imposed by the Act, the Committee may reserve its decision if further deliberation is required.

2.10 The Chair shall preside over the Conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meetings, subject to an appeal by any Member to the Committee from any ruling of the Chair.

2.11 When two or more Members wish to speak, the Chair shall name the Member who first raised his or her hand.

2.12 A Member shall not:

i) Speak disrespectfully to or about another member;

ii) Use offensive words or unparliamentarily language during meetings;

iii) Disobey the procedures of the Committee, or decision of the Chair or the Committee on questions of procedure;

iv) Leave his/her seat or make any noise or disturbance while a vote is being taken and until the result is declared;

2.13 In case any Member persists in a breach of the foregoing section after having been

AGENDA r by the Chair, he or she may be ordered by the Chair to leave his/her seat for that meeting, but in case of ample apology being made by the offender he or she may, by vote of the Committee, be permitted forthwith to resume his or her seat.

2.14 When a Member desires to address the Committee upon a matter that concerns the rights or Privileges of the Committee collectively or individually, he or she shall be permitted to raise such matter of Privilege, and a matter of Privilege shall take precedence over other matters.

2.15 When a Member desires to call attention to a violation of the rules of procedure, she or he shall ask leave of the Chair to raise a Point of Order and after leave is granted:

i) State the Point of Order with a concise explanation and resume his or her seat until the Chair has decided the Point of Order;

ii) Unless a Member immediately appeals to the Committee, the decision of the Chair shall be final;

iii) If the decision is appealed, the Committee shall decide the question without debate and its decision shall be final;

2.16 When the Chair calls a Member to order, the Member shall immediately sit down until the Point of Order is dealt with and the Member shall not speak again without permission of the Chair unless to appeal the ruling of the Chair.

3. Motions

3.1 The following rules shall apply to motions:

a) All motions must be introduced by a mover before the Chair can put the motion on the floor for consideration.

b) After a motion is properly moved, it shall be deemed to be in the possession of the Committee but may be withdrawn by the mover at any time before a vote with the consent of the Committee.

c) The number of times a Member may speak on a motion shall not be limited. A Member shall not be restricted to asking questions only of the previous speaker but the question must relate directly to the matter under discussion.

d) A motion to move a previous motion shall not be allowed.

e) Any Member may require the motion under discussion to be read at any time, but not so as to interrupt a Member while speaking.

f) When a motion is under consideration, no motion shall be received other than a motion to:

i) Adjourn, which motion is neither amendable nor debatable;

ii) Table, which motion is not debatable;

iii) Defer action;

iv) Refer, which motion is debatable as to its merits only;

v) Amend.

g) A motion to refer shall take precedence over any other amendment.

h) Only one amendment at a time can be presented to the main motion. Only one amendment can be presented to an amendment, but when the amendment to the amendment has been disposed of, another amendment may be introduced, and when that amendment has been decided, another may be introduced.

i) AGENDA ment to the amendment, if any, shall be voted on first, then if no other amendment is presented, the amendment shall be voted on next, then if no other amendment is introduced, the main motion, or if any amendment has carried, the main motion as amended, shall be put to a vote.

j) Nothing in this section shall prevent other proposed amendments being read for the information of the Members.

k) When the motion under consideration contains distinct propositions, upon the request of any Member, the vote upon each proposition shall be taken separately.

l) After the Chair commences to take a vote, no Member shall speak to or present another motion until the vote has been taken on such motion, amendment or sub-amendment.

m) Every Member present at a meeting when a vote is taken on a matter shall vote unless prohibited by statute, in which case the fact of the prohibition will be recorded in the minutes. If any Member present persists in refusing to vote, she or he shall be deemed as voting in the negative. Any motion on which there is a tie vote shall be deemed to be defeated. Recorded votes are not permitted.

n) After any matter has been decided by the Committee any Member may move for reconsideration at the same meeting, but no discussion of the motion that has been decided shall be allowed until the motion for reconsideration has carried.

o) All motions not disposed of, shall be placed on the agenda for the next meeting of the Committee, subject to any deadlines imposed by the Act.

4. Minutes

4.1 Minutes shall be taken for all meetings and briefly outline the substance of item listed on the agenda, including delegations, reports, motions, resolutions and other actions taken. Minutes shall reflect the decision when necessary of the Committee in keeping with the *Municipal Elections Act, 1996, Section 88.33(7).*

5. Media Relations and Communications

5.1 All media contact shall be made through the Clerk of the municipality whose campaign finances are under review, or through the Chair of the Committee.

6. Conflict of Interest

6.1 Legislated requirements as set out in the *Municipal Conflict of Interest Act* shall apply to all Committee Members. It is the responsibility of each Member to disclose any pecuniary interest prior to discussion of a particular matter. Once declared, the Member shall not discuss or vote on the matter. If the declaration relates to a matter being discussed during a closed portion of the meeting, the Member must leave the meeting during all discussion on the matter. Members are encouraged to seek independent legal advice if they are unsure of whether or not they have a pecuniary interest in a matter. Municipal staff does not provide advice or interpretation related to declarations.

7. Matters Not Dealt with in These Procedures

7.1 If the practices and procedures set out herein do not provide for a procedural matter, the practice or procedure shall be determined by the Clerk or designate in conjunction with the Chair. Where the matter arises during a meeting and cannot be dealt with to the satisfaction of the Chair and Clerk or designate, the matter shall be deferred to the next meeting of the Committee.

AGENDA

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.

Screening
All prospective volunteers are required to undergo a criminal background check to ensure the safety and well-being of program participants. If a background check reveals any criminal convictions or findings deemed relevant to the responsibilities of the role, the individual will not be permitted to serve as a volunteer in any capacity that involves running or leading programs. This policy is in place to uphold a safe, secure, and trustworthy environment for all participants, staff, and the broader community. Decisions will be handled with confidentiality and respect.

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 AGENDA 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:

Village of Burk's Falls

AGENDA

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

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:

Acknowledgement	Initials
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:** _____

AGENDA

To Be Completed by Program/Event Administrator Required

Training for Volunteers

Required Training	Required (Yes/No)	Document Sent to Volunteer
Rzone Policy		
Council Code of Conduct		
Committee Terms of Reference		
Respect in the Workplace Policy		
Violence in the Workplace Policy		
Proceedings of Council		
Accessible Customer Service Policy		
Health & Safety Policy		
Social Media Policy		
Emergency Medical Information		
WHMIS Training		
SITE SPECIFIC:		
- 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.)		
Police Vulnerable Sector Check / Police Information Check		

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

AGENDA

READ CAREFULLY; BY AGREEING 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.

*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:** _____

AGENDA

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. Resumes and cover letters may accompany the Application as applicable.

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 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.

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.

AGENDA

	Village of Burk's Falls	
	March/April List of Accounts for Approval	
Balance Forward (Cheques/Other/EFT)		**380,980.49**
	RBC Activity Fee-March 2026	220.12
	First Data-POS March 2026	75.90
	First Data 2-POS March 2026	140.96
	OCWA-March 2026	9,423.11
	Kubota Loan	1,011.48
	MCAP wire transfer fee	17.00
	Total Payables-March 12 to April 15, 2026	**391,869.06**

Certified Correct this 15th day of April 2026

Tammy Wylie, Treasurer

THE CORPORATION OF THE VILLAGE OF BURK'S FALLS
BY-LAW NO. 18-2026

AGENDA

CING A BY-LAW TO AUTHORIZE THE EXECUTION OF A TRANSFER PAYMENT AGREEMENT BETWEEN THE CORPORATION OF THE VILLAGE OF BURK'S FALLS AND HIS MAJESTY THE KING IN RIGHT OF ONTARIO AS REPRESENTED BY THE MINISTER OF EMEGERGENCY PREPAREDNESS AND RESPONSE

WHEREAS Section 5(3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS the Council of The Corporation of the Village of Burk's Falls deems it expedient and in the public interest to enter into a Transfer Payment Agreement with His Majesty the King in Right of Ontario, as represented by the Minister of Emergency Preparedness and Response, for the purposes of emergency management;

AND WHEREAS the Council of The Corporation of the Village of Burk's Falls wishes to authorize the execution of such agreement;

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

1. THAT the Mayor and Clerk are hereby authorized and directed to execute, on behalf of The Corporation of the Village of Burk's Falls, a Transfer Payment Agreement between The Corporation of the Village of Burk's Falls and His Majesty the King in Right of Ontario, as represented by the Minister of Emergency Preparedness and Response, and to affix the corporate seal thereto.

2. THAT the Mayor and Clerk are hereby authorized to execute any and all documents, agreements, or ancillary instruments required to give effect to the Transfer Payment Agreement.

3. That we enter into the Agreement attached hereto as Schedule "A".

4. THAT this By-law shall come into force and take effect on the date of its final passing.

READ A FIRST AND SECOND AND THIRD TIME AND FINALLY PASSED IN OPEN COUNCIL THIS 21st DAY OF APRIL 2026.

_____
Mayor Chris Hope

SEAL

_____
CAO-Clerk Denis Duguay

Schedule "A"
Transfer Payment Agreement
Between
His Majesty the King in Right of Ontario
as represented by the Minister of Emergency
Preparedness and Response
The Corporation of the Village of Village of Burk's Falls

ONTARIO TRANSFER PAYMENT AGREEMENT

AGENDA

THE AGREEMENT is effective as of the 2nd day of March 2026.

BETWEEN:

His Majesty the King in right of Ontario as represented by the Minister of Emergency Preparedness and Response
(the "Province")

- and -

The Municipality of the Village of Burks Falls

(the "Recipient")

CONSIDERATION

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 Schedules to the Agreement. The following schedules form part of the Agreement:

Schedule "A" - General Terms and Conditions
Schedule "B" - Project Specific Information and Additional Provisions
Schedule "C" - Project Information and Timelines
Schedule "D" - Budget
Schedule "E" - Payment Plan
Schedule "F" - Reports.

1.2 Entire Agreement. The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 AGENDA or Inconsistency. In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule "A", the following rules will apply:

(a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and

(b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency.

3.0 COUNTERPARTS

3.1 One and the Same Agreement. The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

4.0 AMENDING THE AGREEMENT

4.1 Amending the Agreement. The Agreement may only be amended by a written agreement duly executed by the Parties.

5.0 ACKNOWLEDGEMENT

5.1 Acknowledgement. The Recipient acknowledges that:

(a) by receiving Funds, it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);

(b) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);

(c) the Funds are:

(i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;

(ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);

AGENDA

(d) the Province is not responsible for carrying out the Project;

(e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act; and

(f) the Province is bound by the *Financial Administration Act* (Ontario) ("FAA") and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to,

(i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the Funding Year in which the payment becomes due; or

(ii) the payment having been charged to an appropriation for a previous fiscal year.

SIGNATURE PAGE FOLLOWS

The Parties have executed the Agreement on the dates set out below.

AGENDA

His Majesty the King in right of Ontario as represented by the Minister of Emergency Preparedness and Response

March 2, 2026
Date

Mike Temple
Name: Mike Temple

Title: Director (Acting)

The Municipality of the Village of Burks Falls

Date

Name: Denis Duguay

Title: CAO-Clerk

I have authority to bind the Recipient

Date

Name: Tammy Wylie

Title: Treasurer

I have authority to bind the Recipient

AGENDA

SCHEDULE "A"

GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 Interpretation. For the purposes of interpretation:

(a) words in the singular include the plural and vice-versa;

(b) words in one gender include all genders;

(c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;

(d) any reference to dollars or currency will be in Canadian dollars and currency; and

(e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

A1.2 Definitions. In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

"Budget" means the budget attached to the Agreement as Schedule "D".

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section A12.1.

"Expiry Date" means the expiry date set out in Schedule "B".

"Funding Year" means:

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(a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and

(b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiry Date, whichever is first.

"Funds" means the money the Province provides to the Recipient pursuant to the Agreement.

"Indemnified Parties" means His Majesty the King in right of Ontario, and includes His ministers, agents, appointees, and employees.

"Loss" means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

"Maximum Funds" means the maximum set out in Schedule "B".

"Notice" means any communication given or required to be given pursuant to the Agreement.

"Notice Period" means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b), and includes any such period or periods of time by which the Province extends that time pursuant to section A12.4.

"Parties" means the Province and the Recipient.

"Party" means either the Province or the Recipient.

"Proceeding" means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

"Project" means the undertaking described in Schedule "C".

"Records Review" means any assessment the Province conducts pursuant to section A7.4.

"Reports" means the reports described in Schedule "F".

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

AGENDA

A2.1 General. The Recipient represents, warrants, and covenants that:

(a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;

(b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;

(c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and

(d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

(a) the full power and capacity to enter into the Agreement; and

(b) taken all necessary actions to authorize the execution of the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

(a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;

(b) procedures to enable the Recipient's ongoing effective functioning;

(c) decision-making mechanisms for the Recipient;

(d) procedures to enable the Recipient to manage Funds prudently and effectively;

(e) procedures to enable the Recipient to complete the Project successfully;

(f) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;

(g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and

AGENDA

(h) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A3.0 TERM OF THE AGREEMENT

A3.1 Term. The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or Article A12.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 Funds Provided. The Province will:

(a) provide the Recipient with Funds up to the Maximum Funds for the purpose of carrying out the Project in accordance with the approved Budget attached to the Agreement as Schedule “D”. Commitments made or funds spent outside of the Term of The Agreement will not be honored or reimbursed by the Province;

(b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule “E”; and

(c) deposit the Funds into an account the Recipient designates provided that the account:

(i) resides at a Canadian financial institution; and

(ii) is in the name of the Recipient.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

(a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A10.2;

(b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and

(c) the Province may adjust the amount of Funds it provides to the Recipient for any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.2.

AGENDA

A4.3 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

(a) carry out the Project in accordance with the Agreement;

(b) use the Funds only for the purpose of carrying out the Project;

(c) spend the Funds only in accordance with the Budget;

(d) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

A4.4 Interest-Bearing Account. If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

A4.5 Interest. If the Recipient earns any interest on the Funds, the Province may do either or both of the following:

(a) deduct an amount equal to the interest from any further instalments of Funds;

(b) demand from the Recipient the payment of an amount equal to the interest.

A4.6 Rebates, Credits, and Refunds. The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

A5.1 Acquisition. If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

A5.2 Disposal. The Recipient will not, without the Province's prior consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as set out in Schedule "B" at the time of purchase.

A6.0 CONFLICT OF INTEREST

A6 AGENDA of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

(a) the Recipient; or

(b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.2 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

(a) the Recipient:

(i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and

(ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;

(b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and

(c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

A7.0 REPORTS, ACCOUNTING, AND REVIEW

A7.1 Province Includes. For the purposes of sections A7.4, A7.5 and A7.6, "Province" includes any auditor or representative the Province may identify.

A7.2 Preparation and Submission. The Recipient will:

(a) submit to the Province at the address set out in Schedule "B":

(i) all Reports in accordance with the timelines and content requirements set out in Schedule "F";

(ii) any other reports in accordance with any timelines and content

requirements the Province may specify from time to time;

AGENDA

(c) ensure that all Reports and other reports are:

(i) completed to the satisfaction of the Province; and

(ii) signed by an authorized signing officer of the Recipient.

A7.3 Record Maintenance. The Recipient will keep and maintain for a period of seven years from their creation:

(a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with either international financial reporting standards or generally accepted accounting principles or any comparable accounting standards that apply to the Recipient; and

(b) all non-financial records and documents relating to the Funds or otherwise to the Project.

A7.4 Records Review. The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:

(a) the truth of any of the Recipient's representations and warranties;

(b) the progress of the Project;

(c) the Recipient's allocation and expenditure of the Funds.

A7.5 Inspection and Removal. For the purposes of any Records Review, the Province may take one or both of the following actions:

(a) inspect and copy any records and documents referred to in section A7.3;

(b) remove any copies the Province makes pursuant to section A7.5(a).

A7.6 Cooperation. To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:

(a) ensuring that the Province has access to the records and documents wherever they are located;

(b) assisting the Province to copy records and documents;

(c) providing to the Province, in the form the Province specifies, any information the Province identifies; and

AGENDA

(d) carrying out any other activities the Province requests.

A7.7 No Control of Records. No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.

A7.8 Auditor General. The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 Acknowledge Support. Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual:

(a) acknowledge the support of the Province for the Project;

(b) ensure that any acknowledgement is in a form and manner as the Province directs; and

(c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

A9.0 INDEMNITY

A9.1 Indemnify. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the gross negligence or wilful misconduct of the Indemnified Parties.

A10.0 INSURANCE

A10.1 Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

(a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;

AGENDA

(b) a cross-liability clause;

(c) contractual liability coverage; and

(d) at least 30 days' written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will:

(a) provide to the Province, either:

(i) certificates of insurance that confirm the insurance coverage required by section A10.1; or

(ii) other proof that confirms the insurance coverage required by section A10.1; and

(b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

A11.0 TERMINATION ON NOTICE

A11.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A11.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

(a) cancel further instalments of Funds;

(b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and

(c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:

(i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and

(ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

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A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A12.1 Events of Default. Each of the following events will constitute an Event of Default:

(a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:

(i) carry out the Project;

(ii) use or spend Funds; or

(iii) provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section A7.2(a)(ii);

(b) the Recipient's operations, its financial condition, its organizational structure or its control changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;

(c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver;

(d) the Recipient ceases to operate.

A12.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

(a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;

(b) provide the Recipient with an opportunity to remedy the Event of Default;

(c) suspend the payment of Funds for such period as the Province determines appropriate;

(d) reduce the amount of the Funds;

AGENDA ancel further instalments of Funds;

(f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;

(g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;

(h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;

(i) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and

(j) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.

A12.3 Opportunity to Remedy. If, pursuant to section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

(a) the particulars of the Event of Default; and

(b) the Notice Period.

A12.4 Recipient not Remedying. If the Province provides the Recipient with an opportunity to remedy the Event of Default pursuant to section A12.2(b), and:

(a) the Recipient does not remedy the Event of Default within the Notice Period;

(b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or

(c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

A12.5 When Termination Effective. Termination under Article A12.0 will take effect as

provided for in the Notice.

AGENDA

A13.0 FUNDS AT THE END OF A FUNDING YEAR

A13.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A12.0, if, by the end of a Funding Year, the Recipient has not spent all of the Funds allocated for that Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

(a) demand from the Recipient payment of the unspent Funds;

(b) adjust the amount of any further instalments of Funds accordingly.

A14.0 FUNDS UPON EXPIRY

A14.1 Funds Upon Expiry. Upon expiry of the Agreement, the Recipient will pay to the Province any Funds remaining in its possession, under its control, or both.

A15.0 DEBT DUE AND PAYMENT

A15.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

(a) deduct an amount equal to the excess Funds from any further instalments of Funds; or

(b) demand that the Recipient pay to the Province an amount equal to the excess Funds.

A15.2 Debt Due. If, pursuant to the Agreement:

(a) the Province demands from the Recipient the payment of any Funds, an amount equal to any Funds or any other amounts owing under the Agreement; or

(b) the Recipient owes to the Province any Funds, an amount equal to any Funds or any other amounts owing under the Agreement, whether or not the Province has demanded their payment, such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

A15.3 Interest Rate. The Province may charge the Recipient interest on any money

owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

AGENDA

A15.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the “Ontario Minister of Finance” and delivered to the Province at the address set out in Schedule “B".

A15.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

A16.0 NOTICE

A16.1 Notice in Writing and Addressed. Notice will be:

(a) in writing;

(b) delivered by email, postage-prepaid mail, personal delivery, courier or fax; and

(c) addressed to the Province or the Recipient as set out in Schedule “B”, or as either Party later designates to the other by Notice.

A16.2 Notice Given. Notice will be deemed to have been given:

(a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or

(b) in the case of fax, one Business Day after the Notice is delivered; and

(c) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

A16.3 Postal Disruption. Despite section A16.2(a), in the event of a postal disruption:

(a) Notice by postage-prepaid mail will not be deemed to be given; and

(b) the Party giving Notice will give Notice by email, personal delivery, courier or fax.

A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A17.1 Consent. When the Province provides its consent pursuant to the Agreement:

AGENDA

(a) it will do so by Notice;

(b) it may attach any terms and conditions to the consent; and

(c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

A18.0 SEVERABILITY OF PROVISIONS

A18.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

A19.0 WAIVER

A19.1 Condonation not a waiver. Failure or delay by the either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

A19.2 Waiver. Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver.

A20.0 INDEPENDENT PARTIES

A20.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A21.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A21.2 Agreement Binding. All rights and obligations contained in the Agreement will

extend to and be binding on:

AGENDA

(a) the Recipient's heirs, executors, administrators, successors, and permitted assigns; and

(b) the successors to His Majesty the King in right of Ontario.

A22.0 GOVERNING LAW

A22.1 Governing Law. The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A23.0 FURTHER ASSURANCES

A23.1 Agreement into Effect. The Recipient will:

(a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and

(b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A24.0 JOINT AND SEVERAL LIABILITY

A24.1 Joint and Several Liability. Where the Recipient comprises more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A25.0 RIGHTS AND REMEDIES CUMULATIVE

A25.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A26.1 Other Agreements. If the Recipient:

(a) has failed to comply with any term, condition, or obligation under any other agreement with His Majesty the King in right of Ontario or one of Her

agencies (a “Failure”);

AGENDA as been provided with notice of such Failure in accordance with the requirements of such other agreement;

(c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and

(d) such Failure is continuing, the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A27.0 SURVIVAL

A27.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A7.8, Article A8.0, Article A9.0, section A11.2, section A12.1, sections A12.2(d), (e), (f), (g), (h), (i) and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, section A21.2, Article A22.0, Article A24.0, Article A25.0 and Article A27.0.

END OF GENERAL TERMS AND CONDITIONS

SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

AGENDA

Maximum Funds	**$45,000**
Expiry Date	**January 29, 2027**
Amount for the purposes of section A5.2 (Disposal) of Schedule "A"	**$25,000**
Certificate of Insurance	**$2,000,000**
Contact information for the purposes of Notice to the Province	Priscilla McKenzie Senior Manager, Design and Implementation Unit, Ontario Corps Branch, Ministry of Emergency Preparedness and Response **Address:** Emergency Management Ontario 25 Morton Shulman Avenue Toronto, Ontario, M3M 0B1 **Email:** EMOcommunitygrants@ontario.ca
Contact information of Applicant for the purposes of Notice to the Recipient	**Name:** Denis Duguay **Position:** CAO-Clerk **Address:** 172 Ontario Street, The Village of Burks Falls, ON, P0A 1C0 **Email:** clerk@burksfalls.ca
Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement	**Name:** Tammy Wylie **Position:** Treasurer **Address:** 172 Ontario Street, The Village of Burks Falls, ON, P0A 1C0 **Email**: treasurer@burksfalls.ca

Additional Provisions:

AGENDA

B1.0 ADDITIONAL COMMUNICATIONS REQUIREMENTS

B1.1 Communications Details. The Recipient agrees that:

(a) Any of the Province's Project-related communications shall be at the discretion of the Province.
(b) The Province may acknowledge the Project in any of its communications.
(c) The Province may request that the Recipient participate in an announcement or media event with government officials.
(d) The Recipient shall share any proposed public-facing Project-related communications with the Province for review prior to public release.
(e) The Province may also request a summary of any of the Recipient's planned communication activities about the Project.
(f) Any of the Recipient's Project-related public communications about the Project shall be made in accordance with the timing specified by the Province, including the timing of any official Project launch announcement.
(g) Visual identity and branding for any Project-related products, materials, equipment, and other assets used by the Recipient shall be in accordance with direction provided by the Province.

AGENDA

SCHEDULE "C"
PROJECT INFORMATION and TIMELINES

The Village of Burk's Falls is seeking to install a single-sided 4×8 outdoor digital community board at the Municipal Office, equipped with generator backup to ensure continuous operation during power outages. The primary emergency challenge addressed by this project is communication loss during severe weather events, natural disasters, or other emergencies that disrupt internet connectivity or electrical service.

The digital board will function as a reliable, centralized source of real-time public information, providing updates such as safety instructions, evacuation routes, emergency contacts, and volunteer coordination notices for both residents and visitors. Grant funding will directly support the purchase, installation, and integration of the generator backup system, ensuring the sign remains operational even when traditional communication channels fail. This ensures individuals without internet access, mobile service, or home power can still receive critical information.

This project is essential to strengthening community resilience. In rural and low-connectivity areas, traditional emergency communication systems often fail, leaving vulnerable populations without timely updates. The digital board addresses this gap by offering an accessible and durable method of disseminating urgent information. During non-emergency periods, the sign will also support community engagement by displaying municipal programs, local events, and public notices, contributing to year-round preparedness and communication.

Project Timelines

Project Start Date	Effective Date of the Transfer Payment Agreement
Project End Date	June 22, 2026

Performance Measures and Key Performance Indicators (KPIs)

The recipient will be required to report on the achievement of performance measures and key performance indicators outlined in their application. Details must be included in the final report as described in Schedule "F" of the Agreement**.**

SCHEDULE "D"
BUDGET

AGENDA

Expense Category	Total
Supplies	$2,000
Capital Equipment	$43,000
Services	$0
Training	$0
Total Funding Request	$45,000

SCHEDULE "E"
PAYMENT PLAN

AGENDA

The payment of Funds will be made by electronic fund transfer by the Province after the Effective Date of the Agreement. The Recipient is required to have a profile on the Integrated Financial Information System (IFIS) and is responsible for keeping it up to date with appropriate banking and contact information.

	Payment Amount	**Payment Date**
Payment	**$45,000**	After the Effective Date of the Agreement and all the following occur: • the Agreement is signed by both parties; • the Province receives the Certificate of Insurance; • the Province receives the confirmation of signing authority

AGENDA

SCHEDULE "F"
REPORTS

Final Report. The Recipient shall submit a final report once the project activities are completed. The Recipient shall include the following in the Final Report:

(a) Final expense summary, including a reconciliation of actual payments made by the Province and actual expenses incurred by the Recipient in accordance with the Budget.
(b) Evidence of equipment/supplies purchased through submission of photographs of installation and in operation.
(c) An explanation of variances between the Budget and actual expenses incurred by the Recipient.
(d) Itemized list of all capital and operating equipment purchased.
(e) Supporting documents substantiating the Recipient's completion of Project activities.
(f) Summary of Project and performance measures results demonstrating how the Project has enhanced capabilities.
(g) Final Report to be completed on TPON by the Recipient's Finance Contact or equivalent in accordance with Section of A7.2 of the Agreement".

A failure to meet any of the reporting requirements described above may impact the Recipient's entitlement to Funds provided under this Agreement, as well as the Recipient's eligibility to receive funding that may be available through future iterations of the program.

The Recipient must retain all receipts for up to seven years. The receipts must include amount paid, invoice number, date of payment, services/products acquired, and name/address of the vendor.

Unless the Province specifies otherwise, all Reports must be completed in Transfer Payment Ontario.

Project reporting deadline	**September 25, 2026**

District of Parry Sound Municipal Association

c/o Township of McKellar, 701 Hwy 124 McKellar, ON P0G 1C0
President: Lynda Carleton **Secretary-Treasurer:** Karlee Britton

AGENDA

Spring 2026 Agenda – 172nd Meeting – Friday, May 29, 2026
Hosted by the Town of Kearney
Kearney Community Centre; 8 Main Street, Kearney, ON P0A 0B1

8:15-9:00	Registration / Coffee sponsored by **AL G. Brown & Associates**
9:00-9:30	Singing of O Canada Acknowledgement of the Passing of Township of the Archipelago Councillor, Tom Lundy Introduction of the Head Table Welcome and Opening Remarks – **Cheryl Philip**, Town of Kearney Town of Kearney Land Acknowledgement Greetings from Parry Sound-Muskoka MPP, **Graydon Smith** Greetings from Parry Sound-Muskoka MP, **Scott Aitchison** FONOM Update presented by **Lynda Carleton** ROMA Update presented by ROMA Zone 9 Director, **Mark Wilson**
9:30-10:15	**Road Assumption - Stay in Your Lane** *presented by Jaden Hodgins, P. Eng. Roads Specialist from Intact Public Entities*
10:15-10:35	**Care on the Move: What's New in Community Paramedicine** *presented by Tom Smith, Community Paramedicine Superintendent*
10:35-10:50	Coffee break sponsored by **MuniSoft** *… Municipal Software & More!*
10:50-11:10	**Ready When It Matters: Emergency Management in Action** *presented by Diane Ploss, Field Officer, Emergency Management Ontario*
11:10-11:30	**Dollars & Decisions: Making Municipal Budgets Work** *presented by the Ministry of Municipal Affairs and Housing*
11:30-12:00	**Destination District of Parry Sound! Growing Tourism in Our Backyard** *presented by James Murphy, CEO, Explorers' Edge*
12:00-1:00	**Lunch** will be served by Colleen Comer and will feature a delicious variety of lasagna, fresh Caesar salad, warm garlic toast, and an assortment of desserts.
1:00-2:00	**The Path Forward: DSSAB's Approach to Housing Loss Prevention and Encampments** *presented by Tammy MacKenzie, CAO and Jeff Degagne, Director of Income Support and Stability, District of Parry Sound Social Services Administration Board*
2:00	**Resolutions / Business Meeting** - Adoption of the Minutes of the Fall 2025 Meeting - Treasurer's Report August 1, 2025 to December 31, 2025 - Minutes of the November 27, 2025 Executive Meeting Draw for Mystery Door Prize: Must be present to claim! **Host and Date of Next Meeting:** Friday, September 25, 2026, *hosted by the Township of Carling* Adjournment

AGENDA

705-382-2900
www.almaguin-health.org

ALMAGUIN HIGHLANDS HEALTH COUNCIL MINUTES

Thursday, December 4, 2025, at 10:00 am in person at the Township of Perry Municipal Office and via Zoom

Present: Jim Ronholm, Shawn Jackson, Margaret Ann MacPhail, Vickey Roeder-Martin (Vice-Chair), Rod Ward (Chair), Delynne Patterson, Sean Cotton, Deb Duce (Secretary), Norm Hofstetter, Cheryl Philip, Tom Bryson, Dr. Sarah MacKinnon.

Guests: Courtney Metcalfe, Sandy Zurbrigg, Shelly van den Heuvel, David Gravelle

Regrets: Brad Kneller, Cheryl Harrison, Deb Raynard,

Called to order at 10:00 a.m. by Chair R. Ward.

1. 2025-33 Moved by Tom Bryson. Seconded by Jim Ronholm.
   THEREFORE IT BE RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the meeting of November 6, 2025.
2. **DECLARATION OF PECUNIARY OF INTEREST:** None
3. **DELEGATIONS:** None
4. **RESOLUTIONS TO BE PASSED:** None
5. **ITEMS FOR DISCUSSION**

a) Updates from Building and Space Sub-Committee – N. Hofstetter
The focus of discussion at the meeting was the future, the need to determine what is needed, and to start building relationship between municipalities. It was decided there is no emergency situation, not to reduce anything, to work together, and to explore a funding formula. V. Roeder-Martin noted that her tax dollars are going to go healthcare in Ontario and what is important is to be able to access healthcare when needed.

Future conversations will include the most reasonable way forward, strategies, and means to positively influence municipalities to accept a regional path.

b) Updates

David Gravelle – Recruiter

- Physician recruitment and HHR Task Force update included information including the FMX event in California, a NOSM learner two-day event, and engagement with physicians who are considering moving to our region. A highlight was the news that a primary care physician is opening a practice in Port Carling. Also, information on the ON Auditor's report and Health Care Connect next steps,

Sandy Zurbrigg – PFCPAC

- MAOHT PFCPAC has a new partner who brings experience as a caregiver. PFCPAC partners participated in the Gravenhurst Health Fair on Nov. 18th which included representatives from local family health teams, pharmacies, paramedicine, [illegible]al, and mental health. At the last PFCPAC meeting, Greg Stevens presented his role, PCAT submissions, and primary care funding proposals.

AGENDA

Courtney Metcalfe

- Information on her new role as AH EDO effective January 1, 2026.Deb Raynard – AHFHT

Deb Raynard - AHFHT

- Update on the patient waitlist, plans for rostering unattached patients, collaboration with Algonquin FHT and the NM NPLC for a funding initiative to help with processes such as virtual supported intake and patient attachment,

c) Progress Report

In the discussion of the next steps in the inventory of services, the following was agreed:

- AAHC administrative assistant will maintain the list with information shared by AHHC members.
- The MAOHT website will be a central information location. LINK
- D. Duce will connect with the MAOHT communications team to discuss the addition of the inventory to the MAOHT website community & primary care resources webpages, social media, and PC (Dec. 2025) and community (Jan. 2026) newsletters. The content on the website and social media will be downloadable.
- When posted, an access link will be shared.

6. ADJOURNMENT

2025-32 Moved by Jim Ronholm. Seconded by Sean Cotton.
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.

AGENDA

705-382-2900
www.almaguin-health.org

ALMAGUIN HIGHLANDS HEALTH COUNCIL MINUTES

Thursday, January 8, 2026 at 10:00 am via Zoom.

Present: Rod Ward (Chair), Margaret Ann MacPhail, Brad Kneller, David Gravelle, Deb Raynard, Shawn Jackson, Jim Ronholm, Delynne Patterson, Sandy Zurbrigg, Courtney Metcalf, Sarah Cooke, Vickey Roeder-Martin (Vice-Chair), Sean Cotton, Dr. Sarah MacKinnon, Deb Duce (Secretary)

Regrets: Cheryl Philip, Tom Bryson, Cheryl Harrison, Norm Hofstetter, Shelly van den Heuvel.

1. 2026.01 Moved by Margaret Ann MacPhail. Seconded by Jim Ronholm
   THEREFORE IT BE RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the meeting of December 5, 2025.

2. **DECLARATION OF PECUNIARY OF INTEREST:** None

3. **DELEGATIONS:** None

4. **RESOLUTIONS TO BE PASSED:** None

5. **ITEMS FOR DISCUSSION**

a) Update – Muskoka Algonquin Healthcare – Deferred - C. Harrison unable to attend.

b) Update – Almaguin Highlands FTH – D. Raynard, Executive Director
   - The AHFHT is fully staffed as of Jan.7th welcoming a new Nurse Practitioner.
   - Coordinating a surplus funding project with $9,000 to be used to hire two contractors to assist with the waitlist management project of adding 200 patients in 2026.
   - With AFHT, SDMC on March 4th will participate in a full day customer facing trauma training on how to understand difficult patient situations/problems how to work with them. Fire and paramedics have found this fascinating and beneficial. Space is available and the event can be shared with municipalities.

c) Update – Sundridge & District Medical Centre – Dr. S. MacKinnon
   - 12 new patients were onboarded last month.
   - Recommendation of LifeStyleRx a free, OHIP covered, 12 week program for patients in Ontario LifestyleRx - Diabetes Reversal Program

d) Update – MAOHT Recruiter – D. Gravelle

- December was very active with confirmation of 3 FT Family Physicians starting in the new year as well as 3 locums in the last two weeks.
- Since beginning his goal has been developing a pipeline for recruitment.The [redacted] approximately 400 and building with 46 active candidates.
- Has started creating a 2026 calendar – based on 2025 successes and also some new events
- Will be presenting a 2025 budget to MAOHT leadership with recommendations for 2026.
- Upcoming presentations to SMMH Foundation, Huntsville Hospital Foundation and also to the MAOHT CSC
- Nov. 1st his contract was expanded to include recruitment of GIM for MAHC
- Working on a couple of projects with Dr. Sarah MacKinnon for SDMC.
- Discussion points included community connections, recruitment from the Quebec, and the foundation of recruitment is about where to settle/live long term as well as interpersonal relationship rather than incentives.

AGENDA

e) Progress Report

f) Other Business

- V. Roeder-Martin shared information on denture business in Cambridge that does dentures in people's homes. They are investigating the Almaguin region and do work a lot with RH/LTC. She will call the business to gather more information. The brochure will be scanned and shared with AHHC members.

6. ADJOURNMENT

2026-02 Moved by Jim Ronholm. Seconded by Shawn Jackson.
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 10:33 am to meet again, on February 5, 2025, at 10:00 am at the Township of Perry Municipal Office and via Zoom.

AGENDA

705-382-2900
www.almaguin-health.org

ALMAGUIN HIGHLANDS HEALTH COUNCIL MINUTES

Thursday, February 5, 2026, at 10:00 am, in person & via Zoom.

Present: Margaret Ann MacPhail, Brad Kneller, David Gravelle, Deb Raynard, Shawn Jackson, Jim Ronholm, Delynne Patterson, Tom Bryson, Norm Hofstetter, Cheryl Philip, Sandy Zurbrigg, Courtney Metcalf, Vickey Roeder-Martin (Vice-Chair), Sean Cotton, Dr. Sarah MacKinnon, Cheryl Harrison, David Gravelle, Sarah Cooke, Deb Duce (Secretary).

Regrets: Rod Ward (Chair)

1. **2026.03** Moved by Brad Kneller. Seconded by Tom Bryson.
   THEREFORE IT BE RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the meeting of January 8, 2026.
2. **DECLARATION OF PECUNIARY OF INTEREST: None**
3. **DELEGATIONS: None**
4. **RESOLUTIONS TO BE PASSED: None**
5. **ITEMS FOR DISCUSSION**

a) Updates

i. Recruiter – D. Gravelle - Highlights
- The plan for recruitment of a physician who is leaving SDMC. Patients will not be orphaned.
- Dr. Brenda Martin launched her clinic in Port Carling on February 6th.
- Has presented to the MAOHT Collaboration Steering Committee, MAHC Board, and South Muskoka Hospital Foundation.

ii. SDMC – Dr. S. MacKinnon
- Additional information on the physician recruitment plan including a pause in the opportunity for area residents receiving care outside of Almaguin to return to SDMC.
- HCC has been notified that patients are not being attached at this time.

iii. Patient Family Caregiver Partner Advisory Committee – S. Zurbrigg
- Dr. Cross, Co-Chair of the MAOHT primary care network, presented an overview to PFCPAC on January 22nd.
- Two new partners joined the PFCPAC include a past director of Burk's Falls FHT.
- In February the SCOPE Nurse Navigator and Mental Health Social Worker will be presenting on the services they offer to primary care providers (PCPs).
- Dr. MacKinnon shared the value of SCOPE to PCPs include a referral for virtual mental health counselling.

iv. Muskoka Algonquin Healthcare – C. Harrison
- High volumes of ER patients and record setting admissions due to influenza.
- No news on capital development from the Treasury Board – continued successful fundraising including a special upcoming event in Port Sydney with the Premier.

AGENDA

v. Almaguin Highlands Family Health Team – written report from D. Raynard.
- No questions on content.

b) AHHC Financial Statement – January 2026 – Information shared. No questions/comments.

c) State of X-Ray Equipment in Burk's Falls – Discussion
- C. Harrison shared that the lifetime of equipment is15 to years. The Burk's Falls equipment was installed in 2001 but the volume (2000 x-rays per year – approx. 1/10 of the total for Bracebridge & Huntsville) and condition of parts (good with regular service).
- Need to plan for the next 5 years: amount to fundraise, plan for downtime of installation.
- **Action Items**
  - **Coordinate a second meeting of the Building Planning Subcommittee.**
  - **Connect with D. Raynard to investigate the strategic plan to address the needs/desires for AHFHT.**
  - **Determine funding restrictions due to mapping.**

d) Building & Space Subcommittee – Schedule New Meeting
- Discussed in above item. Will be scheduled.

e) Need for Growth in Almaguin Highlands Family Health Team
- Discussed in above item. Will connect with D. Raynard.

f) Kearney & McMurrich Monteith Catchment Areas Discussion
- Overview of feedback (email/phone calls) following letter sent to MPP Graydon Smith. No formal response received.
- **Action Items**
  - Ask D. Raynard to share the letter sent by AHFHT to MPP Graydon Smith.
  - At the next meeting, create a resolution for all councils in Almaguin Highlands to advocate re-mapping.
  - Invite MPP G. Smith to a future AHHC meeting to speak about the issue.
  - Investigate if MAOHT has sent a letter.
- S. MacKinnon noted that any decision regarding mapping would be from the Ministry of Health rather than Ontario Health. The AHHC will explore roles of each group.

g) AHHC Progress Report – Quarterly
- Following discussion it was decided to create an infographic with achievements/milestones of the AHHC. The infographic with be a part of the 'Road Show' to Local Councils to Provide Updates & Answer Questions

h) Other Business - None

6. ADJOURNMENT

2026-04 Moved by Sean Cotton. Seconded by DeLynne Patterson.
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 11:33 am to meet again, on February 5, 2025, at 10:00 am at the Township of Perry Municipal Office and via Zoom.

AGENDA

705-382-2900
www.almaguin-health.org

Minutes: March 5, 2026, 10:00 am via Zoom and at the Township of Perry Municipal Office

Present: Rod Ward (Chair), Delynne Patterson, Margaret Ann MacPhail, Vicky Roeder-Martin (Vice- Chair), Sean Cotton, Brad Kneller, Norm Hofstetter, Jim Ronholm, Cheryl Philip, Tom Bryson, Joel Baylis, Courtney Metcalf, David Gravelle, Sandy Zurbrigg, Dr. Sarah Mackinnon, Cheryl Harrison, Sarah Cooke, Deb Raynard, Deb Duce (Secretary)

Regrets: Dr. Sarah MacKinnon

Called to order at 10:00 am by Chair R. Ward

1. 2026-05 Moved by Sean Cotton - Seconded by Delynne Patterson
   THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adopt the amended minutes from the regular meeting of February 5, 2026. Carried.

2. **DECLARATION OF PECUNIARY OF INTEREST**: None

3. **DELEGATIONS**: None

4. **RESOLUTIONS PASSED**: None

5. **ITEMS FOR DISCUSSION:**

   a) Updates

      I. **Almaguin Highlands Family Health Team – Deb Raynard**

      - The HCC unattached waitlist is down to sixty-six (66) and the AFHT has hired contractors with MAOHT PC funding to assist with reduction of the internal waitlist.
      - Participated in the first round of trauma-informed training with AFT & SDMC and planning for cancer screening sessions.
      - AFHT welcomed a new nurse practitioner, and the space is at capacity. They are investing next steps. D. Raynard and S. Cotton will coordinate a meeting for discussion.

      II. MAOHT Recruiter – David Gravelle

      - At the March 17th HHR Task Force member he reported on the budget, events being attended in 2026, recruitment for SDMC.
      - Noted that the HHR TF will likely be moving to meeting bi-monthly and is also seeking a new co-chair.

III. MAOHT PFCPAC Partner – Sandy Zurbrigg

- Information about guests at the February PFCPAC meeting, overview of SCOPE a service supporting primary care providers with referrals and information access.

AGENDA

Other topics include succession planning, MAOHT meeting with Jane Philpott on April 28th, and the agenda for the next MAOHT PCAT meeting which will include the McMurrich Monteith access issue.

- Discussion of inviting Marsha Barnes, MAOHT Strategic Advisor to a future AHHC meeting to discuss some OH and MOH items.

IV. I**ntroduction of Joel Baylis, Almaguin Family Dental in South River**

- Opened new practice and connecting with communities throughout Almaguin Highlands.
- He will be attending AHHC meeting.

b) Armour Township – Expression of Interest – New Health & Innovation Centres for its property at Pegg's Mountain Road & Ferguson Road.

- Overview of the EOI that will open March 11th and close April 27.
- Armour Township has purchased the property and donated the land for a health and wellness centre. Looking forward 40 years – what will be needed.
- Seeking input from primary care providers, community members, patient, families & caregivers, and developers.
- Discussion of municipal commitments/steps: costs, funding, fundraising, and agreements, and upcoming election.

c) Update from Space & Building Subcommittee – Meeting on February 23, 2026.

d) Bank Account Statement

- No change from the last month.

e) Progress Report

- Cambridge area denturist keen to come to Almaguin Highlands. Will share email with information.
- Resolution put forward for approval regarding the Mapping of McMurrich Monteith.

2026-07 Moved by Vickey Roeder-Martin - Seconded by Tom Bryson
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council approved members of Almaguin Highlands Health Council advocating for mapping based on postal codes in healthcare related agreements in the Province of Ontario as per physician letter dated [date) in order to correct the omissions of Kearney & McMurrich Monteith. CARRIED

f) Other Business'

- Good work of the AHHC and the development of the infographic to share with councils and community members.

- ROI (return on investment) discussion of the size requirement for the health and wellness centre, meetings to date, needs, costs, agreements and municipal responsibilities.
- Also scenarios if the AHHC no longer existed.

AGENDA

6. ADJOURNMENT

2026-06 Moved by Norm Hofstetter - Seconded by Jim Ronholm

THEREFORE, BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 11:33 pm to meet again on April 2, 2026, at 10:00 am at Perry Township. Carried.

JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2026

AGENDA

Month	No. of Permits	Permit Fees	Project Values	Size (sq.m)
January	3	$1,950.00	$110,000.00	137
February	3	$5,380.50	$338,765.00	154
March	4	$14,686.00	$952,400.00	511
April	0	$0.00	$0.00	0
May	0	$0.00	$0.00	0
June	0	$0.00	$0.00	0
July	0	$0.00	$0.00	0
August	0	$0.00	$0.00	0
September	0	$0.00	$0.00	0
October	0	$0.00	$0.00	0
November	0	$0.00	$0.00	0
December	0	$0.00	$0.00	0
TOTALS	10	$22,016.50	$1,401,165.00	

New Construction	802
Demolitions	0

JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2026

SFD'S, Seasonal Dwellings and Multi-Unit Dwellings

Month	No. of Permits	Permit Fees	Project Values	2025	2026
Burks Falls	0	$0.00	$0.00	1	0
Joly	0	$0.00	$0.00	0	0
South River	2	$380.00	$12,000.00	0	0
Machar	4	$6,835.00	$429,000.00	1	1
Strong	1	$5,593.00	$366,200.00	2	1
Ryerson	3	$9,208.50	$593,965.00	1	1
Sundridge	0	$0.00	$0.00	2	0
TOTALS	10	$22,016.50	$1,401,165.00		3

Permit activity at end of February 28, 2026

TOTALS	22	$68,696.50	$4,387,600.00	8

Permit activity at end of February 28, 2025

TOTALS	**-12**	**$46,680.00**	**$2,986,435.00**	**-5**

Difference from previous year

JOINT BUILDING COMMITTEE PERMIT SUMMARY

Municipality of Burk's Falls

Mar-25

AGENDA 49 22 000

Date	Permit No.	Permits	Roll Number	Civic Address	Permit Fee	Project Value	Project Description	Size (sq. m)	Appl. No.	Remaining Inspections

Burk's Falls, Armour & Ryerson
Union Public Library

Our Vis **AGENDA**
Access to knowledge for all

Our Mission
The Burk's Falls, Armour & Ryerson Union Public Library is a dynamic organization that provides innovative programming in various formats to meet the evolving interests and needs of our diverse and growing population.

Minutes of the Board of Trustees Meeting

February 18, 2026

Present were:	Chairperson:	Ruth Fenwick
	Board Trustees:	Bev Abbott Rod Blakelock Patty Butler Nancy Kyte Donna Luck Tiffany Monk Robert Van der Wijst Joseph Vella
Also attending:	CEO: Nieves Guijarro	

1 Call to order — With a quorum present CEO called the meeting to order at 7:00 p.m.

2 Approval of Meeting Agenda

MOTION 454/26 IT WAS MOVED BY: B. Abbott
AND SECONDED BY: D. Luck

That the meeting agenda of the Board of Trustees of February 18, 2026 be accepted as presented:

CARRIED

3 Declaration of conflict of interest — No conflicts were declared

4 Approval of consent Agenda

MOTION 455/26 IT WAS MOVED BY: B. Van der Wijst
AND SECONDED BY: P. Butler

That the consent agenda of the Board of Trustees **meeting** of February 18, 2026 be approved as presented:

a) Resolution to accept the **minutes of January 2026**
b) Resolution to accept the **CEO's Report of January 2026**
c) Armour Township **Financial Statement of January 2026**

CARRIED

5 Business arising from th AGENDA

-Members discussed the Village of Burk's Falls Pay Equity Report.
Ruth will contact Burk's Falls CAO for clarification on the Gallagher Compensation Review Report.
Based on the information provided, members agreed to compensate library staff by following the 2026 Village of Burk's Falls Pay Grid.

MOTION 456/26 IT WAS MOVED BY: D. Luck
AND SECONDED BY: R. Blakelock

To rank Library Coordinator in Band 3, Step 2 of VOBF Pay Grid.

CARRIED

MOTION 457/26 IT WAS MOVED BY: J. Vella
AND SECONDED BY: B. Van der Wijst

To rank Library Assistant in Band 2, Step 4 of VOBF Pay Grid

CARRIED

-The Board Evaluation results have provided an opportunity for members to develop their knowledge in areas of interest.
Members agreed to add Board Development expenses to the library budget if a course, webinar, or similar opportunity incurs a cost.
- Councillor Kyte is currently completing the training required for members of the Library Board and will provide her certificates once it has been completed.
-Members had an opportunity to read the Village of Burk's Falls Library Building Maintenance and Financial Sustainability Report.

6 Committee Reports

-Building/Fundraising Cmte – Joe, Ruth, Bev, Rod & Tiffany
No Report

-Personnel – Bob, Bev, Patty
No Report

-Finance/Budget Cmte – Ruth, Patty & Joe
Members are working on sending a letter to MP Scott Aitchison in support of summer student funding application

-Policy/Planning – Ruth, Bev, Vicky, Bob
The following policies were reviewed:
F-IV-2 Mandatory Benefits & Payroll Deductions
F-IV-3 Hours of Work
F-IV-5 Salary & Wage Scales
F-IV-13 Vaccination Policy

7 Correspondence & Information Items

-Privacy Commissionaire Report – sent
-National Canadian Film Day – Planning for this event is underway and the following members have agreed to volunteer: Bob, Tiffany, Bev, Patty and Nancy
-Library Space Design Challenges Webinar information was circulated.
-Ryerson Township Resolution re Bill C-15 was received
-Innovative Library Service Delivery: Adapting to the Digital World info was circulated

8 New Business

AGENDA

-Income Tax Return Program is receiving a good response and Ruth has been collecting information from clients to begin submissions when the program opens – February 23.
-March Break Activities are planned with a variety of programs for each day of the week. Volunteers to help with activities have come forward: Nancy, Donna, Ruth and Bev.
-VOLT (Valuing Ontario Libraries Toolkit) The Policy/Planning Committee is considering the completion of this valuable statistical analysis.
-Library Audit is currently underway. Grant Thornton will be reaching out to Board Chairperson and Vice Chairperson.

9 Adjournment

MOTION 458/26 by J. Vella at 8 :30 pm to adjourn.

CARRIED

BOARD CHAIRPERSON	**DATE**
Ruth Fenwick	*March 18th, 2026*

AGENDA

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 April 8th, 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, February 11th, 2026

4. Delegations - NIL

5. Almaguin Highlands OPP S/Sgt Detachment Commander Updates and/or Reports
5.1. 2026 Q1 OPP Detachment Board Report {Res}

6. Board Business
6.1. Village of South River – Concerns Regarding Additional Policing Costs {Discussion}
6.2 2026 Board Budget {Res}
6.3 2026-01 Meal Allowance Policy {Res}

7. Correspondence and General Information
7.1 Minister Michael Parsa, Ministry of Children, Community and Social Services – response to letter re: Cecil Facer Youth Centre
7.2 OAPSB – Call for Resolutions – Guidance document
7.3 Inspector General Memo #9: Province-Wide Inspection on Police Integrity and Anti-Corruption Practices
7.4 OAPSB – Quarterly Newsletter – October to December 2025

8. By-laws – NIL

9. Closed Session – NIL

AGENDA

10. Other Business

11. Adjournment - Next Meeting: July 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 04 08

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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, April 20, 2026
Township of Armour Council Chambers
56 Ontario Street, Burk's Falls
7:00 p.m.

Call to Order

1. Introduction/Welcome
2. Appointment of Barry Burton as Director and Vice President
3. Approval/Amend Minutes of March 23, 2026 meeting
4. Treasurer's Report
5. Committee Reports
   - Schoolhouse Heritage Centre – Spring Cleaning Quote
   - Farm House Heritage Centre
   - Membership Committee
   - F & F Committee
   - Heritage Festival Committee
6. Correspondence
   - Travis Shaw – Research Consent Inquiry
7. General Business
   - Audit Report
9. New Business
   - Young Canada Works – Heritage Co-ordinator Summer Student
   - Job Posting, Job Description
   - Interview Committee Members
10. Adjourn – **Next Meeting is Monday, May 18, 2026 at 7:00 p.m., Armour Council Chambers**

Any member of the public who wishes to attend the meeting virtually may contact the Secretary by 12.00 p.m. (noon) on Monday, April 20, 2026 by email at clerk@armourtownship.ca

P.O. Box 463, Burk's Falls, Ontario P0A 1C0
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MINUTES
ANNUAL GENERAL MEETING & REGULAR MEETING
Burk's Falls & District Historical Society
Township of Armour Council Chambers, Burk's Falls
Monday, March 23, 2026

Members Present: Diane Brandt – President
Jarv Osborne – Vice President
Jenny Hall - Treasurer
Charlene Watt – Secretary / Deputy Treasurer
Krista Trulsen
Nancy Kyte

The Members present constituted a quorum.

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

Welcome:
Diane welcomed Members. Regrets from Barry Burton, Peter Hall and Nieves Guijarro.

Approval & Amendments of the Minutes of the Last Meeting:
A quorum was confirmed with Members present.
Acceptance of minutes and adoption of the February 16, 2026 Meeting Minutes as circulated:
Moved by Nancy Kyte, Seconded by Jenny Hall. Carried

Nomination and Election of Officers:
Five Directors were elected at the meeting: Diane Brandt (6 votes), Jenny Hall (5 votes), Jarv Osborne (6 votes), Barry Burton (5 votes) and Peter Hall (6 votes).
Nieves Guijarro received 2 votes but was not elected.

Appointments of the 2026/2027 Officers were made by the Directors.

Diane Brandt was appointed as President by Jarv Osborne and seconded by Jenny Hall. Diane Brandt accepted the nomination.

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Barry Burton was appointed as Vice-President by Diane Brandt and seconded by Jarv Osborne. The nomination will be brought forward to the April meeting for acceptance. The position is currently pending.

Jarv Osborne was nominated as Treasurer by Jenny Hall and seconded by Diane Brandt. Jarv Osborne did not accept the nomination.

Jenny Hall was appointed as Treasurer by Jarv Osborne and seconded by Diane Brandt. Jenny Hall accepted the nomination.

Charlene Watt was appointed as Deputy Treasurer/Secretary by Diane Brandt and seconded by Jarv Osborne. Charlene Watt accepted the nomination.

Treasurer's Report:

Treasurer's / Financial Report was presented by Jenny Hall. The Treasurer reported that the opening bank balance as of February 1, 2026 was $8,227.17. Total expenses for the month were $220.22, consisting of regular operating costs including telephone/internet services, a laptop battery, and office supplies. The closing balance as of February 28, 2026 was $8,006.95.

It was further noted that all financial records for the period March 1, 2025 to February 28, 2026 have been submitted for audit by Jarv Osborne and Krista Trulsen. **Motion to accept the Treasurer's report and to pay the monthly invoices: Moved by Jarv Osborne, Seconded by Nancy Kyte. Carried**

Committee Reports:

Wiseman's Corner Schoolhouse Update:

The heritage centre has been closed for the season.

Watt Farm House Update:

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

Membership Renewals:

Diane Brandt provided a verbal update on the status of memberships on behalf of Peter Hall. There are 15 paid memberships for 2026. Honourary memberships include Bruce Campbell, Brad Crozier, Betty Caldwell and Lorne Main.

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Heritage Festival Committee:

Nancy Kyte updated Members on the March 9, 2026 Heritage Festival Committee meeting with the Township of Armour's Recreation Co-ordinator. A media statement is to be released to the public by the Township stating *"The Recreation Department and Heritage Festival Planning Committee wish to advise the community of important changes to the direction and format of the Heritage Festival moving forward. After thoughtful consideration and careful review of the festival's long-term vision, it has been decided that the event will not operate as a large-scale fairground-based festival at this time. The Department and Committee are currently working to evaluate various event options that celebrate the area's vibrant artistic, cultural and heritage features. The Township of Armour wishes to extend sincere thanks to all of our valued event partners, contributors, and attendees for making the event possible. Over the coming weeks, the committee will be consulting with various festival partners to explore opportunities that bring new experiences to our community. We recognize that this may come as a shock to many who have come to look forward to including Heritage Festival in their summer plans. We encourage you all to stay tuned to the Armour Township Facebook Page to remain up-to-date on event details and information."*

A date for the Heritage Festival has not yet been determined, as a proposed August date conflicts with the Sundridge Sunflower Festival. Potential attractions were discussed but not finalized; suggestions included rope making, butter churning, a BBQ fundraiser, and a corn boil. It was also proposed that an evening event be considered, such as a 1950s/1960s-themed dance at the Katrine Community Centre, with additional activities hosted in the adjacent ball diamond area. Concerns were raised regarding limited parking capacity at the heritage centres, which may impact the feasibility of hosting a large-scale event. Nancy advised that, according to the Township's Recreation Coordinator, an approximate budget of $4,500 has been allocated. The Heritage Festival Committee expects to have further details following an upcoming meeting with the Recreation Coordinator. Members thanked Nancy for her update.

Correspondence:

Chamber of Commerce Publication: Diane Brandt advised that the format for the annual publication has changed. Diane has emailed the Chamber of Commerce for details on the insert to the guide and is awaiting a response.

Young Canada Works Funding: Diane Brandt informed Members that she will follow up with the Township of Armour's CAO regarding the status of the application.

Township of Ryerson Newsletter: Diane Brandt informed Members that she provided a submission for the municipal newsletter on behalf of the Historical Society.

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General Business:

Recognition Gift for Fell Homes

A follow-up discussion was held regarding last month's meeting item concerning a recognition gift for Fell Homes in appreciation for allowing the Historical Society to use the facility's common room for past meetings. Jarv Osborne and Diane Brandt presented a gift suggestion for consideration. Following discussion, members agreed that the purchase of a utility service cart would be a practical and appropriate gift for the seniors' residence. The purchase of a plaque for the cart was also discussed and was considered a minor expense that did not require formal resolution. The Executive was authorized to proceed.

Resolution of Appreciation and Approval of Purchase

WHEREAS the Burk's Falls and District Historical Society has been privileged to hold its monthly meetings in the common room at Fell Homes; and
WHEREAS the Society greatly appreciates the generosity and cooperation extended by the management and residents of Fell Homes in permitting the use of this facility over the years; and
WHEREAS the Society will no longer be using the Fell Homes common room for its meetings and wishes to formally acknowledge its gratitude for the hospitality received;
THEREFORE BE IT RESOLVED that the Burk's Falls and District Historical Society approves the purchase of a utility service cart in the amount of $139.99 + HST to be presented to Fell Homes as a token of appreciation for the use of their common room for the Society's monthly meetings; and
BE IT FURTHER RESOLVED that the Executive of the Society is authorized to arrange for the purchase and presentation of the utility service cart on behalf of the membership, together with a message of thanks recognizing the support and goodwill shown to the Society. Moved by Jenny Hall, Seconded by Nancy Kyte. Carried

New Business:

Members reviewed a resolution from the Township of McNab/Braeside petitioning the Province of Ontario and the Minister of Tourism, Culture and Gaming to review and modernize the Heritage Organization Development Grant (HODG), including restoring its purchasing power through adjustment for inflation. Members adopted a resolution in support.

Resolution: Support for Modernizing the Heritage Organization Development Grant (HODG)

WHEREAS Ontario municipalities are legislated to preserve records of enduring and historical value, and community archives play a critical role in fulfilling this responsibility, particularly in rural and smaller municipalities; and

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WHEREAS The Heritage Organization Development Grant (HODG) is the only provincial operating grant available to grassroots, non-profit heritage organizations, including community archives and historical societies across Ontario; and
WHEREAS The maximum annual HODG grant of $1,545 per organization has remained effectively unchanged for more than 15 years, resulting in a significant erosion of its real value due to inflation, such that its current purchasing power is approximately two-thirds of what it was in 2010; and
WHEREAS Rising operating costs related to insurance, utilities, records preservation, digitization, accessibility, and volunteer coordination have increased financial pressure on heritage organizations, often requiring municipalities to absorb additional costs to ensure continuity of service; and
WHEREAS Strengthening HODG would represent a modest but high-impact provincial investment that would help stabilize community archives, reduce pressure on municipal budgets, and safeguard Ontario's public records and local heritage for future generations;
NOW THEREFORE BE IT RESOLVED THAT The Burk's Falls and District Historical Society formally support a review and modernization of the Heritage Organization Development Grant, including restoring its real purchasing power through inflationary adjustment and exploring options for increased or multi-year operating stability; and
BE IT FURTHER RESOLVED THAT This resolution be forwarded to the Minister of Tourism, Culture and Gaming, local Members of Provincial Parliament, AMO, and Ontario municipalities for consideration and support. Moved by Jenny Hall, Seconded by Krista Trulsen. Carried

Audit of Financial Statements:
Jarv Osborne reported that the audit of the 2025-2026 Financial Statements is in process and a report will be brought forward to the April meeting.

Adjournment:
The next meeting will be held on Monday, April 20, 2026 at the Township of Armour Council Chambers, 56 Ontario Street, Burk's Falls. There being no further business, Jarv Osborne moved to adjourn the meeting at 8:16 p.m.

Recorded by
Charlene Watt, Deputy-Treasurer/Secretary

Approved by
Diane Brandt, President

The Burk's Falls and District Historical Society
is accepting applications for a

AGENDA

SUMMER POSITION

HERITAGE ASSISTANT

Age 18 or older with own transportation
(July 2 to August 24, 2026)

For a full job description, please visit www.armourtownship.ca

Please submit your resume and cover letter in person or electronically by Friday, May 15, 2026 at 4:00 p.m. to:

Township of Armour
Att: Charlene Watt, Clerk
P.O. Box 533, 56 Ontario Street
Burk's Falls, ON P0A 1C0
Email: clerk@armourtownship.ca

Please identify "Summer Student" on the envelope or in the email subject line

The Township of Armour is an Equal Opportunity Employer. Accommodations will be provided upon request in accordance with the Acccessibility for Ontarians with Disabilities Act (AODA). Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will only be used for the purpose of determining eligibility for this competition.

Thank you for your interest. Only those candidates selected for an interview will be contacted.

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PART-TIME POSITION

POSITION SUMMARY:

Working with members of the Historical Society, you will undertake the following tasks, grouped under the three pillars.

1) **Education**
   Assist with the day-to-day activities and projects, as required, for the Heritage Centres and assist with the Annual Heritage Festival event.

2) **Marketing and Communication**
   Research potential future newsletter articles to be available for use.

3) **General Museum Operations**
   Assist with the research of artifacts to be included with the cataloguing.

   Answer questions from patrons.

   Collect and accurately track visitors, donations and sales.

   Keeping the Heritage Centre(s) clean and tidy will be part of the job description such as dusting artifacts, sweeping/vacuuming floors as needed. Ensure the facility is kept tidy and presentable for visitors.

   Be involved with the processing of cash payments for the items available for purchase, stocking shelves, and accepting donations.

   Other duties as required.

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SKILLS:
Must have excellent verbal and written communication skills and the ability to relate to elected officials, peers, and the public in a professional manner.

Required to work under pressure within severe time constraints maintaining a high degree of accuracy and attention to detail.

Ability to work positively with others in a team environment.

Experience in a computerized environment with a working knowledge of Microsoft Word, Excel, Outlook and the internet.

Mental Effort
Variety of duties with frequent interruptions. Mental, visual and/or aural concentration is required when analyzing data, preparing entries and handling enquiries.

Physical Effort
Work is typical of an office environment and is generally performed at a desk but also includes periods of walking or standing.

Dexterity
The co-ordination of fine motor skills is required when operating office equipment, i.e. computer, calculator, photocopier, telephone, etc.

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

The South Almaguin Highlands Regional Fire Services Committee (RFSC)

AGENDA

Meeting Agenda

Thursday, April 23, 2026 7:00 P.M.
Perry Township Council Chambers

1. Call to Order

2. Minutes – November 2025 Meeting {Res}

3. Live Fire Training Unit Agreement - Discussion

4. Recruitment and Retention – Update

5. Regional Training – Update

6. New FirePro program, management of training records – Discussion

7. GPS / camera systems on Fire Vehicles - Discussion

8. Any other business

9. Next Meeting (if required)

10. Adjourn

AGENDA

NOTICE OF A HYBRID PUBLIC MEETING FOR APRIL 28, 2026

CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT

The purpose of this Amendment is to add provisions to the Zoning By-law, in parallel with the Ontario Building Code, to permit a shipping container as an accessory use if the floor area is equal to or less than 15 m2 (161.5 sq. ft.) and the height does not exceed 3m (10 ft.). Shipping containers exceeding these maximum height and floor areas will be defined as structures in the Armour Zoning By-law, subject to zoning by-law amendments.

TAKE NOTICE That the Council of the Township of Armour will hold a Public Meeting on **April 28, 2026 at 6:30 p.m.** to consider a proposed Zoning By-law Amendment under Section 34 of the *Planning Act* to amend By-law No. 27-95 as amended, the Armour Township Zoning By-law. Virtual attendance via Zoom is also available.

PLEASE ADVISE the Clerk of your email address if you wish to receive a link to join the Zoom meeting. This will allow you the opportunity to monitor and also speak at the meeting if you wish.

IF A PERSON OR PUBLIC BODY would otherwise have an ability to appeal the decision of the Municipal Corporation of the Township of Armour to the Ontario Land Tribunal but the person or public body does not make oral submissions at a Public Meeting or make written submissions to the Municipal Corporation of the Township of Armour before the by-law is passed, the person or public body is not entitled to appeal the decision.

IF A PERSON OR PUBLIC BODY does not make oral submissions at a Public Meeting or make written submissions to the Municipal Corporation of the Township of Armour before the By-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

ADDITIONAL INFORMATION relating to the proposed Zoning By-law Amendment is available at www.armourtownship.ca . For more information about this matter, including information about appeal rights, contact clerk@armourtownship.ca or 705-382-3332 during regular business hours. If you wish to be notified of the decision of the Municipal Corporation of the Township of Armour on the proposed Zoning By-law Amendment, you must make a written request to:

Mrs. Charlene Watt, Municipal Clerk
Township of Armour
56 Ontario Street, Box 533
Burk's Falls, ON P0A 1C0

Dated at the Township of Armour this 31st day of March, 2026.

Canadian Heritage | Patrimoine canadien

AGENDA

Tara Schaak
Administrative Assistant
MUNICIPALITY OF THE VILLAGE OF BURK'S FALLS
Post Office Box 160
Burk's Falls, ON
P0A 1C0

March 18, 2026

Title: Canada Day Celebration

Dear Tara Schaak:

On behalf of the Minister of Canadian Identity and Culture and Minister responsible for Official Languages, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of $3,000 will be awarded to help your organization carry out its activities under the Celebrate Canada Program. This funding will be allocated over one government fiscal year 2026-2027 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may contact you in the near future to review the terms and conditions and answer any questions you may have related to this funding. As indicated in our program application guidelines, all recipient organizations must take measures to create a safe and healthy workplace. You are also required to meet a number of requirements, including that you must not undermine the values underlying the *Canadian Charter of Rights and Freedoms*, the *Canadian Human Rights Act* and Canada's Anti-Racism Strategy.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

Jillian Lum
Regional Director General
Ontario Region

Canada

Ministry of Municipal Affairs and Housing

O[illegible]r

AGENDA

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

Ministère des Affaires municipales et du Logement

Bureau du ministre

777, rue Bay, 17e étage
Toronto (Ontario) M7A 2J3
Tél. : 416 585-7000

Ontario

234-2026-1123

April 1, 2026

On March 30, 2026, our government introduced the *Building Homes and Improving Transportation Infrastructure Act, 2026,* (Bill 98). Through this legislation and accompanying measures, we are creating the conditions for Ontario to build the housing and infrastructure it needs to grow and remain competitive. These changes will help get shovels in the ground faster for much-needed housing, and housing enabling-infrastructure projects, while improving the way people and goods move across Ontario.

A brief description of the proposals in this bill are included in this letter below. You are also invited to review the Environmental Registry of Ontario and Regulatory Registry of Ontario posting links provided with this letter and share any feedback you may have.

If you have any questions, please reach out to my Director of Stakeholder and Caucus Relations, Tanner Zelenko, at Tanner.Zelenko@ontario.ca

I look forward to our continued collaboration with our municipal partners as we build a more prosperous, resilient and competitive economy that will enhance affordability and the quality of life for Ontario residents and families.

Sincerely,

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

c. Prabmeet Sarkaria, Minister of Transportation
Todd McCarthy, Minister of the Environment, Conservation and Parks
Graydon Smith, Associate Minister of Municipal Affairs and Housing
Robert Dodd, Chief of Staff, Minister's Office
Matthew Rae, Parliamentary Assistant, Municipal Affairs and Housing
Laura Smith, Parliamentary Assistant, Municipal Affairs and Housing
Brian Saunderson, Parliamentary Assistant, Municipal Affairs and Housing
Martha Greenberg, Deputy Minister, Municipal Affairs and Housing
David McLean, Assistant Deputy Minister, Municipal Affairs and Housing
Laurie Miller, Assistant Deputy Minister, Municipal Affairs and Housing
Sean Fraser, Assistant Deputy Minister, Municipal Affairs and Housing

Development Charges Act, 1997 – Ministry of Municipal Affairs and Housing

Schedule AGENDA would make amendments to the *Development Charges Act, 1997*.

New section 4.5 would provide that non-profit retirement home developments are exempt from development charges.

The Schedule would also make technical amendments to address out-of-date cross-references in provisions related to front-ending agreements.

You may provide your comments on the proposed changes to the *Development Charges Act, 1997* through the Ontario Regulatory Registry
https://www.regulatoryregistry.gov.on.ca/proposal/52054

Municipal Act, 2001 – Ministry of Municipal Affairs and Housing

The Schedule repeals and remakes section 93 of the *Municipal Act, 2001*, to address barriers to the development of communal water and wastewater systems and increase housing supply across Ontario.

New subsection 93 (1) of the Act provides that no person shall construct, maintain or operate a non-municipal water or sewage public utility without first applying for and obtaining the consent of the municipality. Under new subsection 93 (2) of the Act, a municipality that receives an application for one of these utilities must review that application and either provide consent subject to conditions and limits that are agreed upon, or, in the case of a regulation having been made setting out criteria or conditions that must be met, and the municipality is of the opinion that regulated requirements have been met, the municipality must provide consent to the application. Regulation-making authority would be made to establish the criteria or conditions related to applications for consent and for the proposed public utility.

You may provide your comments on the proposed changes to the *Municipal Act, 2001* through the Environmental Registry of Ontario (ERO) notice and the Ontario Regulatory Registry (ERO 026-0302) from March 30, 2026 to April 29, 2026.

Planning Act – Ministry of Municipal Affairs and Housing

Schedule 7 of the Bill proposes the following amendments to the *Planning Act* that would help create the conditions necessary to support housing and community development. If passed, the proposed changes would:

- Specify a standardized structure and a standardized set of land use designations for local official plans (i.e., lower- and single-tier municipalities and planning boards).
- Provide a two-phased implementation approach for the new official plan framework which focuses on the 29 large and fast-growing municipalities in the first phase,
- Remove redundant requirement for municipalities to include climate change policies in their official plans,
- Provide the Minister with authority to exempt lower-tier municipalities from requirement to conform with upper-tier official plan to facilitate voluntary early implementation of the proposed official plan framework,

- Provide that for an already approved Protected Major Transit Station Area (PMTSA), only official plan amendments changing the boundaries of the PMTSA or the planned population [AGENDA] he area would require the Minister's approval,
- Remove the legislative requirement for the Minister to provide notice on proposed amendments to or revocations of Minister's Zoning Orders (MZOs),
- Provide flexibility for removing Simcoe County's planning responsibilities in up to three separate phases, based on municipal readiness, and
- Facilitate the implementation of provisions from Bill 23, the *More Homes Built Faster Act, 2022*, that provide for a new framework for developer-identified land, including encumbered land and privately owned public spaces (POPS) arrangements, to count toward municipal parkland dedication requirements.
- Remove references to "sustainable design" from site plan control and restrict municipalities from requiring an owner of land to provide electric vehicle supply equipment in connection with off-street vehicular parking facilities, so that municipalities may not impose 'enhanced' development standards at the lot level that are not required for health, safety, or environmental performance (e.g., stormwater).
- Provide the Minister with authority to establish a minimum lot size through regulation.

We are interested in receiving your comments on these proposed measures. Comments can be made through the Environmental Registry of Ontario and the Ontario Regulatory Registry from March 30, 2026, to April 29, 2026:

- ERO 026-0300: Proposed Planning Act, City of Toronto Act, 2006, Building Code Act, 1992 and Municipal Act, 2001 Changes (Schedules 7, 2 and 1 of Bill 98, the Building Homes and Improving Transportation Infrastructure Act, 2026.

We are also interested in receiving any comments you may have on other associated proposals:

- ERO 026-0315: Consultation on upper-tier official plans, secondary plans, and site and area-specific policies
- ERO 026-0310: Consultation on site plan control reform under the *Planning Act* and the *City of Toronto Act, 2006*
- ERO 026-0305: Proposed Changes to Various Regulations Under the *Planning Act* to Facilitate the Electronic Submission of Information and Materials to Approval Authorities and Allow Notices to be Given Electronically to the Province
- ERO 026-0314: Proposed Changes to Various Regulations Under the *Planning Act* and the *City of Toronto Act, 2006* to Specify Additional "Prescribed Professions" for the Purposes of a Complete Application
- ERO 026-0313: Streamlining the Information and Material that Planning Authorities can Require as Part of a Complete Application
- ERO 026-0309: Proposed Regulation to Prohibit Mandatory Enhanced Development Standards as a Condition of Land Division Approvals
- ERO 026-0311: Proposed Regulatory Approach to Establish a Minimum Residential Lot Size in Urban Areas
- ERO 026-0304: Draft Projection Methodology Guideline to support the implementation of the Provincial Planning Statement, 2024
- ERO 026-0312: Proposed Changes to Support Standardizing of Parkland Requirements Under the *Planning Act*

The Environmental Registry postings provide additional details regarding the proposed changes.

Building Code Act, 1992 – Ministry of Municipal Affairs and Housing

Schedule [AGENDA] *Building Code Act, 1992* to clarify that standards for the protection or conservation of the environment are included in the meaning of municipal by-laws respecting the construction or demolition of buildings for the purposes of section 35 of the Act.

ERO 026-0300: Proposed Planning Act, City of Toronto Act, 2006, Building Code Act, 1992 and Municipal Act, 2001 Changes (Schedules 7, 2 and 1 of Bill 98, the Building Homes and Improving Transportation Infrastructure Act, 2026.

City of Toronto Act, 2006 – Ministry of Municipal Affairs and Housing

The proposed change would, through various amendments to section 114 of the *City of Toronto Act, 2006*, remove references to "sustainable design" in site plan control. Changes would also be made to allow the Minister to establish a minimum lot size through regulation under the *Planning Act*.

ERO 026-0300: Proposed Planning Act, City of Toronto Act, 2006, Building Code Act, 1992 and Municipal Act, 2001 Changes (Schedules 7, 2 and 1 of Bill 98, the Building Homes and Improving Transportation Infrastructure Act, 2026

Water and Wastewater Public Corporations Act, 2025 – Ministry of Municipal Affairs and Housing

The ministry is proposing legislative amendments to the *Water and Wastewater Public Corporations Act*, *2025.* These include:

- Explicitly prohibiting private ownership in any new Water and Wastewater Public Corporation (WWPC) to align with the government's intent to maintain 100% public sector ownership and respond to the strong feedback we have heard on the issue from the public, unions, associations and municipalities regarding privatization.
- Supporting the continuation of services and existing contracts – so that transferred contracts and agreements are not affected by a transfer to a new WWPC. This includes contracts such as employment or insurance, permits, licenses or a collective agreement, helping to support an efficient transfer and continuity of service during the transfer process.
- Supporting labour and employment continuity by clarifying that certain rights (such as successor, employment, and pay equity rights) are carried forward to a new WWPC.
- This would include regulation-making authority to help ensure continuity of services related to contracts and employees that are transferred to a new WWPC.
- Prohibiting the transfer of long-term municipal water and wastewater debt to a WWPC to provide clarity and reduce lender uncertainty, while creating new regulation-making authority to enable future regulations to address other matters related to municipal debt.

You may provide your comments on the proposed changes to the *Water and Wastewater Public Corporations Act, 2025* through the Environmental Registry of Ontario (ERO) notice and the Ontario Regulatory Registry (026-0301) from March 30, 2026 to April 29, 2026.
https://ero AGENDA otice/026-0301

Safe Drinking Water Act, 2002 – Ministry of the Environment, Conservation and Parks

Schedule 8 of the Bill proposes a change to the *Safe Drinking Water Act, 2002 (SDWA)* to clarify that a drinking water system owned by a WWPC would be considered a municipal drinking water system under the SDWA. This change would ensure that WWPCs are subject to the same public health and safety requirements under the SDWA that apply to all municipal drinking water systems.

The Bill also proposes changes to the *Safe Drinking Water Act* that would deem municipal consent to have been provided under the *Safe Drinking Water Act* for a proposed non-municipal drinking water system if consent has been provided by a municipality under the *Municipal Act* and regulated requirements under that Act were met. This avoids duplication of the municipal consent and helps to remove a barrier to development on communal systems.

You may provide your comments on the proposed changes to the *Safe Drinking Water Act, 2002* through the Environmental Registry of Ontario (ERO) notices related to the *Municipal Act, 2001*, 026-0302, and the *Water and Wastewater Public Corporations Act, 2025*, 026-0301 from March 30, 2026 to April 29, 2026.
https://ero.ontario.ca/notice/026-0301
https://ero.ontario.ca/notice/026-0302

Fare Alignment and Seamless Transit Act, 2026 – Ministry of Transportation

Schedule 4 of the bill enacts the *Fare Alignment and Seamless Transit Act, 2026*. The proposed legislation would authorize the Minister of Transportation to make regulations:

1. **Prescribing local transit systems** in the GTHA that are subject to the Act.
2. **Establishing One Fare 2.0**, including: setting fare prices and categories; defining eligibility and fare discount policies; establishing fare and transfer policies between prescribed transit systems (e.g., free transfers); requiring participation in a unified fare payment system approved by the Minister (e.g., PRESTO); and determining how fares shall be apportioned among prescribed transit systems in a geographic zone, which could result in the reallocation of fare revenue collected in one prescribed transit system to another prescribed transit system in a different municipality.
3. **Improving service to key regional destinations** by designating new and existing routes as "priority routes", including routes that may cross municipal boundaries; setting service standards for priority routes; and prescribing requirements for service integration between prescribed transit systems, including requiring a prescribed transit system to provide services outside of its primary service area (i.e., in other municipalities).

4. **Improving specialized transit service,** including requiring prescribed specialized transit systems to: participate in a unified trip booking system approved by the Minister; and provide transportation a prescribed distance outside of its primary service area (i.e., in another mu[AGENDA]hout requiring a person with a disability to transfer to a different passenger transportation system.

5. **Creating exemptions** from the Act or regulations.

Metrolinx Act, 2006 – Ministry of Transportation

Schedule 5 amends *the Metrolinx Act, 2006* to create a voluntary, streamlined compliance reporting process for Metrolinx which will be more scoped than the traditional building permit process. The proposed compliance reporting process does not override the existing building permit process. Instead, it allows for more flexibility for Metrolinx by creating a streamlined process to get building science expertise from municipalities.

The proposed legislative amendments require municipalities, upon receiving a proposed construction or demolition notice from Metrolinx, to provide Metrolinx with a report that includes:

- An assessment of whether the proposal would contravene the Building Code.
    - Municipalities would not include a review of certain *Planning Act* requirements such as municipal zoning bylaw and site plan approvals.
- An assessment of the applicability of the Architects Act or the Professional Engineers Act.
- An assessment of whether every person who prepared the relevant building documents had the correct qualifications under the Building Code.
- Any other prescribed information.

The proposed legislation also enables the Minister of Transportation, through regulation, to prescribe additional exemptions to applicable law and specific timelines for municipal inspections and conveyance of occupancy reports, among other items.

Ministry of Finance
Provincial-Local Finance Division
Fros
95 Grosvenor Street
Toronto ON M7A 1Y7

Ministère des Finances
Division des relations provinciales
municipales en matière de finances
Édifice Frost nord
95 rue Grosvenor
Toronto ON M7A 1Y7

AGENDA

March 27, 2026

Dear Municipal Treasurer / Clerk-Treasurer:

I am writing to advise you of a change to be introduced that will streamline municipal Education Property Tax (EPT) remittance processes. The change was announced in the recently released 2026 Ontario Budget | A Plan to Protect Ontario.

As you know, EPT helps fund the elementary and secondary education system in Ontario. However, the current EPT remittance system, which involves municipalities collecting EPT on behalf of Ontario and distributing the funds across 72 school boards, creates a cumbersome process for municipalities and school boards.

The government plans to modernize the administration of EPT through legislative changes to streamline municipal EPT remittance processes. Beginning in 2028, municipalities would remit EPT directly to Ontario. Building on legislative changes announced in the *2025 Ontario Economic Outlook and Fiscal Review* to simplify EPT administration, this measure would significantly reduce the number of transactions between municipalities and school boards and thereby reduce both the administrative burden and costs for municipalities.

The Ministry of Finance understands that the modernization of the EPT remittance system would require process changes for municipalities, school boards and Ontario. As such, we plan to engage with municipalities and school boards prior to implementation in order to ensure a smooth implementation.

If you have any questions, please contact Chris Broughton, Director of the Property Tax Services Partnerships Branch at Chris.Broughton@ontario.ca or 416-455-6307.

Sincerely,

Ian Freeman, CPA, CMA
Assistant Deputy Minister
Provincial Local Finance Division
Ministry of Finance

AGENDA

April 2, 2026

To Municipal Partners,

RE: New Adventure Trails Map Partnership Opportunity

Discovery Routes is working in partnership with ACED and tourism partners from across the region to develop a new Adventure Trails Map. This popular resource acts as a directory to outdoor adventure across Northeastern Ontario and Almaguin Highlands featuring 100's of kilometers of trails, trail events and the businesses that support trail users along the way.

Through partnership with various tourism agencies, 2000 trail maps will be distributed across the province and given away for free at venues such as the Toronto Outdoor Adventure Show and Montreal Bike Show. In addition to being a valuable tourism asset attracting outdoor adventure seekers to the area, maps are sold locally for $10 each serving as a fundraiser directly supporting volunteer stewardship of the trails by groups like the Forgotten Trails Association and Almaguin Community Trails.

We are asking municipalities with residents who use the trails to partner with us to share in the cost of design and production of this valuable resource. We are pleased that ACED has agreed to support this effort and are asking that you provide a contribution of $250 to help us reach our budget. In return for a partnership, up to 50 trail maps will be made available to you to distribute as you see fit.

Please confirm your participation with Jennifer at 705-472-8480 ext 223 or jennifer@discoveryroutes.ca **on or before April 15, 2026** so we are able to produce the map in time for the next summer season.

Sincerely,

Jennifer McCourt,
Executive Director

CC Courtney Metcalf, Director of Economic Development, Almaguin Community Economic Development

FONOM
Federation of Northern Ontario Municipalities

AGENDA

For Immediate Release

March 21, 2026

FONOM Supports Provincial Highway 11/17 Safety Measures While Calling for Continued Progress

Latchford, ON – The Federation of Northern Ontario Municipalities (FONOM) welcomes the Province of Ontario's recent announcement outlining new safety and enforcement measures along the Highway 11/17 corridor—an essential transportation link for Northern communities, industries, and Canada's national supply chains.

The Province's plan includes increased enforcement, expanded inspection capacity, improved signage, and continued design work for future highway improvements.

FONOM recognizes these actions as important steps that respond to long-standing concerns raised by municipalities across Northern Ontario.

"FONOM is pleased to see continued investments aimed at improving safety and reliability on Highways 11 and 17," said **Dave Plourde, President of FONOM**. "These are important and necessary steps for northern communities that rely on this corridor every day."

A Shared Northern Priority

Municipal leaders across Northern Ontario have consistently identified Highway 11, Highway 17, and the shared corridor as critical infrastructure requiring sustained attention, modern design standards, and ongoing investment.

FONOM continues to work alongside municipal partners and stakeholders to advance practical improvements that enhance safety while supporting economic activity and supply chain reliability.

Progress Made—More Work Ahead

While encouraged by the Province's actions, FONOM notes that recent incidents on Northern highways underscore the importance of maintaining momentum.

"We continue to see serious collisions and highway closures across the North," added Plourde. "While the measures announced will help, they also reinforce that more work remains to be done to ensure these highways meet the expectations of the people who use them."

FONOM continues to advocate for:

- **Enhanced safety measures and enforcement**

- **Expanded passing opportunities**, including 2+1 and four-laning where appropriate
- **Improved rest areas and winter reliability**
- **A[illegible]provincial and federal commitment** to long-term corridor improvements

AGENDA

A Corridor of National Importance

Highways 11 and 17 are vital parts of Canada's Trans-Canada Highway system, supporting economic development, resource industries, and the movement of essential goods across the country.

"As conversations continue, we will remain focused on supporting long-term enhancements that reflect the significance of these highways—not just to Northern Ontario, but to Canada as a whole," said Plourde.

Looking Ahead

FONOM remains committed to working collaboratively with the Province of Ontario, the federal government, and municipal partners to advance meaningful improvements that improve safety, reliability, and economic connectivity across Northern Ontario.

"We appreciate the Province's engagement and look forward to continuing this work together," said Plourde. "Northern municipalities are ready to be part of the solution."

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | **fonom.info@gmail.com**

FONOM
Federation of Northern Ontario Municipalities

AGENDA

For Immediate Release

April 8, 2026

FONOM Urges Ontario to Act as Manitoba Advances Compassionate Intervention Legislation

NORTHERN ONTARIO – The Federation of Northern Ontario Municipalities (FONOM) is calling on the Province of Ontario to move forward with legislative changes to address addiction and public safety, following the introduction of new legislation in Manitoba that enables short-term, medically supervised intervention for individuals in crisis.

FONOM has long advocated for a compassionate intervention framework that allows for timely, health-based responses when individuals are at risk of harming themselves or others due to severe substance use.

“Manitoba has taken a significant step forward in recognizing the need for intervention tools that balance compassion, care, and public safety,” said **Dave Plourde, President of FONOM**. “We believe Ontario must now move with urgency to provide similar supports for our communities.”

Across Northern Ontario, municipalities are experiencing increasing pressures on emergency services, health care systems, and community safety, as individuals cycle through crisis without access to effective intervention pathways.

“Our communities are dealing with this reality every day,” added Plourde. “Police, paramedics, hospitals, and social services are responding repeatedly to the same individuals, without the tools needed to connect them to care. That is not working for anyone, least of all the individuals in crisis.”

FONOM noted that the impacts of addiction-related crises are being felt directly by residents and businesses across Northern Ontario. Communities are reporting increased concerns related to break-ins, open drug use, theft, property damage, arson, and ongoing challenges with bail compliance.

“These are real, everyday impacts that people are seeing in their communities,” said Plourde. “Residents are asking for a system that not only responds to crisis, but helps prevent it through intervention, care, and accountability.”

Ontario Risks Falling Behind

FONOM noted that other jurisdictions, including British Columbia and Saskatchewan, are also advancing or exploring similar approaches.

“Ontario has an opportunity to learn from these provinces and act quickly,” said Plourde. “We have been raising this issue for some time, and while the need continues to grow, progress has not kept pace.”

A Call for Immediate Action

FONOM is urging the Province of Ontario, particularly the Ministry of Health, to move forward with targeted amendments to the Mental Health Act that would:

AGENDA

- Enable short-term, medically supervised intervention
- Provide pathways to treatment and stabilization
- Reduce pressure on frontline municipal and health services

“This is about ensuring people receive care when they need it most, while also improving safety in our communities,” said Plourde. “The tools exist. The models exist. What is needed now is action.”

Looking Ahead

FONOM remains committed to working with the Province of Ontario to advance a made-in-Ontario solution that reflects the realities of Northern communities and delivers meaningful outcomes for individuals, families, and communities.

“We cannot continue to respond to the same crisis with the same limited tools,” said Plourde. “Ontario has the opportunity, and the responsibility, to act.”

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | **fonom.info@gmail.com**

AGENDA

FONOM
Federation of Northern Ontario Municipalities

AGENDA

For Immediate Release

March 26, 2026

FONOM Welcomes Key Northern Investments in Ontario Budget and NORDS Extension

NORTHERN ONTARIO – The Federation of Northern Ontario Municipalities (FONOM) acknowledges the Province of Ontario's 2026 Budget and welcomes several measures that will support communities, economic growth, and quality of life across Northern Ontario.

FONOM is encouraged to see the continued commitment to the Northern Ontario Resource Development Support (NORDS) program, which has been extended for an additional three years at $15 million annually.

FONOM has consistently advocated for the continuation of NORDS, recognizing its importance in supporting municipalities experiencing growth and pressures related to resource development.

"FONOM appreciates the Province's decision to extend the NORDS program for an additional three years," said **Dave Plourde, President of FONOM**. "This program provides important support to Northern municipalities, helping to address infrastructure pressures and enabling communities to plan for growth and respond to development opportunities."

"The ability to stack funding over multiple years remains a key strength of the program," added Plourde. "It allows municipalities to move forward with larger infrastructure projects and provides greater certainty for municipal financial planning."

FONOM will continue to advocate for the program to be made permanent and to expand eligibility to include agriculture alongside mining and forestry as recognized sectors within NORDS.

Supporting Northern Communities and Economic Growth

FONOM also highlighted several additional budget measures that will have positive impacts across Northern Ontario:

- A historic reduction in the small business corporate income tax rate from 3.2 per cent to 2.2 per cent, supporting local businesses and economic activity
- An additional $300 million over six years through the Community Sport and Recreation Infrastructure Fund, supporting youth development and community infrastructure
- Continued investment through the $20 million Fire Protection Grant for 2026–2027, supporting forest fire preparedness and response in Northern Ontario
- $1.1 billion in additional funding for home and community care services, helping seniors remain in their communities
- $284 million over four years to support small, rural, and Northern post-secondary institutions, addressing higher costs and French-language service needs

AGENDA

“These investments reflect an understanding of the unique needs of Northern Ontario communities,” said **Maggie Horsfield, First Vice-President of FONOM**. “From supporting local businesses and youth development to strengthening health care and education, these measures will help build stronger and more resilient communities across the North.”

Supporting Growth and Housing Affordability

FONOM also welcomes the Province’s continued efforts to improve housing affordability, including measures to remove the provincial portion of the HST on eligible new homes. These changes are expected to reduce costs for families and help stimulate new housing development across Ontario.

“These housing measures are positive and will help make new home construction more attainable,” added **Dave Plourde, President of FONOM**. “This is particularly important in Northern Ontario, where communities are working to attract and retain residents and support workforce growth.”

Continued Advocacy on Northern Highways

FONOM reiterated that improving the safety and capacity of Highways 11 and 17 remains a top priority.

“Highways 11 and 17 are critical to our communities, our economy, and Canada’s supply chains,” said Plourde. “We will continue to work with both the Province and the federal government to advance long-term solutions that improve safety, reliability, and capacity along this corridor.”

FONOM noted that continued progress will require coordinated action between both levels of government and reaffirmed its commitment to advancing this issue as a national priority.

Looking Ahead

FONOM remains committed to working collaboratively with all levels of government to support economic development, improve infrastructure, and strengthen Northern communities.

“Today’s budget includes several positive steps for Northern Ontario,” said Plourde. “We look forward to continuing to work with the Province and federal partners to build on this momentum and ensure our communities have the tools they need to grow and succeed.”

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | **fonom.info@gmail.com**

AGENDA

ZONING BY-LAW NO._____

A BY-LAW TO AMEND

ZONING BY-LAW NO. 27-95 as amended

Shipping Containers

MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

Box 533
Burk's Falls, Ontario
P0A 1C0

Planning Consultant:

Robert J. Miller
Professional Land Use Planner

AGENDA

EXPLANATORY NOTE

To Zoning By-law No. _____

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

Lands Affected:	This By-law applies to all lots of record in Armour Township zoned Rural (Ru), Commercial (C), Recreational Commercial (RC), Rural Industrial (M), and Industrial Extractive (MX) Zones under the provisions of the comprehensive Armour Township Zoning By-law No. 27-95 as amended.
Present Zoning:	Armour Township Zoning By-law No. 27-95, as amended, currently contains provisions requiring a building permit for any shipping container (known locally as sea cans) proposed as an accessory use to a permitted principal use, already existing on the same lot.
Proposed Zoning:	The Ontario Building Code (OBC) no longer requires a building permit for a shipping container as an accessory use equal to or less than 15 m2 (161.5 sq. ft.). This proposed Amendment clarifies the maximum floor area for shipping containers as accessory uses and thereby brings the provisions of Armour Zoning By-law in parallel with the OBC.
By-Law Purpose:	The purpose of this Amendment is to add provisions comparable with the Ontario Building Code, that accessory shipping containers with floor areas greater than 15 m2 (161.5 sq. ft.) and/or exceeding a height of 3m (10 ft.) are defined as structures in the Armour Zoning By-law and subject to Zoning By-law Amendments, accordingly. This proposed Amendment also adds provisions requiring a Zoning By-law Amendment for any structural alterations to a shipping container, including additional modification of openings, doors or windows or any addition of roofs, canopies, awnings or any attached structure. In addition, any approved structural alteration shall have been designed by a Professional Engineer.
Official Plan:	This proposed Amendment conforms with the regulations of the Armour Township Official Plan.

AGENDA

ZONING BY-LAW NO. _____

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

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

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

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

1. **THAT GENERAL PROVISIONS** Subsection 5.24.1(a) **"Shipping Containers"** of Zoning By-law No. 27-95, as amended, is hereby changed by deleting the entire clause and replacing it with the following:

   (a) A shipping container shall only be permitted as a detached accessory use for storage-related purposes if it is incidental to, subordinate to, or exclusively devoted to a principal use already existing on the same lot therewith, as per Definitions Section 2.4 of Armour Township Zoning By-law No. 27-95 as amended; and

2. **THAT GENERAL PROVISIONS** Subsection 5.24.1(d) **"Shipping Containers"** of Zoning By-law No. 27-95, as amended, is hereby changed by deleting the entire clause and replacing it with the following:

   (d) "Any structural alterations to a shipping container, including additional modification of openings, doors or windows or any addition of roofs, canopies, awnings or any attached structure shall require a Zoning By-law Amendment. In addition, any proposed structural alteration shall also have been designed by a Professional Engineer"; and

3. **THAT GENERAL PROVISIONS** Subsection 5.24.1(e) **"Shipping Containers"** of Zoning By-law No. 27-95, as amended, is hereby changed by deleting the words "total length of 16.76 m (55 ft.)" and replacing them with the words "maximum floor area of 15 m2 (161.5 sq. ft.). Any shipping container exceeding this maximum height or floor area will require a Zoning By-law Amendment as a building or structure"; and

4. **THAT GENERAL PROVISIONS** Subsection 5.24.1 **"Shipping Containers"** of Zoning By-law No. 27-95, as amended, is hereby changed by adding a new clause as follows:

   (n) "Shipping containers shall be maintained in good repair and free from structural defects, rust, and deterioration that compromises their structural integrity"; and

5. **THAT** this By-law shall come into force on the date it is passed by the Council of the Municipal Corporation of the Township of Armour, subject to the provisions of the **Planning Act, R.S.O., 1990**.

Read a **FIRST TIME** this _____ day of _____, 2026.

Read a **SECOND TIME** this _____ day of _____, 2026.

Read a **THIRD TIME** and **FINALLY PASSED** this _____ day of _____, 2026.

MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

_____Mayor

_____Municipal Clerk

AGENDA

56 Ontario Street, PO Box 533,
Burk's Falls, Ontario, P0A 1C0
705-382-3332

BY-LAW NO._____

A BY-LAW TO AMEND

ZONING BY-LAW NO. 27-95 as amended

(Armstrong)

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

Planning Consultant:

PLANSCAPE INC.

AGENDA

EXPLANATORY NOTE

To By-law No. _____

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

Lands Affected:	This By-law applies to Part Lots 21, 22, 23 and 24, Concessions 3, 4 and 5 in the Township of Armour, District of Parry Sound.
Present Zoning:	Armour Township Zoning By-law No. 27-95, as amended, currently zones the subject lands as Rural Exception No. 107 (Ru-107) with a portion zoned Flood Plan (FP) containing Russell Lake, and its outflow creek, located within the subject lands.
Proposed Zoning	This Amendment will rezone the subject lands to Rural Exception to recognize new lot configurations and repeal Rural Exception No. 107 (Ru-107)
Official Plan Designation:	This Zoning By-law Amendment conforms with the Armour Official Plan and creates no changes to the land use mapping designations.
By-Law Purpose:	The purpose of this By-law is to rezone the subject lands to a Rural Exception to recognize the minimum frontages and minimum areas as a result of a lot line adjustment approved by the Planning Board on January 28, 2026. The by-law will continue to prohibit new backlot development around Three Mile Lake.

BY-LAW NO. _____

AGENDA

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

Being a By-law under the provisions of Section 34 of the *Planning Act, R.S.O. 1990*, to amend Zoning By-law No. 27-95, as amended, of the Municipal Corporation of the Township of Armour with respect to the lands located on Part of Lots 21, 22, 23 and 24, Concession 3, 4, and 5 in the Township of Armour, District of Parry Sound.

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

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

1. **THAT** Section 19 Exceptions of Zoning By-law No. 27-95, as amended, is hereby amended by adding thereto the following exception clause:

   "Ru-111 Schedule 'A-6'
   Notwithstanding the provisions of Rural (Ru) Zone Section 6.3 "Zone Requirements for Dwellings and Institutional Uses Permitted" of the Armour Township Zoning By-law No. 27-95, as amended, the Minimum Lot Frontage and Minimum Lot Area of any existing lot within the subject lands shall remain as it existed on January 28, 2026 the date of severance approval by the Southeast Parry Sound District Planning Board"; and

2. **THAT** Schedule 'A-6' of Zoning By-law No. 27-95, as amended, is hereby amended by changing the zoning classification of the subject lands forming Part of Lots 21, 22, 23 and 24, Concession 3, 4, and 5, from the Rural (Ru) Zone to the Rural Exception No.111 (Ru-111) Zone in accordance with Schedule "A" attached hereto and by this reference forming part of this By-law; and

3. **THAT** By-law No. 5-2024 be repealed; and

4. This By-law shall come into force on the date it is passed by the Council of the Municipal Corporation of the Township of Armour subject to the provisions of the *Planning Act, R.S.O. 1990.*

Read a **FIRST TIME** this ____ day of _____, 2026.

Read a **SECOND TIME** this ____ day of _____, 2026.

Read a **THIRD TIME** and **FINALLY PASSED** this ____ day of _____, 2026.

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

_____
Rod Ward, Mayor

_____
Charlene Watt, Clerk

56 Ontario Street, PO Box 533,
Burk's Falls, Ontario, P0A 1C0
705-382-3332

Notice of Passing of Zoning By-law No. 15-2026

THE CORPORATION OF THE TOWNSHIP OF ARMOUR

TAKE NOTICE that the Council of the Corporation of the Township of Armour passed By-law No. 15-2026 on the 24th day of March, 2026, to Amend Zoning By-law 27-95 under Section 34 of the *Planning Act*, rezoning the lands legally described as Part of Lot 23, Concessions 1 and 2, known municipally as 233 Cherry Hill Road.

AND TAKE NOTICE that an appeal to the Ontario Land Tribunal (OLT) in respect to all or part of this Zoning By-law Amendment may be made by filing a notice of appeal with the Clerk either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at **olt.gov.on.ca/e-file-service** by selecting Township of Armour as the Approval Authority or by mail to 56 Ontario Street, P.O. Box 533, Burk's Falls, Ontario, P0A 1C0 no later that 4:30 p.m. on the 14th day, of April, 2026. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day.

The appeal fee of $1,100 can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario. If you wish to appeal to the OLT or request a fee reduction for an appeal, forms are available from the OLT website at **olt.gov.on.ca**. If the e-file portal is down, you can submit your appeal to clerk@armourtownship.ca. Any appeal must be accompanied by a certified cheque/money order in the amount of $700.00 + HST made payable to the Municipal Corporation of the Township of Armour.

AND TAKE NOTICE that any only specific stakeholders, including the applicant, registered owners, the Minister, public bodies or specified persons may appeal the Zoning By-law Amendment to the OLT. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of an appeal may be filed in the name of a specified person or registered owner who is a member of the association or the group on its behalf.

NO PERSON OR PUBLIC BODY shall be added as a party to the Hearing of the appeal unless, before the By-law was passed, the person or public body made oral submissions at the public meeting or written submissions to the Council or, in the opinion of the OLT, there is reasonable grounds to add the person or public body as a party.

AN EXPLANATION of the purpose and effect of the by-law passed is provided below.

ADDITIONAL INFORMATION is available for review at the Armour Township office during regular business hours or by phone 705-382-3332. A copy of this Notice, email links, and additional information can also be found on the Armour website at www.armourtownship.ca or via email at deputyclerk@armourtownship.ca

Dated at the Township of Armour this 25th day of March, 2026.

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

AGENDA

BY-LAW NO. 15-2026
PURPOSE AND EFFECT

Explanatory Note: This By-law applies to Part Lot 23 Concession 2, and all of Lot 23, Concession 1 in the Township of Armour, District of Parry Sound. The purpose of this By-law was to rezone the subject lands to fulfill the conditions of the approved Plan of Subdivision, File S-01/24 to permit year-round residential uses on Deer Lake on 15 new lots; provide a 30 m setback to Deer Lake and wetlands; provide a 15 m setback to other watercourses; prohibit development, including docks within Type 1 Fish habitat; Implement a Holding Provision on a proposed Lot 11 pending a Stage 3 (and if required Stage 4) Site-Specific Archaeological Assessment; and prohibit future residential development and land division on additional lands owned by the applicant preventing backlot development.

Rural Exception - 108 (Ru-108) on Schedule 'A-1' shall not permit residential development and further land division.

Lakeshore Residential Exception-109 (LR-109) on Schedule 'A-1', the following new provisions shall apply:

i. A minimum lot frontage of 61 m
ii. A minimum 30 m Setback to Deer Lake and wetlands;
iii. A minimum 15 m Setback to other watercourses;
iv. No new development, including docks are permitted within Type 1 Fish Habitat, as shown on Schedule 'A-2'.

Lakeshore Residential Exception-110 (LR-110) on Schedule 'A-1' attached, the following new provisions shall apply:

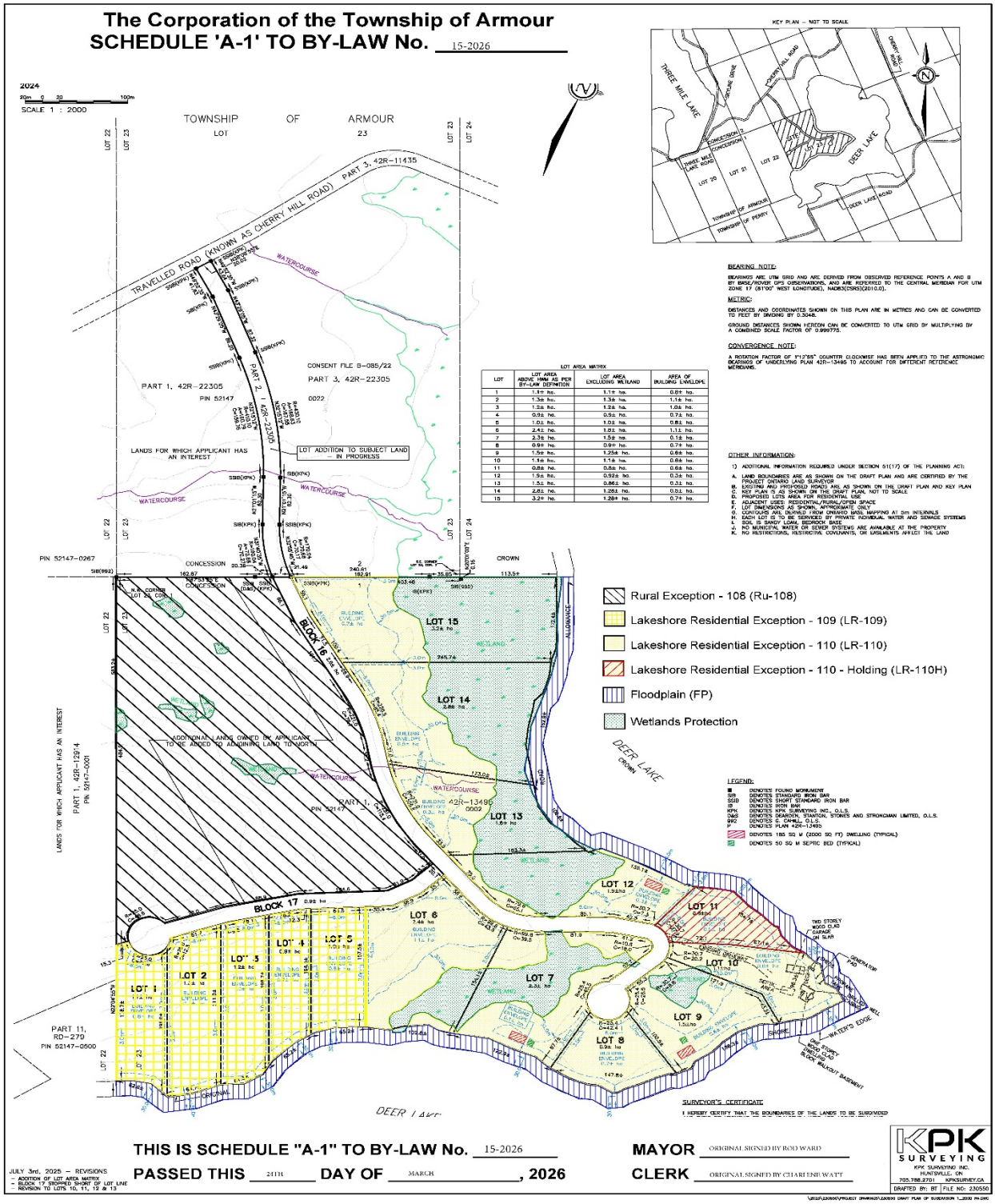
i. A minimum 30 m Setback to Deer Lake and wetlands
ii. A minimum 15 m Setback to other watercourses
iii. No new development, including docks are permitted within Type 1 Fish Habitat, as shown on Schedule 'A-2'.

No buildings, structures or site alteration shall be permitted on the land identified as **Lakeshore Residential Exception 110 – Holding (LR-110H)** identified on Schedule A-1, known as "Lot 11" until such time as a further By-law is passed to remove the Holding provision.

i. The Holding (H) Symbol shall not be removed until a Stage 3 (if required Stage 4) Site-Specific Archaeological Assessment has been completed to the satisfaction of the Township.

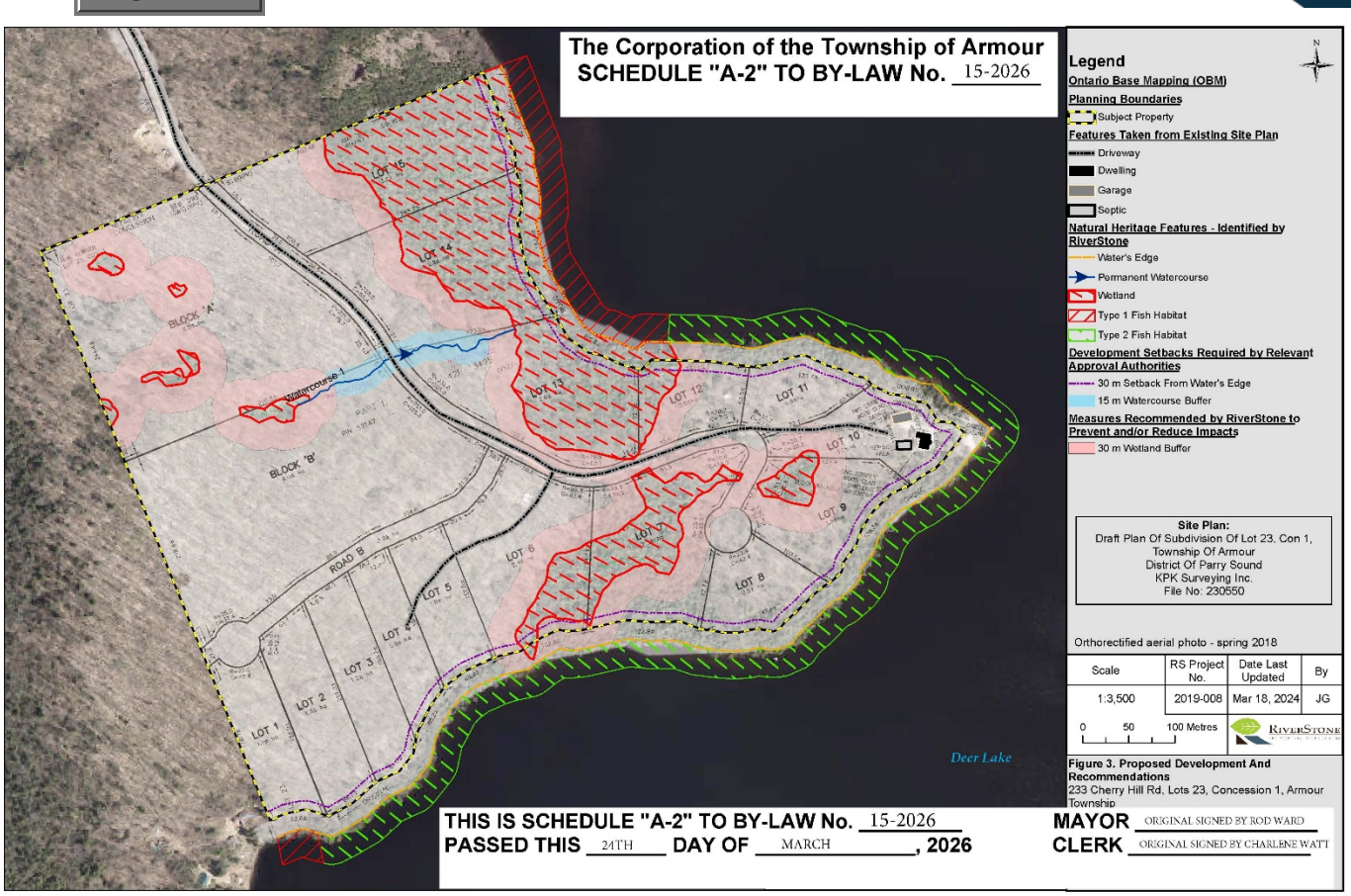
[KEY MAP – SCHEDULE A TO BY-LAW 15-2026]

AGENDA



[KEY MAP – SCHEDULE B TO BY-LAW 15-2026]

AGENDA



AGENDA

56 Ontario Street, PO Box 533,
Burk's Falls, Ontario, P0A 1C0
705-382-3332

ZONING BY-LAW NO. 15-2026

A BY-LAW TO AMEND

ZONING BY-LAW NO. 27-95 as amended

(PRENTICE)

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

Planning Consultant:

PLANSCAPE INC.

AGENDA

EXPLANATORY NOTE

To Zoning By-law No. 15-2026

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

Lands Affected:	This By-law applies to Part Lot 23 Concession 2, and all of Lot 23, Concession 1 in the Township of Armour, District of Parry Sound.
Present Zoning:	Armour Township Zoning By-law No. 27-95, as amended, currently zones the subject lands as Rural (RU), Seasonal Residential – Holding (SRH), Floodplain (FP) and Wetland Protection Zones.
Proposed Zoning	This Amendment will rezone the subject lands to Rural Exception (Ru), Lakeshore Residential Exception (LR), Flood Plain (FP) and Wetlands Protection Zone.
Official Plan Designation:	This Zoning By-law Amendment conforms with the Armour Official Plan and creates no changes to the land use mapping designations.
By-Law Purpose:	The purpose of this By-law is to rezone the subject lands to fulfill the conditions of the approved Plan of Subdivision, File S-01/24 to permit year-round residential uses on Deer Lake on 15 new lots; provide a 30 m setback to Deer Lake and wetlands; provide a 15 m setback to other watercourses; prohibit development, including docks within Type 1 Fish habitat; Implement a Holding Provision on a proposed Lot 11 pending a Stage 3 (and if required Stage 4) Site-Specific Archaeological Assessment; and prohibit future residential development and land division on additional lands owned by the applicant preventing backlot development.

ZONING BY-LAW NO. 15-2026

AGENDA

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

Being a By-law under the provisions of Section 34 of the *Planning Act, R.S.O. 1990*, to amend Zoning By-law No. 27-95, as amended, of the Municipal Corporation of the Township of Armour with respect to the lands located on Part of Lot 23, Concession 2 and all of Lot 23, Concession 1 (233 Cherry Hill Road) in the Township of Armour, District of Parry Sound.

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

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

1. **THAT** Schedule 'A-6' to Zoning By-law No. 27-95, as amended, is further amended by rezoning lands known as Part of Lot 23, Concession 2 and all of Lot 23, Concession 1 (233 Cherry Hill Road) in the Township of Armour, from Rural (Ru), Seasonal Residential – Holding (SR-H), Floodplain (FP) and Wetlands Protection to Rural Exception Zone (Ru-108), Lakeshore Residential Exception Zone (LR – 109 & 110), Floodplain (FP) and Wetlands Protection as shown on Schedules A-1 and A-2 attached and hereto forming part of this By-law.

2. **THAT** Section **19 "Exceptions"** of Zoning By-law No. 27-95, as amended is further amended by adding the following:
   a. Notwithstanding the provisions of the Rural (Ru) Zone **Section 6.1 "Permitted Uses"**, the land identified as Rural Exception - 108 (Ru-108) on Schedule 'A-1' shall not permit residential development and further land division.

   b. Notwithstanding the provisions of the Lakeshore Residential (LR) Zone **Section 10.2 "Zone Requirements for Waterfront Dwellings and Cottages"**, the land identified as Lakeshore Residential Exception-109 (LR-109) on Schedule 'A-1', the following new provisions shall apply:
      i. A minimum lot frontage of 61 m
      ii. A minimum 30 m Setback to Deer Lake and wetlands;
      iii. A minimum 15 m Setback to other watercourses;
      iv. No new development, including docks are permitted within Type 1 Fish Habitat, as shown on Schedule 'A-2'.

   c. Notwithstanding the provisions of the Lakeshore Residential (LR) Zone **Section 10.2 "Zone Requirements for Waterfront Dwellings and Cottages"**, the land identified as Lakeshore Residential Exception-110 (LR-110) on Schedule 'A-1' attached, the following new provisions shall apply:
      i. A minimum 30 m Setback to Deer Lake and wetlands
      ii. A minimum 15 m Setback to other watercourses
      iii. No new development, including docks are permitted within Type 1 Fish Habitat, as shown on Schedule 'A-2'.

3. No buildings, structures or site alteration shall be permitted on the land identified as Lakeshore Residential Exception 110 – Holding (LR-110H) identified on Schedule A-1, known as "Lot 11" until such time as a further By-law is passed to remove the Holding provision.

AGENDA

i. The Holding (H) Symbol shall not be removed until a Stage 3 (if required Stage 4) Site-Specific Archaeological Assessment has been completed to the satisfaction of the Township.

4. This By-law shall come into force on the date it is passed by the Council of the Municipal Corporation of the Township of Armour subject to the provisions of the *Planning Act, R.S.O. 1990.*

5. **Schedules A-1 and A-2 hereby form part of this By-law.**

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

Original signed by Rod Ward

Rod Ward, Mayor

Original signed by Charlene Watt

Charlene Watt, Municipal Clerk

AGENDA

The Corporation of the Township of Armour
SCHEDULE 'A-1' TO BY-LAW No. 15-2026

2024

20m 0 20 100m

SCALE 1 : 2000

TOWNSHIP OF ARMOUR

LOT 23

TRAVELLED ROAD (KNOWN AS CHERRY HILL ROAD)

PART 3, 42R–11435

SSIB(KPK) N49°52'35"W 43.64

SSIB(KPK) N38°08'55"E 20.02

SSIB(KPK) N49°52'35"W 47.83

SIB(KPK) N43°29'05"W 86.20

SSIB(KPK) N43°29'05"W 87.32

SSIB(KPK)

WATERCOURSE

CONSENT FILE B–085/22

PART 1, 42R–22305

PIN 52147

PART 2, 42R–22305

PART 3, 42R–22305

0022

N32°15'12"W R=410.10 A=160.79 C=159.76

N32°15'12"W R=430.10 A=168.63 C=167.55

LANDS FOR WHICH APPLICANT HAS AN INTEREST

LOT ADDITION TO SUBJECT LAND – IN PROGRESS

SSIB(KPK) SIB(KPK)

N21°51'01"W 62.29

N21°51'01"W 30.29

WATERCOURSE

SIB(KPK) SSIB(KPK)

N31°40'35"W R=190.04 A=70.68 C=70.27

N32°55'45"W R=170.04 A=70.68 C=70.17

20.36 21.49

PIN 52147–0267

CONCESSION 2

S.E. CORNER LOT 23, CON. 2

N20°01'00"E 0.16

CROWN

SIB(992) 162.87 N67°53'35"E CONCESSION

SSIB (D&S)(KPK) SSIB

240.61 162.91

SSIB(KPK) IB(KPK) SIB(992) 35.85 113.5±

N.W. CORNER LOT 23, CON. 1

66.1

BLOCK 16

BUILDING ENVELOPE 0.7± ha

LOT 15 3.2± ha

WETLAND

403.48

245.7±

ALLOWANCE

112.4±

LOT 14 2.8± ha

BUILDING ENVELOPE 0.5± ha

162.9±

683.2±

484.6

ADDITIONAL LANDS OWNED BY APPLICANT TO BE ADDED TO ADJOINING LAND TO NORTH

WETLAND

WATERCOURSE

PART 1, 42R–12914

PIN 52147–0001

LANDS FOR WHICH APPLICANT HAS AN INTEREST

PART 1, 42R–13495

PIN 52147–0002

LOT 13 1.6± ha

BUILDING ENVELOPE 0.3± ha

DEER LAKE ROAD

CROWN

173.0±

163.3±

106.6±

136.1±

LOT 12 1.9±ha

BUILDING ENVELOPE 0.3± ha

LOT 11 0.8±ha

BUILDING ENVELOPE 0.8± ha

TWO STOREY WOOD CLAD GARAGE ON SLAB

87.1±

EXISTING DRIVEWAY

LOT 10 1.1±ha

BUILDING ENVELOPE 0.6± ha

SHEDS

GENERATOR PAD

PROPANE TANK

DRILLED CASING WELL

SEPTIC AREA

DECK

LOT 9 1.5±ha

BUILDING ENVELOPE 0.6± ha

SHORE

WATER'S EDGE

ONE STOREY WOOD CLAD DWELLING BLOCK WALKOUT BASEMENT

LOT 8 0.9± ha

BUILDING ENVELOPE 0.7± ha

LOT 7 2.3± ha

WETLAND

BUILDING ENVELOPE 0.1± ha

LOT 6 2.4± ha

BUILDING ENVELOPE 1.1± ha

BLOCK 17 0.9± ha

LOT 5 1.0± ha

LOT 4 0.9 ha

LOT 3 1.2± ha

BUILDING ENVELOPE 1.0± ha

LOT 2 1.3± ha

BUILDING ENVELOPE 1.1± ha

LOT 1 1.1± ha

BUILDING ENVELOPE 0.8± ha

PART 11, RD–279

PIN 52147–0500

ORIGINAL

DEER LAKE

Rural Exception - 108 (Ru-108)

Lakeshore Residential Exception - 109 (LR-109)

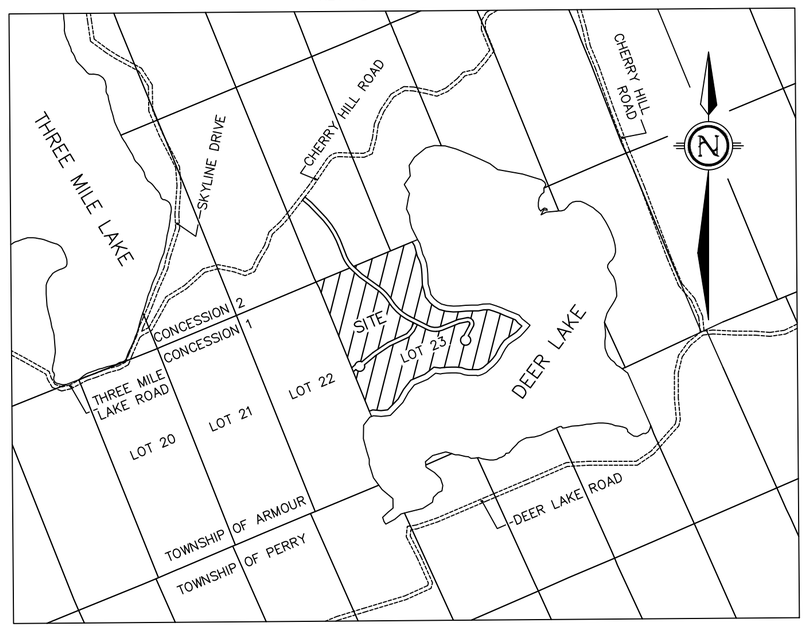
Lakeshore Residential Exception - 110 (LR-110)

Lakeshore Residential Exception - 110 - Holding (LR-110H)

Floodplain (FP)

Wetlands Protection

KEY PLAN – NOT TO SCALE



BEARING NOTE:

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

METRIC:

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

GROUND DISTANCES SHOWN HEREON CAN BE CONVERTED TO UTM GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.999775.

CONVERGENCE NOTE:

A ROTATION FACTOR OF 1°12'55" COUNTER CLOCKWISE HAS BEEN APPLIED TO THE ASTRONOMIC BEARINGS OF UNDERLYING PLAN 42R–13495 TO ACCOUNT FOR DIFFERENT REFERENCE MERIDIANS.

LOT AREA MATRIX

LOT	LOT AREA ABOVE HWM AS PER BY–LAW DEFINITION	LOT AREA EXCLUDING WETLAND	AREA OF BUILDING ENVELOPE
1	1.1± ha.	1.1± ha.	0.8± ha.
2	1.3± ha.	1.3± ha.	1.1± ha.
3	1.2± ha.	1.2± ha.	1.0± ha.
4	0.9± ha.	0.9± ha.	0.7± ha.
5	1.0± ha.	1.0± ha.	0.8± ha.
6	2.4± ha.	1.8± ha.	1.1± ha.
7	2.3± ha.	1.5± ha.	0.1± ha.
8	0.9± ha.	0.9± ha.	0.7± ha.
9	1.5± ha.	1.25± ha.	0.6± ha.
10	1.1± ha.	1.1± ha.	0.6± ha.
11	0.8± ha.	0.8± ha.	0.6± ha.
12	1.9± ha.	0.92± ha.	0.3± ha.
13	1.5± ha.	0.86± ha.	0.3± ha.
14	2.8± ha.	1.28± ha.	0.5± ha.
15	3.2± ha.	1.28± ha.	0.7± ha.

OTHER INFORMATION:

1) ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT:

A. LAND BOUNDARIES ARE AS SHOWN ON THE DRAFT PLAN AND ARE CERTIFIED BY THE PROJECT ONTARIO LAND SURVEYOR
B. EXISTING AND PROPOSED ROADS ARE AS SHOWN ON THE DRAFT PLAN AND KEY PLAN
C. KEY PLAN IS AS SHOWN ON THE DRAFT PLAN, NOT TO SCALE
D. PROPOSED LOTS AREA FOR RESIDENTIAL USE
E. ADJACENT USES: RESIDENTIAL/RURAL/OPEN SPACE
F. LOT DIMENSIONS AS SHOWN, APPROXIMATE ONLY
G. CONTOURS ARE DERIVED FROM ONTARIO BASE MAPPING AT 5m INTERVALS
H. EACH LOT IS TO BE SERVICED BY PRIVATE INDIVIDUAL WATER AND SEWAGE SYSTEMS
I. SOIL IS SANDY LOAM, BEDROCK BASE
J. NO MUNICIPAL WATER OR SEWER SYSTEMS ARE AVAILABLE AT THE PROPERTY
K. NO RESTRICTIONS, RESTRICTIVE COVENANTS, OR EASEMENTS AFFECT THE LAND

LEGEND:

■	DENOTES FOUND MONUMENT
SIB	DENOTES STANDARD IRON BAR
SSIB	DENOTES SHORT STANDARD IRON BAR
IB	DENOTES IRON BAR
KPK	DENOTES KPK SURVEYING INC., O.L.S.
D&S	DENOTES DEARDEN, STANTON, STONES AND STRONGMAN LIMITED, O.L.S.
992	DENOTES G. CAHILL, O.L.S.
P	DENOTES PLAN 42R–13495
	DENOTES 185 SQ M (2000 SQ FT) DWELLING (TYPICAL)
	DENOTES 50 SQ M SEPTIC BED (TYPICAL)

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED

JULY 3rd, 2025 – REVISIONS
– ADDITION OF LOT AREA MATRIX
– BLOCK 17 STOPPED SHORT OF LOT LINE
– REVISION TO LOTS 10, 11, 12 & 13

THIS IS SCHEDULE "A-1" TO BY-LAW No. 15-2026

PASSED THIS 24TH **DAY OF** MARCH **, 2026**

MAYOR ORIGINAL SIGNED BY ROD WARD

CLERK ORIGINAL SIGNED BY CHARLENE WATT

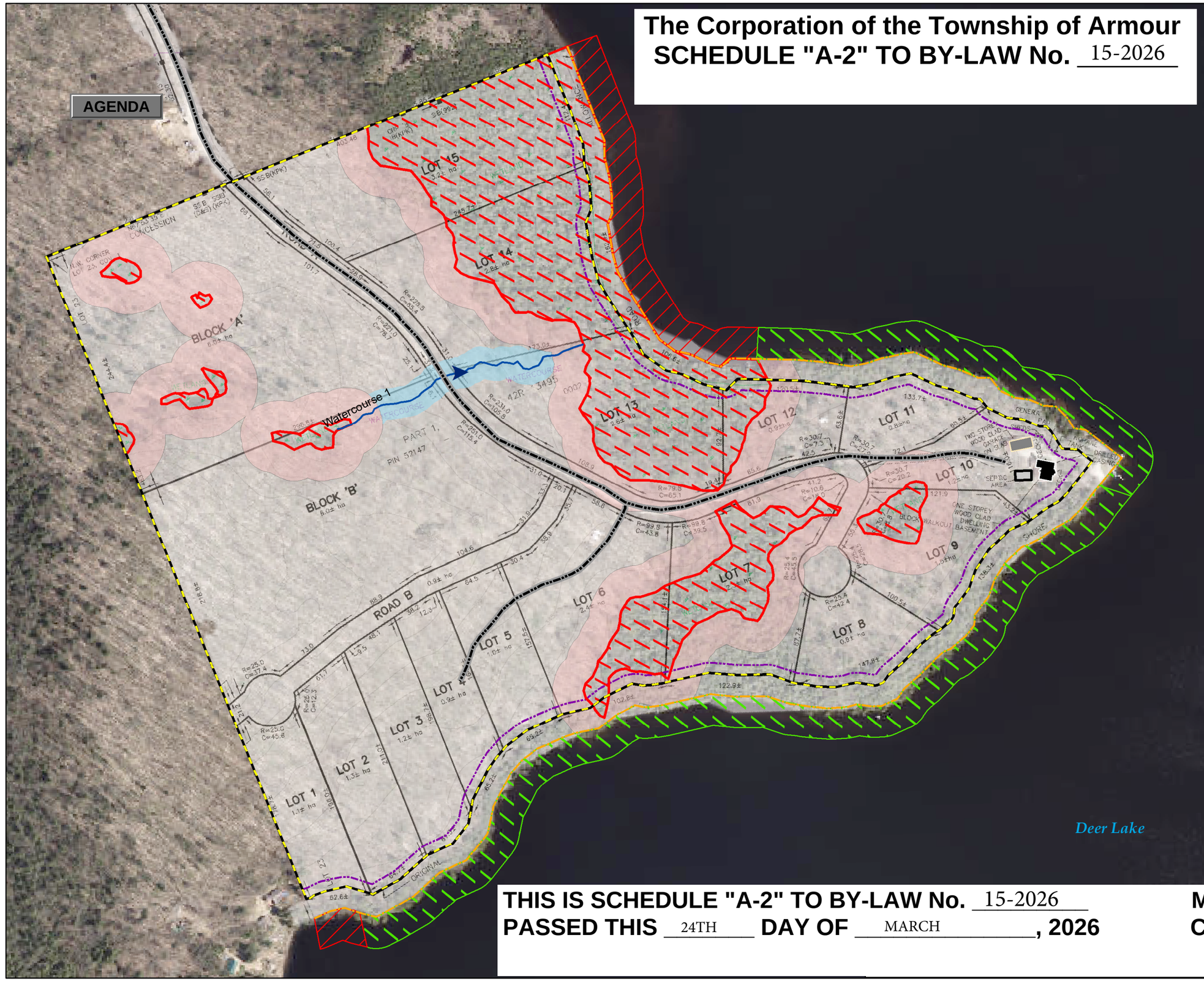
KPK SURVEYING
KPK SURVEYING INC.
HUNTSVILLE, ON
705.788.2701 KPKSURVEY.CA

DRAFTED BY: BT | FILE NO: 230550

\2023\230550\PROJECT DRAWINGS\230550 DRAFT PLAN OF SUBDIVISION 1_2000 R4.DWG

AGENDA

The Corporation of the Township of Armour
SCHEDULE "A-2" TO BY-LAW No. 15-2026



Legend

Ontario Base Mapping (OBM)

Planning Boundaries

- Subject Property

Features Taken from Existing Site Plan

- Driveway
- Dwelling
- Garage
- Septic

Natural Heritage Features - Identified by RiverStone

- Water's Edge
- Permanent Watercourse
- Wetland
- Type 1 Fish Habitat
- Type 2 Fish Habitat

Development Setbacks Required by Relevant Approval Authorities

- 30 m Setback From Water's Edge
- 15 m Watercourse Buffer

Measures Recommended by RiverStone to Prevent and/or Reduce Impacts

- 30 m Wetland Buffer

Site Plan:
Draft Plan Of Subdivision Of Lot 23, Con 1,
Township Of Armour
District Of Parry Sound
KPK Surveying Inc.
File No: 230550

Orthorectified aerial photo - spring 2018

Scale	RS Project No.	Date Last Updated	By
1:3,500	2019-008	Mar 18, 2024	JG

0 50 100 Metres

RIVERSTONE

Figure 3. Proposed Development And Recommendations
233 Cherry Hill Rd, Lots 23, Concession 1, Armour Township

THIS IS SCHEDULE "A-2" TO BY-LAW No. 15-2026
PASSED THIS 24TH **DAY OF** MARCH **, 2026**

MAYOR ORIGINAL SIGNED BY ROD WARD
CLERK ORIGINAL SIGNED BY CHARLENE WATT

AGENDA

56 Ontario Street, PO Box 533,
Burk's Falls, Ontario, P0A 1C0
705-382-3332

Notice of Complete Application and Public Meeting

THE CORPORATION OF THE TOWNSHIP OF ARMOUR

Respecting an application by Mark and Susan Armstrong to rezone lands described as Part Lots 21, 22, 23 and 24, Concessions 3, 4 and 5 in the Township of Armour, District of Parry Sound.

ZBA-2026-02

TAKE NOTICE that a complete application has been accepted under Section 34 of the Planning Act and the Council of the Township of Armour will hold a Public Meeting on:

Tuesday May 12, 2026
at **6:30 p.m.** at the
Township of Armour's Municipal Office
56 Ontario Street, Burk's Falls
Ontario, P0A 1C0

THE PURPOSE AND EFFECT of the Public Meeting at Council is to consider a proposed Zoning By-law Amendment under Section 34 of the *Planning Act* to amend Zoning By-law No. 27-95 as amended, of the Armour Township.

The application, if approved would rezone the subject lands to fulfill a condition of a technical Consent File B-049/25 approved by the Southeast Parry Sound District Planning Board. The rezoning will recognize the approved minimum lot frontages and minimum lot areas resulting from the lot line adjustment.

A key map showing the location of the property is attached to this notice.

TAKE FURTHER NOTICE that the public meeting will be held in a hybrid format and virtual attendance via Zoom is also available. Please advise the Clerk of your email address if you wish to receive a link to join the Zoom meeting. This will allow you the opportunity to monitor and also speak at the meeting if you wish.

IF A PERSON OR PUBLIC BODY would otherwise have an ability to appeal the decision of the Municipal Corporation of the Township of Armour to the Ontario Land Tribunal but the person or public body does

not mak AGENDA sions at a Public Meeting or make written submissions to the Municipal Corporation of the Township of Armour before the by-law is passed, the person or public body is not entitled to appeal the decision.

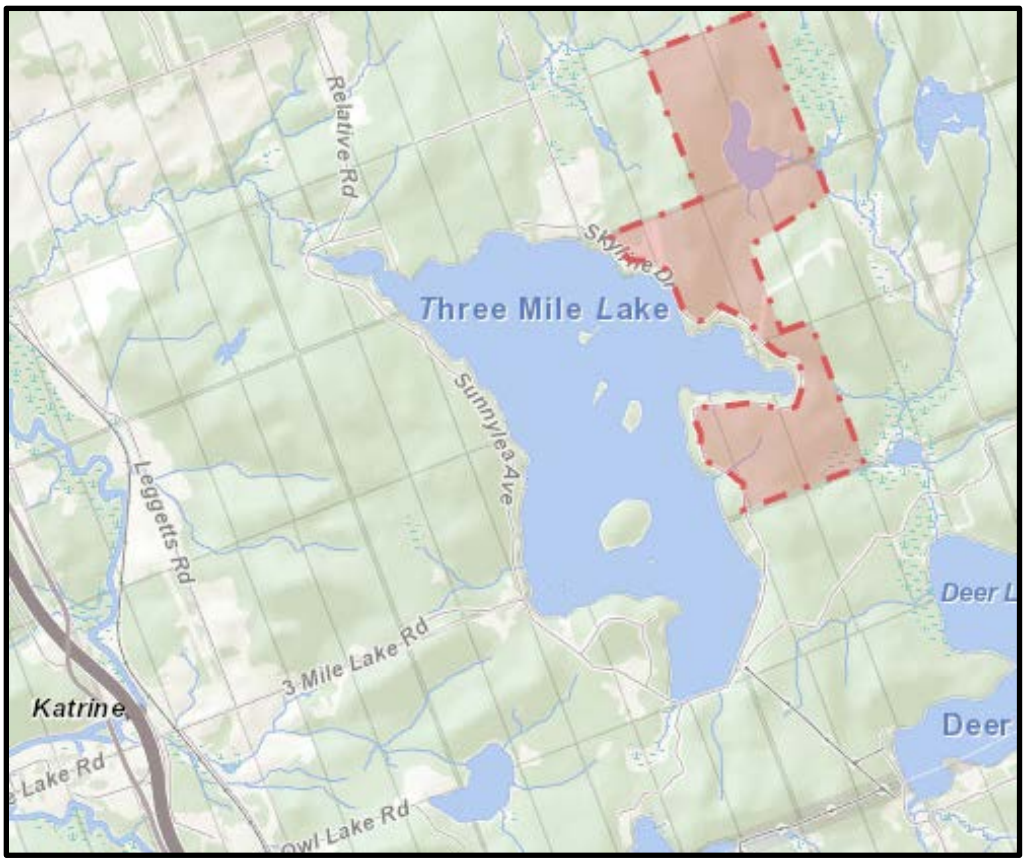
IF A PERSON OR PUBLIC BODY does not make oral submissions at a Public Meeting or make written submissions to the Municipal Corporation of the Township of Armour before the By-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

ADDITIONAL INFORMATION relating to the proposed Zoning By-law Amendment is available at www.armourtownship.ca . For more information about this matter, including information about appeal rights, contact clerk@armourtownship.ca or 705-382-3332 during regular business hours. If you wish to be notified of the decision of the Municipal Corporation of the Township of Armour on the proposed Zoning By-law Amendment, you must make a written request to the email above or by writing to:

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

Dated at the Township of Armour this 8th day of April, 2026.

AGENDA **ION MAP: Part Lots 21, 22, 23 and 24, Concession 3, 4 and 5.**



AGENDA

CORPORATION OF THE TOWNSHIP OF RYERSON

Date: March 10, 2026 **Resolution Number: R- 33 - 26**

Moved by: Councillor Abbott,

Seconded by: Councillor Patterson,

Be it resolved that Ryerson Township Council approve the report submitted by the Fire Chief and authorize the purchase of First Due and enter into a contract for continued use.

Carried ☑ **Defeated** ☐

Glenn Miller

(Chair Signature)

Declaration of Pecuniary Interest by: _____

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

AGENDA

CORPORATION OF THE TOWNSHIP OF RYERSON

Date: March 10, 2026 **Resolution Number: R-39 - 26**

Moved by: Councillor Abbott,

Seconded by: Councillor Robertson,

Be it resolved that Ryerson Township Council approve the draft Terms of Reference for the Shared Services Advisory Committee.

Carried ☑ **Defeated** ☐

Glenn Miller

(Chair Signature)

Declaration of Pecuniary Interest by: _____

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

AGENDA

CORPORATION OF THE TOWNSHIP OF RYERSON

Date: March 10, 2026 **Resolution Number: R- 42 - 26**

Moved by: Councillor Abbott,

Seconded by: Councillor Patterson,

Be it resolved that Ryerson Township Council receives the Township of Armour's By-law 10-2026 to transfer Part of Lot 5, Concession 7, Part 1 of Reference Plan 42R-22866 into Joint ownership.

And further; the Council direct staff to pay Ryerson's share, in the amount of $16,062.22.

Carried ☑ **Defeated** ☐

Glenn Miller

(Chair Signature)

Declaration of Pecuniary Interest by: _____

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

Piper Morley
T: 416-367-6591
pmorley@blg.com

Lee
T: 4
lenglish@blg.com

AGENDA

Borden Ladner Gervais LLP
Bay Adelaide Centre, East Tower
22 Adelaide Street West
Toronto ON M5H 4E3
Canada
T 416-367-6000
F 416-367-6749
blg.com

Borden Ladner Gervais

March 26, 2026

To Whom it May Concern:

Re: Notice of Case Management Conference
219 Peggs Mountain Road, Armour
Appeal under Subsections 22(7) and 34(11) of the Planning Act
PowerBank Corporation
OLT Case Nos. OLT-26-000137; OLT-26-000138
Township of Armour File Nos. OPA-2025-01; ZBA 2025-01

We are counsel to PowerBank Corporation (formerly SolarBank Corporation) (the "**Applicant**") regarding the above-noted matter.

On May 16, 2024, the Applicant submitted Official Plan and Zoning By-law Amendment applications ("**Applications**") to amend the Township of Armour Official Plan and Zoning By-law 27-95, for the property municipally known as 219 Peggs Mountain Road in the Township of Armour ("**Township**"). The Township Council refused the Applications on January 13, 2026. Following the decision, the Applicant filed an appeal for the Applications with the Ontario Land Tribunal on February 3, 2026.

The Tribunal has scheduled a virtual Case Management Conference regarding the appeals of the Applications to be held on **April 29, 2026,** at **10:00 AM.**

In accordance with the Tribunal's directions, please find attached the following:

- Explanatory Note
- Notice of Case Management Conference; and,
- Extracts of the Tribunal's *Rules of Practice and Procedure* on (i) notices, (ii) documents, exhibits, filing, service, (iii) role and obligations of a party, (iv) adjournments, (v) case management conferences, (vi) electronic hearings.

If you have any questions regarding this notice, please contact the Tribunal Case Coordinator, Azeem Patel, at Azeem.Patel3@ontario.ca.

Yours very truly,

BORDEN LADNER GERVAIS LLP

Piper Morley

AGENDA

Borden Ladner Gervais

Explanatory Note

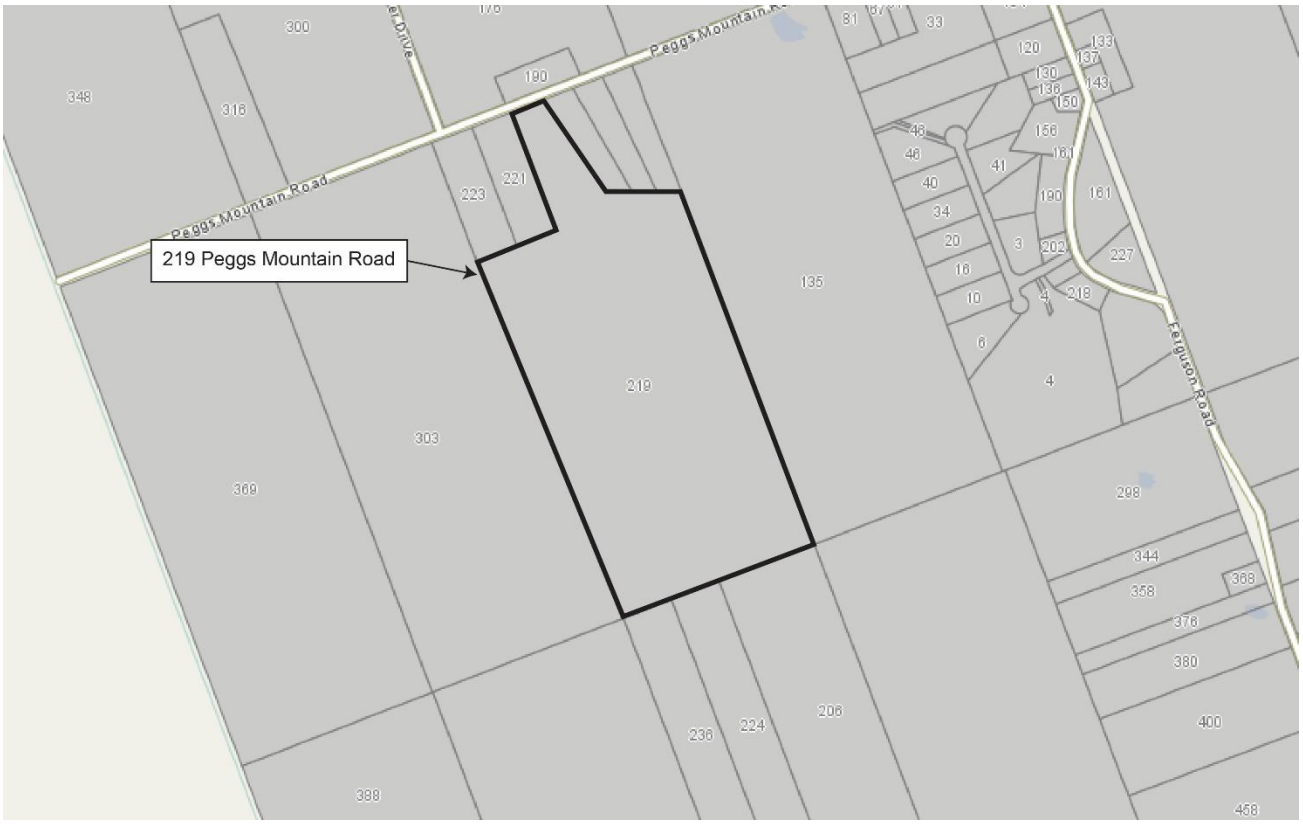
Ontario Land Tribunal – Notice of Case Management Conference

OLT-26-000137; OLT-26-000138

Official Plan and Zoning By-law Amendment Applications Proceeding Commenced Under Subsection 22(7) and 34(11) of the *Planning Act,* R.S.O. 1990, c. P. 13, as amended 219 Peggs Mountain Road, Armour

Description of Subject Property

The property municipally known as 219 Peggs Mountain Road ("**Subject Property**") is located on the south side of Peggs Mountain Road, generally located south of the Burks Falls Settlement Area and west of Highway 11. The Subject Property is approximately 32.37 hectares in size and is currently developed with an existing solar array that operates to generate solar electricity. The Subject Property is identified on the Key Map below.



AGENDA

Purpose and Effect of the Official Plan and Zoning By-law Amendment Applications

The Subject Property are designated 'Rural Community' within the Township of Armour Official Plan, and 'Rural (RU)' in the Township of Armour Zoning By-law 27-95. The Applicant is seeking approval of an Official Plan and a Zoning By-law Amendment to facilitate the development of a battery energy storage system ("**BESS**") on the Subject Property. The requested amendments would modify the existing policy and regulatory framework to expressly recognize BESS as a permitted use on the Subject Property.

Case Management Conference – April 29, 2026

A Case Management Conference will be held on **April 29, 2026**, at **10:00 AM** by video hearing at https://global.gotomeeting.com/join/927921077 (Access Code: 927-921-077).

Persons who experience technical difficulties accessing the 'GoToMeeting' application or who only wish to listen to the event can connect by calling into an audio-only telephone line:

Toll Free	1-888-299-1889 or (647) 497-9391
The access code is	927-921-077

The appellant(s), applicant, municipality or approval authority, and those persons who intend to request party or participant status, are asked to log into the video hearing at least **15 minutes** before the start of the event to test their video and audio connections.

The Ontario Land Tribunal has set aside **0.5 day** for this Case Management Conference.

SARNIA ONTARIO

THE CITY OF SARNIA
Office of the Mayor

AGENDA

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

March 25, 2026

Re: Time-Sensitive: Strengthening Municipal Accountability and Public Trust (Bill 9)

Dear Premier Ford,

When we met in Sarnia last August, we discussed Bill 9 and its intent to strengthen municipal accountability. At that time, I affirmed my support for the province's effort to move this legislation forward. The fundamental principles of Bill 9 are sound and provide an important foundation; however, the Bill requires a significant change before it becomes law.

The introduction of a standardized code of conduct and the proposed integrity commissioner reforms are positive and necessary steps forward. However, based on more than four decades of experience in municipal politics, I believe the Bill's greatest flaw lies in its mechanism for removing councillors in **serious cases of misconduct**. Requiring local councils to participate in the removal of a peer, particularly through unanimous agreement, places councils in an inappropriate and untenable position. On matters of serious contention, unanimity is rarely achievable, rendering the mechanism effectively futile. This approach undermines both fairness and public confidence and fails to provide municipalities with a meaningful ability to act in extreme cases.

In circumstances of this magnitude, decisions should not rest with a council. Instead, such matters should be heard and ruled upon by an independent, non-partisan authority, removed from local political dynamics and capable of making impartial determinations in the public's interest.

If the provincial government intends to maintain municipal councils' responsibility for adjudicating such decisions, the threshold for action must be revised. A two-thirds majority, or a simple majority of council excluding the subject member, would provide a more reasonable, fair, and workable standard.

AGENDA

This is a time-sensitive issue, and the need for action is becoming more urgent as municipalities continue to encounter situations they are powerless to address. Without meaningful change, the current conditions and lack of adequate protection will have a chilling effect on those considering public office at the municipal level. Capable, community-minded individuals may be discouraged from seeking election if there is no effective independent mechanism to address extreme misconduct, protect the integrity of council and the well-being of the community.

I am copying this letter to mayors and councils across Ontario in the hope that they will also raise their voices on this matter before the legislation is finalized, to ensure this serious flaw is addressed in what is otherwise an important and necessary piece of legislation for the Province of Ontario and its municipalities for the 2026-2030 council term of office.

Thank you for your consideration. I would welcome the opportunity to discuss these concerns and possible paths forward at your convenience.

Sincerely,

Mike Bradley
Mayor, City of Sarnia

Cc: The Honourable Rob Flack, Minister of Municipal Affairs and Housing
John Fraser, MPP, Interim Leader, Ontario Liberal Party
Marit Stiles, MPP, Leader of the Official Opposition, Ontario NDP Party
Bob Bailey, MPP for Sarnia-Lambton
Association of Municipalities of Ontario (AMO)
Mayor and Council for municipalities across Ontario
Sarnia City Council
Lambton County Council
City of Sarnia Senior Management

255 Christina St N
Sarnia ON N7T 7N2
P: 519-332-0330 ext. 3312 F: 519-332-3995 mayor@sarnia.ca www.sarnia.ca

Municipality of Tweed Council Meeting
Council Meeting

Resolut AGENDA 144

Title: City of Sarnia - Bill 9

Date: Tuesday, April 7, 2026

Moved by Councillor J. Flieler

Seconded by Councillor J. Palmateer

BE IT RESOLVED THAT Council supports the concerns raised regarding Bill 9, *Strengthening Municipal Accountability and Public Trust*, particularly the need for a more effective and impartial mechanism to address serious misconduct by members of council;
AND FURTHER THAT Council directs staff to forward correspondence of support to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the local MPP, AMO, and Ontario municipalities.

Carried

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

Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

AGENDA

Date: March 23, 2026 **Notice of Motion #2026-03-23-01**

Motion: Support for Modernizing the Heritage Organization Development Grant (HODG)

WHEREAS Ontario municipalities are legislated to preserve records of enduring and historical value, and community archives play a critical role in fulfilling this responsibility, particularly in rural and smaller municipalities; and

WHEREAS The Heritage Organization Development Grant (HODG) is the only provincial operating grant available to grassroots, non-profit heritage organizations, including community archives and historical societies across Ontario; and

WHEREAS The maximum annual HODG grant of $1,545 per organization has remained effectively unchanged for more than 15 years, resulting in a significant erosion of its real value due to inflation, such that its current purchasing power is approximately two-thirds of what it was in 2010; and

WHEREAS Rising operating costs related to insurance, utilities, records preservation, digitization, accessibility, and volunteer coordination have increased financial pressure on heritage organizations, often requiring municipalities to absorb additional costs to ensure continuity of service; and

WHEREAS Strengthening HODG would represent a modest but high-impact provincial investment that would help stabilize community archives, reduce pressure on municipal budgets, and safeguard Ontario's public records and local heritage for future generations;

NOW THEREFORE BE IT RESOLVED THAT The Burk's Falls and District Historical Society formally support a review and modernization of the Heritage Organization Development Grant, including restoring its real purchasing power through inflationary adjustment and exploring options for increased or multi-year operating stability; and

BE IT FURTHER RESOLVED THAT This resolution be forwarded to the Minister of Tourism, Culture and Gaming, local Members of Provincial Parliament, AMO, and Ontario municipalities for consideration and support.

Moved By: Jenny Hall

Seconded By: Krista Tulsen

[X] Carried [ ] Defeated

Diane Brandt

Diane Brandt, President

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

March 24, 2026

Via email: stan.cho@pc.ola.org

Ministry of Tourism, Culture and Gaming
6th Floor
438 University Ave.
Toronto, ON M7A 1N3

Dear Hon. Stan Cho,

Re: Ontario Heritage Organization Development Grant Advocacy

Please be advised that South Huron Council passed the following resolution at their March 16, 2026 Regular Council Meeting:

125-2026
Moved By: Aaron Neeb
Seconded by: Ted Oke
That South Huron Council supports the February 17, 2026 correspondence of the Township of McNab/Braeside regarding Ontario Heritage Organization Development Grant Advocacy; and

That this supporting resolution and the originating correspondence be circulated to the Minister of Tourism, Culture and Gaming, Stan Cho, Lisa Thompson, MPP, AMO, and all municipalities in Ontario.
Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator
Municipality of South Huron
kwebster@southhuron.ca
519-235-0310 x. 232

Encl.

cc: MPP Lisa Thompson, lisa.thompson@pc.ola.org; AMO, AGENDA tions@amo.on.ca ; and all municipalities in Ontario.

AGENDA

TOWNSHIP OF McNab/Braeside

Regular Council Meeting Resolution Form

Date:	February 17, 2026	No:	RESOLUTION - 56-2026
Moved by Councillor Kevin Rosien		Disposition:	CARRIED
Seconded by Deputy Mayor Scott Brum		Item No:	14.2

Description: Ontario Heritage Organization Development Grant Advocacy

RESOLUTION:

WHEREAS Ontario municipalities are legislated to preserve records of enduring and historical value, and community archives play a critical role in fulfilling this responsibility, particularly in rural and smaller municipalities; and

WHEREAS The Heritage Organization Development Grant (HODG) is the only provincial operating grant available to grassroots, non-profit heritage organizations, including community archives and historical societies across Ontario; and

WHEREAS The maximum annual HODG grant of $1,545 per organization has remained effectively unchanged for more than 15 years, resulting in a significant erosion of its real value due to inflation, such that its current purchasing power is approximately two-thirds of what it was in 2010; and

WHEREAS Rising operating costs related to insurance, utilities, records preservation, digitization, accessibility, and volunteer coordination have increased financial pressure on heritage organizations, often requiring municipalities to absorb additional costs to ensure continuity of service; and

WHEREAS Strengthening HODG would represent a modest but high-impact provincial investment that would help stabilize community archives, reduce pressure on municipal budgets, and safeguard Ontario's public records and local heritage for future generations;

NOW THEREFORE BE IT RESOLVED THAT Council formally support a review and modernization of the Heritage Organization Development Grant, including restoring its real purchasing power through inflationary adjustment and exploring options for increased or multi-year operating stability; and

BE IT FURTHER RESOLVED THAT This resolution be forwarded to the Minister of Tourism, Culture and Gaming, local Members of Provincial Parliament, AMO, and Ontario municipalities for consideration and support.

MAYOR

Recorded Vote Requested by:_____

	Yea	Nay
Mayor Lori Hoddinott	____	____
Deputy Mayor Scott Brum	____	____
Councillor Kevin Rosien	____	____
Councillor Robert Campbell	____	____
Councillor Jill Campbell	____	____

Declaration of Pecuniary Interest:_____
Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
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AGENDA

April 9, 2026

Via email: david.piccini@pc.ola.org

Ministry of Labour, Immigration, Training and Skills Development
14th Floor, 400 University Ave
Toronto, ON M7A 1T7

Dear Hon. David Piccini,

Re: Request for Provincial Legislation Amendments, Health and Safety Concerns

Please be advised that South Huron Council passed the following resolution at their April 7, 2026, Regular Council Meeting:

160-2026
Moved By: Ted Oke
Seconded by: Jim Dietrich

That South Huron Council supports the March 13, 2026, correspondence of the Township of Oro Medonte regarding a Request for Provincial Legislation Amendments, Health and Safety Concerns; and

That this supporting resolution and the originating correspondence be circulated to the Minister of Labour, Immigration, Training and Skills Development, the Minister of Transportation, the Minister of Infrastructure, MPP Lisa Thompson, AORS, AMO, and all Municipalities in Ontario.

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator
Municipality of South Huron
kwebster@southhuron.ca
519-235-0310 x. 232

AGENDA

cc: Minister of Transportation, Hon. Prabmeet Singh Sarkaria, prabmeet.sarkaria@pc.ola.org; the Minister of Infrastructure, Hon. Kinga Surma, kinga.surma@pc.ola.org**;** MPP Lisa Thompson, lisa.thompson@pc.ola.org; AORS, admin@aors.on.ca**;** AMO, resolutions@amo.on.ca; and all municipalities in Ontario.

AGENDA

Township of Oro-Medonte
Proud Heritage, Exciting Future

March 13, 2026

Hon. David Piccini
Ministry of Labour, Immigration, Training and Skills Development
14th Floor, 400 University Ave
Toronto ON M7A 1T7

Re: Request for Provincial Legislation Amendments, Health and Safety Concerns

Dear Minister Piccini,

At its meeting of Council on March 11, 2026, the Council of the Township of Oro-Medonte received correspondence from Association of Ontario Road Supervisors (AORS) regarding the above-mentioned request for support.

The Township of Oro-Medonte fully supports AORS in their request, as our staff have, on numerous occasions, been subjected to abusive and aggressive behaviour from members of the public. We respectfully request your support in advancing measures that will strengthen protections for municipal workers and contractors. With provincial partnership, municipalities can better safeguard the individuals who work tirelessly to maintain critical services and keep our communities functioning safely.

Sincerely,

Mayor Randy Greenlaw

Cc: Premier Doug Ford
Hon. Michael Kerzner, Solicitor General of Ontario
Hon. Jill Dunlop, Minister of Emergency Preparedness and Response
Hon. Rob Flack, Minister of Municipal Affairs and Housing

Hon. Prabmeet Sakaria, Minister of Transportation
Ho[redacted]thy, Acting Minister of Infrastructure
Do[redacted]PP Barrie – Springwater - Oro-Medonte
Association of Municipalities of Ontario (AMO)
Association of Ontario Roads Supervisors (AORS)
Ontario Municipalities
Members of Oro-Medonte Council

AGENDA

AORS
KNOWLEDGE. PURSUING EXCELLENCE.
AGENDA

Minister of Labour, Immigration, Training and Skills Development David Piccini
14th Floor, 400 University Avenue
Toronto, ON M7A 1T7

February 5, 2026

Dear Minister Piccini,

On behalf of Ontario's municipal public works professionals, we are writing to raise an urgent health and safety concern that is increasingly placing municipal workers and subcontractors at risk while they maintain the critical infrastructure our communities rely on every day.

While the Occupational Health and Safety Act establishes important protections against workplace hazards, it does not adequately address a growing and very real threat: unsafe working conditions created by interference, harassment, and dangerous actions from members of the public.

Through consultations with AORS members across the province, we are hearing consistent and deeply troubling examples of escalating behaviour directed at municipal workers - particularly winter maintenance operators. These are not isolated incidents, but a pattern that is becoming increasingly normalized during significant weather events. Examples reported to AORS include:

- An individual throwing a large chunk of ice at an active piece of municipal equipment while it was operating.
- A resident threatening to kill a sidewalk plow operator.
- A man climbing onto a snow plow and refusing to get off until the operator agreed to plow his road next.
- Two municipal staff members being confronted, accosted, and aggressively yelled at in public - one at a gas station and another while simply standing in line for coffee - by individuals angry about road conditions that were not even under that municipality's jurisdiction, as well as a mailbox that had been struck.
- A voicemail left by a resident threatening to shoot a municipal plow driver with a shotgun the next time the street was plowed.
- A resident angry about snow at the end of their driveway jumping in front of an active plow and refusing to move. The plow was delayed for over an hour during a major snow event, placing service levels and the municipality's overall emergency response at risk. The situation was only resolved once supervisors and by-law officers arrived on scene.

These incidents represent only a small sample of what municipal plow drivers and winter maintenance crews are experiencing across Ontario. What was once limited to disgruntled complaints has escalated into direct threats, physical interference, and dangerous confrontations that place workers, subcontractors, and the public at risk. This issue is becoming a systematic threat to municipal service delivery and is only amplified during significant weather events.

Municipal workers and their contracted partners are responsible for maintaining roads, bridges, sidewalks, and other essential services - often in extreme weather and high-risk environments. When these workers are threatened or obstructed, it becomes not only a workplace safety issue, but a broader public safety concern. In some cases, conditions have become so unsafe that

municipal staff and subcontractors have walked off job sites, jeopardizing timely service delivery during critical events.

We AGENDA k the Province to consider the following changes:

• Under the Emergency Management and Civil Protection Act, when a municipality declares a Significant Weather Event, municipal winter maintenance vehicles and operators - including subcontractors working on behalf of municipalities - should be afforded enhanced protection, with interference or obstruction treated with the same severity as interference with police, fire, or paramedic services.
• Establish clear public-safety interference provisions, similar in intent to Ontario's Slow Down, Move Over legislation, that recognize the essential role of municipal roadside workers.
• Consider adopting provisions similar to Manitoba's recently passed Bill 38, an amendment to their Highway Traffic Act effective January 1, 2026, which requires motorists to maintain a minimum distance of 30 metres behind snowplows where speed limits are 80 km/h or lower, and 100 metres where speed limits exceed 80 km/h.

These changes would provide clarity, deterrence, and enforceability—sending a strong message that interference with municipal workers performing essential services will not be tolerated. Just as Ontario protects first responders from obstruction during emergencies, we must extend similar protections to the public works professionals who keep our communities safe, connected, and functioning.

AORS would welcome the opportunity to meet with you and your staff to discuss these concerns further and to collaborate on legislative solutions that better protect municipal workers and subcontractors while strengthening public safety across the province.

Thank you for your consideration of this critical issue.

Sincerely,

Karla Musso-Garcia, CRS-I
President, Association of Ontario Road Supervisors
Operations Manager, Township of Oro-Medonte

Kelly Elliott
Interim Executive Director
Association of Ontario Road Supervisors

Cc (via e-mail)
Premier Doug Ford
Minister of Emergency Preparedness and Response Jill Dunlop
Minister of Municipal Affairs and Housing Rob Flack
Minister of Transportation Prabmeet Sarkaria
Acting Minister of Infrastructure Todd McCarthy
Scott Butler, Good Roads Executive Director
Walid Abou-Hamde, Ontario Road Builders' Association Chief Executive Officer

AORS
KNOWLEDGE. PURSUING EXCELLENCE.
AGENDA

Solicitor General of Ontario Michael Kerzner
George Drew Building, 25 Grosvenor Street
Toronto, ON M7A 1Y6

February 5, 2026

Dear Solicitor General Kerzner,

On behalf of Ontario's municipal public works professionals, we are writing to raise serious concerns regarding the safety of municipal workers and subcontractors who are increasingly facing harassment, threats, and dangerous interference from members of the public while delivering essential municipal services - particularly during winter maintenance and emergency operations.

Across Ontario, municipal public works teams are responsible for maintaining critical infrastructure that residents depend on every day, including roads, sidewalks, bridges, and drainage systems. During significant weather events, these workers are frontline responders, ensuring emergency vehicles can travel safely and that communities remain connected and accessible. However, the behaviour directed at them has escalated well beyond routine complaints and has become a direct threat to both worker safety and public safety.

Through consultations with AORS members province-wide, we continue to receive troubling reports that illustrate the seriousness of this issue. These include:

• An individual throwing a large chunk of ice at an active piece of municipal equipment while it was operating.
• A resident threatening to kill a sidewalk plow operator.
• A man climbing onto a snowplow and refusing to get off until the driver agreed to plow his road next.
• Two staff members confronted and aggressively accosted in public - one at a gas station and another while simply waiting in line for coffee - by individuals angry about road conditions and a mailbox strike that were not even related to that municipality.
• A voicemail threatening to shoot a plow driver with a shotgun the next time the street was plowed.
• A resident jumping in front of an active plow during a major snow event and refusing to move, delaying operations for over an hour and jeopardizing service levels and overall emergency response.

These examples represent only a small sample of the experiences municipal plow drivers and winter maintenance crews are facing across the province. What was once occasional frustration has escalated into intimidation, threats of violence, and direct interference with equipment and operations.

Equally concerning is that municipalities do not always receive consistent enforcement support when these incidents occur. We have heard directly from members who contacted the Ontario Provincial Police for assistance and were advised that, unless a physical assault had already taken place, the situation was "not a police matter." Waiting until a worker has been physically harmed before intervention is neither preventative nor acceptable.

This gap leaves municipalities and workers vulnerable and sends an unintended message that threatening or obstructive behaviour toward municipal staff carries little consequence. It also places supervisors and by-law officers in situations that may exceed their authority or capacity to ma AGENDA

We believe a proactive and coordinated response is needed. Municipal workers and their subcontractors should not have to choose between their personal safety and providing critical services during storms and emergencies.

We respectfully ask that the Province of Ontario and the Ontario Provincial Police take a clear and strong stance that interference, threats, and harassment directed at municipal public works staff will not be tolerated. Specifically, we would welcome:

• Clear direction and guidance to police services, including the OPP, that threats, intimidation, and obstruction of municipal workers performing essential duties warrant timely enforcement and support.
• Recognition that interference with winter maintenance and emergency public works operations presents a broader public safety risk, not merely a municipal operational issue.
• Enhanced coordination between municipalities and local police services during significant weather events and emergency responses to ensure worker safety and continuity of service.
• Consideration of legislative or policy tools that provide stronger deterrence and consequences for those who threaten or obstruct municipal staff and contractors.

Municipal public works professionals are essential workers. They keep roads open for ambulances, fire trucks, school buses, and the travelling public. Their safety should be treated with the same seriousness as that of other frontline responders.

AORS would welcome the opportunity to meet with you and your staff to discuss these concerns and explore practical steps to ensure consistent enforcement support and stronger protections for municipal workers across Ontario.

Thank you for your attention to this important matter and for your continued leadership in public safety.

Sincerely,

Karla Musso-Garcia, CRS-I
President, Association of Ontario Road Supervisors
Operations Manager, Township of Oro-Medonte

Kelly Elliott
Interim Executive Director
Association of Ontario Road Supervisors

Cc (via e-mail)
Premier Doug Ford

Town of Lincoln

AGENDA

4800 SOUTH SERVICE RD.,
BEAMSVILLE, ON L3J 1L3

905-563-2799

March 25, 2026

SENT VIA EMAIL: graham.mcgregor@pc.ola.org

Hon. Graham McGregor
Minister of Citizenship and Multiculturalism
10215 Kennedy Rd. N
Brampton, ON L6Z 0C5

RE: Town of Lincoln Resolution – Request to the Province of Ontario to Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties

Please be advised that Council of the Corporation of the Town of Lincoln at its Committee of the Whole Meeting held on March 23, 2026, passed the following resolution:

Resolution Number: PED-2026-22
Moved by: Councillor Lynn Timmers

WHEREAS amendments to the Ontario Heritage Act under the More Homes Built Faster Act, 2022 introduced timelines requiring municipalities to issue Notices of Intention to Designate for properties listed on municipal heritage registers as of December 31, 2022, originally requiring action by January 1, 2025; and

WHEREAS the Province subsequently amended the legislation through the Homeowner Protection Act, 2024 to extend the deadline to January 1, 2027 in response to concerns raised by municipalities and heritage stakeholders; and

WHEREAS municipalities require sufficient time and resources to undertake research, documentation, consultation, and evaluation to determine whether listed properties warrant designation under the Ontario Heritage Act; and

WHEREAS the removal of listed properties from municipal heritage registers if the prescribed timelines are not met may place cultural heritage resources at increased risk of demolition or irreversible alteration before municipalities have the opportunity to properly evaluate their cultural heritage value or interest; and

AGENDA

WHEREAS many municipalities, including the Town of Lincoln, do not have dedicated heritage planning staff and must rely on volunteer Heritage Advisory Committee members or external heritage consultants to undertake property evaluations, which can result in additional financial and administrative pressures; and

WHEREAS municipalities across Ontario are facing significant workloads associated with evaluating listed properties; and

WHEREAS the Town of Lincoln Heritage Advisory Committee, at its meeting of March 12, 2026, recommended that Council advocate to the Province of Ontario for a further extension to the current deadline;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Council of the Town of Lincoln endorse the recommendation of its Heritage Advisory Committee and respectfully request that the Province of Ontario further amend the Ontario Heritage Act to extend the January 1, 2027 deadline for issuing Notices of Intention to Designate for properties listed on municipal heritage registers as of December 31, 2022; and

2. The Province consider extending the deadline to January 1, 2030, or another reasonable timeframe that would provide municipalities with adequate time to complete heritage evaluations and make informed designation decisions; and

3. This resolution be circulated to the Minister of Citizenship and Multiculturalism, the Minister of Municipal Affairs and Housing, the local Member of Provincial Parliament, the Association of Municipalities of Ontario, the Ontario Municipal Heritage Committee Association, and all Ontario municipalities for their information and consideration.

CARRIED

If you require any additional information, please do not hesitate to contact the undersigned.

Regards,

Julie Kirkelos
Town Clerk

jkirkelos[AGENDA]ncoln.ca

JK/dp

c.c. Minister of Municipal Affairs and Housing
Niagara West Member of Provincial Parliament
Association of Municipalities of Ontario (AMO)
Community Heritage Ontario
All Ontario Municipalities
Manager of Planning and Development
Chair of the Heritage Advisory Committee

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
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AGENDA

March 24, 2026

Via email: trevor.jones@pc.ola.org

Ministry of Agriculture, Food and Agribusiness
11th Floor
77 Grenville Street
Toronto, ON M7A 1B3

Dear Hon. Trevor Jones,

Re: Ontario Veterinary College Enrollment Capacity

Please be advised that South Huron Council passed the following resolution at their March 16, 2026, Regular Council Meeting:

126-2026
Moved By: Jim Dietrich
Seconded by: Wendy McLeod-Haggitt
That South Huron Council supports the February 26, 2026 correspondence of the Township of Papineau-Cameron regarding Ontario Veterinary College Enrollment Capacity; and

That this supporting resolution and the originating correspondence be circulated to the Minister of Agriculture, Food and Agribusiness, Trevor Jones, the Minister of Economic Development, Job Creation and Trade, Victor Fedeli, the Minister of Colleges, Universities, Research Excellence and Security, Nolan Quinn, Lisa Thompson, MPP, the Canadian Veterinary Medical Association, AMO, and all municipalities in Ontario.

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator
Municipality of South Huron
kwebster@southhuron.ca

519-235-0310 x. 232

AGENDA

Encl.

cc: Minister of Economic Development, Job Creation and Trade, Victor Fedeli, vic.fedeli@pc.ola.org; the Minister of Colleges, Universities, Research Excellence and Security, Nolan Quinn, nolan.quinn@pc.ola.org; MPP Lisa Thompson, lisa.thompson@pc.ola.org; Canadian Veterinary Medical Association, admin@cvma-acmv.org; AMO, resolutions@amo.on.ca; and all municipalities in Ontario.

THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072
E-mail: admin@papineaucameron.ca Website: www.papineaucameron.ca

AGENDA

February 26, 2026

The Ontario Veterinary College
50 Stone Road East
Guelph, ON N1G 2W1

RE: Ontario Veterinary College expansion of enrollment capacity

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The Council of The Corporation of The Township of Papineau-Cameron met at their Regular Council Meeting on February 24, 2026 and passed the attached resolution 2026-50 that relates to the Ontario Veterinary College's enrollment capacity.

Yours truly,

Venessa Wilson
Administrative Assistant

Encl: Resolution 2026-50, Township of Papineau-Cameron

Cc: The Ontario Ministry of Agriculture, Food and Agribusiness
The Canadian Veterinary Medical Association
The Honorable Victor Fedeli, MPP, Minister of Economic Development, Job Creation and Trade
The Honorable Trevor Jones, MPP, Minister of Agriculture, Food and Agribusiness
The Honorable Nolan Quinn, MPP, Minister of Colleges, Universities, Research Excellence and Security
Association of Municipalities of Ontario
All Ontario Municipalities

THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

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Website: www.papineaucameron.ca

AGENDA

DATE: bruary 24, 2026 **RESOLUTION NUMBER:** 2026-50

MOVED BY: Shelley L Belanger **SECONDED BY:** M Chenier

WHEREAS large animal livestock owners in Northern Ontario have extremely limited access to large animal veterinary services;

AND WHEREAS the cost of large animal veterinary services in Northern Ontario is significantly higher due to long travel distances and the limited number of large animal veterinarians available to service the region;

AND WHEREAS it has come to the attention of the Council of Papineau-Cameron Township that three qualified individuals within our community have applied to the Ontario Veterinary College for large animal veterinary, but were denied admission due to limited enrollment capacity;

THAT the Council of Papineau-Cameron Township formally requests that the Ontario Veterinary College, the Ontario Ministry of Agriculture, Food and Agribusiness, and the Canadian Veterinary Medical Association consider expanding enrollment capacity at the Ontario Veterinary College to allow more qualified applicants to pursue certification as large animal veterinarians.

AND FURTHER THAT a copy of this resolution be forwarded to the Ontario Veterinary College, the Ontario Ministry of Agriculture, Food and Agribusiness, the Canadian Veterinary Medical Association, the Hon. Victor Fedeli MPP Minister of Economic Development, Job Creation and Trade, the Hon. Trevor Jones MPP Minister of Agriculture, Food and Agribusiness, the Hon. Nolan Quinn MPP Minister of Colleges, Universities, Research Excellence and Security, Association of Municipalities of Ontario, and Ontario Municipalities for their consideration and support.

CARRIED: Robert Corriveau (Mayor) **NOT CARRIED:** _____ (Mayor)

Recorded Vote (Upon Request of Councillor _____) Section 246 (1) Municipal Act

RECORDED DIVISION VOTE	YES Signature	NO Signature	ABSTAIN Signature
Mayor Robert Corriveau			
Deputy Mayor Shelley Belanger			
Councillor Keith Dillabough			
Councillor Jason Bélanger			
Councillor Mélanie Chenier			

COPY

From the Office of the Clerk
The Corporation of the County of Prince Edward
T: 613.476.2148 x 1021 | F: 613.476.5727
clerks@pecounty.on.ca | www.thecounty.ca

March 13, 2026

Please be advised that during the regular Council meeting of March 10, 2026 the following resolution regarding OPP - Sustainable Police Services Funding was carried.

RESOLUTION NO. **2026-111**

DATE: **January 29, 2026**

MOVED BY: **Councillor Roberts**

SECONDED BY: **Councillor Hirsch**

WHEREAS Ontario municipalities are required to maintain a police service or detachment board; and

WHEREAS policing is a provincially legislated responsibility, yet municipalities are bearing the brunt of rising costs to implement provincial mandates;

WHEREAS the Association of Municipalities of Ontario (AMO) has asserted that the fiscal framework enabling municipalities provided critical policing and public safety services is broken, and AMO requests an urgent update of the provincial-municipal fiscal relationship;

WHEREAS double digit increases in municipal annual Ontario Provincial Police (OPP) budgets are unsustainable, especially as Ontario municipal police services tackle provincial responsibilities such as mental health, addictions, and homelessness challenges that place police resources under enormous financial strain;

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 (the Act);

WHEREAS the costs of other measures such as providing provincial court security are increasing and are not part of providing core, adequate and effective municipal policing; and

WHEREAS rural municipalities are especially negatively impacted by these developments;

NOW THEREFORE BE IT RESOLVED THAT the Council of the County of Prince Edward (Council) requests that the Province provide financial assistance to municipalities to offset all additional costs directly and demonstrably incurred as a result of compliance with the Act and not general increases to police budgets; and

THAT Council urges the Province of Ontario to expeditiously review and reform its current police grant programs to ensure a more equitable distribution of funding to municipalities, so that communities with changing populations and expanding service demands receive fair and sustainable provincial support; and

From the Office of the Clerk
The Corporation of the County of Prince Edward
T: 613.476.2148 x 1021 | F: 613.476.5727
clerks@pecounty.on.ca | www.thecounty.ca

THAT this resolution of Council be forwarded to the Premier of Ontario, the Solicitor General of Ontario, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), Eastern Ontario Wardens' Caucus (EOWC), the Ontario Association of Police Services Boards (OAPSB), and all Ontario municipalities for endorsement.

CARRIED

Yours truly,

Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Hirsch

Municipality of Bluewater

M[illegible] **AGENDA**

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

The Honourable Paul Calandra, Minister of Education
5th Floor
438 University Avenue
Toronto, ON M7A 2A5

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

RE: Request for Provincial Consultation and Transparency Regarding Potential Changes to English Public School Board Governance

Dear Premier Ford and Minister Calandra,

At their regular scheduled meeting of March 16, 2026, Council of the Municipality of Bluewater received correspondence from Michael Bannerman, Board of Trustees Chair for the Avon Maitland District School Board regarding the potential changes to the English Public School Board Governance and passed the following resolution:

MOVED: Councillor Harris **SECONDED**: Councillor Walden
THAT Council of the Municipality of Bluewater supports the Avon Maitland District School Board in their request to the Government of Ontario to undertake a comprehensive, province-wide consultation process before moving forward with any changes to the governance structure of English public school boards; and

THAT this resolution be circulated to the Honourable Doug Ford, Premier of Ontario, the Honourable Paul Calandra, Minister of Education, MPP Lisa Thompson all Ontario municipalities. **CARRIED**.

Sincerely,

Chandra Alexander
Acting CAO/Manager of Corporate Services/Clerk

Encl: Letter from Avon Maitland District School Board Trustee Chair

cc: Michael Bannerman, Chair, Board of Trustees
MPP Lisa Thompson
All Ontario Municipalities

Avon Maitland District School Board
Education Centre
62 Chalk Street North, Seaforth, ON N0K 1W0
Telephone: (519) 527-0111 • 1-800-592-5437 *(Ontario)*
Fax: (519) 527-0222 • www.amdsb.ca

AGENDA

March 2, 2026

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

And

The Honourable Paul Calandra
Minister of Education, Ministry of Education
315 Front Street West, 14th Floor
Toronto, ON M7A 0B8

Re: Request for Provincial Consultation and Transparency Regarding Potential Changes to English Public School Board Governance

Dear Premier Doug Ford and Minister Paul Calandra,

On behalf of the Trustees of the Avon Maitland District School Board, I am writing to respectfully request that the Government of Ontario undertake a comprehensive, province-wide consultation process before moving forward with any changes to the governance structure of English public school boards.

Recent public statements indicating that the Ministry is considering eliminating the role of democratically elected English public school trustees have generated significant concern among school boards, families, and communities across the province. Trustees serve as an essential democratic link between local communities and the public education system. Any proposal to fundamentally alter or remove this role would represent a major shift in the governance of education in Ontario and warrants careful study, thoughtful analysis, and open dialogue.

Given the magnitude of this potential change, we respectfully ask the government to clearly demonstrate how it has arrived at its current thinking. Specifically, we request that the Ministry make public the research, evidence, data analysis, policy reviews, stakeholder input, and performance evaluations that have informed its consideration of altering or eliminating the role of elected trustees. Transparency regarding the rationale, objectives, and anticipated outcomes of this proposal is essential to maintaining public trust and ensuring informed dialogue.

The Trustees of the Avon Maitland District School Board believe that decisions of this significance must be supported by transparent research and meaningful engagement with stakeholders. We respectfully request that the government initiate a formal consultation process that includes school boards, parents, educators, students, First Nations representatives, and the broader public. Such a process would help ensure that any future governance model is grounded in evidence and reflects the needs and priorities of Ontario's diverse communities.

As a board serving a large and predominantly rural geographic area, we also wish to emphasize the critical importance of the democratically elected trustee role in ensuring that rural perspectives are represented in education decision-making. Trustees provide an essential local voice for communities whose priorities and challen AGENDA significantly from those experienced in larger urban centres. Issues such as student transportation, long travel distances, rural school viability, access to programming, and community connectivity are often best understood by locally elected representatives who live and work in those communities. Preserving avenues for rural representation helps ensure that provincial education policies reflect the realities of students and families across all regions of Ontario.

We are also concerned that removing English public school trustees could have unintended consequences for representation and accountability within the system. In many boards, legislated First Nations representation and student trustees play an important role in ensuring diverse voices are heard in decision-making. The loss of elected trustees could impact these mechanisms that currently provide important perspectives at the governance table.

We are aware that the Waterloo District School Board has written to the Ombudsman's Office to request an investigation into the fairness, transparency, and accountability of the process used to implement changes to the school board governance model, and we are in full support of this request.

The Trustees of the Avon Maitland District School Board remain committed to working collaboratively with the Ontario Ministry of Education and the Government of Ontario to support a strong, transparent, and responsive public education system. We believe that transparency, evidence-based decision-making, and meaningful consultation will best serve students, families, and communities across the province.

Thank you for your attention to this matter. We would welcome the opportunity to participate in any consultation process or discussion regarding the future governance of Ontario's public education system.

Sincerely,

Michael Bannerman
Chair, Board of Trustees
Avon Maitland District School Board

cc: AMDSB Trustees
MPP Lisa Thompson
MPP Matthew Rae
Local Municipalities
Local Media Outlets
Ontario Public School Boards' Association and Member Boards
AMDSB Parent Involvement Committee
AMDSB Special Education Advisory Committee
AMDSB Parent Councils Chairs

Corporation of the Township of Black River - Matheson
421 Fifth Avenue
P.O. Box 601
Matheson, Ontario
P0K 1N0

AGENDA

ITEM # 2026-10.d)
RESOLUTION

DATE: March 10, 2026 2026-81

Moved by Councillor Bree Allen
Seconded by Councillor Scott McCutcheon

WHEREAS safe, reliable transportation corridors are essential to the economic prosperity, public safety, and supply chain resilience of Northern Ontario communities;

AND WHEREAS Highways 11 and 17 form the primary east–west transportation corridor across Northern Ontario and serve as a critical link for trade, resource development, emergency services, and community connectivity;

AND WHEREAS the expansion and modernization of these highways would strengthen national supply chains, support mining and resource development projects including those associated with the Ring of Fire, and improve safety for residents, commercial transport, and travelers;

AND WHEREAS Member of Provincial Parliament John Vanthof has introduced a motion in the Legislative Assembly of Ontario calling upon the Government of Ontario to work with the Government of Canada to declare the expansion and modernization of Highways 11 and 17 a project of national significance;

AND WHEREAS Member of Parliament Gaétan Malette has introduced a motion in the House of Commons advocating for federal recognition and support of strategic national infrastructure priorities;

THEREFORE BE IT RESOLVED THAT the Council of the Township of Black River-Matheson formally express its support for the motion introduced by MPP John Vanthof requesting that the Government of Ontario work with the Government of Canada to declare the expansion and modernization of Highways 11 and 17 a project of national significance;

AND FURTHER THAT Council express its support for the motion introduced by MP Gaétan Malette currently before the House of Commons;

AND FURTHER THAT Council call upon both the Government of Ontario and the Government of Canada to prioritize investments that strengthen transportation infrastructure, supply chain reliability, and economic development opportunities across Northern Ontario;

AND FINALLY THAT a copy of this resolution be forwarded to:

- The Honourable Gaétan Malette, Member of Parliament
- John Vanthof, MPP Timiskaming–Cochrane
- All Members of Parliament
- All Members of Provincial Parliament

- The Northern Ontario Municipal Association (NOMA)
- The Association of Municipalities of Ontario (AMO)
- Northern Ontario municipalities for their consideration.

AGENDA

☒ CARRIED ☐ DEFEATED

CHAIR SIGNATURE

☐ Original ☐ Amendment ☐ Refer ☐ Defer ☐ Reconsider ☐ Withdrawn

Recorded Vote-TO BE COMPLETED BY CLERK ONLY

	YEAS	NAYS
Mayor Dave Dyment		
Councillor Allen		
Councillor Morrish		
Councillor Campsall		
Councillor McCutcheon		
Councillor Gadoury		
Councillor Bouchard		

Hong Ji Lei
Clerk

Rideau Lakes
1439 County Road 8, Delta, ON K0E 1G0
T. 613.928.2251 | 1.800.928.2250 | F. 613.928.3097
rideaulakes.ca

AGENDA

March 10, 2026

Dear Senator,

Re: Rideau Lakes Concerns re Alto High Speed Rail Project (Bill C-15 Budget)

We in Rideau Lakes Township are writing this letter because of major concerns about the Alto High Speed Rail Project (HSR), as well as a request to fully evaluate our concerns of Bill C-15 in relation to Alto HSR and expropriation of land.

The Alto HSR is lacking full and meaningful consultation of critical information for the early design and development phase. We recognize that having this information is important to the engineers in determining routes that minimize disruptions to the communities, residents, businesses, farmland, waterways, environment, and ecosystems that they pass through. What we have experienced is less than adequate information upon which to base our ability to conduct impact assessments involving our rural communities, agriculture, businesses, and countless heritage buildings and monuments. Alto's recently proposed Southern Ontario route included a 10 km wide corridor, and they provided high-level maps which are not useful in determining the impacts which more detailed route maps would give us and that are vital to our informed feedback. Without more information from Alto, this reduces our more local and valuable ability to provide critical information to Alto planners and engineers.

HSR will divide communities. There will be a major impact on our roadways for school buses, public transportation and emergency vehicles given the many closed roadways when fences are erected along the HSR route. This will increase mortality and morbidity as it will take longer to receive timely care. Farther to travel will also increase emissions and costs for plowing and road maintenance. Without more information from Alto, this reduces our local and valuable ability to provide critical information to Alto planners and engineers.

The Southern route would traverse the UNESCO recognized Frontenac Arch Biosphere Region, the ancestral lands of the Haudenosaunee (Kanien'kehá꞉ka) and Anishinaabeg (Algonquin); where a land bridge of the Canadian Shield connects the Algonquin and Laurentian Highlands to the Adirondack Mountains in the USA. Many animals use this migration route in both directions every year, and unless wildlife corridors are included in the ALTO plans, this would cut off their migration.

This does not begin to speak to the negative impact on tourism which is estimated in the order of $30 million for the UNESCO Rideau Canal system from Ottawa to Kingston.

Another major concern is that the government proposes to grant Alto, as a Crown Co[AGENDA] right to 3 methods of property expropriation! Until now the government itself held the right to a single method of property expropriation. This causes our residents varying degrees of stress ranging to mental anguish if their properties are affected and they will not get full current market value if they decided to sell. Under the new proposed legislation, they would be forced to sell to the Corporation! This is of particular concern to many potentially affected property owners who are in the business of farming and feeding our population.

Cost analysis to build the railway in the northern and southern routes has not been done. We have also been told that a route parallel to the St. Lawrence River and Lake Ontario is not viable. We do not have enough information to understand why this option is not viable.

Rideau Lakes Township is asking you, and your Senate colleagues, to undertake your considered review of our concerns that are being sent to you for First Reading. We hope that you will see that this portion of Bill-C15 (HSR and expropriation) is premature, given that there are many unanswered questions and important issues have not been adequately addressed in the information provided. There has been inadequate public consultation to move to the development stage of this generationally important Canadian transportation project affecting so many lives along whatever corridor may eventually be approved. Should the Senate determine that a delegation to a Senate committee be appropriate with a view to consolidating recommendations for changes that would go back to the House of Commons, we would be available to participate, of course upon invitation.

Thank you for your attention in this very important matter affecting all of us here and across Ontario! It would be very much appreciated if I could receive a response in order to brief my Council.
Yours respectfully,

Arie Hoogenboom
Mayor, Rideau Lakes Township
mayor@rideaulakes.ca
613-323-0901

Cc: Prime Minister of Canada
All Members of Parliament
All Provincial Cabinet Ministers
MPP Steve Clark
The Federation of Canadian Municipalities
The Association of Municipalities of Ontario
All Ontario Municipalities

The Corporation of the
Township of Otonabee-South Monaghan

March 23, 2026

Via Email: mtruelove@rideaulakes.ca

Rideau Lakes
1439 County Road 8
Delta, Ontario K0E 1G0

Dear Mayor Arie Hoogenboom:

Re: Resolution - Rideau Lakes Concerns re Alto High Speed Rail Project (Bill C-15 Budget)

Please be advised that the Council of the Township of Otonabee-South Monaghan at its meeting on March 16th, 2026, passed the following resolution:

R67-2026

Moved by Councillor Terry Holmes
Seconded by Councillor Mark Allen

That Council hereby supports the letter to Senator from Rideau Lakes regarding concerns with the Alto High Speed Rail Project (Bill C-15 Budget), as attached.

And further that this resolution be forwarded to all parties listed on the original correspondence.

CARRIED.

Yours truly,
Township of Otonabee-South Monaghan

Liz Ross
Deputy Clerk

Cc: Prime Minister of Canada
MP Emma Harrison
The Federation of Canadian Municipalities
The Association of Municipalities of Ontario
All Ontario Municipalities

ONTARIO ENERGY BOARD

NOTICE OF A HEARING

AGENDA

Generic Review of the Model Franchise Agreement for Natural Gas

On October 15, 2025, the Chief Commissioner of the Ontario Energy Board (OEB) issued a **letter** indicating the OEB's intention to commence a generic proceeding to conduct a limited review of the **Model Franchise Agreement**. The OEB is now initiating this proceeding on its own motion pursuant to section 19 of the *Ontario Energy Board Act, 1998*.

What is a Model Franchise Agreement?

Before a natural gas utility can provide gas service within a municipality, it must enter into a franchise agreement with that municipality. A franchise agreement is an operational contract between a municipality and a gas utility that sets out the rights and obligations of both parties. All franchise agreements must be approved by the OEB.

The OEB adopted the Model Franchise Agreement to ensure fairness, transparency and consistency among individual franchise agreements across Ontario. The OEB expects that gas utilities and municipalities will use the terms of the Model Franchise Agreement without amendment, unless there is a compelling reason for deviation.

Why is the OEB Initiating this Proceeding?

In recent years, several municipalities and local community-based interest groups in Ontario have challenged certain terms of the Model Franchise Agreement during individual gas franchise proceedings. Many of these challenges raised issues of a generic nature, focusing on certain sections of the Model Franchise Agreement itself, rather than unique municipality-specific circumstances.

In response, the OEB is initiating this proceeding to examine certain sections and components of the Model Franchise Agreement that have emerged as issues of concern. This proceeding will review the templated form of the Model Franchise Agreement; it will not entail a review of individual franchise agreements that have been signed by specific municipalities and gas utilities.

This proceeding takes place within the context of Ontario's current energy landscape and the objectives outlined in Ontario's Natural Gas Policy Statement, which establishes that natural gas remains a vital component of Ontario's energy mix.

Draft Issues List

Each issue in the draft issues list relates to provisions within the current Model Franchise Agreement that have been recently contested. The OEB will provide information on how parties can comment on the draft issues list at a later date.

- **Section 11 Alternative Easement:** Are changes required to the provisions in section 11 of the Model Franchise Agreement pertaining to notice, the availability of easements and cost sharing in the event of the proposed sale or closing of any highway or any part of a highway where there is a gas line in existence?
- **Section 12 Pipeline Relocation:** Are changes required to the cost-sharing provisions as between municipalities and utilities in section 12 of the Model Franchise Agreement relating to the costs associated with pipeline relocations? Are changes required in relation to the time requirements for the completion of relocation under section 12 (e.g., should a time be specified)? If so, what would be an appropriate amount of time?
- **Section 15 Disposition of the Gas System & Section 16 Use of Decommissioned Gas System:** Are changes required in section 15 and section 16 of the Model Franchise Agreement relating to the removal of decommissioned pipelines?
- **Non-substantive administrative updates to the Model Franchise Agreement:** What terminologies (e.g., job titles) in the Model Franchise Agreement require an update to reflect current operations?
- **Implementation of possible updates to the Model Franchise Agreement:** If changes to the Model Franchise Agreement are made, how should the updated terms affect existing gas franchise agreements and applications currently before the OEB (e.g., how and when should such changes be integrated into existing agreements)?

The scope of this proceeding does not include potential legislative or regulatory amendments, such as the payment of fees by utilities to municipalities for the use of right of way. Such fees are currently prohibited by *O. Reg. 584/06: Fees and Charges*. The relationship between the *Drainage Act* and municipal gas franchise agreements is also outside the scope of this proceeding.

YOU SHOULD KNOW

There are three types of OEB Hearings: oral, electronic and written. If you have a preference for the type of hearing, you can write to us to explain why. The OEB will decide on the format of the hearing at a later date.

Ce document est aussi disponible en français.

Information Session

OEB staff will hold a virtual information session about this proceeding on the morning of **April 15, 2026, beginning at 9:30 AM**. This information session will not be transcribed, nor will it form part of the public record. Its purpose is to provide general information about the Model Franchise Agreement and the regulatory framework for municipal gas franchises and the typical steps in an OEB proceeding. OEB staff will not be addressing specific feedback on the draft issues list during the session as there will be an opportunity to provide comments at a later date. To sign up for the virtual information session scheduled for the morning of April 15, 2026 please complete the form at **Information Session Registration** by **April 10, 2026**. Details on how to login to the information session will be provided at a later date.

Intervention Requests

Municipalities, gas utilities, and other interested parties who wish to actively participate in this proceeding must apply for intervenor status and, where applicable, cost eligibility using the OEB's online **Intervention Form** by **April 20, 2026**. Municipalities and gas utilities will be granted intervenor status. Other interested parties may be granted intervenor status and, in their intervenor requests, are required to clearly identify and explain their substantial interest in the issues to be addressed within the scope of this proceeding.

Collaborating as a group, rather than participating individually, can support a more efficient and coordinated regulatory process. Municipalities in particular are encouraged to work together and consider a group approach where common interests exist. For the purposes of this proceeding, the term Municipal Group refers to a group of municipalities organized together with a common interest. The OEB will consider requests for intervenor status from more than one Municipal Group.

Cost Awards

Under section 3.05 of the OEB's **Practice Direction on Cost Awards**, a municipality (whether participating individually or as part of a group) is not eligible for a cost award. However, given the unique nature of this proceeding, the OEB is making an exception to this rule and will allow municipalities or Municipal Groups to receive cost awards for their participation. The OEB is making this exception pursuant to section 3.07 of the *Practice Direction on Cost Awards*.

Other interested parties that seek intervenor status in this proceeding may also seek cost award eligibility in accordance with the *Practice Direction on Cost Awards*.

Interested parties should note that being eligible for a cost award does not guarantee that all costs claimed will be recovered. Cost awards are determined by the OEB at the conclusion of the proceeding. All parties are encouraged to review the OEB's *Practice Direction on Cost Awards* for guidance on eligible costs and disbursements and on the OEB's considerations in awarding costs.

Parties that are approved as intervenors, including those approved for cost eligibility, will be advised by the OEB at a later date in Procedural Order No. 1.

LEARN MORE

You have the right to information about this proceeding and to participate in the process. Visit **www.oeb.ca/participate** and use file number **EB-2026-0009** to:

- Review proceeding documents
- Apply to become an intervenor
- File a letter with your comments
- Register to follow the proceeding

IMPORTANT DATES: You must engage with the OEB on or before **April 20, 2026** to:

- Provide input on the hearing type (oral, electronic or written)
- Apply to become an intervenor

If you do not, the hearing will move forward without you, and you will not receive any further notice of the proceeding.

PRIVACY: If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. If you are a business or if you apply to become an intervenor, all the information you file will be on the OEB website.

To learn more about this proceeding, you can also visit the **Model Franchise Agreement Review Engage With Us** webpage.

Ontario Energy Board
1-877-632-2727
Monday - Friday: 8:30 AM - 5:00 PM
oeb.ca

Ontario
Ontario Energy Board

Almaguin Adult Learning Centre

AGENDA

MAY

May the 4th be with you

MON	TUE	WED	THU	FRI
Our **Annual General Meeting** this year is a doozy! We have lots of changes coming up, the biggest being Deb's retirement! **Join us to celebrate Deb's 23 years of dedication and support for the Almaguin Highlands!**				1
4 JOIN US IN SOUTH RIVER FROM 5 - 8 AGM	5	6	7	8 Mother's Day Sun, May 10
11 Our centres will be closed at noon	12	13	14 Starts Today! FOOD & FINANCE	15
19 WE WILL BE CLOSED FOR VICTORIA DAY	20	21	22 Every dollar counts, every meal matters. **Food & Finance** gives you real-life tools that work.	23
26		28	29	30 **WE'RE MOVING!** It's just up the street with **Employment North** but after 30+ years, it's a big move!

IT'S CLOSER THAN YOU THINK! CALL TODAY

- Digital Skills
- High-school Prep
- Employment Prep
- College Prep
- Life Skills

South River:
705-386-0764
131 Ottawa Ave.

Burk's Falls:
705-499-7773
108 Ontario St.

Powassan:
705-499-7217
250 Clark St.

almaguinadultlearning.org

Canada | EMPLOYMENT ONTARIO | Ontario

AGENDA

Box 8100
Montréal, Québec Canada
H3C 3N4

Boite 8100
Montréal, Québec/Canada
H3C 3N4

March 26, 2026

RE: CN RIGHT-OF-WAY VEGETATION MANAGEMENT

Dear Mayor,

At CN, we are committed to operating a safe and efficient railway while fostering trust and collaboration with the communities we serve. As part of this commitment, we are reaching out to inform you of our upcoming vegetation management activities in your area, scheduled to take place between April and October 2026. You can find a regularly updated schedule at www.cn.ca/vegetation.

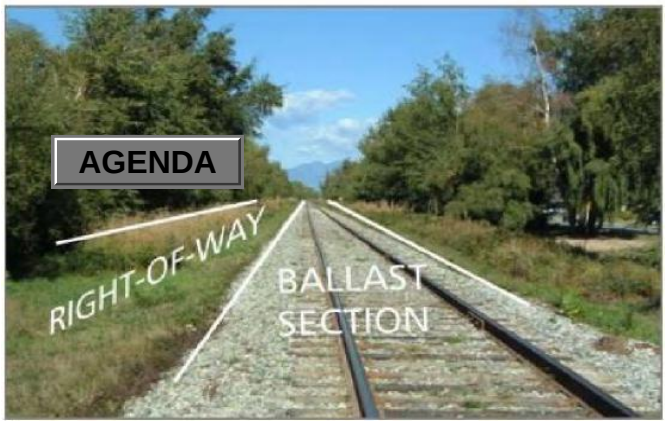
Vegetation management is a crucial component of railway safety and regulatory compliance. In accordance with Transport Canada's requirements, our program mitigates potential risks to railway operations. By proactively managing vegetation, we enhance safety for both rail operations and the surrounding communities.

Management Strategies

CN manages vegetation using both chemical and mechanical methods to ensure regulatory compliance and maintain safe railway operations. We are sensitive to concerns your community may have regarding chemical vegetation management and at CN, we strive to safeguard our neighbouring communities and the environment.

The track infrastructure is composed of two main sections, the 24-foot ballast section (which is primarily gravel and supports the track structure) and the right-of-way portion (which is the area outside of the ballast section to the CN property boundary).

The 24-foot ballast section and the areas around signals and communications equipment that are critical for safe railway operations will be managed using chemical methods. Application in these safety critical areas is done by spray trucks or spray trains with downcast nozzles that spray a short distance above the ground surface with shrouded booms, specially designed to limit the chemicals from drifting. The right-of-way section is maintained using mechanical control methods such as mowing, or brush cutting and may be chemically treated to control noxious or invasive weeds or brush in localized areas.



CN has retained professional contractors qualified to undertake this work. They are required to follow all laws and regulations that apply to CN. In addition, the contractors will ensure that vegetation control is performed with consideration of the environment and in accordance with the highest industry standards.

Inquiries

Should your community have any noxious weed management requests, we ask that you contact CN's Public Inquiry Line at contact@cn.ca or fill out the form at www.cn.ca/vegetation before June 1, 2026 with the specific information and location. CN will make every effort to include those locations as part of our 2026 Vegetation Management Program. All notices sent after the above-mentioned date will be included in the 2027 Vegetation Management Plan.

We look forward to working with you and answering any questions you may have regarding our vegetation control activities in your community.
Please find attached the notices CN is publishing in local papers to advise the public. We would kindly ask that you post copies on your community's website and at City Hall or other central locations for a wider distribution.

For any questions or more information, please contact the CN Public Inquiry Line by telephone at 1-888-888-5909, or by email at contact@cn.ca.

Please also find a list of FAQs regarding the program that may be of further assistance at www.cn.ca/vegetation.

AGENDA

ANNUAL VEGETATION MANAGEMENT PROGRAM

Each year, CN is required to manage vegetation on its right-of-way. Managing this vegetation contributes to mitigating fire risks and enhances the efficiency of inspection of track infrastructure.

The spray program is not being done for aesthetic reasons.

To ensure safe railway operations, CN will conduct its annual spray program on its rail lines in the province of Ontario. A certified professional (Davey Tree Expert Company of Canada, Ltd., 1-800-465-6367) will apply herbicides on and around the railway tracks (primarily along the 24-foot graveled area/ballast). Product requirements for setbacks in the vicinity of dwellings, aquatic environments and municipal water supplies will be met.

CN may use the following products:

Product Name	**Active Ingredient**	**Pest Control Product Act #**
Arsenal Powerline	Imazapyr	30203
Aspect	Picloram, 2,4-D	31641
Clearview	Aminopyralid, Metsulfuron-Methyl	29752
Credit Xtreme	Glyphosate	29888
Detail	Salflufenacil	32773
Esplanade	Indaziflam	31333
Garlon RTU	Triclopyr	29334
Garlon XRT	Triclopyr	28945
Gateway (Adjuvant)	Paraffinic Oil	31470
Hasten (Adjuvant)	Methyl & ethyl oleate	31760
Milestone NXT	Aminopyralid	28517
Navius Flex	Aminocylclopyrachlor, Metsulfuron-Methyl	30922
Overdrive	Diflufenzopyr, Dicamba	30065
Telar XP	Chlorsulfuron	30036
Torpedo EZ	Flumioxazin, Pyroxasulfone	33872
Vision Max	Glyphosate	27736

CN only uses herbicides that have been approved for use in Canada and in the province within which they are applied. The program is expected to take place from April to October 2026.

All CN land is private property, accessible to CN employees and approved contractors only.

Visit **www.cn.ca/vegetation** for more information or to make an inquiry, contact the CN Public Inquiry Line at **contact@cn.ca** or 1-888-888-5909.

North Bay Parry Sound District Health Unit
Bureau de santé du district de North Bay-Parry Sound

AGENDA

NEWS RELEASE

For immediate release: Wednesday, April 1, 2026

Oral Health Essential for Lifelong Well-being, says Health Unit

NORTH BAY, ON – Regular brushing and flossing do far more than protect your smile—they can play a role in preventing cardiovascular disease, diabetes complications, and respiratory infections. This Oral Health Month, public health units and dental professionals across Ontario are reminding the public that caring for our mouths and teeth is a key part of caring for our overall health, from infancy through older adulthood.

“The impact of poor dental health extends beyond medical problems and can affect a person’s ability to learn, to get a job, to work, as well as a person’s self-esteem and relationships,” says Rebecca Hill, Certified Dental Assistant at the North Bay Parry Sound District Health Unit (Health Unit). “By building strong oral health habits early in life, we can prevent many future health and well-being challenges—though it’s never too late to start.”

Tooth decay remains one of the most common yet preventable chronic conditions affecting people of all ages. With poor oral health linked to a range of health issues, this month’s provincial awareness campaign encourages everyone to make small, daily changes in their oral health routines that will help with their overall health and well-being.

Everyday Steps to Maintain a Healthy Mouth

Recommendations for good oral health have been consistent over the years, and are still essential:

- Start dental visits by age one;
- Brush twice daily with fluoride toothpaste and clean between teeth every day;
- Visit an oral health professional regularly for check-ups and preventive care;
- Drink water often and limit sugary foods and beverages.

AGENDA

How Public Health Supports Lifelong Oral Health

Public health professionals at the Health Unit play an important role in helping residents maintain strong oral health throughout their lives by:

- Advocating for policies that improve access to oral health care and reduce inequities;
- Offering dental programs and services for eligible individuals and families;
- Supporting school and early years programs that teach children about good oral hygiene;
- Integrating oral health education into client interactions and community outreach.

As Oral Health Month continues, the Health Unit encourages everyone to take steps to protect their oral health. A healthy mouth is an investment in lifelong well-being, and one of the most powerful tools we have to support a healthier future for our communities.

- 30 -

Oral Health Services at the North Bay Parry Sound District Health Unit

The Health Unit's dental clinics in Parry Sound and North Bay provide services to children 17 years and under through the Healthy Smiles Ontario (HSO) program, including teeth cleaning, check-ups, dental treatment and urgent or emergency oral health issues. The same care is offered at the clinics to people aged 65 and older who qualify for the Ontario Seniors Dental Care Program (OSDCP), with the addition of referrals for dentures.

The Health Unit Adult Program (HUAP) provides eligible individuals aged 18-64 access to urgent dental care. This includes adults who are enrolled in Ontario Works (OW), Ontario Disability Support Program (ODSP), Non-Insured Health Benefits (NIHB) for First Nations and Inuit individuals or adults who meet income eligibility requirements.

For more information, visit myhealthunit.ca.

Media Inquiries:

Kylie Wurdell, Public Relations Specialist
P: 705-474-1400, ext. 5221 or 1-800-563-2808
E: communications@healthunit.ca

The proposed Sudbury Barrie Transmission Line

Join us AGENDA mmunity open house to learn more about this project

Ontario's long-term demand for electricity is increasing. To meet this demand, Hydro One will invest in a new priority transmission line between Sudbury and Barrie.

The proposed priority project is a new single-circuit, 500-kilovolt (kV) transmission line that will span approximately 300 kilometres from the Hanmer Transformer Station (TS) in Sudbury to the Essa TS near Barrie, including associated station facility expansions. The line is expected to be in service in 2032.

The project includes the direction from the Ontario government to complete development work for a second new single-circuit, 500-kV transmission line. The proposed transmission line will be developed in partnership with First Nations and help support new generation opportunities in northern Ontario, strengthen reliability and prepare the system for future growth. A recommended in-service date for the second line will be determined by the Independent Electricity System Operator.

This critical infrastructure will support reliability, foster economic growth and investments and ensure a dependable power supply for the significant increase in electricity use anticipated in northern Ontario.

Next steps

Join us in person or online in April to learn more about the project.

This project will be subject to the Class Environmental Assessment (Class EA) for Transmission Facilities (2024), a planning process that includes opportunities for public and community input. Later this year, Hydro One will issue a Notice of Commencement to formally start the Class EA. At that time, we will also invite you to a second round of community open houses where we will share a project update, including route alternatives for the proposed lines.

If you'd like to be added to the project contact list, share comments or ask questions, please reach out to us anytime.

Community Relations

1-877-345-6799

Community.Relations@HydroOne.com

See reverse for map

Join us at a drop-in community open house to meet the team, ask questions and share your input.

Monday, April 13
4 to 7 p.m.
East Bayfield Community Centre
80 Livingstone St. E.
Barrie

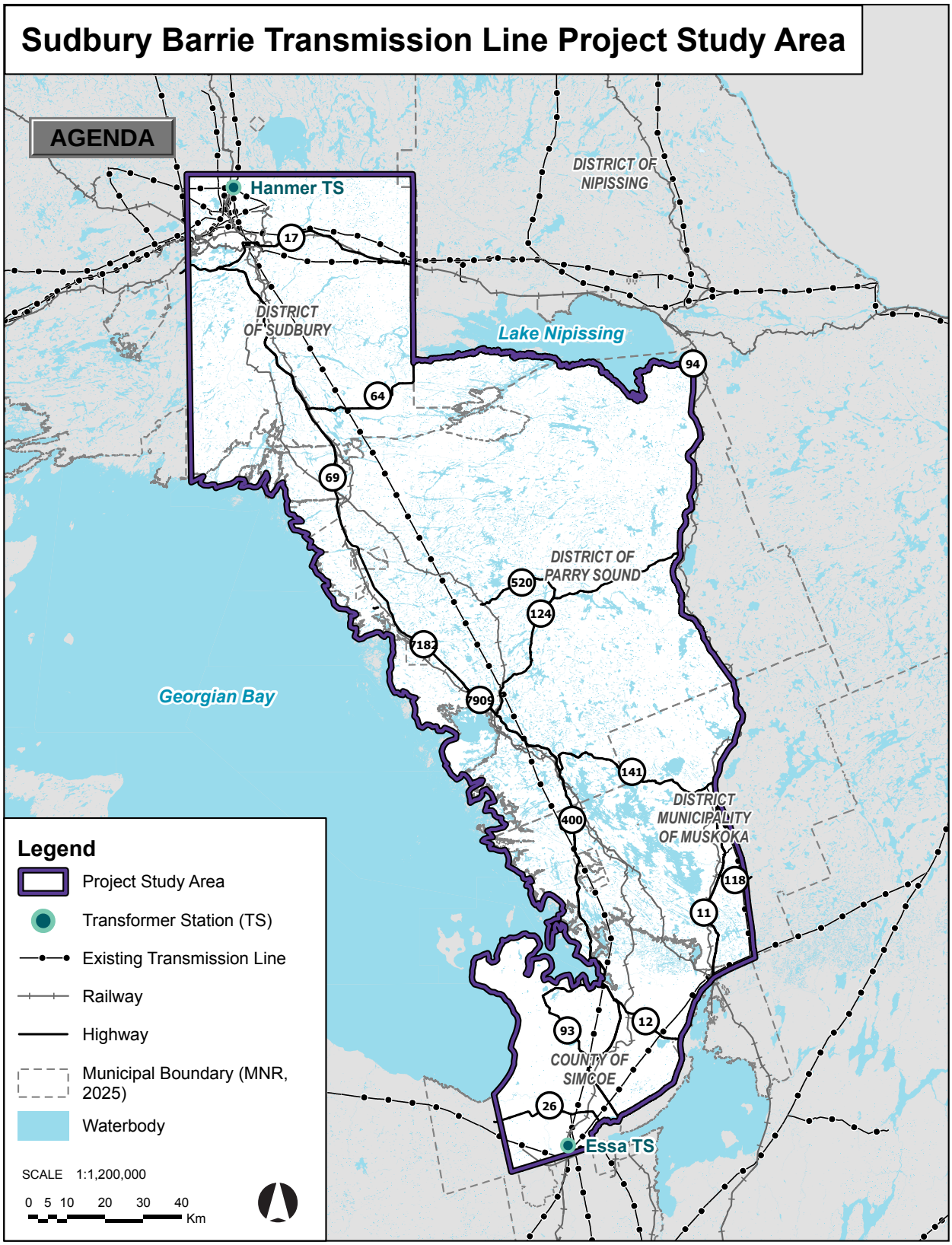
Tuesday, April 14
4 to 7 p.m.
Royal Canadian Legion Branch 117
30 Mary St.
Parry Sound

Wednesday, April 15
4 to 7 p.m.
Centennial Arena
4333 Centennial Dr.
Hanmer

Thursday, April 16
4 to 7 p.m.
Bracebridge Sportsplex
110 Clearbrook Trail
Bracebridge

You can also attend an online community open house:
Please register at **HydroOne.com/SBTL**

Tuesday, April 21
6 to 7 p.m.
Platform: Microsoft Teams



Project study area – the area in which we are evaluating route alternatives and the final routes for the lines.

Freedom of Information and Protection of Privacy Act

All personal information included in your request – such as name, address, telephone number and property location – is collected, under the authority of Section 30 of the *Environmental Assessment Act* and is collected and maintained for the purpose of creating a record that is available to the general public. As this information is collected for the purpose of a public record, the protection of personal information provided in the *Freedom of Information and Protection of Privacy Act* (FIPPA) does not apply (s.37). Personal information you submit will become part of the available public record unless you request that your personal information remain confidential. If you have any accessibility requirements in order to participate in this Study, please contact Community Relations listed above.

Almaguin Highlands Chamber of Commerce

April Newsletter

New Mer AGENDA

Welcome to the AHCC Chamber!

What's your mortgage doing for you?

A mortgage should do more than put a roof over your head. It can help you build equity, improve cash flow, and support your retirement lifestyle.

Let's talk about your mortgage plan. **Call today!**

Brent Ivy
Mortgage Agent Level 2

905.308.2142
Brent@IvyMortgage.ca
IvyMortgage.ca

KEY MORTGAGE PARTNERS
Brokerage #12233

AHCC Chamber After-Hours Event ~

Almaguin Highlands Chamber of Commerce

Double Decker Sundridge

- ✓ Enjoy some appetizers
- ✓ Hear from guest speakers
- ✓ Network with other Entrepreneurs

After-Hours Networking

April 23, 2026, 6pm – 8pm
Double Decker Sundridge

Guest Speakers- Bobbi-Lyn Roberts from Agilec Employment Services and Jessica Bush from the Women's Own Resource centre, will be discussing their various support programs

Free to Members & 1 Guest
Non-Members $10

Almaguin Highlands Chamber of Commerce

April Newsletter

Guide AGENDA 26

Chamber Member Event Spotlight ~

Monday April 20, 2026

Join us on **April 20** for a **Customer Appreciation Day** at **Green Apple**.

CUSTOMER APPRECIATION Day

We're celebrating our customers and community with:

- Store-wide specials
- Door prizes and giveaways
- Friendly, knowledgeable staff on hand
- A welcoming, community-focused atmosphere

green apple

As a locally owned business, we're proud to serve the region and appreciate the continued support from our customers and community partners.

Date: April 20
Location: 51 Commercial Drive, Burk's Falls
Time: All Day / 9 am– 7 pm

Almaguin Highlands Chamber of Commerce

April Newsletter

AGENDA

Chamber Members Spotlight Events

Hubbert's Maple Products ~ Maple Weekend

April 4, 2026, at *199 Maple Valley Rd. Strong ON*

- ✓ Pancake Breakfast Sundridge Lions 9am-12pm
- ✓ $12 Adults & $5 kids – under 3 free
- ✓ BBQ Lunch- for a cost 11:30am-2pm
- ✓ A bus will be transporting people from the parking area to the festival

This year the Easter Bunny will come early and hide eggs on the farm, redeemable for maple products. -Various local vendors on-site, tours of the sugarhouse, kettle boiling demo, taffy on ice, face painting, indoor kid's games, paint table +more!

Sugarstone Farm – Maple Weekend

Maple weekend

Join us for Maple Weekend
April 4 and 5 2026

150 Lindsay's Hill Rd. Trout Creek
705-471-6039
Sugarstone.maplesyrup@gmail.com

Relax, or take a hike with family as you admire the view of the rolling maple hills. Sample our Maple products, free tours, give our farm animals a pet! Parking close to the sugarshack.

Almaguin Highlands Chamber of Commerce

April Newsletter

April Eve AGENDA

Saturday, April 4th: 11am - 2pm

Powassan Library: 324 Clark St ~ $40.00 per person

Join us for a hands-on, beginner-friendly baking workshop where you'll mix, shape, bake, and bring home your own beautiful Easter bagels and dinner rolls! We'll explore the foundations of sourdough discard baking, including the basics, dough development, shaping techniques, and timing. Learn simple adjustments in handling to create soft, fluffy rolls and perfectly chewy bagels.

Almaguin Highlands CHAMBER OF COMMERCE

April Newsletter

April Eve AGENDA

General: $10.00
13 and under Free with adult admission

Door prize ticket with each paid adult admission

Very popular Annual show that draws large crowds from near and far

The Sundridge Shooters Rendezvous will be held on Apr 25th, 2026 in Sundridge, ON. This Sundridge gun show is held at Sundrige Arena (SSJ Arena) and hosted by Creekside Gun Shop. All federal and local firearm laws and ordinances must be obeyed.

March 2026

LABOURFOCUS

The Labour Market Group

AGENDA

In this issue a focus on the Ontario and Regional Unemployment and Participation Rates – 2025-2026

JOBS REPORT FEBRUARY 2026

TOTAL NUMBER OF JOB POSTINGS

467 NIPISSING
75 from January

133 PARRY SOUND
14 from January

TOP INDUSTRY WITH VACANCIES

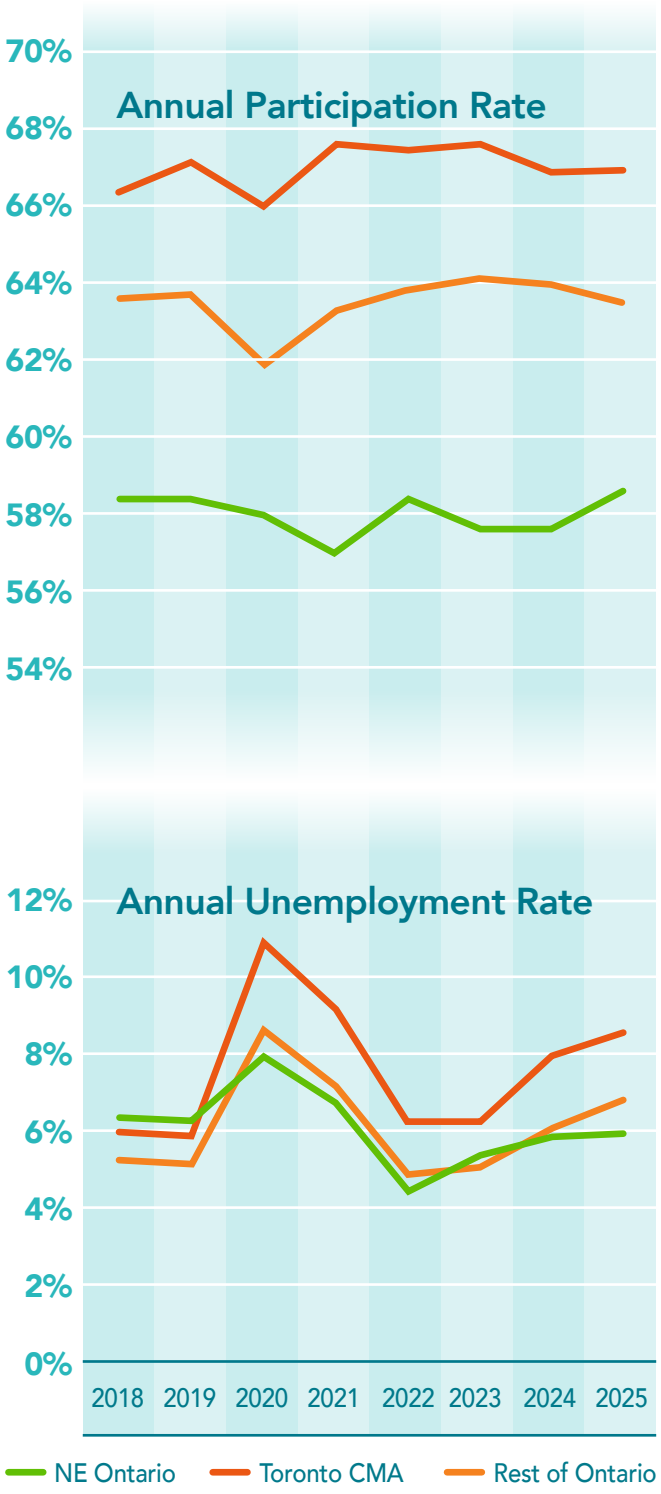
NIPISSING
Health Care & Social Assistance (31%)

PARRY SOUND
Health Care & Social Assistance (27.1%)

To view the full report, visit our website
www.thelabourmarketgroup.ca
readysethired.ca

The participation rate measures the percentage of the working-age population (typically age 15 or 16+) that is either employed or actively seeking work (the labour force). It is calculated as Labour Force ÷ Working-Age Population × 100 and represents the share of the population that is economically active. It includes both employed individuals and those actively looking for work, and helps gauge overall labour market health and economic potential.

The unemployment rate measures the percentage of the labour force that is jobless but actively seeking and available for work. It is calculated as Unemployed Persons ÷ Labour Force × 100 and reflects labour market utilization among those participating in the labour force.



Source: Statistics Canada, Income and Financial Data of Individuals, Preliminary T1 Family File, 2017-2023

Questions or concerns?
Feel free to contact us at
info@thelabourmarketgroup.ca

T. 705.478.9713

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

The Labour Market Group is funded by:

Ontario

AGENDA

2026 WORKFORCE WEEK

APRIL 20 - 24, 2026

STAY TUNED FOR A FULL WEEK OF EVENTS!

COMPARING MEDIAN EMPLOYMENT INCOME FOR MEN AND WOMEN

The general trend was for incomes to stay in a relatively narrow range between 2017 and 2020, with only Parry Sound males showing consistent growth in their median employment income. In 2021, there was a slight increase in the median employment income figure; In 2022, the median employment income dropped in all areas, in part because lower-paid workers returned to work, but also because inflation actually reduced the real income of individuals.

In 2023 women's median employment income was nearly $11,000 less than men's.

Median Employment Income for Men

2017-2023 (2023 dollars)

	2017	2018	2019	2020	2021	2022	2023
Nipissing	$45,995	$46,578	$46,269	$46,958	$48,973	$47,264	**$48,140**
Parry Sound	$41,139	$42,620	$42,643	$43,402	$46,611	$44,708	**$45,610**
NE ONT	$50,128	$51,208	$50,878	$51,466	$53,676	$51,545	**$52,150**
Toronto CMA	$53,779	$54,282	$53,881	$54,872	$56,703	$54,599	**$55,000**
Rest of ONT	$53,054	$53,714	$53,258	$53,517	$55,479	$54,076	**$54,622**

Median Employment Income for Women

2017-2023 (2023 dollars)

	2017	2018	2019	2020	2021	2022	2023
Nipissing	$36,150	$36,589	$36,764	$37,289	$39,037	$38,370	**$38,780**
Parry Sound	$32,764	$33,549	$33,368	$34,364	$36,109	$35,378	**$36,990**
NE ONT	$36,234	$37,272	$37,734	$38,470	$40,179	$39,035	**$40,240**
Toronto CMA	$40,982	$41,843	$41,580	$41,028	$ 44,083	$43,119	**$44,000**
Rest of ONT	$38,245	$39,428	$39,499	$39,263	$41,295	$40,687	**$41,571**

Data for median employment income, for each of males and females, for Nipissing, Parry Sound, Northeast Ontario, Toronto CMA and the Rest of Ontario. The figures are expressed in constant 2023 dollars, to remove the effect of inflation.

Source: Statistics Canada, Income and Financial Data of Individuals, Preliminary T1 Family File, 2017-2023

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The Labour Market Group

Guiding partners to workforce solutions.

LOCAL LABOUR MARKET PLAN 2026

NIPISSING & PARRY SOUND DISTRICTS

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The Labour Market Group
Guiding partners to workforce solutions.

LOCAL LABOUR MARKET PLAN 2026

NIPISSING & PARRY SOUND DISTRICTS

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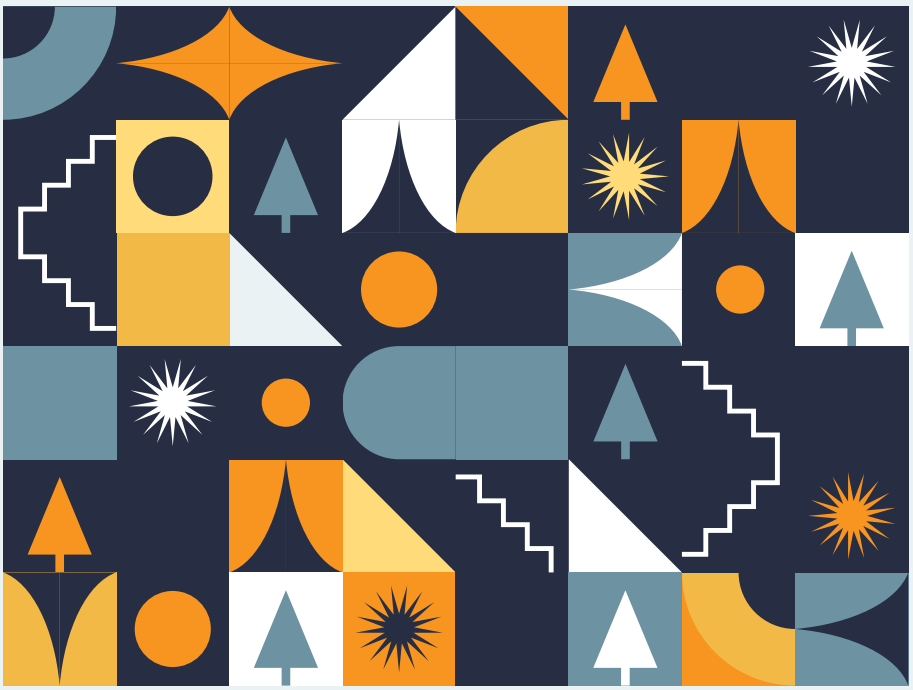
AGENDA

OVERVIEW

The Labour Market Group (LMG) is pleased to present the 2026 Local Labour Market Plan (LLMP) for the districts of Nipissing and Parry Sound. This plan reflects our ongoing commitment to supporting the people, businesses, and communities that make up our local labour market. The LLMP identifies key workforce challenges facing the region and sets a shared, forward-looking direction to help build a strong, inclusive, and sustainable workforce for the years ahead.



Our communities continue to adapt to ongoing changes in labour force supply and demand. Shifts in international student numbers, persistent economic pressures, the growing influence of artificial intelligence, and the increasing importance of welcoming and supportive workplaces have all shaped the local labour market over the past year. At the same time, our workforce is more diverse than ever before. Five generations—Traditionalists, Baby Boomers, Generation X, Millennials, and Generation Z—are working alongside one another, bringing a wide range of experiences, skills, and expectations. Across all sectors, employers are facing continued workforce shortages that impact business growth, service delivery, and long-term economic sustainability.

Looking ahead to 2026, our communities will need to remain welcoming, flexible, and innovative, ensuring that residents and newcomers alike have access to the skills, training, and supports needed to meet the evolving needs of the regional economy.

While employers continue to face difficulties recruiting qualified workers, demographic shifts and the reliance on social media are also reshaping how people view work, career pathways, and work-life balance. Today's workforce expects more than traditional employment models. Employers are increasingly called upon to offer supportive, inclusive workplaces that value mental well-being, mentorship, training, and career development. Investing in people today is essential to sustaining a skilled and resilient workforce for tomorrow.

The LLMP and its associated initiatives are designed to support community members at every stage of their employment journey—whether they are entering the workforce for the first time, re-entering after time away, or working to remain employed in a changing economy. The plan also supports local employers by helping them connect with the workers they need to remain competitive and responsive. As technology, artificial intelligence, and automation continue to reshape the world of work, staying connected to broader trends will help ensure our region is prepared for the opportunities ahead. Through ongoing collabouration with community partners, employers, educators, and service providers, we remain committed to working together to build a strong, adaptable, and people-centered workforce that will support a thriving regional economy well into the future.

AGENDA

INTRODUCTION

The Labour Market Group (LMG) is a non-profit organization dedicated to supporting our communities in navigating workforce challenges and opportunities through data-driven research, collabouration, and strategic insight. For nearly three decades, LMG has built on a strong foundation of labour market knowledge, working alongside partners across the region to turn evidence into action and develop practical workforce solutions.

As the Workforce Planning Board for the districts of Nipissing and Parry Sound, LMG is committed to strengthening local labour market conditions by gathering, analyzing, and sharing timely, relevant labour market information. Through meaningful community engagement and regional collabouration, we help inform planning, projects, and partnerships that support workforce development across the region. High-quality labour market insights and a clear understanding of employment trends are essential to helping governments, employers, community organizations, and individuals adapt and respond to the evolving world of work in Nipissing and Parry Sound.

The 2026 LLMP provides an overview of current labour market conditions in the Nipissing and Parry Sound districts. This year's report includes several key pieces;

- Update of Labour Market Indicators
- Monthly Jobs Report data
- Employment Ontario Client data
- Labour Market Action Plan

Each piece offers a unique snapshot of the local labour market and together provides great insight into the challenges faced by employers and job seekers in our region. This report builds on data explored in last year's report and the result is improved action strategies to address these complex issues.

In this report, labour market information from data sources such as Statistics Canada and other valid research reports are highlighted. This data is supplemented by research that LMG conducts along with input from extensive consultation from employers and key community partners.

AGENDA

1

CURRENT LABOUR MARKET DATA

This section reviews various labour market indicators, including unemployment rates, participation rates, job vacancy rates, employment income data and migration data, to provide insight into the current state of the labour market in Nipissing and Parry Sound.

Unemployment rates

As has been regularly documented in past Local Labour Market Plan reports, COVID caused a large increase in the unemployment rates across Ontario. Table 1 compares unemployment rates by year, for two years before COVID (2018 and 2019), when COVID hit in 2020 and its aftermath in 2021, and the trajectory since then, up until 2025. These rates are reported for the Toronto Census Metropolitan Area (CMA),[1] for the Rest of Ontario (Ontario figures minus the Toronto CMA), and for Northeast Ontario.[2] Chart 1 illustrates the data.

TABLE 1: Annual unemployment rates, Toronto CMA, Rest of Ontario and Northeast Ontario, 2018-2025

	2018	2019	2020	2021	2022	2023	2024	2025
Toronto CMA	6.0%	5.9%	11.0%	9.2%	6.3%	6.3%	8.0%	8.6%
Rest of Ontario	5.3%	5.2%	8.7%	7.2%	4.9%	5.1%	6.1%	6.9%
Northeast ONT	6.4%	6.3%	8.0%	6.8%	4.5%	5.4%	5.9%	6.0%

Statistics Canada, Tables 14-10-0327-01, 14-10-0461-01 and 14-10-0464-01

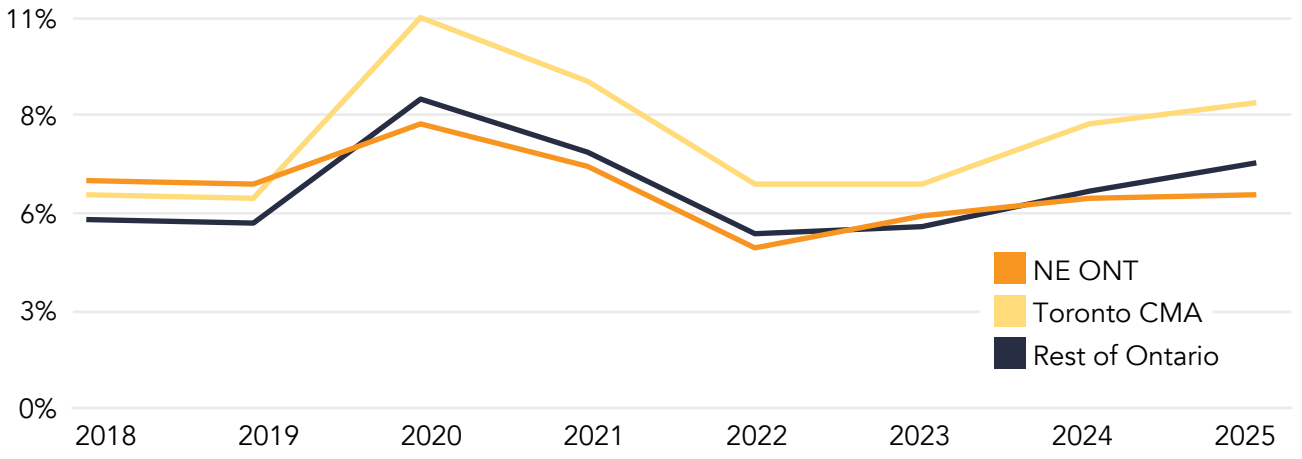
1 The Toronto CMA encompasses the City of Toronto, York Region, Peel Region, all of Halton Region except Burlington, a portion of Durham Region (Pickering, Ajax and Uxbridge), together with New Tecumseth and Bradford West Gwillimbury (Simcoe County) and Mono (Dufferin County). The Toronto CMA accounts for almost half (47%) of Ontario's labour force.

2 Northeast Ontario consists of Greater Sudbury, Sudbury, Manitoulin, Nipissing, Timiskaming, Cochrane and Algoma.

Overall, the trajectory of each unemployment rate followed much the same trajectory: a significant increase in the year when COVID hit (2020), a decline over the next two years, and then increasing through 2023, 2024 and 2025.

If one were to display only the Ontario data, one would miss the fact that COVID had a more significant impact on the Greater Toronto Area than any other areas. In 2020, the annual unemployment rate in the Toronto CMA reached 11.0%, more than two percentage points higher than the 8.7% in the Rest of Ontario. Although the unemployment rate had been slightly higher in Northeast Ontario before COVID, it did not rise as high during COVID as it had elsewhere, and it decreased in the same manner afterwards, and generally followed the same trajectory as the Rest of Ontario, except that in 2025, the unemployment rate rose by a greater margin in the Rest of Ontario (as well as the Toronto CMA), whereas it barely increased in Northeast Ontario.

CHART 1: Annual unemployment rates, Toronto CMA, Rest of Ontario and Northeast Ontario, 2018-2025



Statistics Canada, Tables 14-10-0327-01, 14-10-0461-01 and 14-10-0464-01

Three-month moving average unemployment rate

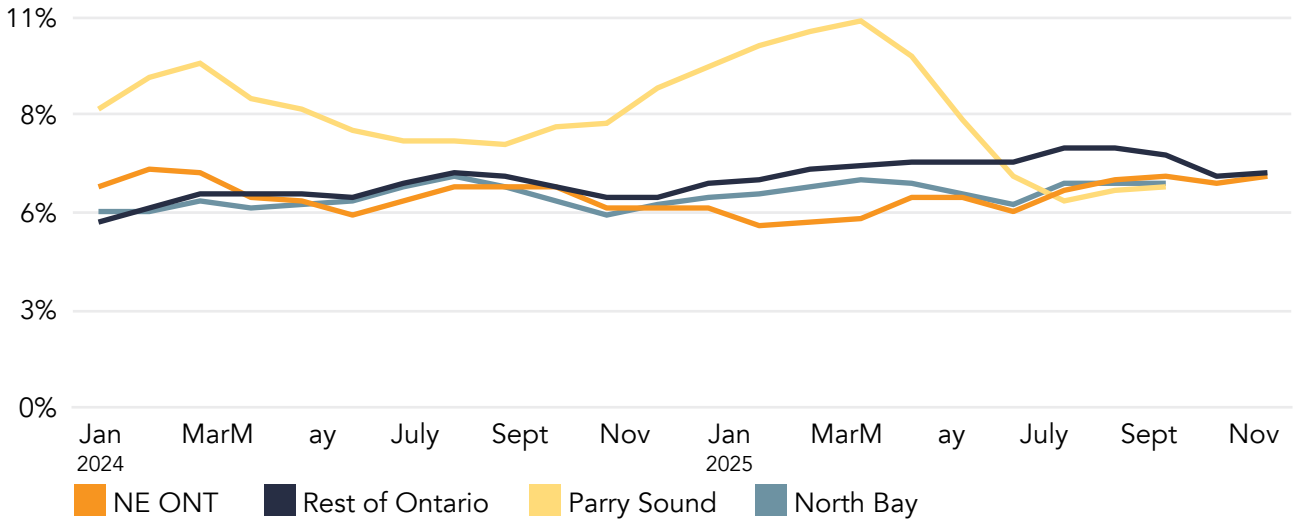
For s[AGENDA]on areas, Statistics Canada provides data that represents a three-month moving aver[illegible] Force Survey relies on a sample and Statistics Canada makes the data more robust by averaging the results across three months. With a three-month moving average, the reported figure for May is the average of the data for March, April and May. A three-month moving average will therefore have a time delay in terms of the impact of changes in any given month and it will also dampen the impact of any given month because that month's numbers are averaged with two other months. These are caveats to keep in mind when reviewing the following data, which relies on three-month moving averages.

Local labour market conditions are reflected by three sets of three-month moving average data:

- Labour Force Survey data for North Bay;
- Labour Force Survey data for the Town of Parry Sound; and
- Labour Force Survey data for Northeast Ontario.

To provide a comparison point, three-month moving average data is presented for Rest of Ontario as well. The monthly data for 2024 and 2025 for all four areas is illustrated in Chart 2.[3]

CHART 2: Unemployment rate, three-month moving average, Northeast Ontario, Rest of Ontario, Town of Parry Sound and North Bay, January 2024 to December 2025



Statistics Canada, Table 14-10-0459-01, Table 14-10-0462-01 and Table 14-10-0480-01

The general trends in the unemployment rate over the last 24 months have been as follows: for the Rest of Ontario, the Town of Parry Sound and North Bay, there was a slow, continuing increase in the unemployment rate until around May or June 2025, after which it either declined very sharply in the case of the Town of Parry Sound, dipped then increased in North Bay or continued a slow rise, then declined in the Rest of Ontario. In Northeast Ontario, it stayed within a relatively narrow band through much of this period, only sometimes reaching over 6%.

3 The data for Chart 2 is presented in Table A1 in the Appendix. The data for North Bay and the Town of Parry Sound is from a special calculation from Statistics Canada and is only available up until October 2025.

Annual participation rates

The participation rate measures the proportion of the resident population aged 15 year or older who are in the labour force, meaning that they are either employed or actively looking for work. Table 3 provides the annual participation rates for Northeast Ontario, the Toronto CMA and the Rest of Ontario. Chart 3 illustrates the comparison.

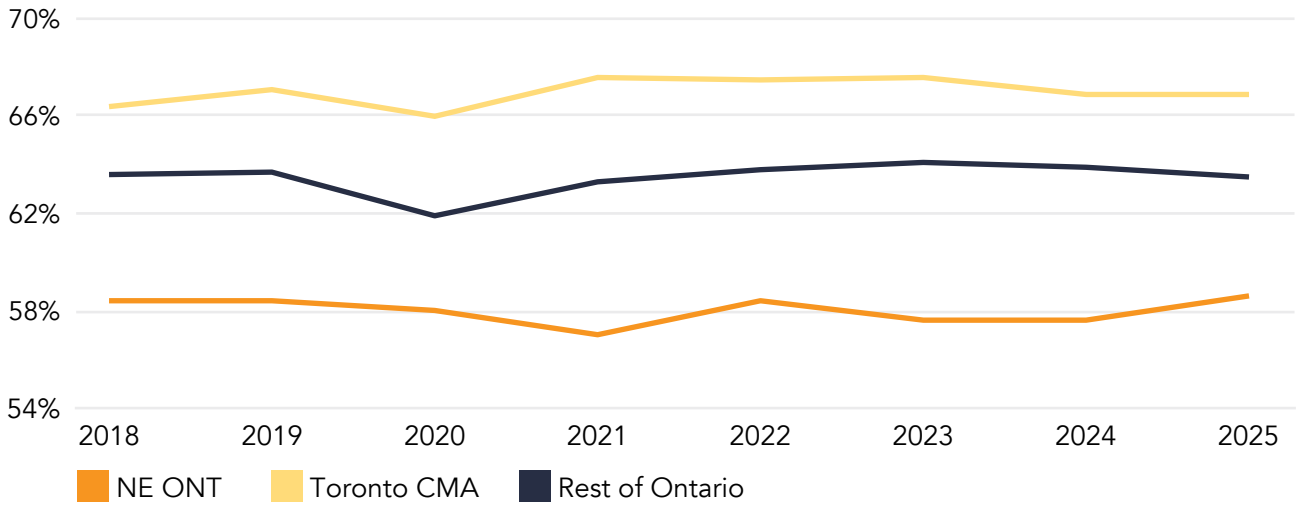
AGENDA

TABLE 2: Annual participation rates, Northeast Ontario, Toronto CMA and Rest of Ontario, 2018-2025

	2018	2019	2020	2021	2022	2023	2024	2025
Northeast ONT	58.4%	58.4%	58.0%	57.0%	58.4%	57.6%	57.6%	58.6%
Toronto CMA	66.4%	67.1%	66.0%	67.6%	67.5%	67.6%	66.9%	66.9%
Rest of Ontario	63.6%	63.7%	61.9%	63.3%	63.8%	64.1%	63.9%	63.5%

Statistics Canada, Tables 14-10-0327-01, 14-10-0461-01 and 14-10-0464-01

CHART 3: Annual participation rates, Northeast Ontario, Toronto CMA and Rest of Ontario, 2018-2025



Statistics Canada, Tables 14-10-0327-01, 14-10-0461-01 and 14-10-0464-01

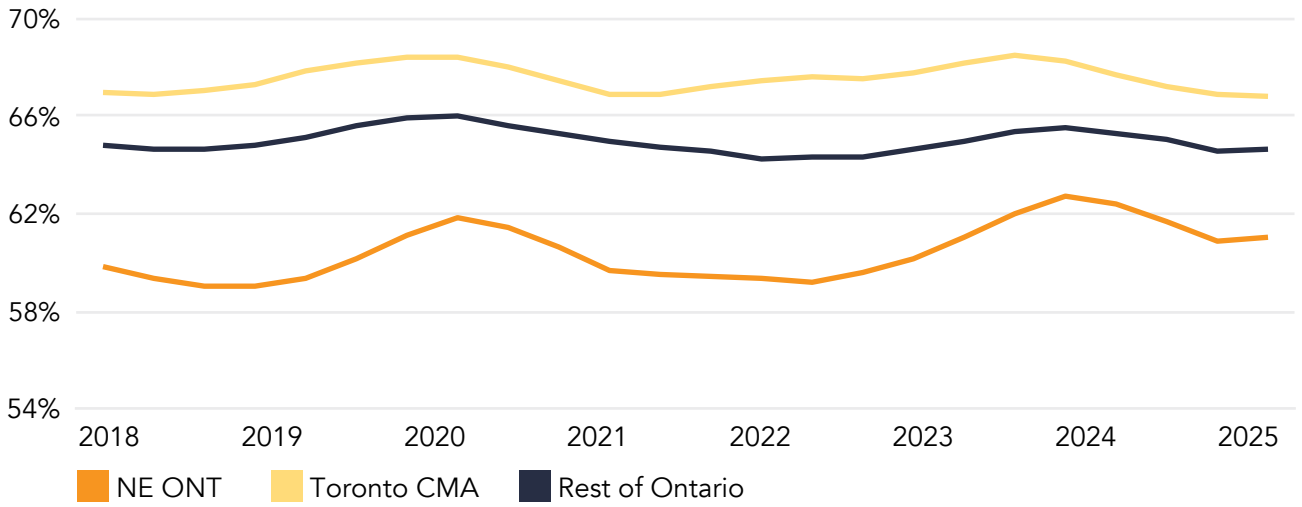
The participation rate is greatly influenced by the age profile of a community; a larger number of recent immigrants (who tend to be younger) and/or a larger proportion of families with children (suburbs) typically go hand-in-hand with a higher participation rate, signaling a higher proportion of working-age adults. This explains the higher participation rate in the Toronto CMA, and the lower figures for the Rest of Ontario and especially Northeast Ontario.

The participation rate declined everywhere at the height of COVID, then rebounded, more so in the Toronto CMA. In the Toronto CMA and the Rest of Ontario, it declined slightly in 2024 and 2025; it is often the case that when the unemployment rate goes up, the participation rate goes down, as individuals find it harder to find work and some drop out of the labour force. Yet in Northeast Ontario, the participation rate rose slightly in 2025. Despite these ups and downs, the participation rates in 2025 were almost exactly the same as they had been in 2018.

Three-month moving average participation rates

Char[AGENDA] three-month moving average participation rates for Northeast Ontario, the Rest of Ontario and the Toronto CMA. Statistics Canada only makes unemployment rate data available for Parry Sound and North Bay, not participation rate data.

CHART 4: Participation rate, three-month moving average, Northeast Ontario, Rest of Ontario and Toronto CMA, January 2024 to December 2025



Statistics Canada, Table 14-10-0459-01 and Table 14-10-0462-01

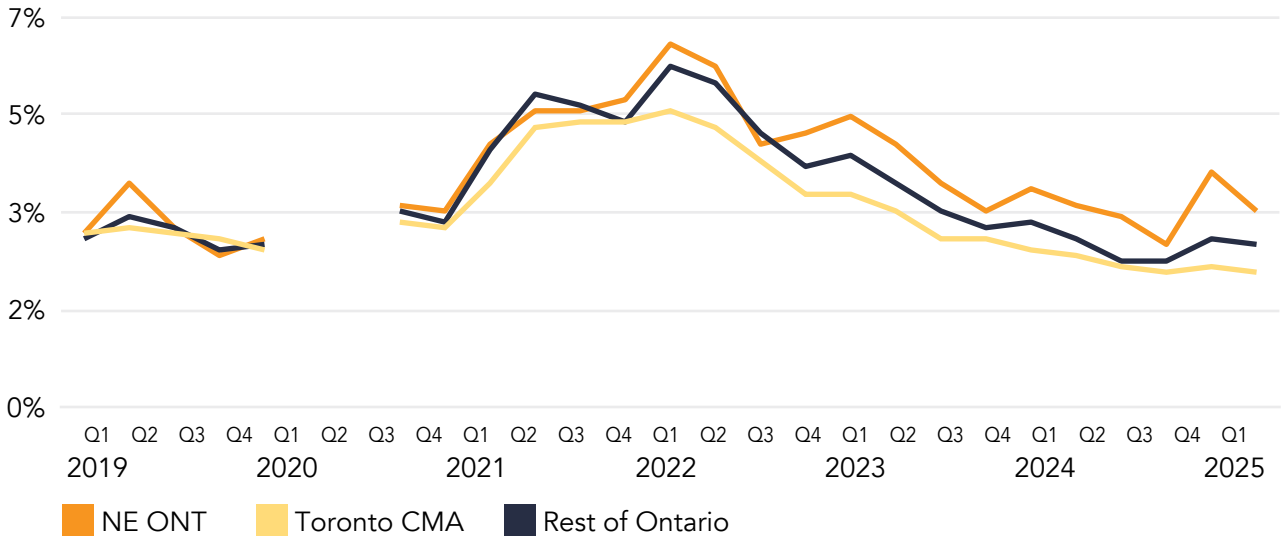
On a monthly basis, the participation rate increases in June, July and August, as the addition of summer jobs brings more individuals into the labour force. Despite the variations, over a 24-month period there is almost no change in the participation rates for the Rest of Ontario and the Toronto CMA, while Northeast Ontario did see a small increase.

Job vacancy rates

The j[AGENDA]e is calculated by adding up all job vacancies reported by employers and divided by the t[illegible] filled jobs plus the total number of vacant jobs.

Chart 5 provides the job vacancy rate by quarter, starting in Quarter One 2019, to establish the trend before COVID, until Quarter 3 2025, the last quarter for which there is data.[4] During Quarters 2 and 3 of 2020, Statistics Canada did not administer the Job Vacancy and Wage Survey, as the pandemic lockdowns across the country essentially shut down a major portion of the labour market. The job vacancy rates are provided for the Toronto Economic Region,[5] the Rest of Ontario (Ontario minus the Toronto Economic Region) and Northeast Ontario.

CHART 5: Job vacancy rates, Toronto Region, Rest of Ontario and Northeast Ontario, Q1 2019 to Q3 2025, unadjusted for seasonality



Statistics Canada, Table 14-10-0441-01

Before COVID, the job vacancy rate fluctuated between a relatively narrow band throughout 2019 and Q1 2020 for all three areas. Right after COVID, the job vacancy rate increased considerably, more so in Northeast Ontario, slightly lower in the Rest of Ontario, and lower still in the Toronto Region. There followed a slow and steady decline, until by Q1 2025, the job vacancy rate was lower in all three areas than the average for the five quarters in each area before COVID. Since Q1 2025, the job vacancy rate has inched up slightly.

Another insight into the recent dynamics in the local labour market is provided by examining trends in job vacancy rates by occupations. Chart 6 shows the number of job vacancies in the Northeast Economic Region for the following three occupational categories and their labels in the chart:

- Health occupations (**Health**)
- Sales and service occupations (**Sales**)
- Trades, transport and equipment operators and related occupations (**Trades**)

4 The data for Chart 5 is provided Table A2 in the Appendix.

5 The job vacancy rate is reported by economic region, not census metropolitan areas. There are only minor geographic differences between the Toronto CMA and the Toronto Economic Region.

The number of job vacancies in each of these categories varies considerably. To illustrate the trends over time and compare them, the number of job vacancies in Q1 2019 in each occupation is given a value of 100, [AGENDA] quent quarter is expressed in relation to that Q1 2019 figure. Thus, a value of 105 means that the number of job vacancies in that quarter was 5% higher than the number for Q1 2019.

CHART 6: Ratio of job vacancies for select occupations, Northeast Ontario Economic Region, Q1 2019 to Q3 2025 (Q1 2019 = 100), unadjusted for seasonality

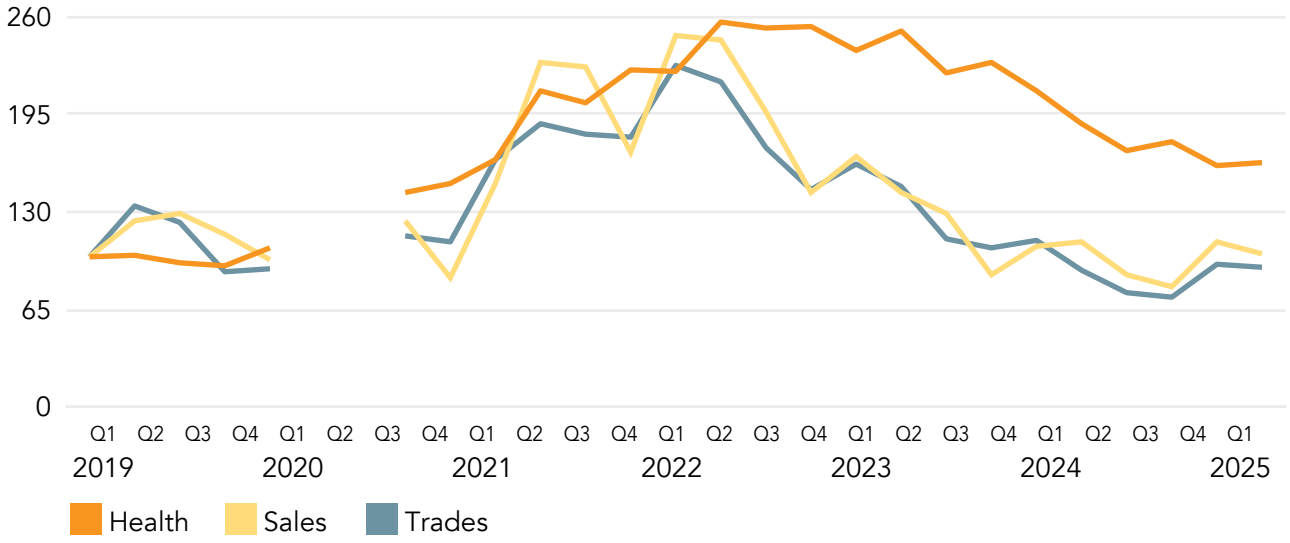
Statistics Canada, Table 14-10-0444-01

For each of these three occupations, apart from a large increase in job vacancies among Trades, Transport and Equipment Operators and Related Occupations in Q2 2019, the level of job vacancies stayed stable during the five quarters before COVID. After COVID, the job vacancy levels rose sharply, doubling in most instances either in 2021 or early 2022. By Q2 and Q3 2022, the job vacancies for Sales and Service Occupations reached almost two and a half times what they had been in Q1 2019. But then, job vacancies in this occupation dropped off considerably, by Q4 2023 falling below what they had been in Q1 2019 (except for Q2 2025), staying below that level through to Q3 2025. Health Occupations, meanwhile, continued to experience higher levels of job vacancies, staying around one and half times the level in Q1 2019. Trades, Transport and Equipment Operators and Related Occupations fell in between these other two occupations, tapering off in late 2023 and 2024, but rising again in Q2 and Q3 2025 to slightly higher job vacancy levels compared to Q1 2019.

By way of comparison, Chart 7 shows the same occupation vacancy data for the Rest of Ontario.

The pattern is generally similar, with vacancies for Health Occupations increasing considerably, then dropping somewhat but still staying high, where Sales and Service Occupations increase by a large factor, then decline back to pre-COVID levels, with the same trend applying as well to Trades, Transport and Equipment Operators and Related Occupations. All of which is to say that the dynamics of job vacancies by these occupations in Northeast Ontario were more or less the same as those experienced in the Rest of Ontario.

CHART 7: Ratio of job vacancies for select occupations, Rest of Ontario, Q1 2019 to Q3 2025 (Q1 2019 = 100), unadjusted for seasonality



Statistics Canada, Table 14-10-0444-01

The Job Vacancy and Wage Survey also collects data on the hourly wage being offered and provides an average offered hourly wage for each quarter. There can be seasonal variations in the data: there are more job openings for summer jobs in Quarter 2, lowering the average wage level, then as those job openings end in the fall, the average offered wage goes up. To eliminate the seasonal variations, an annual figure has been created by averaging the results for each quarter (the entry for 2025 is the average of the three reported quarters). To make comparisons across each year, the figures have been converted into constant Q3 2025 dollars, to eliminate the impact of inflation. Chart 8 shows the results for Toronto, the Rest of Ontario and Northeast Ontario.

SEVERAL OBSERVATIONS ABOUT CHART 8:

- The average offered wage in the Toronto Region is noticeably higher than elsewhere
- The average offered wage in Northeast Ontario is higher than the Rest of Ontario
- The average offered wage, in constant dollars, actually declined between 2020 and 2022
- Starting in 2023, the average offered wage increased; between 2023 and 2025, it rose by slightly over 8% in both Toronto and the Rest of Ontario, while in Northeast Ontario it increased by 13%
- Not all the increase can be attributed to rising wages, as the mix of occupations for which there are vacancies could also impact the average offered wage

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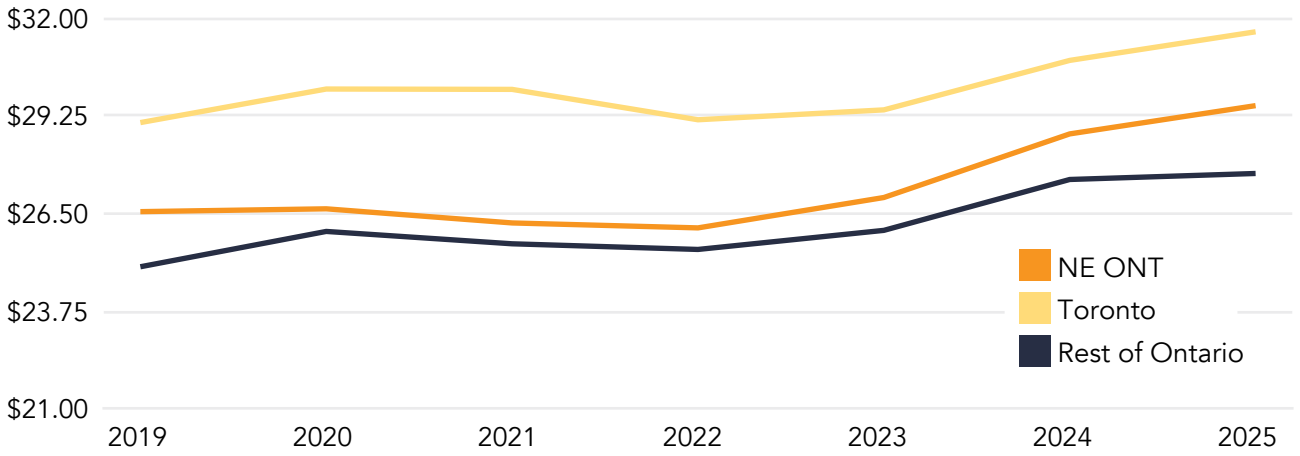
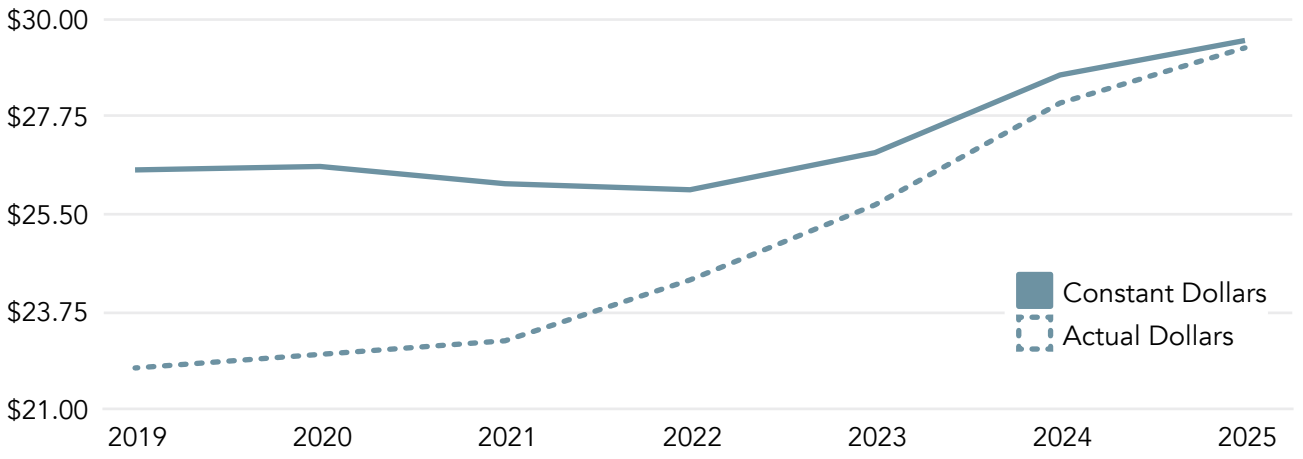
CHART 8: Average offered hourly wage, Toronto, Rest of Ontario and Northeast Ontario, 2019 to 2025, constant (Q3 2025) dollars



Statistics Canada, Table 14-10-0441-01

The impact of inflation is illustrated in Chart 9, showing the average offered wage in Northeast Ontario, comparing the actual dollar figure (what wage earners saw in the pay stub) and the constant dollar (the v[AGENDA]ge expressed in Q3 2025 dollars). When the rate of inflation was especially high (particularly in 2022), the pay stub figure was increasing, but the purchasing power of that wage was dropping.

CHART 9: Average offered hourly wage, actual and constant Q3 2025 dollars, Northeast Ontario, 2019 to 2025



Statistics Canada, Table 14-10-0441-01

Tax Filer Data

Tax filer data is collected from T1 income tax returns, where income tax forms filled out in the spring provide data on employment income in the previous calendar year. The tax filer data represents over 70% of the total population aged 15 years and older.

Table 3 shows the total number of tax filers with reported employment income[6] for 2017 to 2023 (the most recent year for which there is data).

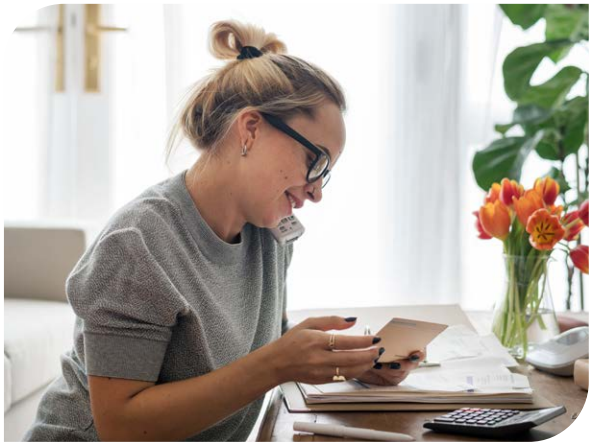


TABLE 3: Total number of tax filers with employment income, Nipissing, Parry Sound and Northeast Ontario, 2017-2023

	2017	2018	2019	2020	2021	2022	2023
Nipissing	38,520	39,200	38,530	38,550	39,210	40,340	41,110
Parry Sound	19,740	19,950	19,560	19,460	19,800	20,630	21,010
Northeast ONT	265,100	268,870	262,540	260,940	263,010	271,950	279,020

Statistics Canada, Income and Financial Data of Individuals, Preliminary T1 Family File, 2017-2023

The number of tax filers have gone up and down over the last seven years, increasing in 2018, decreasing in 2019, staying flat in Nipissing but decreasing in Parry Sound and Northeast Ontario in 2020. Since then, the numbers have steadily increased annually, in Nipissing by 2% to 3% each year, in Parry Sound by 2% to 4% each year, and in Northeast Ontario by 1% to 3.5% each year.

Tables 4 and 5 provide the data for median employment income,[7] for each of males and females, for Nipissing, Parry Sound, Northeast Ontario, Toronto CMA and the Rest of Ontario. The figures are expressed in constant 2023 dollars, to remove the effect of inflation.

The general trend was for incomes to stay in a relatively narrow range between 2017 and 2020, with only Parry Sound males showing consistent growth in their median employment income. In 2021, there was a slight increase in the median employment income figure; this is likely due to the fact that during this COVID period, individuals in lower-paid occupations, such as customer-facing roles, were not working (and more likely receiving the COVID Canada Emergency Response Benefit – CERB), while workers in higher-paid occupations were able to continue working remotely. In 2022, the median employment income dropped in all areas, in part because lower-paid workers returned to work, but also because inflation actually reduced the real income of individuals.

6 Includes wages, salaries, commissions, tips and gratuities.

7 Median employment income represents the wage of that individual whose earnings are at the mid-point of the wages of all individuals; 50% of the warn earners earn less than that amount and 50% of the wage earners earn more than that amount.

All areas showed median employment income growth in 2023, but to different degrees. Males in Nipissing and Parry Sound had an increase of around 2%, whereas the other areas had growth closer to 1%. F[AGENDA]y Sound had a large jump of 4.5%, while other areas managed around a 2% to 3% increase, except for Nipissing, where the female median employment income only rise 1%.

TABLE 4: Median employment income, males, Nipissing, Parry Sound, Northeast Ontario, Toronto CMA and Rest of Ontario, 2017-2023 (2023 dollars)

MALES	2017	2018	2019	2020	2021	2022	2023
Nipissing	$ 45,995	$ 46,578	$ 46,269	$ 46,958	$ 48,973	$ 47,264	$ 48,140
Parry Sound	$ 41,139	$ 42,620	$ 42,643	$ 43,402	$ 46,611	$ 44,708	$ 45,610
NE ONT	$ 50,128	$ 51,208	$ 50,878	$ 51,466	$ 53,676	$ 51,545	$ 52,150
Toronto CMA	$ 53,779	$ 54,282	$ 53,881	$ 54,872	$ 56,703	$ 54,599	$ 55,000
Rest of ONT	$ 53,054	$ 53,714	$ 53,258	$ 53,517	$ 55,479	$ 54,076	$ 54,622

Statistics Canada, Income and Financial Data of Individuals, Preliminary T1 Family File, 2017-2023

TABLE 5: Median employment income, females, Nipissing, Parry Sound, Northeast Ontario, Toronto CMA and Rest of Ontario, 2017-2023 (2023 dollars)

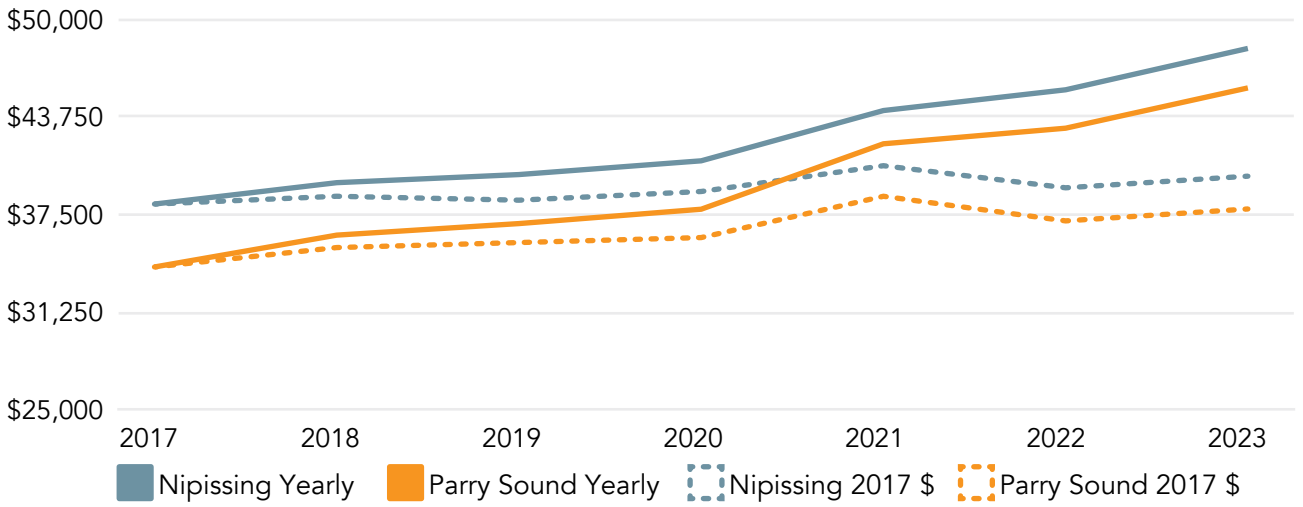
FEMALES	2017	2018	2019	2020	2021	2022	2023
Nipissing	$ 36,150	$ 36,589	$ 36,764	$ 37,289	39,037	$ 38,370	$ 38,780
Parry Sound	$ 32,764	$ 33,549	$ 33,368	$ 34,364	36,109	$ 35,378	$ 36,990
NE ONT	$ 36,234	$ 37,272	$ 37,734	$ 38,470	40,179	$ 39,035	$ 40,240
Toronto CMA	$ 40,982	$ 41,843	$ 41,580	$ 41,028	$ 44,083	$ 43,119	$ 44,000
Rest of ONT	$ 38,245	$ 39,428	$ 39,499	$ 39,263	$ 41,295	$ 40,687	$ 41,571

Statistics Canada, Income and Financial Data of Individuals, Preliminary T1 Family File, 2017-2023

To visualize the impact that inflation has had on incomes, Charts 10 and 11 show the trajectory of median employment income for males and females in Nipissing and Parry Sound, highlighting two differ[AGENDA]n both charts, the red lines represent the incomes for Nipissing residents and the blue lines show the incomes for Parry Sound residents.

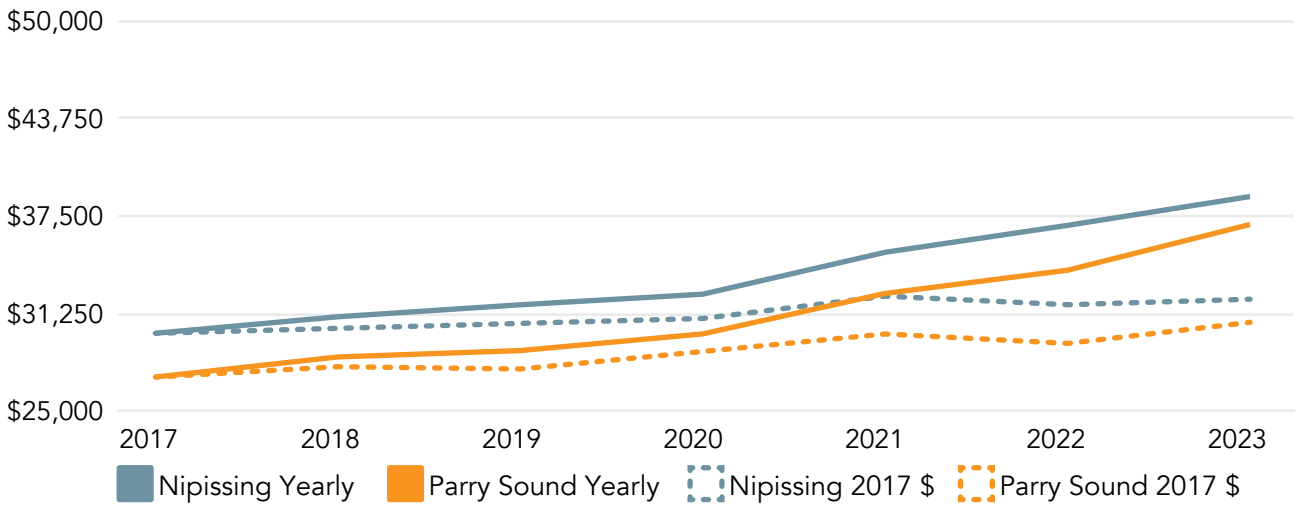
The solid lines show the median employment income as expressed in current dollars, that is, for each year, that is the dollar amount for that year, the figure that one would see on one's pay stub or that one would report for tax purposes. The dotted lines show the figures adjusted for inflation, that is, in constant dollars using 2017 as the baseline. Each other year is expressed in the value of 2017 dollars (this is unlike the data presented in Tables 4 and 5, where the constant dollar reference is 2023 dollars).

CHART 10: Median employment income, males, Nipissing and Parry Sound, 2017-2023 (current and 2017 dollars)



Statistics Canada, Income and Financial Data of Individuals, Preliminary T1 Family File, 2017-2023

CHART 11: Median employment income, females, Nipissing and Parry Sound, 2017-2023 (current and 2017 dollars)



Statistics Canada, Income and Financial Data of Individuals, Preliminary T1 Family File, 2017-2023

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A FEW OBSERVATIONS ABOUT CHARTS 10 AND 11:

- The current dollar value for median employment income increased somewhat between 2017 and 2020, then jumped considerably in 2021 and by a slightly lesser extent in 2022; the rate of increase was slightly greater for Parry Sound residents than Nipissing residents
- However, the data adjusted for inflation shows a different story; in general, median employment income for Nipissing residents stayed relatively flat between 2017 and 2020, increased in 2021, dropped in 2022, then recovered slightly in 2023; Parry Sound residents experienced growth in their median employment income through most of the period between 2017 and 2023, except for 2022
- The median employment income growth was more pronounced for Parry Sound males
- Essentially, the story can be expressed as follows: what workers "saw" was their pay cheque increasing (the solid line – current dollars), but what workers "felt" was that their pay cheque was often flat (the dotted line – constant dollars)

Migration data

The migration data is derived from a dataset compiled by Statistics Canada using a comparison of addresses from individual income tax returns for two consecutive years. The data in this report covers the tax years from 2016-2017 to 2022-2023.

Tables 6 and 7 show the net migration figures by age group for each year between 2016/17 and 2022/23, as well as the net total for the seven years, for each of Nipissing and Parry Sound. Net is the difference between the number of individuals migrating into an area minus the number of individuals migrating out of an area. A positive net figure means more individuals migrated in than migrated out.

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Nipissing has had net migration in all age categories and in each year (except for two very small negative numbers among those aged 65 years and older in 2017-18 and 2018-19). The trend line in total net migration has been generally upward each year. For most of these years, there were growing numbers in all age categories, and in 2021-22, there were two prominent age categories, those aged 25 to 44 and 45 to 64 years old, each accounting for around one-third of all net migrants. In 2022-23, there were further increases in the net in-migration across all age groups except those aged 45 to 64 years old. In 2022-23, the total net in-migration number was more than twice what it had been between 2016-17 and 2019-20 and higher than any previous total number over these seven years (Table 6 shows the numbers for Nipissing and Chart 12 illustrates the trends.)

TABLE 6: Net Migration by Age Groups, Nipissing, 2016-17 to 2022-23

	AGE					TOTAL
	0-17	18-24	25-44	45-64	65+	
2016-17	51	34	47	164	19	315
2017-18	22	90	12	172	-1	295
2018-19	183	95	175	179	-3	629
2019-20	132	127	274	232	39	804
2020-21	282	98	255	293	92	1,020
2021-22	263	214	527	500	115	1,619
2022-23	291	364	675	402	128	1,860
2016-17 to 2022-23	1,224	1,022	1,965	1,942	389	6,542

Statistics Canada, Tax filer (T1FF) – Migration Estimates, 2016/17 to 2022/23

TABLE 7: Net Migration by Age Groups, Parry Sound, 2016-17 to 2022-23

	AGE					TOTAL
	0-17	18-24	25-44	45-64	65+	
2016-17	89	-54	50	422	-127	380
2017-18	128	-72	151	378	5	590
2018-19	29	-1	68	354	-142	308
2019-20	113	-31	120	428	-80	550
2020-21	104	-4	128	461	-7	682
2021-22	164	-25	200	792	31	1,162
2022-23	139	-20	293	521	99	1,032
2016-17 to 2022-23	766	-207	1,010	3,356	-221	4,704

Statistics Canada, Tax filer (T1FF) – Migration Estimates, 2016/17 to 2022/23

Parry Sound has also had a generally upward trend in its net migration numbers, although in tw[AGENDA]s it has had a net loss of residents over the last seven years, among those aged 18-24 years old and those aged 65 years and older. By far, the biggest category of net in-migrants is those aged 45-64 years old, followed by those aged 25 to 44 years old.

Between 2016-17 and 2027-18, Parry Sound had slightly more net migrants than Nipissing, but in the years that followed, Nipissing always had more net in-migrants, except in 2021-22. In that year, there was a very large increase for Parry Sound in the net in-migration of those aged 45 to 64 years old. That number dropped somewhat in 2022-23 but was still higher than in the past. That drop contributed to a slightly lower net total in-migration number in 2022-23. Table 7 shows the numbers for Parry Sound and Chart 13 illustrates the trends.)

CHART 12: Net Migration by Age Groups, Nipissing, 2016-17 to 2022-23

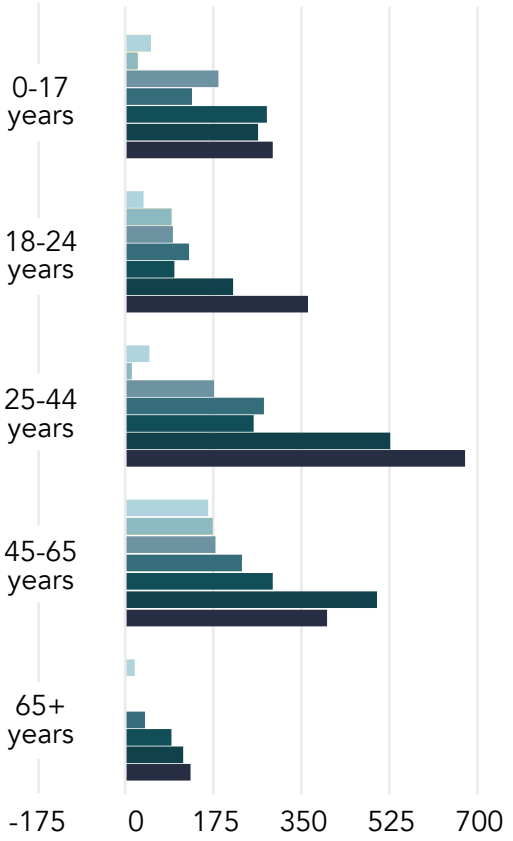
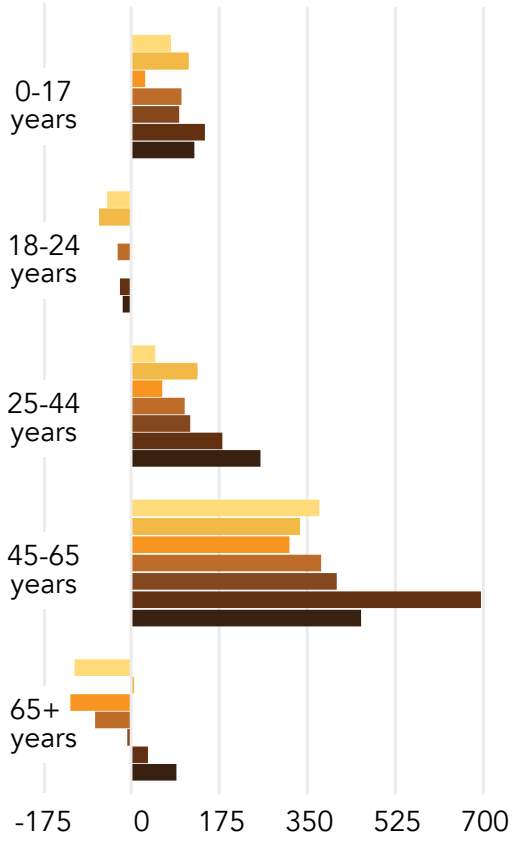


CHART 13: Net Migration by Age Groups, Parry Sound, 2016-17 to 2022-23



Statistics Canada, Tax filer (T1FF) – Migration Estimates, 2016/17 to 2022/23

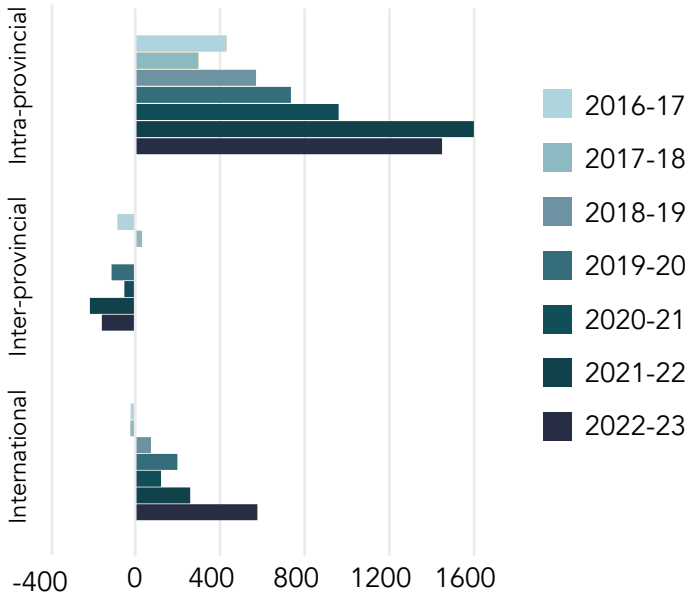
Profiling the data by where migrants were coming from and going to provides a further insight into migration patterns. The next set of tables and charts show that data, categorized as follows:

- Intra-provincial: movement to and from Ontario
- Interprovincial: movement to and from Canada, excluding Ontario
- International: movement to and from outside Canada

IN THE CASE OF NIPISSING, THE PATTERN IS AS FOLLOWS:

A very significant net number of residents arrive in Nipissing from other parts of Ontario, and that number has been increasing, rising considerably in 2021-22, and staying high in 2022-23; there is a small net migration out of Nipissing to other provinces, which also increased in 2021-22 and stayed at that level in 2022-23, and there is a small but increasing number of net migrants from international sources, especially in 2022-23. Table 8 provides the numbers and Chart 14 illustrates the trends.

CHART 14: Net Migration by Source and Destination, Nipissing, 2016/17-2022/23



Statistics Canada, Tax filer (T1FF) – Migration Estimates, 2016/17 to

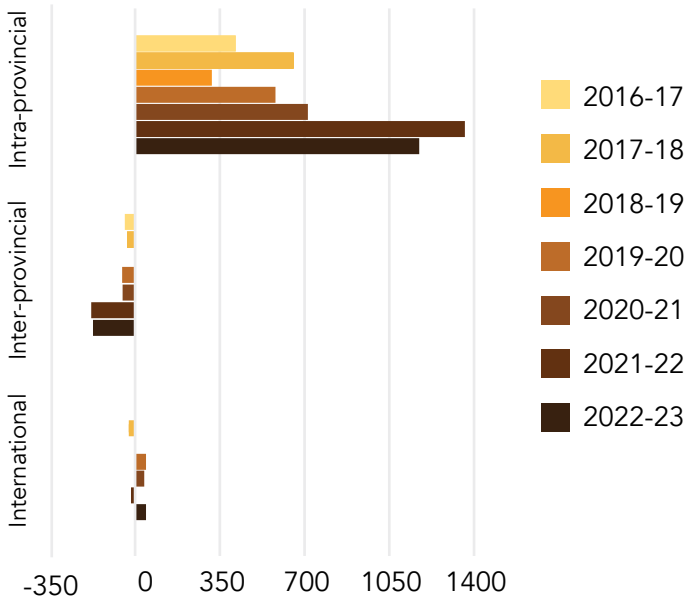
TABLE 8: Net Migration by Source and Destination, Nipissing, 2016/17-2022/23

	Intra-provincial		Interprovincial		International		TOTAL	
	Males	Females	Males	Females	Males	Females	Males	Females
2016-17	215	216	-57	-32	4	-31	162	153
2017-18	210	89	21	3	-11	-17	220	75
2018-19	281	283	-11	7	39	30	309	320
2019-20	382	346	-49	-63	86	102	419	385
2020-21	504	459	-5	-46	59	49	558	462
2021-22	785	803	-88	-132	130	121	827	792
2022-23	729	716	-88	-70	313	260	954	906
2016-17 to 2022-23	3,106	2,912	-277	-333	620	514	3,449	3,093

THE PATTERN IN PARRY SOUND IS SOMEWHAT SIMILAR:

Migrants from the rest of Ontario represent almost all of the net total migrants to Parry Sound, that number stayed steady for most of these years, but had a large increase in 2021-22, which continued in 2022-23; there is a small net migration out of Parry Sound to other provinces, which also increased slightly in 2021-22 and continued in 2022-23; and there is a very small net migration from international sources, less than in the case of Nipissing. Table 9 provides the numbers and Chart 13 illustrates the trends.

CHART 14: Net Migration by Source and Destination, Nipissing, 2016/17-2022/23



Statistics Canada, Tax filer (T1FF) – Migration Estimates, 2016/17 to

TABLE 9: Net Migration by Source and Destination, Parry Sound, 2016/17-2022/23

	Intra-provincial		Interprovincial		International		TOTAL	
	Males	Females	Males	Females	Males	Females	Males	Females
2016-17	280	133	-14	-22	0	3	266	114
2017-18	341	303	-19	-11	-5	-19	317	273
2018-19	183	120	2	2	-2	3	183	125
2019-20	313	261	-27	-33	16	20	302	248
2020-21	325	381	-21	-29	17	9	321	361
2021-22	737	620	-81	-100	-8	-6	648	514
2022-23	628	541	-81	-90	27	7	574	458
2016-17 to 2022-23	2,807	2,359	-241	-283	45	17	2,611	2,093

Statistics Canada, Tax filer (T1FF) – Migration Estimates, 2016/17 to 2022/23

APPENDIX

AGENDA

TABLE A1: Unemployment rate, three-month moving average, Northeast Ontario, Rest of Ontario, Town of Parry Sound and North Bay, January 2024 to December 2025

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2024											
NORTHEAST ONTARIO											
6.2%	6.7%	6.6%	5.9%	5.8%	5.4%	5.8%	6.2%	6.2%	6.2%	5.6%	5.6%
REST OF ONTARIO											
5.2%	5.6%	6.0%	6.0%	6.0%	5.9%	6.3%	6.6%	6.5%	6.2%	5.9%	5.9%
TOWN OF PARRY SOUND											
8.4%	9.3%	9.7%	8.7%	8.4%	7.8%	7.5%	7.5%	7.4%	7.9%	8.0%	9.0%
NORTH BAY											
5.5%	5.5%	5.8%	5.6%	5.7%	5.8%	6.2%	6.5%	6.2%	5.8%	5.4%	5.7%
2025											
NORTHEAST ONTARIO											
5.6%	5.1%	5.2%	5.3%	5.9%	5.9%	5.5%	6.1%	6.4%	6.5%	6.3%	6.5%
REST OF ONTARIO											
6.3%	6.4%	6.7%	6.8%	6.9%	6.9%	6.9%	7.3%	7.3%	7.1%	6.5%	6.6%
TOWN OF PARRY SOUND											
9.6%	10.2%	10.6%	10.9%	9.9%	8.1%	6.5%	5.8%	6.1%	6.2%		
NORTH BAY											
5.9%	6.0%	6.2%	6.4%	6.3%	6.0%	5.7%	6.3%	6.3%	6.3%		

Statistics Canada, Table 14-10-0459-01, Table 14-10-0462-01 and Table 14-10-0480-01; and AWIC custom data

AGENDA

TABLE A2: Job vacancy rates, Toronto Region, Rest of Ontario and Northeast Ontario, Q1 2019 to Q3 2025, unadjusted for seasonality

	Q1	Q2	Q3	Q4
2019				
Toronto Region	3.1%	3.2%	3.1%	3.0%
Rest of Ontario	3.0%	3.4%	3.2%	2.8%
Northeast Ontario	3.1%	4.0%	3.2%	2.7%
2020				
Toronto Region	2.8%	---	---	3.3%
Rest of Ontario	2.9%	---	---	3.5%
Northeast Ontario	3.0%	---	---	3.6%
2021				
Toronto Region	3.2%	4.0%	5.0%	5.1%
Rest of Ontario	3.3%	4.6%	5.6%	5.4%
Northeast Ontario	3.5%	4.7%	5.3%	5.3%
2022				
Toronto Region	5.1%	5.3%	5.0%	4.4%
Rest of Ontario	5.1%	6.1%	5.8%	4.9%
Northeast Ontario	5.5%	6.5%	6.1%	4.7%
2023				
Toronto Region	3.8%	3.8%	3.5%	3.0%
Rest of Ontario	4.3%	4.5%	4.0%	3.5%
Northeast Ontario	4.9%	5.2%	4.7%	4.0%
2024				
Toronto Region	3.0%	2.8%	2.7%	2.5%
Rest of Ontario	3.2%	3.3%	3.0%	2.6%
Northeast Ontario	3.5%	3.9%	3.6%	3.4%
2025				
Toronto Region	2.4%	2.5%	2.4%	
Rest of Ontario	2.6%	3.0%	2.9%	
Northeast Ontario	2.9%	4.2%	3.5%	

Statistics Canada, Table 14-10-0441-01

2

CANADIAN BUSINESS COUNTS

This section reviews various labour market indicators, such as unemployment rates, participation rates, job vacancy rates and other variables.

Introduction

A regular annual review of labour market indicators includes profiling Statistics Canada's Canadian Business Counts, which reflects the number of business establishments in a community. We also profile how these numbers have changed, by size of establishment and by industry. As a general rule, Statistics Canada recommends against using its semi-annual count of businesses as a longitudinal barometer of whether the number of businesses is growing or shrinking in a given community, and they particularly cautioned against using this data to measure the impact that COVID had on the number of businesses. We note this caution but continue to use comparisons as an additional piece of evidence that contributes to our understanding of local business and employment patterns.

We are also including data from another Statistics Canada program, the Experimental Estimates for Business Openings and Closures, as this provides another perspective regarding how businesses (and, by inference, employment) were affected during and after the pandemic.

Experimental Estimates for Business Openings and Closures

These estimates are derived from the Business Register which Statistics Canada maintains and are supplemented by payroll deduction files from the Canada Revenue Agency. This data provides the following information:

- **Business openings:** An establishment that had no employee in the previous month but has an employee in the current month
- **Business closures:** An establishment that had an employee in the previous month but has no employee in the current month
- **Active businesses:** An establishment that has an employee in the current month
- **Continuing businesses:** An establishment that had an employee in the previous month and has an employee in the current month

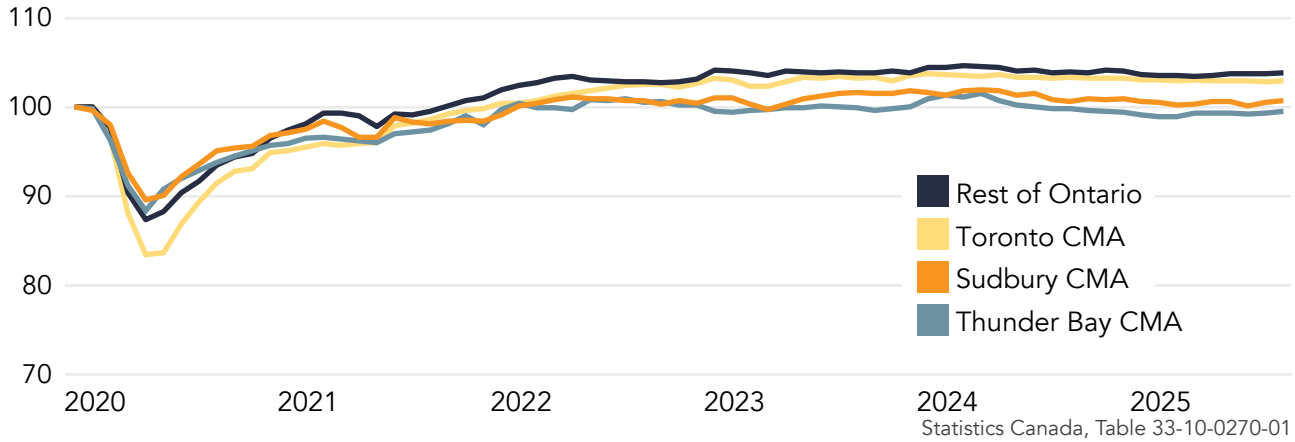
This data is particularly relevant to the circumstances of the pandemic because a business closure can be temporary or permanent (as opposed to an exit). The experience of the pandemic included many businesses which closed for a limited period of time, but then re-opened.

The limitation of the data is that it is not available for smaller geographies, but rather only for provinces and census metropolitan areas. Even for smaller census metropolitan areas, the data is not available for all industries, because the data groups become quite small and cannot be released due to confidentiality requirements.

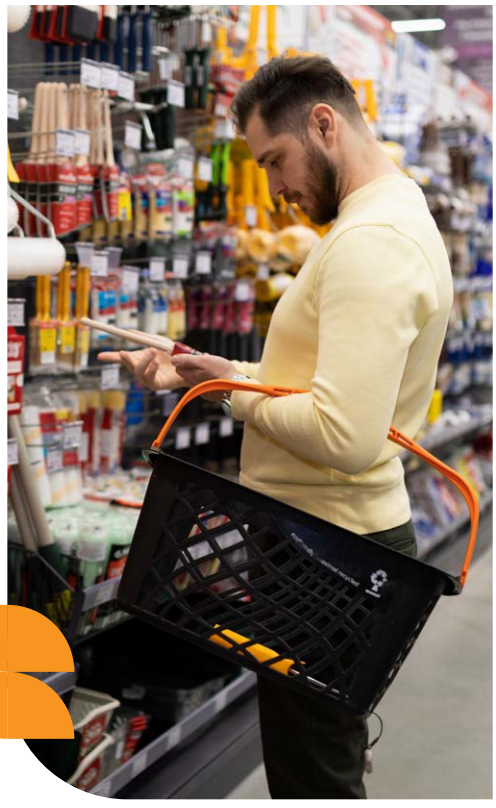
Active Businesses

The f[AGENDA]s active businesses in the Rest of Ontario (that is, excluding the Toronto Census Metropolitan Area or CMA), the Toronto CMA, and the two Northern Ontario CMAs profiled in this data: the Greater Sudbury CMA and the Thunder Bay CMA. Monthly data is provided from January 2020, to show the number just before COVID hit (March 2020), up to the most recent available figures (September 2025). All data in the chart is expressed in relation to the number of businesses active in January 2020; that figure is given a value of 100 and all subsequent months are a ratio of that 100. A value of 95 means that the number of businesses is 5% lower than the number present in January 2020.

CHART 1: Active businesses, Rest of Ontario, Toronto CMA, Sudbury CMA and Thunder Bay CMA, January 2020 to September 2025 (January 2020 = 100)



Statistics Canada, Table 33-10-0270-01

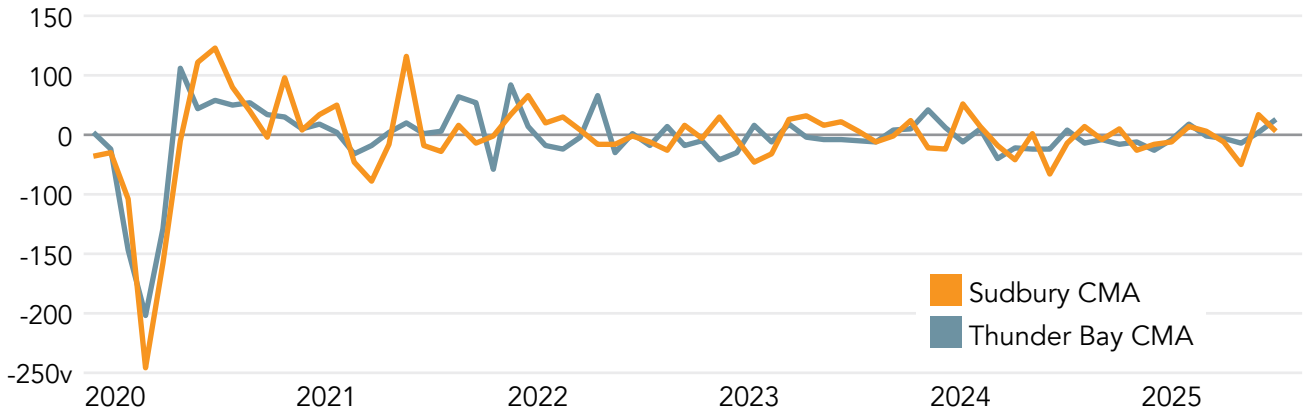


All four areas followed a roughly similar trend as COVID struck, when the number of active businesses dropped precipitously, more so for the Toronto CMA (down to 84 in May 2020, that is, down 16%) and somewhat less so for Sudbury CMA (down to 90 in May 2020, a decline of 10%). The recovery was in full swing by the fall of 2020. By October 2021, the Rest of Ontario returned to the level of active businesses that had been present in January 2020; the Toronto CMA returned to that level by January 2022, and Sudbury CMA and Thunder Bay CMA reached their January 2020 levels by February 2022.

Since then, each area reached a slightly higher plateau through 2023 and 2024, but in June 2024, there was a slight drop everywhere. Overall, the recovery slowed down sooner for both the Sudbury CMA and the Thunder Bay CMA, and the growth in active businesses in both these areas has lagged behind that of the Toronto CMA and the Rest of Ontario In September 2025, the number of active businesses was 4% higher in the Rest of Ontario compared to the January 2020 figures, in the Toronto CMA it was 3% higher, in the Sudbury CMA it was 1% higher, while in the Thunder Bay CMA it was at the same level as it had been in January 2020.

Another way to look at these numbers is to focus on the difference between the number of business openings and the number of business closures per month. Chart 2 tracks this number for each of the two Northern CMAs, from January 2020 to September 2025. A positive number means there were more openings than closures and a negative number means there were more closures than openings.

CHART 2: Net difference between business openings and business closures, Sudbury CMA and Thunder Bay CMA, January 2020 to September 2025



Statistics Canada, Table 33-10-0270-01

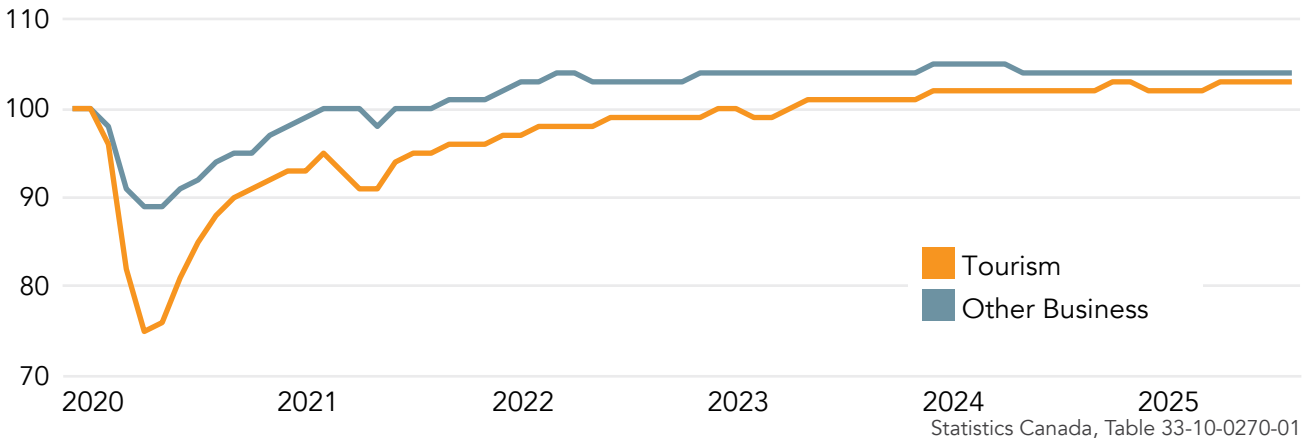
The immediate net loss between business openings and closures was considerable at the onset of COVID: for the Sudbury CMA, minus 52 in March, minus 194 in April, minus 106 in May; for Thunder Bay CMA, minus 95 in March 2020, minus 150 in April and minus 77 in May. The numbers started rebounding already in June 2020, but those initial losses were only made up by April 2022 for the Sudbury CMA and June 2022 for the Thunder Bay CMA. However, since then the net change is minimal: between August 2022 and September 2025, Sudbury CMA has seen a net increase of 10 establishments (that is, 10 more openings compared to closures), while Thunder Bay CMA has seen a net decline of 30 establishments, which is not a good sign for its local economy.

Industries

It is v[illegible] that the tourism sector was particularly hard hit by the COVID lockdowns. These sect[illegible]sm transportation, travel services, recreation and entertainment, accommodation, and food and beverage services. The active business data is only available for larger geographies, so to illustrate the impact of COVID and the trajectory of the subsequent recovery, Chart 3 illustrates the trends for the Rest of Ontario, profiling the tourism sector and all other business sector industries (excluding tourism industries, as well as excluding industries in educational services and health care and social assistance).

AGENDA

CHART 3: Active businesses, tourism industries and all other business sector industries, Rest of Ontario, January 2020 to September 2025 (January 2020 = 100)



Statistics Canada, Table 33-10-0270-01

By May 2020, soon after COVID struck, the number of tourism sector businesses had declined by 25%, whereas the drop among all other business sector industries was less than half as severe (11%). While both sectors rebounded relatively quickly, the recovery for business sector industries was more robust, returning by October 2021 to the number of businesses which had been present in January 2020. The tourism recovery took much longer and was more likely to suffer greater setbacks with subsequent lockdowns, such that this sector only returned in February 2023 to its January 2020 level of establishments. Through 2023 and 2024, the number of business sector establishments reached a plateau, as did the tourism sector. In 2025, the tourism sector further closed the gap between the growth rates of the two sectors. By September 2025, the level of business sector establishments was 4% higher than it had been in January 2020, while the tourism establishment number was 3% higher.

Thus, while the tourism sector did suffer much more than other industries on account of COVID, and their recovery has taken a longer time, some five years after COVID there has finally been a convergence in the business growth trends across the tourism sector and all other business service sectors.

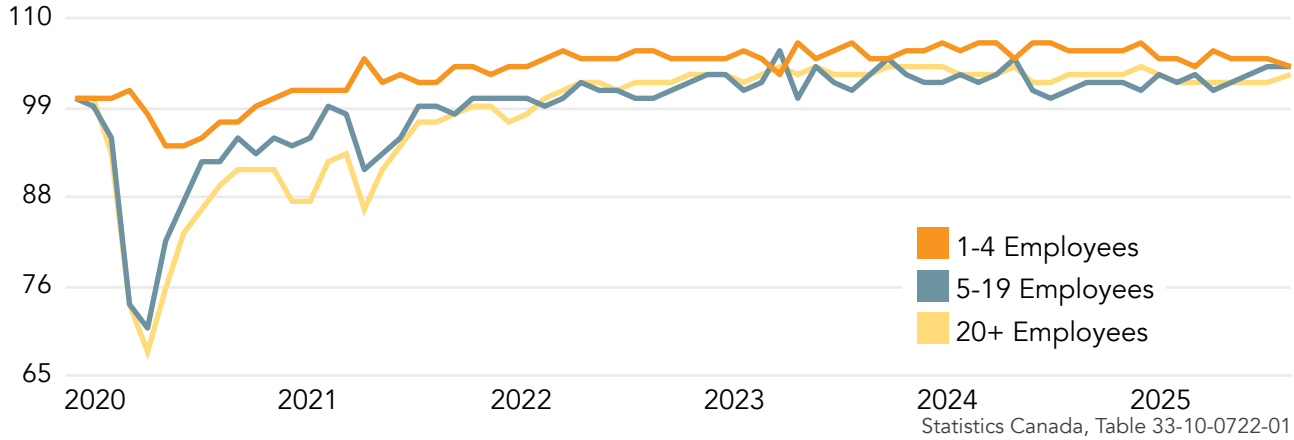
Employment size of establishment

The [illegible] number of establishments can also be examined by the employment size of the establishment. Chart 4 shows the results for the Rest of Ontario for all businesses, profiling three categories of employee size:

- **1-4 employees**
- **5-19 employees**
- **20 or more employees**

To compare these three categories, the number of active firms in each category in January 2020 was given a value of 100, and each subsequent month for that category is expressed in relation to the January 2020 figure. Thus, a value of 105 means that the number of firms present in that month was 5% greater than the number in January 2020.

CHART 4: Active businesses by number of employees, Rest of Ontario, January 2020 to August 2025 (January 2020 = 100)



Statistics Canada, Table 33-10-0722-01

The greatest proportional decline as a result of COVID was among establishments with 20 or more employees (in May 2020, a 32% drop from January), followed closely by firms with 1 to 19 employees (29% drop), whereas firms with 1 to 4 employees hardly declined (minus 2%), no doubt because as firms laid off workers but continued operating, they shifted from a larger employee size category to a smaller one. Over time, these two larger sized categories recovered and then increased further in number; for example, the values in January 2025 were: firms with 1-4 employees at 105; firms with 5-19 employees at 103; and firms with 20 or more employees at 103 as well. Since then, there has been a slight narrowing of the differences between these categories. In August 2025, the figures stood at: firms with 1-4 employees at 104; firms with 5-19 employees at 104; and firms with 20 or more employees at 103.

In short, larger-sized firms experienced slightly lower increases in their numbers compared to small firms, but more recently all three categories of firms have about the same growth rate since January 2020.

AGENDA

Number of businesses, by size of establishment and by industry

Tables 1 and 2 provide the summary data for all businesses located in the Districts of Nipissing and Parry Sound for June 2025. The table provides two different counts:

1. Classified businesses: The major part of the table provides the data for all businesses for which the industry classification is known and shows the breakdown by number of employees as well;

2. All businesses, classified and unclassified: The last three rows of the table present the distribution of all businesses (classified and unclassified) by number of employees; roughly 8-9% of the total counts in each of Nipissing and Parry Sound represent businesses that are unclassified, lower than the provincial average of 11%. This means that for these businesses, Statistics Canada was unable to identify which industries these businesses belonged to.

Explanation for specific columns in the tables:

- The second-to-last column in each table shows the percentage distribution of all classified businesses by industry
- The last column shows the ranking of the total number of classified businesses by industry, from the largest (1) to the fewest (20) number of businesses. The five industries with the most classified businesses have their ranking numbers bolded in red
- The highlighted cells identify the three industries with the largest number of firms for each employee-size category (each column)
- Where under the percentage distribution a cell shows 0%, it does not mean there are no firms in that category, only that the number of firms, when expressed as a percentage of the total, is below 0.5% of the total and has been rounded down to 0%. Also, where the total is slightly less or more than 100%, this is due to rounding of the component percentages

Table 1 – Nipissing
Number of Businesses By Employee Size Range (June 2025)

INDUSTRY SECTOR (2-DIGIT NAICS)	NUMBER OF EMPLOYEES								%	RANK
	0	1-4	5-9	10-19	20-49	50-99	100+	TOTAL		
11 Agriculture	158	25	7	2	4	0	1	**197**	3	11
21 Mining	17	4	3	2	3	0	5	**34**	1	18
22 Utilities	22	1	1	0	0	2	0	**26**	0	19
23 Construction	397	193	74	33	21	8	4	**730**	10	**2**
31-33 Manufacturing	64	34	25	19	19	8	3	**172**	2	12
41 Wholesale Trade	56	31	26	20	9	2	1	**145**	2	13
44-45 Retail Trade	187	126	97	105	50	18	6	**589**	8	**4**
48-49 Transportation/Warehousing	169	45	12	10	10	5	5	**256**	4	9
51 Information and Cultural	44	21	14	8	3	1	0	**91**	1	15
52 Finance and Insurance	210	30	22	16	14	6	0	**298**	4	8
53 Real Estate, Rental, Leasing	1777	113	22	8	3	0	1	**1924**	27	**1**
54 Professional Scientific Tech	336	106	30	27	13	8	2	**522**	7	6
55 Management of Companies	37	2	1	1	2	1	1	**45**	1	17
56 Administrative Support	158	52	20	18	5	3	0	**256**	4	9
61 Educational Services	51	10	7	5	3	2	6	**84**	1	16
62 Health Care & Social Assist	366	169	62	41	28	13	11	**690**	10	**3**
71 Arts, Entertainment & Rec	68	13	8	10	6	2	1	**108**	2	14
72 Accommodation & Food	110	60	62	35	51	11	1	**330**	5	7
81 Other Services	343	141	48	24	3	1	0	**560**	8	**5**
91 Public Administration	0	3	1	5	4	5	8	**26**	0	19
CLASSIFIED BUSINESSES	4570	1179	542	389	251	96	56	**7083**		
Percentage of all classified and unclassified businesses	66%	17%	7%	5%	3%	1%	1%	100		
Cumulative percentage	66%	82%	90%	95%	98%	99%	100			
ONTARIO percentage of classified and unclassified businesses	74%	15%	4%	3%	2%	1%	1%			

Statistics Canada, Canadian Business Counts, June 2025

RANK 1 **27%**

RANK 2 **10%**

RANK 3 **10%**

Table 2 – Parry Sound
Number Of Businesses By Employee Size Range (June 2025)

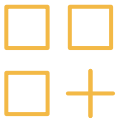
AGENDA TOR (2-DIGIT NAICS)	NUMBER OF EMPLOYEES								%	RANK
	0	1-4	5-9	10-19	20-49	50-99	100+	TOTAL		
11 Agriculture	140	24	5	1	0	0	0	170	4	11
21 Mining	9	2	0	4	0	0	0	15	0	19
22 Utilities	9	1	1	1	0	0	0	12	0	20
23 Construction	491	294	84	25	13	0	0	907	19	1
31-33 Manufacturing	70	19	17	9	4	5	1	125	3	12
41 Wholesale Trade	45	17	7	6	4	0	0	79	2	14
44-45 Retail Trade	128	76	46	34	20	7	4	315	7	5
48-49 Transportation/Warehousing	137	30	10	8	2	2	0	189	4	10
51 Information and Cultural	27	11	9	0	0	0	0	47	1	15
52 Finance and Insurance	160	15	6	7	3	2	0	193	4	9
53 Real Estate, Rental, Leasing	821	47	9	2	0	0	0	879	19	2
54 Professional Scientific Tech	277	76	17	10	1	1	0	382	8	4
55 Management of Companies	29	1	0	0	0	0	0	30	1	18
56 Administrative Support	148	37	16	12	2	0	0	215	5	8
61 Educational Services	28	0	4	3	1	1	0	37	1	17
62 Health Care & Social Assist	162	73	11	20	12	0	10	288	6	6
71 Arts, Entertainment & Rec	56	23	17	7	3	2	0	108	2	13
72 Accommodation & Food	140	45	26	18	21	6	1	257	6	7
81 Other Services	262	93	26	7	3	1	0	392	8	3
91 Public Administration	1	2	2	6	16	8	4	39	1	16
CLASSIFIED BUSINESSES	3140	886	313	180	105	35	20	4679		
Percentage of all classified and unclassified businesses	69%	18%	6%	4%	2%	1%	0%	100		
Cumulative percentage	69%	87%	93%	97%	99%	100	100			
ONTARIO percentage of classified and unclassified businesses	74%	15%	4%	3%	2%	1%	1%			

Statistics Canada, Canadian Business Counts, June 2025

RANK 1 **19%**

RANK 2 **19%**

RANK 3 **8%**



AGENDA

Some observations:

- Number of small firms: Businesses are by far made up of small establishments. 66% of the classified and unclassified firms in Nipissing have no employees,1 and another 17% have 1-4 employees; in Parry Sound, no employee firms account for 69%, and 1-4 employees another 18%; in both instances, the percentages of firms with 4 employees or less is lower than the figures for Ontario (last line of the table: 74% for no employees and 15% for 1-4 employees), especially in the case of Nipissing; on the other hand, looking at firms with 5 to 49 employees, in Nipissing they make up 16% of all firms and in Parry Sound 12%, compared to 9% for Ontario;

- Highest number of firms by industry: The second to last column provides the percentage distribution of all firms by industry. The three industries with the largest number of firms in Nipissing are Real Estate & Rental and Leasing, accounting for 27.2% of all firms (last three years: 25.8%; 26.2%; 26.3%); the second largest, Construction, represents 10.3% of all firms (last three years: 10.3%; 10.0%; 10.2%); and third, Health Care & Social Assistance, representing 9.7% of all firms (last three years: 9.6%; 9.4%; 8.8%; 9.3%); in Parry Sound, the largest are Construction at 19.4% (last three years: 19.6%; 19.4%; 19.5%); Real Estate and Rental & Leasing at 19.4% (last three years: 19.0%; 19.1%; 19.0%); and then Other Services climbing into third spot at 8.4% (last three years: 8.0%; 7.9%; 7.7%); by way of context, the five largest industries by number of firms in Ontario are: Estate and Rental & Leasing (25.7%) (it is likely that the growth in this sector has been partly related to the large number of international students seeking rental accommodations); Professional, Scientific and Technical Services (13.4%); Construction (9.1%); Transportation & Warehousing (8.4%); and Health Care & Social Assistance (7.4%); the real lesson is that the proportions locally do not change much at all year-to-year, only by a fraction of 1%;

- Highest number of firms by size and industry: The three largest industries by each employee size category have also been highlighted. The table demonstrates how the very large number of firms in the no employee size category drives the total numbers (in Nipissing, this means Real Estate & Rental and Leasing; and more distantly Construction; and Health Care & Social Assistance; in Parry Sound, this means Real Estate & Rental and Leasing; Construction; and Professional, Scientific & Technical Services). In the mid-size ranges, firms in Retail Trade and Accommodation & Food Services come to the fore (and in Nipissing, Health Care & Social Assistance). Among the largest firms (100 or more employees), in Nipissing they are found in: Health Care & Social Assistance; Public Administration; Retail Trade; and Educational Services; in Parry Sound, these are found in Health Care & Social Assistance; Retail Trade; and Public Administration.

1 This actually undercounts the number of self-employed individuals. The Statistics Canada's Canadian Business Count database does not include unincorporated businesses that are owner-operated (have no payroll employees) and that earn less than $30,000 in a given year.

Looking more closely at firms with zero employees, Real Estate & Rental and Leasing acco[AGENDA]four in ten (39%) of all such firms in Nipissing, and a smaller but still significant one quarter (26%) in Parry Sound. In Nipissing, 80% of this industry's zero employee firms are landlords of residential buildings and dwellings, while in Parry Sound this category accounts for 71%. Other prominent sub-categories are landlords of non-residential buildings and real estate agents.

The zero employee firms in Construction are mainly made up of specialty trade contractors (around 55% of all firms in both areas) and construction of buildings firms (around 35%).

In Nipissing, the third largest zero employee industry is Health Care & Social Assistance, with the large sub-categories being: offices of health practitioners other than physicians (43%); offices of physicians (23%); and child day-care centres (14%).

In Parry Sound, the third largest zero employee industry is Professional, Scientific & Technical Services, where the larger sub-categories are: management, scientific and technical consulting services (33%); other professional, scientific and technical services (17%); and accounting, tax preparation, bookkeeping and payroll services (11%).

In the range of firms with 1 to 19 employees, the following represent the three largest industries in this category:

NIPISSING

- Retail Trade (303 firms): 37 grocery and convenience retailers; 34 other miscellaneous store retailers; 30 gasoline stations; 29 health and personal care retailers
- Construction (300 firms): 86 building equipment contractors; 66 residential building construction firms; 44 foundation, structure, and building exterior contractors
- Health Care & Social Assistance (266 firms): 119 offices of physicians; 91 offices of health practitioners other than physicians; 24 child day-care centres

PARRY SOUND

- Construction (403 firms): 90 building equipment contractors; 66 building equipment contractors; 57 other specialty trade contractors
- Retail Trade (151 firms): 19 other miscellaneous store retailers; 16 gasoline stations; 14 grocery and convenience retailers; 14 beer, wine and liquor retailers
- Other Services (126 firms): 35 religious organizations; 27 automotive repair and maintenance establishments; 13 civic and social organizations

In the range of medium-sized firms with 20 to 99 employees, the following represent the three largest industries in this category:

NIPISSING

- Retail Trade (63 firms): 13 automobile dealers; 10 health and personal care retailers; 9 grocery and convenience retailers; 8 building material and supplies dealers
- Accommodation & Food Services (57 firms): 24 full-service restaurants; 24 limited-service eating places
- Health Care & Social Assistance (42 firms): 7 other individual and family services; 4 offices of health practitioners other than physicians; 3 nursing care facilities; 3 child day-care centres

PARRY SOUND

- Retail Trade (27 firms): 8 grocery and convenience retailers; 6 building material and supplies dealers; 4 automobile dealers
- Accommodation & Food Services (26 firms): 11 full-service restaurants; 4 limited-service eating places
- Public Administration (22 firms): 17 local, municipal and regional public administration; 3 First Nations public administration; 2 provincial police services

At the large end of the employee size spectrum, Nipissing has 21 firms with 200 or more employees, whereas Parry Sound has two:

NIPISSING

- Firms with over 500 employees: one firm in support activities for forestry; two firms in other support activities for mining; one in short-haul freight rail transportation; four establishments in elementary and secondary schools (includes school boards); one community college; one university; one general hospital; one local public administration establishment;
- Firms with 200-499 employees: one firm in contract drilling (except oil and gas); one in oil and gas pipeline and related construction; one department store; one in home and auto supplies retailer; one in interurban and rural bus transportation; ; one general hospital; one community care facility for the elderly; one provincial police service; one First Nations public administration establishment

PARRY SOUND

- Firms with 500 or more employees: one specialty hospital
- Firms with 200-499 employees: one community care facility for the elderly

AGENDA

Change in the number of firms by industry, June 2024 to June 2025

Changes in the number of employers are experienced differently across the various industries. **Tables 3 and 4** highlight the changes in the number of firms by industry and by employee size between June 2024 and June 2025 for Nipissing and Parry Sound. The table also lists the total number of firms in each industry in June 2025, to provide a context. The colour-coding of the tables (dark colur where there is an increase, light colour where there is a decrease) helps to illustrate any pattern.

A comparison between this year's net changes by employee size and those of the previous five years is included at the bottom of each table, to illustrate overall changes in the number of businesses over this time period. It should be noted that Statistics Canada discourages comparisons of this sort, on the grounds that their data collection and classification methods change. At the very least, these comparisons can provide the foundation for further inquiry, tested by local knowledge about changes in industries.

Table 3: Nipissing

Change in the number of employers, by industry and by firm size, June 2024 to June 2025

INDUSTRY	FIRM SIZE (Number of employees)					Total n° of firms (June-25)
	0	1-19	20-99	100+	TOTAL	
Agriculture, forestry, fishing and farming	-7	2	0	1	-4	197
Mining and oil and gas extraction	1	0	2	0	-1	34
Utilities	-2	0	0	0	-2	26
Construction	28	1	-1	-1	27	730
Manufacturing	7	-1	-1	1	6	172
Wholesale trade	0	-2	1	1	0	145
Retail trade	-12	-3	-3	0	-18	589
Transportation and warehousing	13	2	-1	-1	13	256
Information and cultural industries	-3	3	0	0	0	91
Finance and insurance	-8	-1	4	0	-5	298
Real estate and rental and leasing	156	1	-2	1	156	1924
Professional, scientific and technical services	1	-1	5	0	5	522
Management of companies and enterprises	-2	-2	2	0	-2	45
Administrative and support	26	0	-4	0	22	256
Educational services	5	-1	-1	0	3	84
Health care and social assistance	17	9	4	0	30	690
Arts, entertainment and recreation	-5	4	0	0	-1	108
Accommodation and food services	-8	2	4	-1	-3	330
Other services	9	7	-3	0	13	560
Public administration	0	0	0	0	0	26
NET TOTAL CHANGES, 2024-25	216	20	2	1	239	
NET TOTAL CHANGES, 2023-24	264	54	9	2	329	
NET TOTAL CHANGES, 2022-23	183	17	5	5	210	
NET TOTAL CHANGES, 2021-22	8	13	37	2	60	
NET TOTAL CHANGES, 2020-21	-37	8	-44	-5	-78	
NET TOTAL CHANGES, 2019-20	-87	-23	22	0	-88	

Statistics Canada, Canadian Business Counts, June 2024 and June 2025

Table 4: Parry Sound
Change In The Number of Employers, By Industry And By Firm Size (June 2024 - June 2025)

INDUSTRY	FIRM SIZE (Number of employees)					Total n° of firms (June-25)
	0	1-19	20-99	100+	TOTAL	
Agriculture, forestry, fishing and farming	12	-1	0	0	11	170
Mining and oil and gas extraction	2	0	-1	0	1	15
Utilities	0	1	0	0	1	12
Construction	-1	3	2	0	4	907
Manufacturing	-2	-4	-2	-1	-9	125
Wholesale trade	-6	3	1	0	-2	79
Retail trade	-15	0	-4	0	-19	315
Transportation and warehousing	8	-9	0	0	-1	189
Information and cultural industries	0	1	0	0	1	47
Finance and insurance	15	-1	1	0	15	193
Real estate and rental and leasing	0	5	0	0	5	879
Professional, scientific and technical services	6	3	0	0	9	382
Management of companies and enterprises	-1	0	0	0	-1	30
Administrative and support	8	0	1	0	9	215
Educational services	8	-2	0	0	6	37
Health care and social assistance	15	10	-2	2	25	288
Arts, entertainment and recreation	-2	2	1	0	1	108
Accommodation and food services	-7	-4	2	0	-9	257
Other services	16	10	-3	0	23	392
Public administration	0	0	-1	1	0	39
NET TOTAL CHANGES, 2024-25	56	17	-5	2	70	
NET TOTAL CHANGES, 2023-24	90	-29	7	2	70	
NET TOTAL CHANGES, 2022-23	333	52	8	2	395	
NET TOTAL CHANGES, 2021-22	65	46	17	2	130	
NET TOTAL CHANGES, 2020-21	-83	-107	-25	-4	-219	
NET TOTAL CHANGES, 2019-20	-77	16	4	0	-57	

Statistics Canada, Canadian Business Counts, June 2024 and June 2025

AGENDA

NIPISSING

The first thing to note are the last rows in Table 5: since the large declines in several of the establishment categories between 2020-21, there have only been increases in every category for four years now. The most recent entry, comparing June 2024 and June 2025, does show a slowdown in the rate of increase among different size firms, although the increase among firms with zero employees remains high. With increases in all categories, one can assume that this also represents an increase in employment. When one examines the patterns of increases and decreases for each industry, one could assume that net employment **increased among the following industries:** Agriculture, Forestry, Fishing & Farming; Wholesale Trade; Information & Cultural Industries; Finance & Insurance; Professional, Scientific & Technical Services; Health Care & Social Assistance; Arts, Entertainment & Recreation; and Accommodation & Food Services.

It also seems likely that employment declined in the following industries: Mining & Oil and Gas Extraction; Retail Trade; Administrative & Support; and Educational Services.

PARRY SOUND

The pattern in Parry Sound was almost similar (Table 4): apart from two cells, there has been consistent growth across all categories over the last four years. As in the case of Nipissing, one can say that the pace of growth has declined between June 2024 and June 2025. It is likely the case that there has been a net growth in employment.

By industry, net employment has likely grown in: Construction; Wholesale Trade; Information & Cultural Industries; Finance & Insurance; Real Estate & Rental and Leasing; Professional, Scientific & Technical Services; Administrative & Support; Health Care & Social Assistance; Arts, and Entertainment & Recreation.

Employment likely declined in: Mining & Oil and Gas Extraction; Manufacturing; Retail Trade; and Transportation & Warehousing.

Time series from June 2018 to June 2025

AGENDA

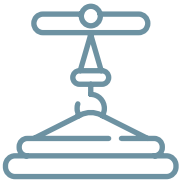
Chan[illegible]r from year to year can sometimes be the consequence of a change in how a firm is cla[illegible]ll increase or decrease in employment resulting in a shift from one employee size category to another, the kind of measurement error which Statistics Canada is worried about when making comparisons in the number of firms between one year and the next.

What can be more revealing is the longer pattern of changes among larger aggregates of firms. The following charts track these changes for all firms with employees, comparing the following clusters of industries between June 2018 and June 2025:

KNOWLEDGE SECTOR

- Educational services
- Finance and insurance
- Health care and social assistance
- Information and cultural industries
- Management of companies and enterprises
- Professional, scientific and technical services
- Public administration

GOODS PRODUCING



- Agriculture, forestry, fishing and hunting
- Construction
- Manufacturing
- Mining, quarrying, and oil and gas extraction
- Utilities

SERVICE SECTOR

- Accommodation and food services
- Administrative and support
- Arts, entertainment and recreation
- Other services
- Real estate and rental and leasing
- Retail trade
- Transportation and warehousing
- Wholesale trade

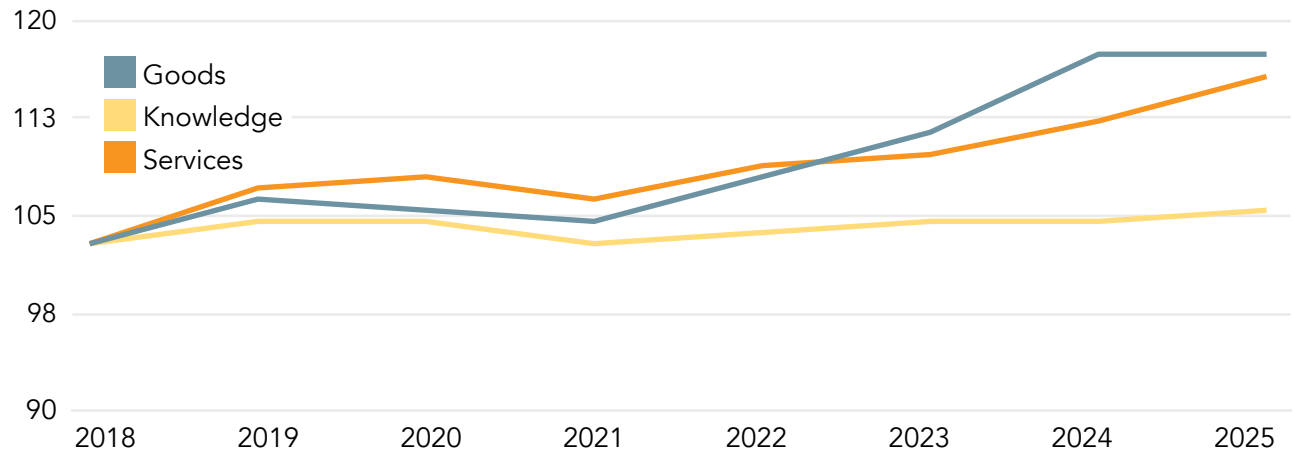
INDUSTRIES WITHIN EACH CLUSTER SHARE CERTAIN SIMILARITIES:

- G[AGENDA]g industries typically employ larger proportions of labourers, the majority of whom a
- Service sector industries tend to be lower paying[2]
- Knowledge sector industries are also technically service sector industries; however, these industries tend to have higher proportions of jobs that typically require a post-secondary education

The number of firms present in each category in June 2019 is assigned a value of 100 and for each subsequent year the number of firms is expressed in relation to that value of 100. For example, if the value is 105, it means that the number of firms rose by 5%. In this way, one can compare the proportional change when the actual number of firms in each category is vastly different.

Charts 5 and 6 show the results for **Nipissing** and **Parry Sound**; for context, Chart 7 shows the trends for Ontario.

CHART 5: Ratio of number of firms with employees by Goods Producing Sector, Knowledge Sector and Service Sector, Nipissing, June 2018 to June 2025 (June 2018 = 100)



Statistics Canada, Canadian Business Counts, June 2018 to June 2025

2 One could make an argument that Wholesale Trade should be in the Knowledge Sector category, but it is very close to the average proportions of jobs requiring a postsecondary education. It represents a smaller proportion of all jobs and where it is placed makes less difference in terms of the overall figures.

Overall, the trends by each cluster for **Nipissing** were as follows:

- A[illegible] experienced a slight decline in 2021 as a result of COVID
- The Knowledge Sector has seen a steady and increasing growth over these last eight years and in 2025 the number of employers was 15% higher than in 2018
- The Goods Producing Sector saw considerable growth after 2021, flattening out in 2025, but still the number of employers was 17% higher than in 2018
- The Services Sector had very slow growth after 2021; the number of employers in 2025 was only 3% higher than it had been in 2018

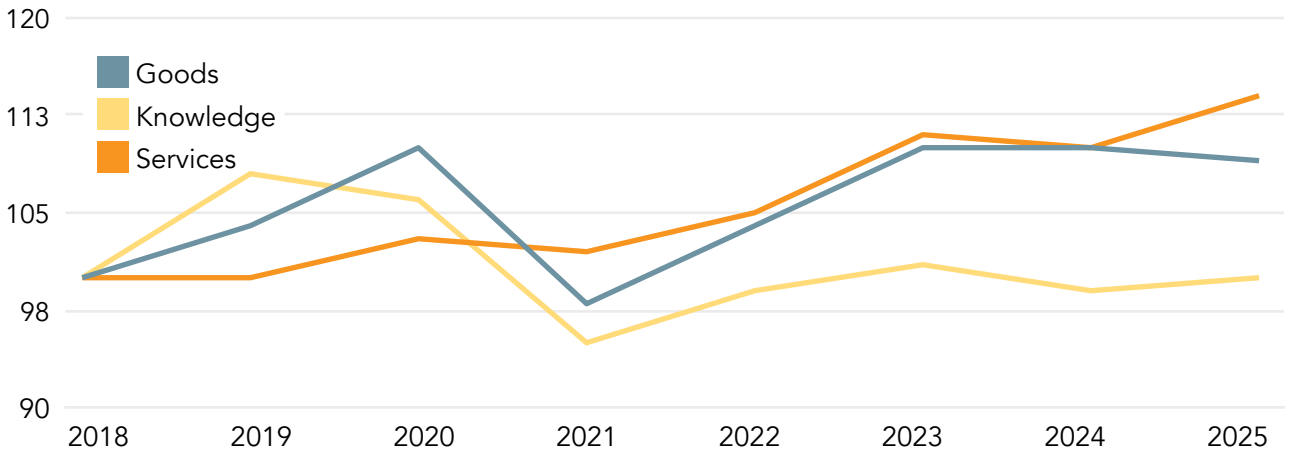
Within these three sectors in **Nipissing** there are important variations:

Knowledge Sector: All industries in this sector saw considerable growth in the number of employers, except for Finance & Insurance, where there had been a decline in 2021 and very little recovery, such that the number of employers in this sector was 3% lower than what it had been in 2018

Goods Producing Sector: There was very strong growth among Mining, Quarrying, & Oil and Gas Extraction employers, as well as healthy growth in the Construction and Manufacturing sectors; Agriculture, Forestry, Fishing & Hunting had seen a slight decline but by 2025 was back at the same number of employers as in 2018; Utilities had dropped from six firms in 2018 to four in 2025

Services Sector: Some sectors had high growth: Real Estate & Rental and Leasing, followed by Arts, Entertainment & Recreation and Accommodation & Food Services; Administrative & Support also showed healthy growth; Other Services had declined, but returned in 2025 to the same number of employers as in 2018; two sectors experienced declines (Retail Trade and Transportation & Warehousing), by 2025 dropping to 7% fewer employers than there had been in 2018; while Wholesale Trade also declined, in 2025 reaching 3% below what it had been in 2018

CHART 6: Ratio of number of firms with employees by Goods Producing Sector, Knowledge Sector and Service Sector, Parry Sound, June 2018 to June 2025 (June 2018 = 100)



Statistics Canada, Canadian Business Counts, June 2018 to June 2025

The trends by each cluster for **Parry Sound** were as follows:

- T[AGENDA] Sector has seen a steady and increasing growth over these last eight years, only stalling in 2021 and 2024; by 2025 the number of employers was 14% higher than in 2018
- The Goods Producing Sector witnessed high growth until 2020, then a sharp decline in 2021, recovering immediately, with the number of employers in 2025 reaching 9% higher than in 2018
- The Services Sector also had healthy growth in 2019, but then declined, in 2021 dropping to 5% below its level in 2018; afterwards, there was some recovery, which plateaued, so that by 2025 the number of employers was equal to what it had been in 2018

Within these three sectors in **Parry Sound**, the variations were as follows:

Knowledge Sector: There was considerable variation among the industries in the Knowledge Sector: Both Professional, Scientific & Technical Services and Health Care & Social Assistance experienced high growth in the number of employers (both over 20% over these eight years); Public Administration stayed steady; Retail Trade as well as Finance & Insurance each had sharp declines but both recovered to a level 3% below what they had been in 2018; Information & Cultural Industries dropped from 29 employers in 2018 to 20 in 2025, while Educational Services dropped from 14 employers in 2018 to 9 in 2025

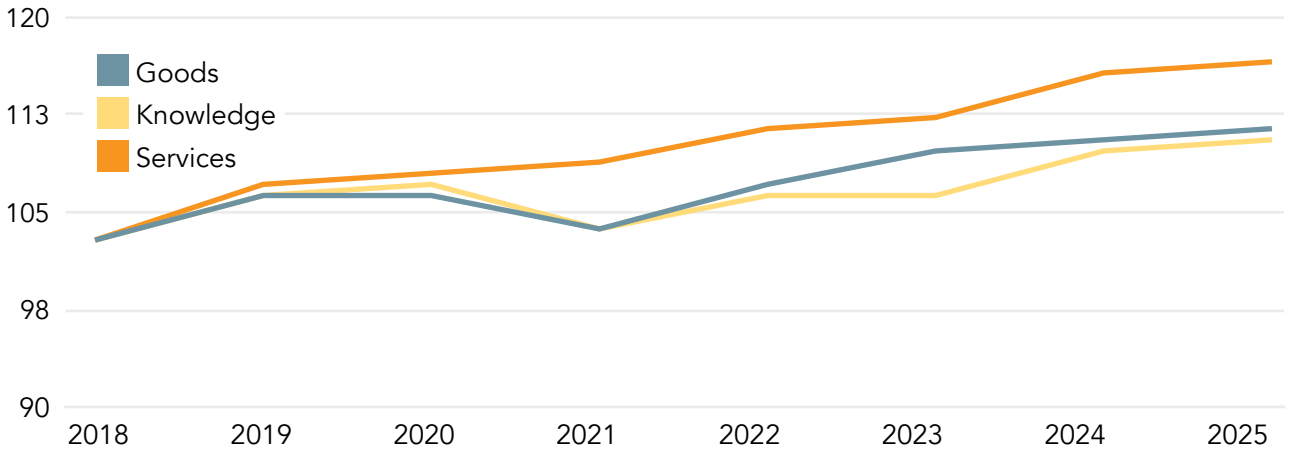
Goods Producing Sector: Three industries (Agriculture, Forestry, Fishing & Hunting; Construction; Manufacturing) had medium-level growth; Utilities, a small industry, went from one employer in 2018 to three in 2025; Mining, Quarrying, & Oil and Gas Extraction declined in 2029 then had a sharp drop in 2021, recovering in 2025 back to the same number of employers as was present in 2018

Services Sector: Administrative & Support had high growth, followed by medium growth in Real Estate & Rental and Leasing; Other Services stayed around the same level of employers, while Wholesale Trade, which had increased, dropped down in 2025 to the same level of employers as in 2018; the biggest decline was in Arts, Entertainment & Recreation, in 2025 down 21% from the number of employers in 2018, Accommodation & Food Services down 6%, Transportation & Warehousing down 5%, and Retail Trade down 3%

A relevant reference point is to compare these trends for those for Ontario. Chart 7 presents the same results for Ontario over the same time period. There are a few comparison points:

- The pattern for the Knowledge Sector in Nipissing and Parry Sound is generally similar to that for Ontario
- The pattern for the Goods Producing Sector has some similarity, except that in Parry Sound, there was a sharper drop in the number of employers in 2021 and the recovery has been more tepid, while in Nipissing the growth since 2021 is greater than that for Ontario
- The pattern for the Services Sector is also broadly similar, although the growth by 2025 has been higher in Ontario than that for either Nipissing or Parry Sound

CHART 7: Ratio of number of firms with employees by Goods Producing Sector, Knowledge Sector and Service Sector, Ontario, June 2018 to June 2025 (June 2018 = 100)



AGENDA

3

JOBS REPORT DATA

This section of the report highlights and analyzes the job postings as they appear on LMG's readysethired.ca portal. This online job portal provides and collects real-time job postings within the districts of Nipissing and Parry Sound. These postings are updated daily and a report is produced monthly. The portal provides job seekers with a one-stop shop for local current employment opportunities, while also providing valuable information about occupations and industries that are posting jobs more often.

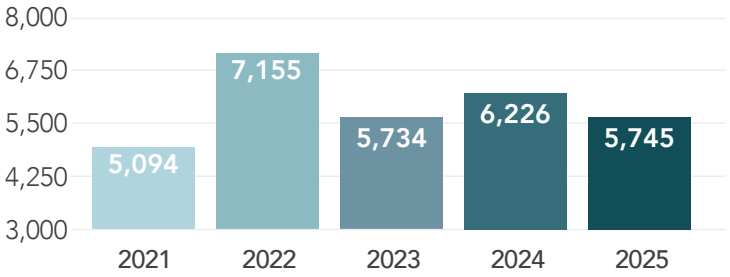
AGENDA

Nipissing District Data

Total Job Postings

There were a total of 5,745 job postings recorded within Nipissing District throughout 2025. This figure is lower than the 2024 total (-481, -7.73%) and also sits below the previous 4-year average (-307, -5.08%). While 2024 saw a temporary rebound in hiring activity, the 2025 numbers indicate a cooling in the labour market as volumes returned to levels consistent with 2023 (5,734). Adding to these employment challenges, diversity in various industry environments in 2025 introduced further caution, particularly affecting sectors already experiencing labour shortages. Combined with broader economic ebbs and flows, these conditions challenged recruitment, with 2025 reflecting a more normalized and measured pace of hiring across the district.

Annual job postings over past 5 years

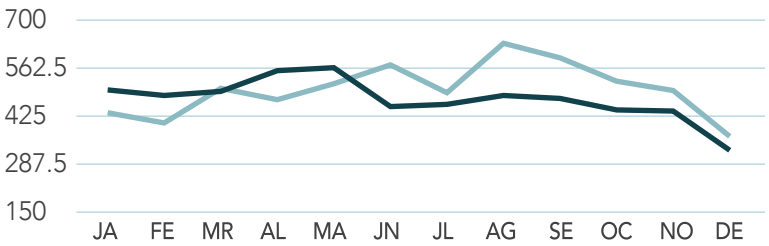


NIPISSING DISTRICT

JOB POSTINGS
TOTAL RECORDED
5,745

JOB POSTINGS
MONTHLY AVERAGE
479

Monthly Job Postings in 2025 compared to previous 4-Year average



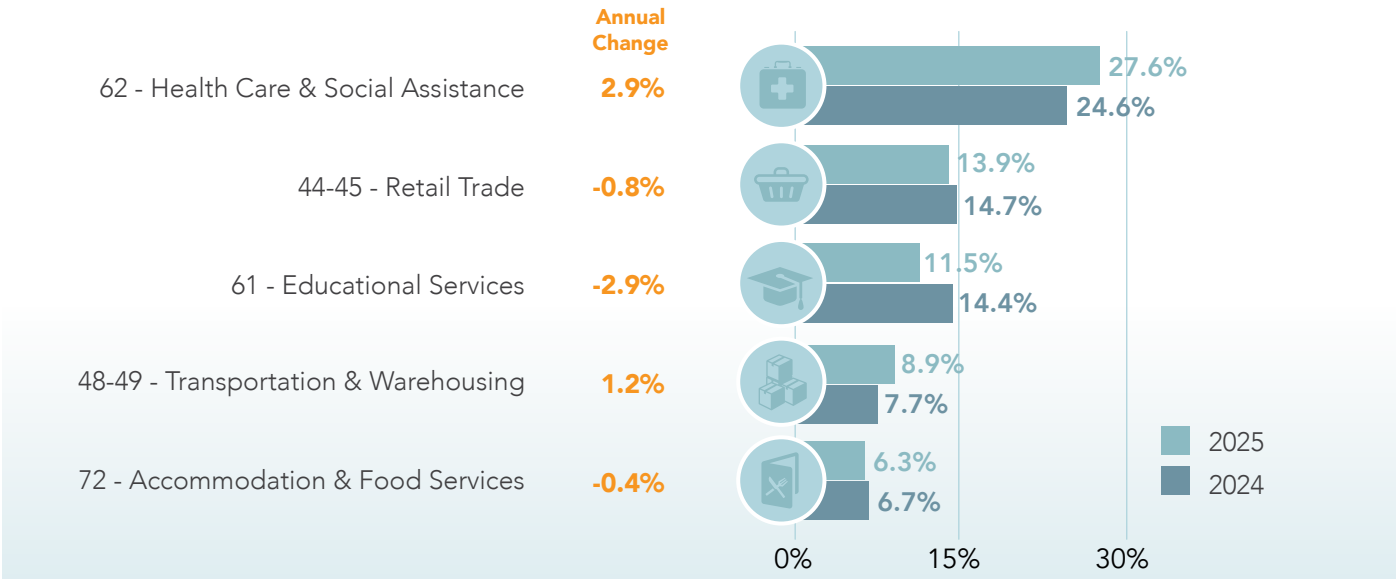
2025 Job Postings
2021-2024 Average Job Postings

April - May has had the most postings

Job Postings by Industry Classification

The [redacted] Social Assistance (NAICS-62) industry remained the primary driver of labour demand in 2025, accounting for 27.6% of all job postings and seeing the largest annual increase in share (+2.9%). Retail Trade (NAICS-44-45) and Educational Services (NAICS-61) followed as the next most active sectors, though both experienced declines in their overall share of the market. Retail Trade saw a decrease of -0.8% compared to 2024, while Educational Services saw the largest decrease among the top five industries at -2.9%. These trends highlight essential health services and sectors that are geared to consumer spending and public funding, such as retail and Education.

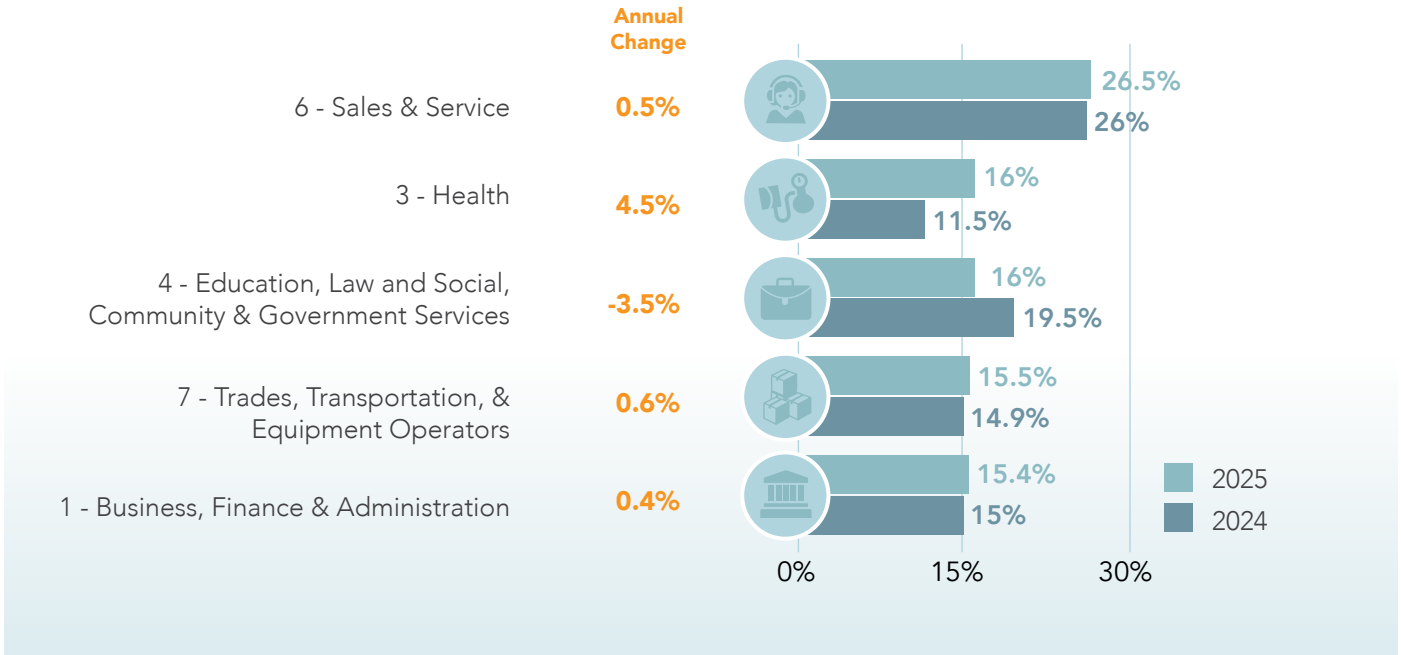
Representation of job postings in 2025 by major industry classification (NAICS)



Job Postings by Occupation Classification

Sales (NOC-6) based occupations accounted for the largest number of job postings amongst all occupational classifications with slightly greater than one-quarter (26%) of all job postings in 2024. The top three occupational classifications also included Education, Law and Social, Community and Government Services (NOC-4) and Business, Finance and Administration (NOC-1) based occupations with 19.5% and 15.0% of the overall share respectively. The top three were identical to 2023 and made up 60.4% of the total share. The notable increase of +2.8% from the 2023 figure was for Health occupations and the most significant decrease was for Business, Finance and Administration based occupations, a minor drop of -1.2%.

Representation of job postings in 2025 by major occupation classification (NOCS)



2021 National Occupational Classification (NOC)	Total Jobs	Share of NOC
60 - Midd[AGENDA]ccupations in retail and wholesale trade and customer services	172	11.3%
62 - Retail sales and service supervisors and specialized occupations in sales and services	136	8.9%
63 - Occupations in sales and services	170	11.2%
64 - Sales and service representatives and other customer and personal services occupations	517	34.0%
65 - Sales and service support occupations	525	34.5%
30 - Specialized middle management in health care	26	2.8%
31 - Professional occupations in health	451	49.1%
32 - Technical occupations in health	287	31.3%
33 - Assisting occupations in support of health services	154	16.8%
40 - Managers in public admin, in education and social and community services and public protection services	47	5.1%
41 - Professional occupations in law, education, social, community and government services	413	45.0%
42 - Front-line public protection services and para-professional occupations in legal, social, community, education services	257	28.0%
43 - Assisting occupations in education and in legal and public protection	106	11.5%
44 - Care providers and legal and public protection support occupations	91	9.9%
45 - Student monitors, crossing guards and related	4	0.4%
70 - Middle management occupations in trades and transportation	37	4.2%
72 - Technical trades and transportation officers and controllers	343	38.5%
73 - General trades	297	33.3%
74 - Mail and message distribution, other transport equipment operators and related maintenance workers	64	7.2%
75 - Helpers and labourers and other transport drivers, operators and labourers	150	16.8%
10 - Specialized middle management occupations in administrative services, financial and business services and communication (except broadcasting)	76	8.6%
11 - Professional occupations in finance and business	176	19.9%
12 - Administrative and financial supervisors and specialized administrative occupations	123	13.9%
13 - Administrative occupations and transportation logistics occupations	309	35.0%
14 - Administrative and financial support and supply chain logistics occupations	200	22.6%

Job Postings by Occupation Classification

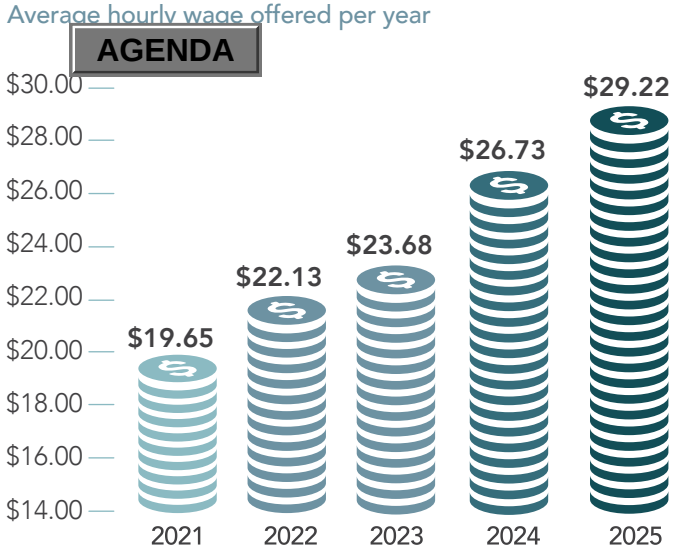
Sales and Service (NOC-6) remained the leading source of recruitment in 2025. While this sector remains the district's volume leader, the most significant shift in the labour market was the surge in Health occupations (NOC-3). Making it the primary growth driver for the region.

In contrast, there was a decline in Education, Law, and Social, Community, and Government Services (NOC-4). Meanwhile, the demand within Trades and Transportation (NOC-7) remained resilient, focused heavily on technical trades and general labour. Similarly, the Business and Administration (NOC-1) sector saw steady activity, with a particular focus on administrative and logistics roles.

- 6 - Sales & Service
- 3 - Health
- 4 - Education, Law and Social, Community & Government Services
- 7 - Trades, Transportation, & Equipment Operators
- 1 - Business, Finance & Administration

Hourly Wages

Average hourly wage offered per year

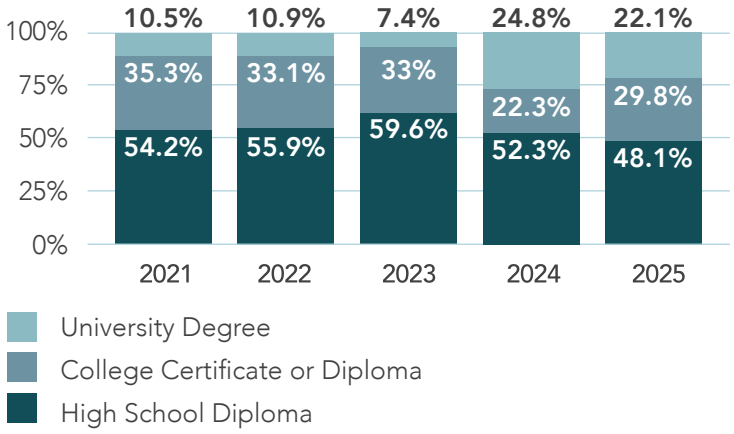


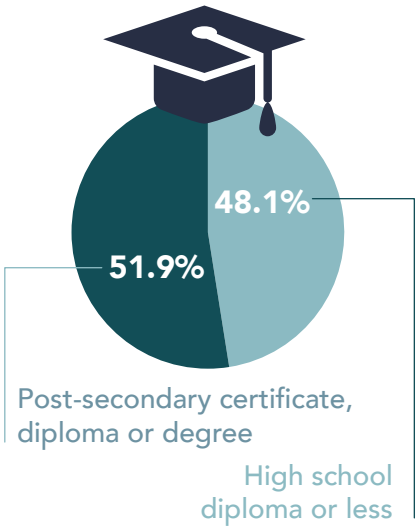
The average hourly wage listed on job postings in 2025 was $29.22/hour. This represents a significant increase of +$2.49/hour (+9.3%) over the 2024 figure of $26.73/hour. This upward trajectory is partially driven by the provincial minimum wage increase to $17.55/hour in October 2025, which created a "ripple effect" forcing wages upward across entry-level and mid-range positions to maintain competitive scaling. While the multi-year growth from 2021 to 2025 appears substantial, it is important to note that a portion of the increase between earlier years and the 2024–2025 period stems from an improved algorithmic collection. However, the consistent rise throughout 2025 remains a genuine indicator of a tightening labour market.

Educational Requirements

In 2025, the local labour market continued its shift toward more specialized roles, with post-secondary qualifications (51.9%) now required for more than half of all job postings. This marks a clear move away from entry-level requirements, as positions only requiring a high school diploma fell to 48.1%. A key driver of this change was the recovery in demand for college certificates and diplomas (29.8%), reflecting a focus on technical and vocational skills needed for trades and health support roles. While university degree requirements saw a minor dip to 22.1%, they remain well above historical levels.

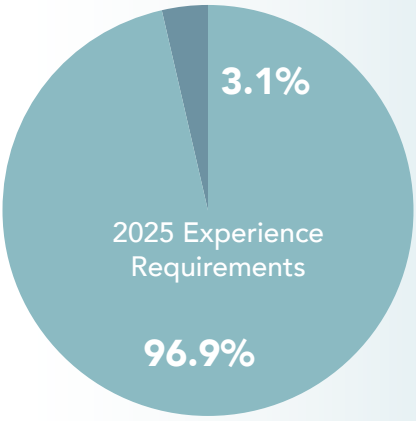
Minimum educational requirements



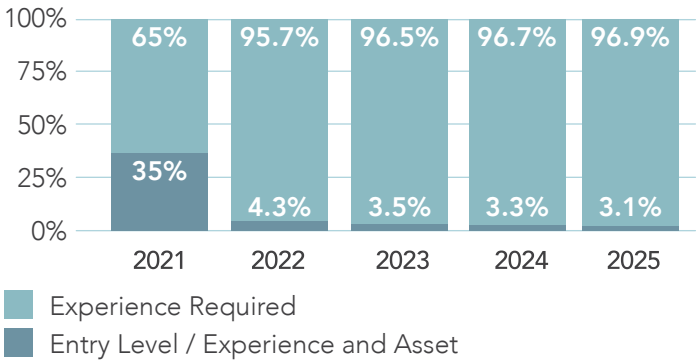


Experience Level Requirements

In 20 AGENDA b postings (96.9%) were categorized as requiring previous experience. Employers often add the term 'previous experience' to their job postings for a variety of reasons. They often hope that this will trigger an applicant to list previous work, activities, or practical exposure they've already had that relates to the job they have available. It shows employers that a potential applicant has conducted similar tasks before and can handle the responsibilities necessary to be successful in the job. It also allows employers to ensure that a potential candidate is experienced in the field or occupation being sought after, which can potentially indicate the amount of training time required on behalf of the employer and can confirm their level of competency within a particular skill set.



Experience Requirements 2021-2025

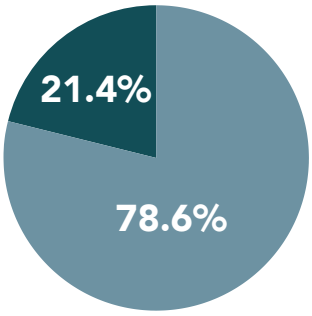


While there is likely a genuine preference for experienced workers during an economic cooling period, the data is heavily skewed by the technical way "experience" is now captured and does not necessarily reflect a total disappearance of entry-level opportunities in the district.

Hours of Employment Offered

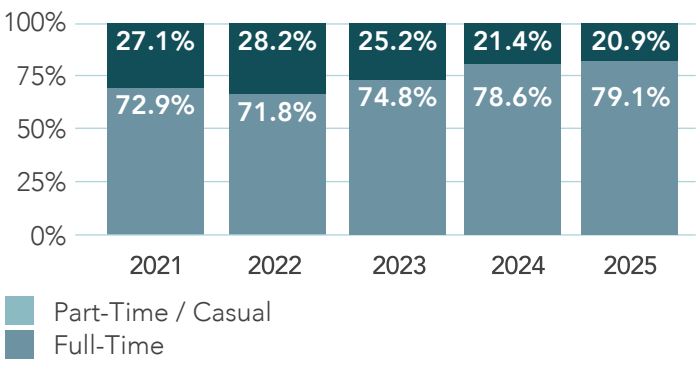
In 2025, the Nipissing District saw a record high in full-time employment, with 79.1% of all job postings offering 35+ hours per week. This marks the third consecutive year of growth in full-time roles. Despite the overall decline in the total number of job postings, this shift is a strong positive economic indicator.

Overall, the mix of part-time and full-time employment in the region reflects a balance between economic necessity and flexibility. The relative importance of each can vary by community and industry, shaped by factors such as population size, seasonality, and access to a stable labour supply. It confirms with high confidence that local employers are prioritizing workforce stability.



2025 Hourly Classification Breakdown

Hourly classification breakdown 2021-2025



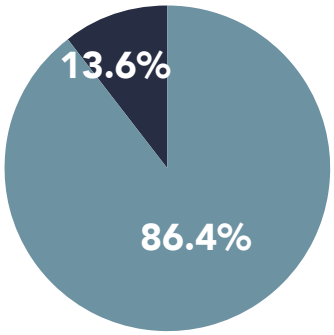
Terms of Employment Offered

In 20 AGENDA f job postings for permanent positions reached 89.6%, continuing a steady three-year upward trend. While this suggests a strong move toward long-term hiring. These figures have been consistently higher than 2020/2021 coinciding with the new collection algorithm began being used.

Temporary employment refers to work arrangements that are intended to last for a limited period of time. These roles may be used to meet short-term needs, such as seasonal demand, project support, or staff absences, and typically do not carry an expectation of ongoing employment beyond the agreed timeframe.

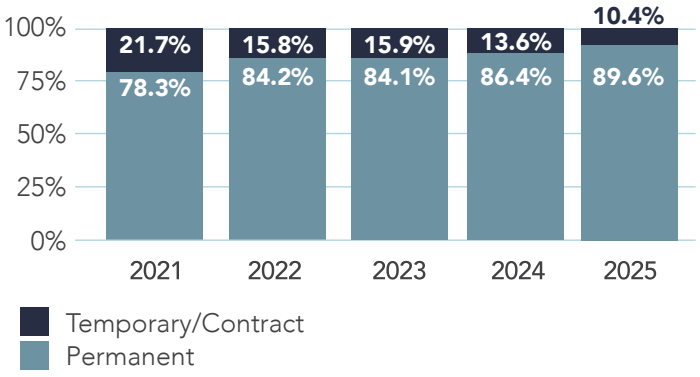
Permanent employment describes ongoing work arrangements without a predetermined end date. These positions are generally intended to provide long-term employment and may be either full-time or part-time, offering greater continuity for both the employer and the employee.

Contract employment involves work performed under the terms of a specific agreement that outlines the scope, duration, and conditions of the work. Contracts are often time-bound or project-based and may apply to individuals working independently or through an employment relationship, depending on the arrangement.



2025 Terms of Employment Breakdown

Terms of employment breakdown 2021-2025



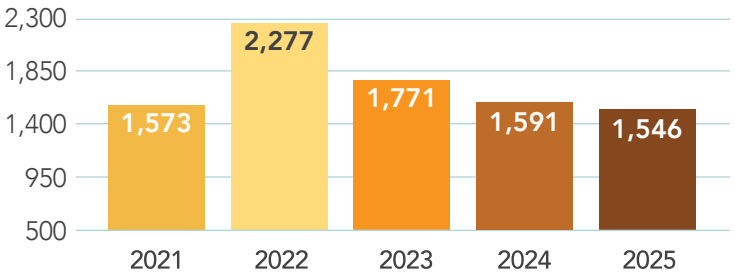
AGENDA

Parry Sound District Data

Total Job Postings

There were a total of 1,546 job postings recorded within Parry Sound District throughout 2025. This figure represents a slight decrease from the 2024 total (-45, -2.8%) and sits approximately 14.3% (-257) below the previous 4-year average of 1,803. The continued cooling of the labour market for the third consecutive year can be attributed to several compounding factors. While the record high of 2022 (2,277) is now viewed as an unsustainable post-COVID spike, the 2025 totals suggest the district is settling into a more stabilized, albeit guarded, recruitment environment.

Annual job postings over past 5 years

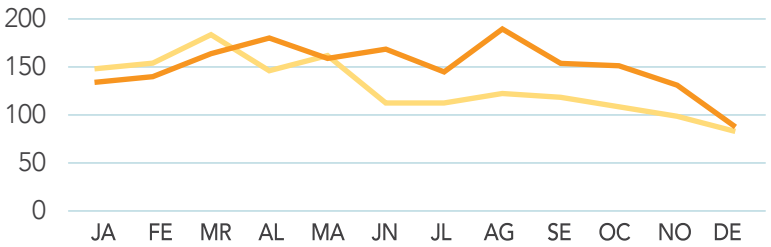


PARRY SOUND DISTRICT

JOB POSTINGS
TOTAL
RECORDED
1,546

JOB POSTINGS
MONTHLY
AVERAGE
129

Monthly job postings in 2025 compared to previous 4-year average



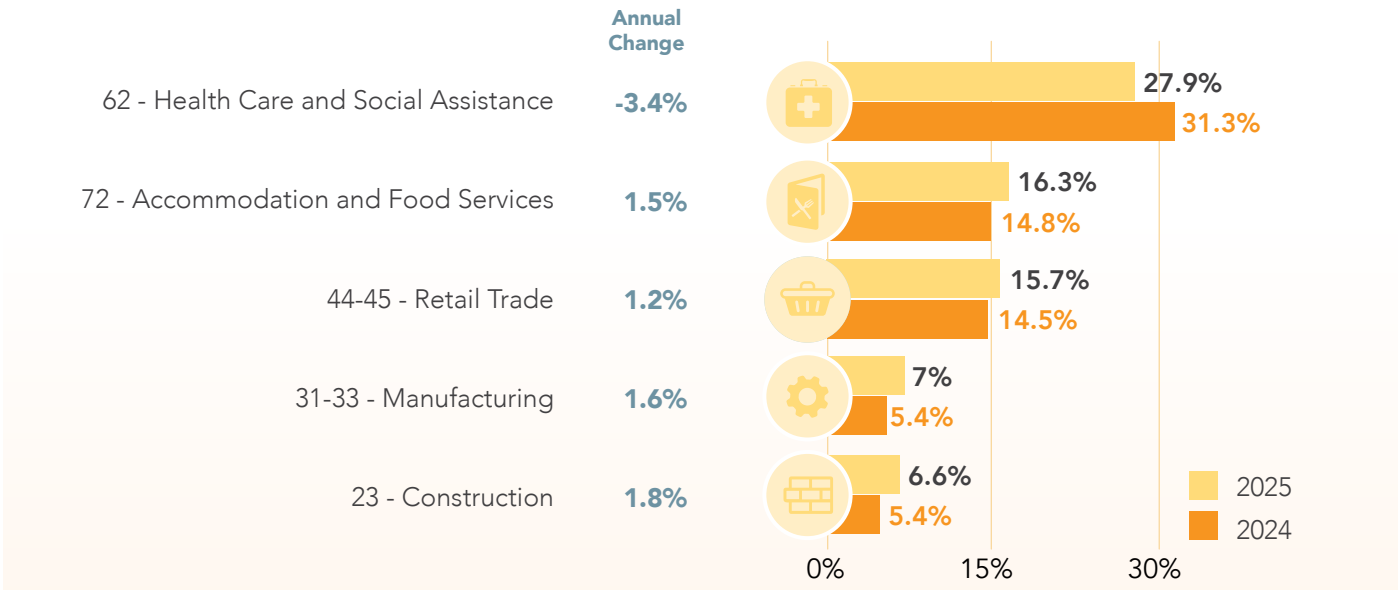
2025 Job Postings
2021-2024 Average Job Postings

Feb-May has had the most postings

Job Postings by Industry Classification

In 20[AGENDA] and Social Assistance continued to be the primary driver of the Parry Sound labour mark[illegible] 27.9% of all postings. While this reflects a slight cooling from the previous year's record high, the sector remains the district's most significant employer. Combined with Accommodation and Food Services and Retail Trade, these top three industries accounted for nearly 60% of local hiring activity, illustrating a regional economy heavily reliant on essential services and tourism-related trade. The year was marked by a notable shift toward diversification as secondary sectors like Manufacturing and Construction saw modest gains in their share of the market. Meanwhile, the slight rise in Retail and Hospitality shares suggests these sectors are stabilizing their workforce needs.

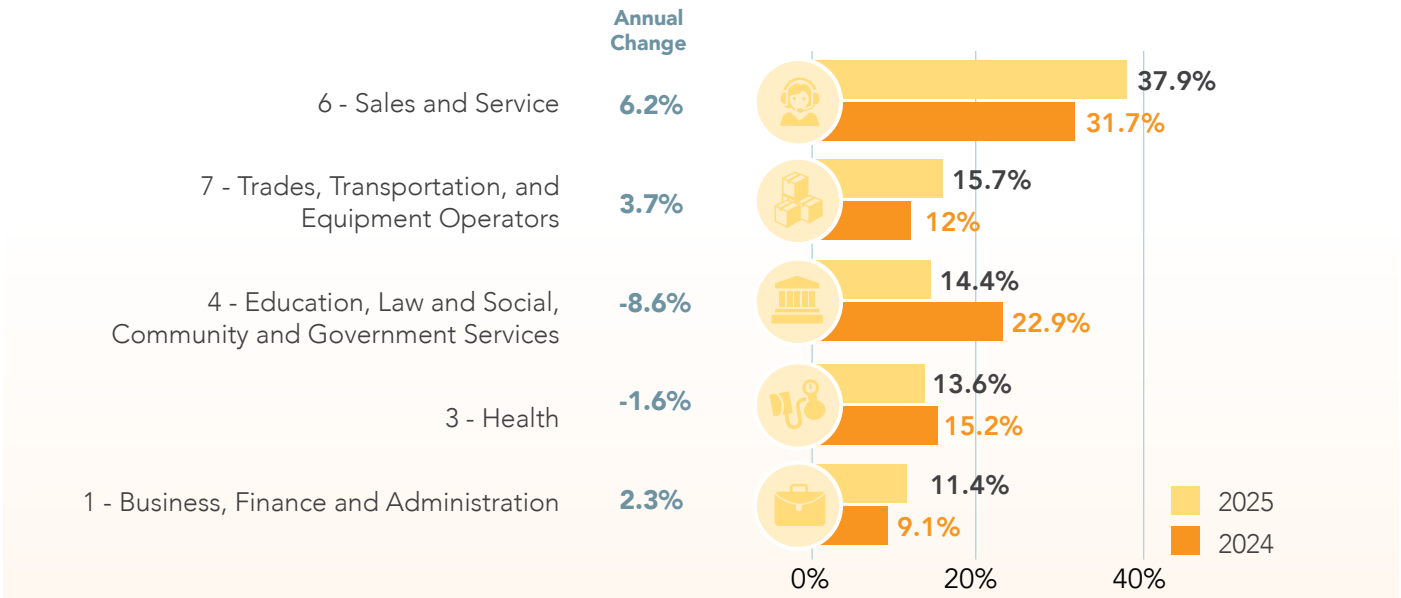
Representation of job postings in 2025 by major industry classification (NAICS)

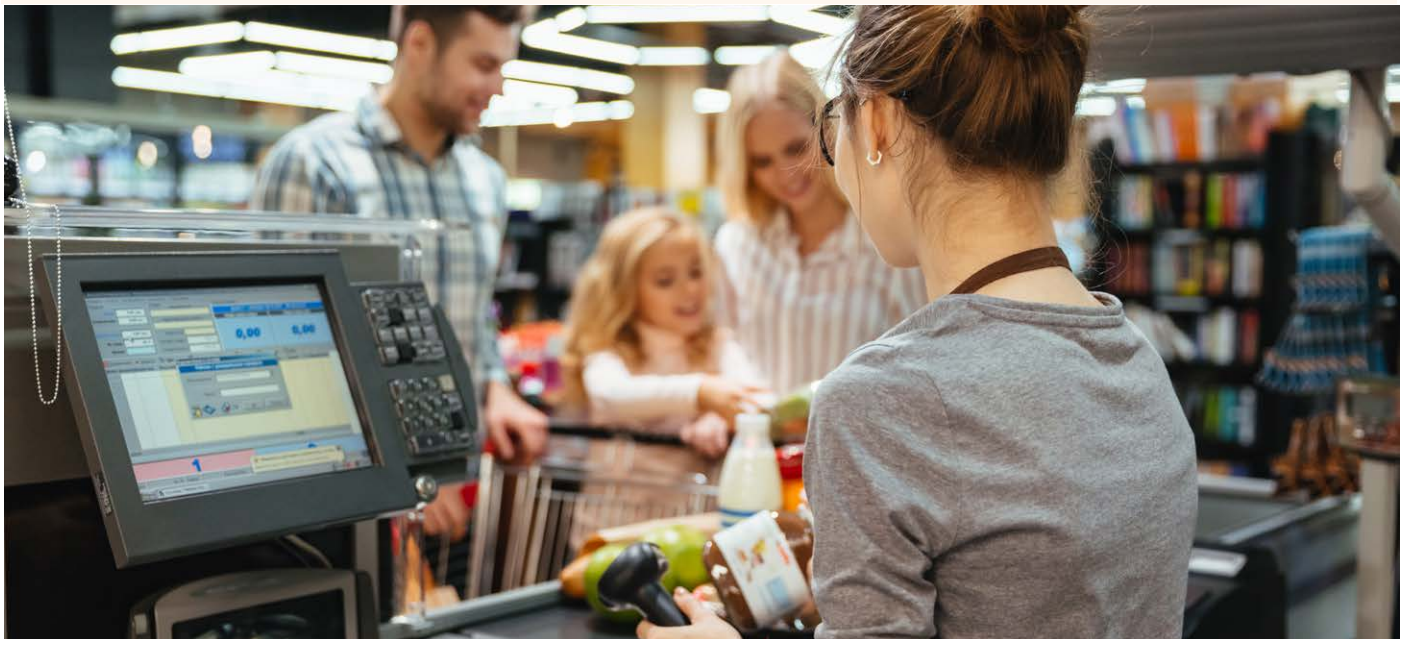


Job Postings by Occupation Classification

In 20[AGENDA] and Social Assistance continued to be the primary driver of the Parry Sound labour mark[illegible] 27.9% of all postings. While this reflects a slight cooling from the previous year's record high, the sector remains the district's most significant employer. Combined with Accommodation and Food Services and Retail Trade, these top three industries accounted for nearly 60% of local hiring activity, illustrating a regional economy heavily reliant on essential services and tourism-related trade. The year was marked by a notable shift toward diversification as secondary sectors like Manufacturing and Construction saw modest gains in their share of the market. Meanwhile, the slight rise in Retail and Hospitality shares suggests these sectors are stabilizing their workforce needs.

Representation of job postings in 2025 by major occupation classification (NOCS)





2021 National Occupational Classification (NOC)	Total Jobs	Share of NOC
60 - Midd[AGENDA]ccupations in retail and wholesale trade and customer services	61	10.4%
62 - Retail sales and service supervisors and specialized occupations in sales and services	71	12.1%
63 - Occupations in sales and services	94	16.0%
64 - Sales and service representatives and other customer and personal services occupations	113	19.3%
65 - Sales and service support occupations	247	42.2%
70 - Middle management occupations in trades and transportation	17	7.0%
72 - Technical trades, transportation officers and controllers	73	30.0%
73 - General trades	64	26.3%
74 - Mail and message distribution, other transport equipment operators and related maintenance workers	24	9.9%
75 - Helpers and labourers and other transport drivers, operators and labourers	65	26.7%
40 - Managers in public administration, in education, social, community services, and public protection services	8	3.6%
41 - Professional occupations in law, education, social, community and government services	29	13.1%
42 - Front-line public protection services and para-professional occupations in legal, social, community, education services	114	51.4%
43 - Assisting occupations in education and in legal and public protection	14	6.3%
44 - Care providers and legal and public protection support occupations	57	25.7%
45 - Student monitors, crossing guards and related occupations	0	0.0%
30 - Specialized middle management in health care	6	2.9%
31 - Professional occupations in health	95	45.2%
32 - Technical occupations in health	64	30.5%
33 - Assisting occupations in support of health services	45	21.4%
10 - Specialized middle management occupations in administrative services, financial and business services and communication (except broadcasting)	14	7.9%
11 - Professional occupations in finance and business	41	23.0%
12 - Administrative and financial supervisors and specialized administrative occupations	21	11.8%
13 - Administrative occupations and transportation logistics occupations	69	38.8%
14 - Administrative and financial support and supply chain logistics occupations	33	18.5%

Job Postings by Occupation Classification

In 2025, Sales and Service occupations dominated the Parry Sound labour market, accounting for nearly 38% of all job postings.

This sector saw a substantial increase in its share compared to 2024, driven primarily by a high demand for support occupations and service representatives, which together make up over 60% of the category. Trades and Transportation also saw a notable rise in activity, with technical trades and general labour roles leading the demand, reflecting ongoing needs in infrastructure and local maintenance.

Conversely, the Education, Law, and Social Services sector experienced a significant decline, dropping by over 8% to reach a 14.4% share. While this sector saw a reduction in overall volume, demand within it remained concentrated in front-line public protection and paraprofessional roles. Health occupations also experienced a slight dip in market share but maintained a consistent need for professional and technical staff. In the Business and Administration sector, recruitment was largely focused on administrative and logistics roles, which support the operational backbone of local businesses.

6 - Sales & Service

7 - Trades, Transportation, & Equipment Operators

4 - Education, Law and Social, Community & Government Services

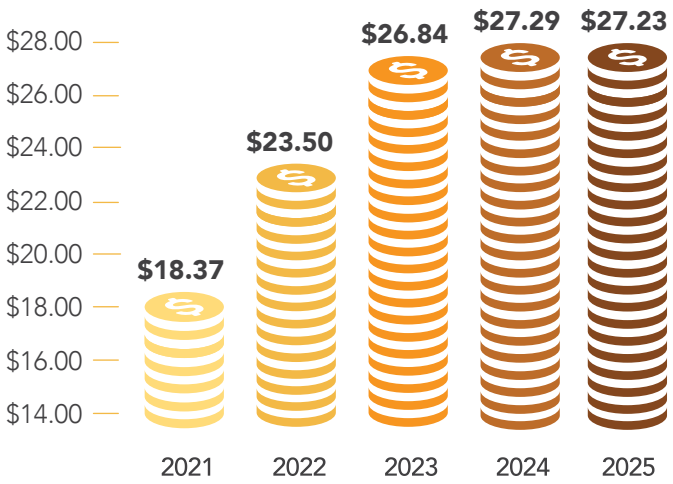
3 - Health

1 - Business, Finance & Administration

Hourly Wages

AGENDA

Average hourly wage offered per year



AVERAGE
HOURLY WAGE
$27.23
(2025 Average)

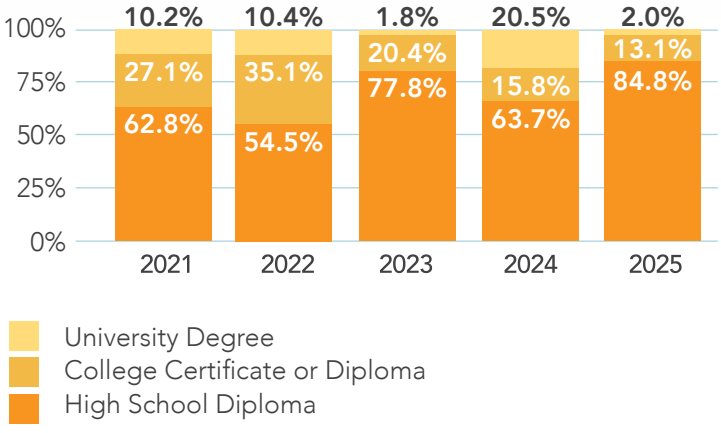
In 2025, the average hourly wage in the Parry Sound District remained essentially flat at $27.23/hour, a negligible decrease of $0.06 from the 2024 average. This stability marks a significant departure from the rapid wage growth seen between 2021 and 2023, where averages jumped nearly $8.50 over just two years. While the provincial minimum wage saw an scheduled increase to $17.60 in October 2025, its impact on the district's overall average was largely offset by broader economic cooling.

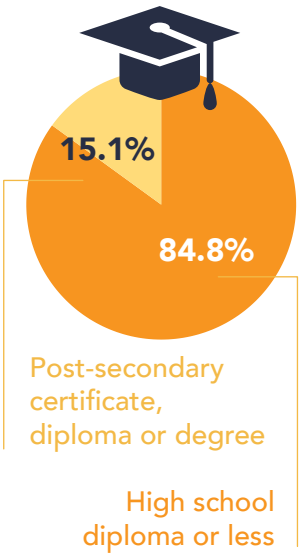
The rising concentration of Sales and Service roles—which often start closer to the minimum wage floor—likely anchored the district's average, preventing the significant upward movement seen in previous years when specialized professional roles were the primary drivers of growth.

Educational Requirements

In 2025, the demand for candidates with a high school diploma or less surged to 84.8%, signaling a return to a market dominated by entry-level service and trade roles. This shift caused requirements for university degrees to drop back to a baseline of 2.0%. Overall, the data shows that Parry Sound employers are currently prioritizing immediate labour availability and on-the-job training over formal post-secondary credentials.

Minimum educational requirements

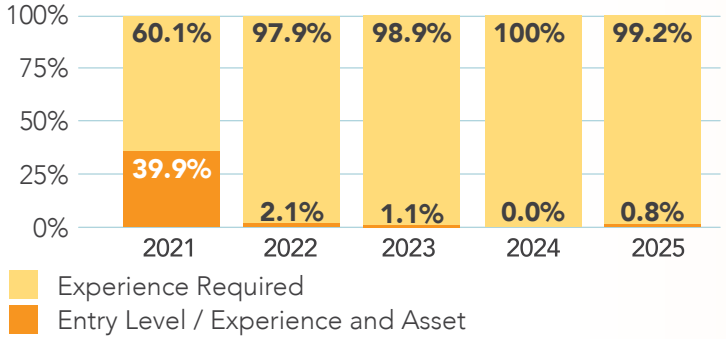


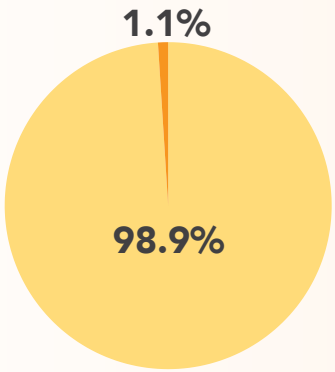


Exp[AGENDA]l Requirements

In 2025, experience requirements in Parry Sound remained at an extreme high of 99.2%, continuing a pattern where nearly every posting specifies a need for previous experience.

Experience requirements 2021-2025



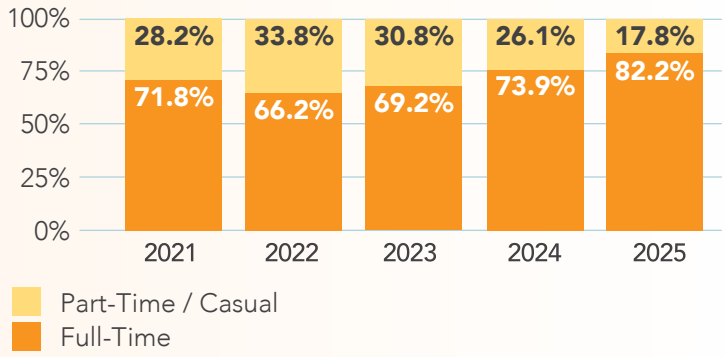


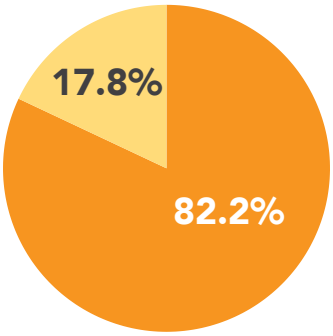
2025 Experience Requirements

Hours of Employment Offered

In 2025, full-time employment opportunities in Parry Sound reached a record high of 82.2%, continuing a consistent upward trend since 2022. This shift is a positive economic sign, as it indicates a move toward higher labour productivity and workforce stability.

Hourly classification breakdown 2021-2025

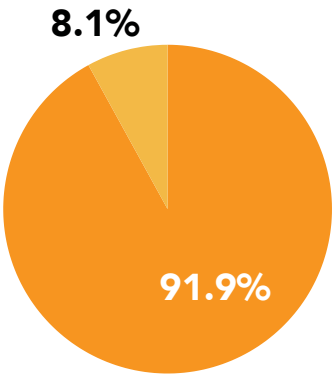




2025 Hourly classification breakdown

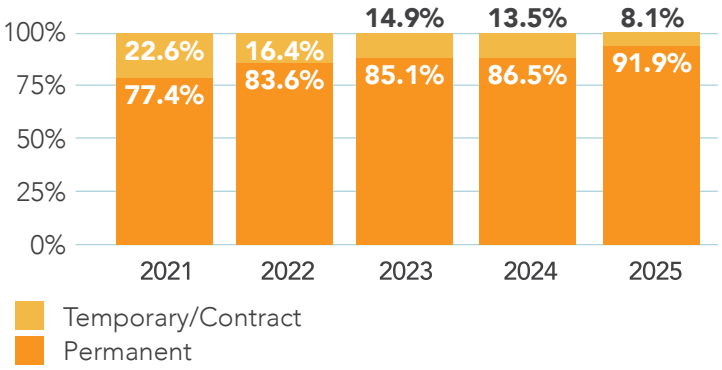
Terms of Employment Offered

In 2025, the share of job postings for permanent positions found reached 91.9%, a significant rise from 86.5% in 2024. While this data is influenced by a newer collection algorithm, the consistent five-year climb strongly suggests that local employers are prioritizing long-term workforce stability. This shift toward permanent roles is a positive economic marker for the district, as it fosters higher institutional knowledge and productivity compared to a reliance on temporary or contract staff.



2025 Terms of employment breakdown

Terms of employment breakdown 2021-2025



4

ANALYSIS OF EO PROGRAM RELATED DATA (2024-2025)

This section is based on data which has been provided by the Ontario Ministry of Labour, Immigration, Training and Skills Development to workforce planning boards and literacy and basic skills regional networks.

Background to the data

AGENDA

This data was specially compiled by the Ministry and has program statistics related to Apprenticeship, Canada Ontario Job Grant, Employment Service, Literacy and Basic Skills, Ontario Employment Assistance Program, Better Jobs Ontario and Youth Job Connection (including summer program) for the 2024-25 fiscal year.

BACKGROUND TO THE DATA ANALYSIS

The data released offers broad, demographic descriptions of the clients of these services and some information about outcomes. There are three sets of data:

Data at the Local Board level (in the case of the Labour Market Group – LMG, the geography covers the Districts of Parry Sound and Nipissing)

Data at the regional level (in this case, the Northern Region, which consists of six workforce planning boards, covering Parry Sound, Nipissing, Timiskaming, Cochrane, Manitoulin, Greater Sudbury, Sudbury, Algoma, Thunder Bay, Kenora and Rainy River).

DATA AT THE PROVINCIAL LEVEL

In all instances, some attempt is made to provide a context for interpreting the data. In some cases, this involves comparing the client numbers to the total number of unemployed, in other instances, this may involve comparing this recent year of data to the previous year's release.

The following analysis looks at the six program categories (Employment Services, Literacy and Basic Skills, Better Jobs Ontario, Canada Ontario Job Grant, Apprenticeship, and Youth Job Connection). The number of data sub-categories for each of these programs varies considerably.

EO TRANSFORMATION

In the last few years, there have been two factors which have affected the EO client numbers:

1. The COVID pandemic and the accompanying lockdowns had a very disruptive impact on the lives of all of Ontarians and it also caused EO client numbers to drop across all programs and all geographies;

2. The EO transformation and the on-going implementation of Integrated Employment Services (IES) across all areas has meant that an analysis of employment services means most often referring to two sets of data: Employment Service numbers (which include legacy clients where IES has just begun) and IES data for areas where it has begun operating (for 2024-25, IES has begun in all areas, and in 10 of 26 workforce planning boards, the number of Employment Services Assisted clients is either nil or less than 50).

Under the old Employment Services (ES), there were two categories of clients, Unassisted and Assisted, and their numbers were reported separately. Under IES, there are three categories of clients (Streams A, B and C), but their data is combined. Table 1 shows the number of clients served under these different client categories and, as a reference point, the total number of unemployed individuals during the same period (April to March of each fiscal year).

TABLE 1: Client numbers for employment services, Ontario, 2018-19 to 2024-25

AGENDA	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Unassisted R&I	516,469	537,403	411,557	386,909	434,020	358,909	152,119
Assisted	189,591	183,826	117,296	99,810	104,045	94,667	59,487
SSM				30,658	32,296	84,317	159,737
Total unemployed	440,200	450,500	819,500	598,900	439,800	508,100	635,000

As the SSMs have been rolling out across the province, the old EO system is giving way and their numbers are declining while the SSM client numbers are steadily increasing.

A major impact of the EO transformation has been the change in the composition of clients by source of income. With EO absorbing the employment services functions that had been delivered by Ontario Works and the Ontario Disability Support Program to their clients, there has been a greater expectation placed on the IES system to serve these clients. Table 2 shows the percentage distribution of clients by source of income by ES and IES providers during the period of the transition. The ES clients are Assisted clients, while the IES clients are all clients.

TABLE 2: Distribution of employment services clients by select source of income categories, ES and IES, Ontario, 2021-22 to 2024-25

	2021-22		2022-23		2023-24		2024-25	
	ES	IES	ES	IES	ES	IES	ES	IES
Ontario Works	12%	36%	14%	28%	18%	33%	26%	37%
ODSP	4%	8%	5%	8%	5%	7%	4%	6%
EI	21%	12%	9%	5%	7%	7%	7%	7%
Employed	9%	8%	10%	11%	9%	9%	7%	9%
Other	10%	8%	9%	8%	8%	7%	7%	5%
No source of income	42%	25%	51%	38%	50%	35%	47%	34%

By far, the biggest change has been in the proportion of employment services clients who are OW recipients, on average more than two or three times what the EO figure was in 2021-22. Interestingly, the proportion of OW clients being served by services under EO kept on rising as IES was being introduced, to the point that rather than being one-third the proportion in 2021-22, it is two-thirds the proportion in 2024-25.

On the other hand, the proportion of ODSP recipients only increased slightly, more so in 2021-22, but by 2023-24 and 2024-25, the difference between ES and IES was small.

In 2021-22, there was a much higher proportion of EI claimants, especially among ES providers, but t[AGENDA]quence of COVID, as there were far more individuals who were laid off who qualified for EI. Those numbers later returned to their historic levels.

For source of income categories such as Employed or Other, there is hardly much change at all. Thus, the main difference between ES clients and IES clients is that a portion of the No Source of Income clients who had received employment services have now been replaced by a larger proportion of OW recipients.

The rest of this report will examine client demographics by the various programs at the board, region and provincial levels.

Employment Services

NUMBER OF CLIENTS

The IES Service System Manager for Northeast Ontario has only just begun receiving clients, such that the majority of employment services clients for the fiscal year 2024-25 are still under the old EO system. Table 3 shows the numbers for three categories of clients in for the LMG board area (Parry Sound and Nipissing), for the current year and the previous year (for comparison):

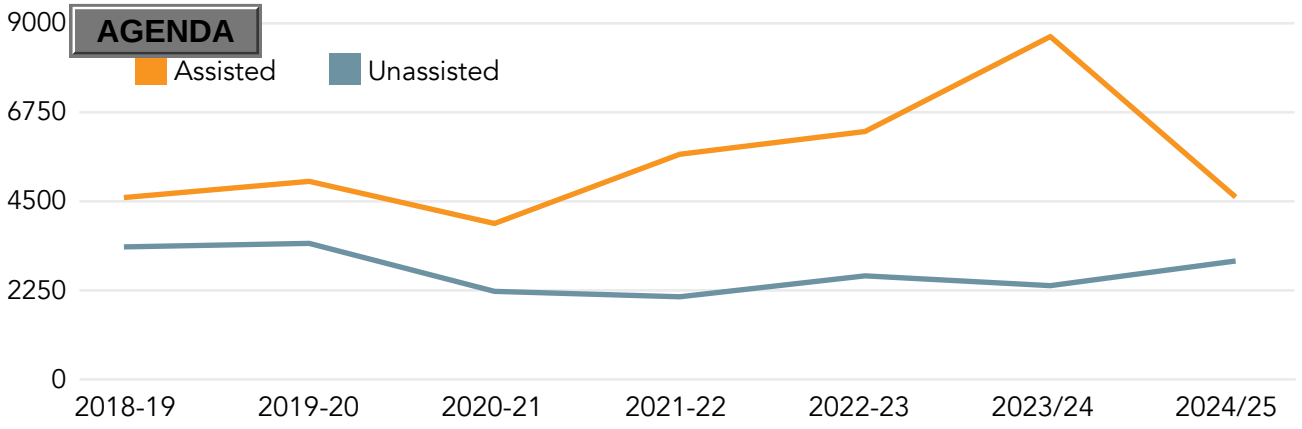
- EO Assisted
- EO Unassisted
- IES

TABLE 3: Number of employment services clients, LMG, 2024-25 and 2023-24

	2024-25	2023-24
EO Unassisted Clients	4,603	8,650
EO Assisted Clients	2,991	2,369
IES Clients	290	---

To put these figures into broader context, Chart 1 shows the trends over six years in the number of EO Unassisted and Assisted clients. Over this period, the number of Assisted clients dropped in 2020-21, then slowly increased, although it never reached the pre-COVID levels. The Unassisted numbers over this same time also dropped in 2020-21, then rose considerably from 2021-22 to 2023-24, then dropped sharply, returning to pre-COVID levels in 2024-25.

CHART 1: EO Unassisted and Assisted clients, LMG, 2018-19 to 2024-25



Literacy And Basic Skills

Table 22 presents the overall client numbers for Literacy and Basic Skills and makes some comparisons to figures from previous years. In 2020-21, the number of in-person learners declined in all three areas, almost entirely because of a decline in the number of new in-person learners. In 2021-22, this number declined a little further at the Board level but rebounded somewhat at the Region and provincial levels. The number of new in-person learners did increase across all three areas. In 2022-23 and 2023-24, there were large increases at all three levels in the number of new learners, pushing up further the number of all in-person learners. In 2024-25, the number of new in-person learners dropped in all three areas, but especially at the Board level, leading to declines of all in-person learners.

The Board's share of all In-Person Learners in the province has declined this year to 1.4%, dropping to its lowest level in seven years. Still, this proportion remains higher than the local area's share of the provincial population (0.9%). The Region's share has been steadily increasing, and this year rose to 17.3%, much higher than the Region's share of the provincial population (5.6%).

TABLE 22: Number of Literacy and Basic Skills Learners

	Board	Region	Ontario
Number of In-Person Learners (New In-Person + Carry-Over In-Person)			
2024-25	570	7,027	40,636
2023-24	809	7,186	41,996
2022-23	604	6,049	36,120
2021-22	526	5,309	35,164
2020-21	558	5,167	33,025

Better Jobs Ontario

The Board area enlisted 39 individuals into the Better Jobs Ontario program last year (Table 36). In 2015-16 and 2016-17, the number was around 100, then hovered between 50 and 60 for five years until dropping to 35 in 2022-23 and 26 in 2023-24, and increasing somewhat in 2024-25. There has been a similar pattern at the Regional level, though the increase this year was minor. The provincial figures have not dropped as much and increased the last two years. The Board share of all Better Jobs Ontario clients, which had stayed close to 1.5% for several years, has now dropped below 1% for the last two years, closer to the Board area's share of the provincial population. The Regional share of Better Jobs Ontario clients has also dropped, but as a percentage is still higher than the Region's share of the provincial population.

TABLE 36: Better Jobs Ontario client numbers

	Board	Region	Ontario
Number of Clients			
2024-2025	39	247	4,111
2023-2024	26	244	3,401
2022-2023	35	276	3,064
2021-2022	53	360	3,777
2020-2021	47	371	3,110
2019-2020	50	461	3,314
2018-2019	59	460	3,834
2017-2018	56	661	5,379
2016-2017	103	922	7,158
2015-2016	88	1,005	8,626

Apprenticeship

The number of new apprentice registrations for the last 11 years are listed in Table 44. COVID clearly had an impact on the number of new registrations across all three areas in 2020-21. These numbers recovered somewhat in 2021-22, and in 2022-23 they recovered some more. In 2023-24, there was a decline in the number of new registrations at the Board and provincial levels, although the figure did increase at the Regional level. In 2024-25, all three areas registered healthy increase. This year, the number of new registrations at the Board level is higher than it has been since 2016-17, higher at the Region level since 2015-16, and higher at the provincial level over this entire 11-year span.

TABLE 44: Number of new apprenticeship registrations, 2014-15 to 2024-25

	Board	Region	Ontario
Number of New Registrations			
2024-2025	252	2,187	28,848
2023-2024	217	2,041	26,296
2022-2023	235	1,970	27,178
2021-2022	209	1,708	22,056
2020-2021	143	1,264	16,730
2019-2020	236	2,065	26,771
2018-2019	243	2,104	27,821
2017-2018	240	1,924	24,991
2016-2017	257	1,968	24,890
2015-2016	214	2,192	25,793
2014-2015	271	2,361	26,018

Table 45 shows several other figures in terms of their share of all provincial numbers for each categ[AGENDA]at share has compared over time. In 2024-25, new registrations at the local and Region levels were roughly in line with historic values, with the local area accounting for 0.9% of the provincial totals (equal to the local area representing 0.9% of the provincial population) and the Northern Region accounting for 7.6% of provincial new registrations, in keeping with recent historical proportions, and higher than the Northern Region share of the provincial population (5.6%).

In all areas, the number of Certificates of Apprenticeship issued increased are higher than they have been since 2018-19, except for the Region, where it is higher since 2019-20.

TABLE 45: New registrations and active apprenticeships

		Board	Region	Ontario
Number of New Registrations				
2024-2025		252	2,187	28,848
(As % of Ontario)	2024-2025	0.9%	7.6%	
	2023-2024	0.8%	7.8%	
	2022-2023	0.9%	7.2%	
	2021-2022	0.9%	7.7%	
	2020-2021	0.9%	7.6%	
	2019-2020	0.9%	7.7%	
	2018-2019	0.9%	7.6%	
	2017-2018	1.0%	7.7%	
	2016-2017	1.0%	7.9%	
	2015-2016	0.8%	8.5%	
	2014-2015	1.0%	9.1%	
Number of Active Apprentices				
2024-2025		813	8,090	105,396
2023-2024		737	7,302	95,343
2022-2023		694	6,736	89,482
2021-2022		668	6,298	84,937
2020-2021		635	5,819	78,733
2019-2020		614	5,462	73,924
2018-2019		620	5,254	71,279
Number of CofAs Issued				
2024-2025		89	701	10,236
2023-2024		68	621	9,837
2022-2023		66	583	9,564
2021-2022		65	629	8,120
2020-2021		64	420	5,877
2019-2020		67	680	8,892
2018-2019		70	750	9,878
Population (As percent of Ontario)				
2024-2025		0.9%	5.6%	100%

The following tables show more detailed demographic data for the Apprenticeship program. More than 95% of participants are youth (15-24 years old) or young adults (25-44 years old), across all three levels (Tabl[AGENDA]more than half are youth (15-24 years old).

TABLE 46: Distribution by age of apprenticeship, 2024-25 and 2023-24

	2024-25			2023-24		
	Board	Region	Ontario	Board	Region	Ontario
15-24 years	56%	59%	54%	58%	56%	51%
25-44 years	39%	37%	42%	38%	41%	45%
45-64 years	5%	4%	4%	---	3%	4%
over 65 years	0%	0%	0%	0%	---	0%

The distribution by gender (Table 47) is very heavily male skewed. Across the local, regional, and provincial levels, around three-quarters or more of apprentices have been male. At the local level, the proportion of females has been slightly higher than the corresponding figures for the Region and provincial levels over the previous two years, but last year it dipped slightly.

TABLE 47: Distribution by gender of apprenticeship, 2024-25 and 2023-24

	2024-25			2023-24		
	Board	Region	Ontario	Board	Region	Ontario
Females	17%	14%	14%	26%	14%	14%
Males	83%	83%	85%	74%	84%	85%
Other/not disclosed/trans	---	---	---	---	2%	1%

The distribution of clients by education at intake (Table 48) is mostly dominated by clients who have a high school diploma and almost all the rest have no high school diploma. There has been minimal variation in these percentages from year to year, no doubt because so many apprentices are youth, although this year a slightly smaller percentage had a high school diploma.

TABLE 48: Distribution by education at intake of apprenticeship, 2024-25 and 2023-24

	2024-25			2023-24		
	Board	Region	Ontario	Board	Region	Ontario
No certificate	29%	---	24%	21%	16%	16%
High school	69%	68%	75%	78%	81%	83%
Apprenticeship	0%	0%	0%	0%	0%	0%
College	0%	---	0%	0%	---	0%
University	0%	0%	---	0%	---	---
Other	0%	---	0%	---	---	0%

No entry (---) means the figure was smaller than 10 and to ensure confidentiality, the figure was supressed.
Totals do not always add up to 100% because some entries are supressed for being less than ten.

Table 50 lists the top ten trades for new registrations for the local area, the region and the province. The local area only had eight trades among new registrations that had 10 or more registrations, while there [AGENDA] which had their numbers supressed (under 10). Six of these trades are common to the top ten registrations for the Region and the province.

TABLE 50: Top 10 trades for new registrations, 2024-2025

RANK	Board		Region		Ontario	
	Trade	#	Trade	#	Trade	#
1.	Automotive Service Technician	51	Electrician - Construction and Maintenance	321	Electrician - Construction and Maintenance	5415
2.	Electrician - Construction and Maintenance	41	Automotive Service Technician	271	Automotive Service Technician	3756
3.	Truck and Coach Technician	35	General Carpenter	225	Plumber	2239
4.	Plumber	19	Truck and Coach Technician	220	Truck and Coach Technician	1894
5.	General Carpenter	16	Heavy Duty Equipment Technician	177	General Carpenter	1804
6.	Hairstylist	13	Industrial Mechanic Millwright	158	Hairstylist	1629
7.	Heavy Duty Equipment Technician	13	Hairstylist	92	Industrial Mechanic Millwright	1607
8.	Railway Car Technician	11	Powerline Technician	91	Sheet Metal Worker	926
9.			Plumber	88	Refrigeration and Air Conditioning Systems Mechanic	856
10.			Welder	76	Child Development Practitioner	732

Canada Ontario Job Grant (COJG) – Employer

The [redacted] made use of the COJG are mostly smaller firms with less than 50 employees (Table 51). [redacted] local level, 83% of the firms had less than 50 employees, while at the Region level that figure was 76%, and for the province it was 75%. The number of employers dropped significantly because of COVID (2020-21); it had rebounded in 2021-22 and 2022-23, but in 2023-24 and 2024-25, the number of employers has been lower in all three areas.

AGENDA

TABLE 51: Canada Ontario Job Grant – Employers, 2024-2025

	Board	Region	Ontario
Number of Employers			
2024-25	24	170	2,039
2023-24	21	194	2,347
2022-23	30	218	2,468
2021-22	30	198	2,837
2020-21	17	186	2,456
2019-20	19	312	3,952
Percent in Under 25 Stream	100%	100%	100%
Percent in Over 25 Stream	0%	0%	0%
Size (percent)			
<50	83%	76%	75%
50-150	---	15%	18%
151-300	0%	---	3%
301-500	0%	---	2%
501-1,500	0%	---	3%
1,501-10,000	0%	---	---
>10,001	0%	0%	---

In terms of the training provided, by far most of the training is provided by private trainers at all three levels (Table 52). There are too few employers to generate enough data that can be released at the Board level for other training providers, but at the Region and provincial levels, the next largest providers are registered private career colleges and public community colleges.

TABLE 52: Canada Ontario Job Grant – Training provider type, 2024-2025

	Board	Region	Ontario
Private Trainer	75%	61%	61%
Product Vendor	0%	---	1%
Public College	---	14%	7%
Registered Private Career College	---	18%	26%
School Board	0%	0%	0%
Union Based Training Centre	0%	---	---
University	0%	7%	5%
Unknown	0%	0%	---

The outcomes at exit details generally show extremely positive assessments by employers, with over 90% an increase in trainee productivity and affirming that the training met their workforce needs (Table 53). The sole exception was at the Board level, where only 75% said it increased trainee productivity, a figure much lower than has usually been reported over the years in any of the three areas.

TABLE 53: Outcome at exit detail, 2024-2025

	Board	Region	Ontario
Increase in trainee productivity	75%	93%	94%
Training met workforce needs	100%	98%	97%

Canada Ontario Job Grant – Participant

The number of COJG participants at the Board level has increased considerably, halting a decline that had been taking place over three years (Table 54). At the Region and provincial levels, the figures are lower than last year's (only by a little for the Region), continuing a decline that has been going on since 2018-19.

The local share of COJG participants across the province (0.7%) is in the same range as what it has typically been and is a little lower than the Board area's share of the provincial population, while at the Region level it has generally stayed within the same percentage range.

TABLE 54: Number of COJG participants, 2024-2025

	Board	Region	Ontario
Cojg Participants			
2024-25	56	439	7,880
2023-24	28	444	8,706
2022-23	49	553	8,951
2021-22	89	516	10,767
2020-21	57	622	10,350
2019-20	32	827	14,073
2018-19	106	1,269	19,742
2016 Total Ontario Population			
As % of Ontario	0.9%	5.6%	

Youth Job Connection (YJC)

The f[illegible] show the number of Youth Job Connection participants, and their breakdown by age and gender. There has been a big drop in the number of participants at all three levels compared to last year: by around half at the Board and provincial levels, and by a third at the Region level. This follows what had been a recovery in participation since COVID. In 2024-25, the provincial figure is one quarter what it had been in 2018-19.

AGENDA

With this decline in the provincial figures, the share of participants at the Board and Region levels has been increasing.

The figures for the Youth Job Connection Summer program are included as well: at the Board and Region levels, the figures have dropped by almost 20% compared to last year, but at the provincial level, the drop is 50%. As a result, the share of participants at the Board and Region levels has also increased.

TABLE 61: Number of YJC participants, 2024-2025

	Board	Region	Ontario
YJC Participants			
2024-25	135	758	2,936
2023-24	256	1,159	5,936
2022-23	205	1,027	7,247
2021-22	184	867	7,097
2020-21	119	634	7,428
2019-20	266	1,249	12,063
2018-19	282	1,264	12,024
YJC Summer Participants			
2024-25	97	485	1,494
2023-24	118	586	2,985
2022-23	109	576	3,934
2021-22	99	497	4,010
2020-21	84	495	4,815
2019-20	117	590	5,738
2021 Total Ontario Population			
As % of Ontario	0.9%	5.6%	

The data for the Youth Job Connection Summer program is more limited, especially at the Board level. However, a few characteristics of the clients can be highlighted:

- Virtually all participants are 15-24 years old
- Males make up a slight majority of the participants at the Board and Region levels (56% and 54%), but at the provincial level, there are slightly more females (52%)
- Over 85% of participants in all areas have less than a Grade 12 education
- Over 90% have no source of income
- The distribution of participants by designated group for YJC Summer is somewhat similar to that for the YJC, except that the proportion of persons with a disability is lower; there are higher proportions of Indigenous persons and Francophones at the Board and Region levels, and higher proportions of racialized persons at the provincial level

5

2026 ACTION PLAN

In LMG's attempt to help improve the conditions of the local labour market, we continue to support stronger linkages among local employment and community services and through a comprehensive engagement process focusing on the needs of stakeholders. By identifying local labour market issues, we hope to contribute to a better understanding of employment opportunities and workforce development needs in the community, and assist and initiate joint actions to address local issues of common interest.

AGENDA

THEME ONE

Local Businesses need assistance accessing available programs, incentives and professionals

GOAL:

To increase small business capacity during continued labour market challenges, emphasis should be placed on increasing awareness and uptake on the programs and services that are available to assist their business and increased hiring needs.

WHY IS THIS A PRIORITY FOR THE COMMUNITY?

With the plethora of funding programs available to small businesses, the process of researching, application and implementation can be lengthy and burdensome. There continues to be a lack of awareness and understanding on the part of the employer to participate and engage in these types of programs and advises. Ultimately, these actions can affect the long- term sustainability of their workforce.

HOW IT ALIGNS WITH THE EVIDENCE:

Employers continue to struggle to find and maintain individuals in a variety of occupational classifications and industry sectors.

NEXT STEPS:

Develop regional committees made up of the identified partners to begin to move projects forward.

THEME ONE: Required Actions

Required Action:

President's Series Luncheon's

Ongoing

Invite local Presidents of various agencies and businesses to speak candidly on their corporation's best practices and how they have navigated change, overcame diversity, and continue to plan and pivot for success during the current economic climate.

This sector-specific approach will focus on key and specific issues and challenges facing new and emerging industries.

UPDATE: Several breakfast sessions were held over the course of the fiscal that featured key community leaders. Due to their success, more sessions will be held throughout 2026-2027.

Required Action:

Employer Education and Awareness

Complete

With the increase of International students and newcomers to our community through the Rural Community Immigration Project (RCIP), many programs and services have been developed for employers.

Workshops, webinars and luncheons will be offered throughout the region to showcase how and where to seek services as it pertains to providing inclusive and welcoming workplaces.

UPDATE: Several sessions were offered throughout the year with many employers participating.

Required Action:

Mentorship Series

Ongoing

Small businesses make up the majority of employers in our region and oftentimes struggle to reach the 'next level' of operations within years 2-5 of starting up. Host a series of mentorship sessions that feature specific aspects of business such as: the hiring of employees, moving from a home-based business to having a storefront, as well as entering into the realm of imports or exports.

UPDATE: These sessions were held throughout the year in both Nipissing and Parry Sound districts. Funding opportunities were explored by those who qualified for financial assistance to get their businesses to the next level.

Required Action:

AI Summit

Medium Term

With the emergence of AI in the workplace, businesses struggle to understand how its uses and efficiencies can be aligned with productivity and strategic planning.

Host a summit that will offer an expert panel of AI enthusiasts who can explain and educate businesses in a variety of sectors how AI can best suit their needs.

AGENDA

THEME TWO

Supply and Demand

GOAL:

The labourmarket has changed drastically over the last few years and employers continue to experience labour shortages. Through various initiatives, the goal is to promote the availability of employment opportunities in the region.

WHY IS THIS IMPORTANT TO THE COMMUNITY?

If members of the community are aware of the workforce opportunities available, there will be more opportunities to remain in, and attract new individuals to fill local jobs.

HOW IT ALIGNS WITH THE EVIDENCE:

Employers large and small are feeling the effects of an aging workforce. Many jobs are available, but there are simply not enough people to fill them.

NEXT STEPS:

Continue to work with employers and Employment Ontario agencies to ensure local jobs are filled and sustained.

THEME TWO: Required Actions

Required Action:

Continue to expand the Ready Set Hired platform

Complete

Work with partners in the region and across the province to enhance and update the Ready Set Hired suite of tools. Provide a platform where job seekers can have their skills matched to the jobs offered in the portal.

UPDATE: A series of 'how to' videos were developed to showcase the suite of tools offered on the platform.

Required Action:

Student engagement sessions

Complete

Work in partnership with school boards to develop informal consultations with youth at the high school level. With so many options for life after graduation, determining how students are making decisions for their future career paths remains unclear.

UPDATE: A youth engagement survey was developed and distributed to students throughout the region. Responses are currently being reviewed and analyzed to determine how best to reach students regarding careers and jobs.

Required Action:

Sector-specific job fairs

Complete

Host a series of sector-specific online job fairs to ensure that in-demand sectors can have a platform to interact with potential candidates. Host a different session each day that will highlight both employers within various sectors as well as provide opportunities for job seekers who are looking at specific occupational options.

UPDATE: Several job fairs were hosted throughout the year that highlighted a variety of in-demand industry sectors. Employers were able to connect with individuals with specific skill requirements for their particular industry. Future job fairs are planned throughout the region in 2026.

Required Action:

Virtual Job Fairs

Short Term

Purchase a virtual job fair platform that has the capacity to host a variety of job fairs, education sessions and awareness forums throughout the year.

The virtual nature of this platform will allow employers to reach a broader audience of talent while allowing job seekers the flexibility to job search from home.

AGENDA

THEME THREE

Awareness of local labour market information

GOAL:

To inform job seekers, partners and agencies of the realities of the local labour market.

WHY IS THIS A PRIORITY FOR THE COMMUNITY?

Making decisions based on evidence driven research is critical to helping governments, businesses, communities respond to change, and can ensure labour market targets and decisions are based on the realities of our local community.

HOW IT ALIGNS WITH THE EVIDENCE:

Understanding labour patterns and trends and using LMI as a decision-making tool is essential to not only guide the career paths of those looking to gain entrance into the labour market, but will showcase the needs and challenges facing various industry sectors.

NEXT STEPS:

Develop regional committees made up of the identified partners to begin to move projects forward

AGENDA

THEME THREE: Required Actions

Required Action:

Enhance the existing Jobs Report by researching other existing models currently in existence

Ongoing

Research other on-line job counting products and compare and contrast the pros and cons. Analyzing the results will provide insights on how the local product can be enhanced and expanded to meet local needs.

UPDATE: Various new reporting mechanisms have been researched and explored. The job portal Ready Set Hired will begin to undergo many upgrades over the next fiscal year in order to be a more effective labour market tool for our region.

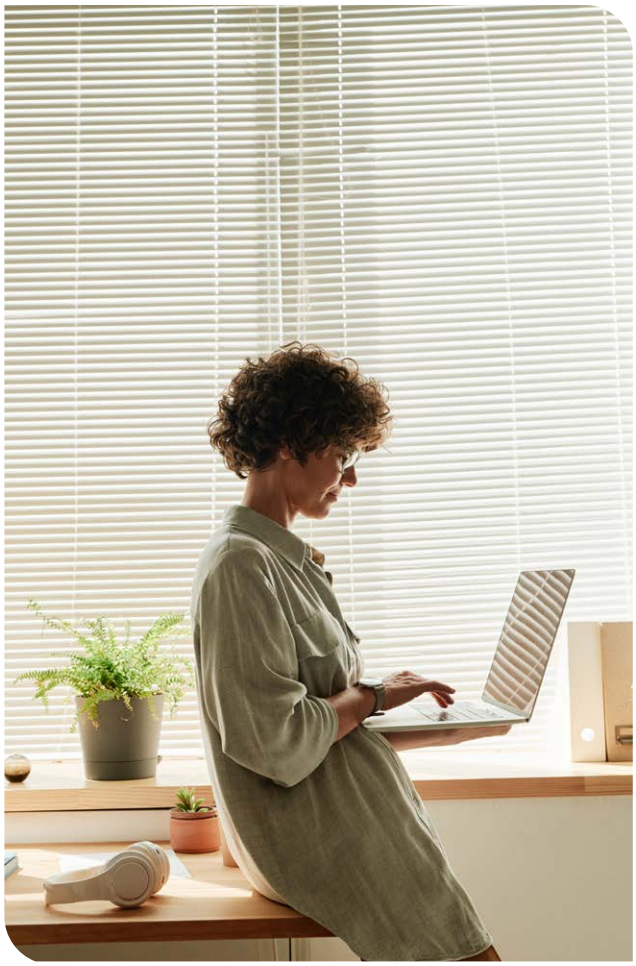
Required Action:

Develop a social media series that highlights key pieces of labour market information ongoing throughout the year.

Ongoing

A new social media presence will be implemented this fiscal. By providing short, digestible LMI that is available via social media feed, it is hoped that further awareness and availability of labour market information will be more informative for users. Hosting a segment on local television will also continue to highlight local LMI.

UPDATE: LMG is currently working with a social media developer to create content and suitable reels for social media users.



Required Action:

Industry sector-specific publications

Medium Term

Develop sector-specific publications for job seekers and the general public to increase awareness of local occupational opportunities and in-demand sectors. This could assist job seekers and help them make informed career decisions at the local level.

AGENDA

The Labour Market Group

Guiding partners to workforce solutions.

Ontario

www.thelabourmarketgroup.ca

MONTHLY AGENDA JOBS REPORT

February 2026

The Labour Market Group
Guiding partners to workforce solutions.

NIPISSING DISTRICT

There were 467 job postings recorded in February for the Nipissing District, a month-over-month decrease of 13.8% (-75 postings) compared to January. Year-over-year, activity saw a decline of 4.5% (-22 postings) compared to February 2025 (489 postings). Despite this dip from the start-of-year surge, the volume remained stable relative to history, sitting 0.8% above the previous four-year

467 TOTAL NUMBER OF JOB POSTINGS

75 from January

OF THE **467** JOB POSTINGS

202 unique employers posted jobs.

16.7% (78) Requiring a bilingual individual.

14.3% (67) Criminal Record Check.

For postings that listed an annual salary.

$82,840.69/year AVERAGE

$29.06 HOURLY WAGE

The average hourly wage in February for those postings which listed one.

Of the 244 postings which listed an hourly wage **2%** (5) were listed at the **provincial minimum wage of $17.20/hour.**

PARRY SOUND DISTRICT

There were 133 job postings recorded in February for the Parry Sound District, representing a month-over-month increase of 11.8% (+14 postings) compared to January. Year-over-year activity saw a decrease of 13.6% (-21 postings). Despite the modest monthly gain, the volume remained significantly below historical levels, sitting 15.4% below the previous four-year average. Employer participation trended downward with 74 unique employers posting vacancies, a decrease of 7.5% (-6 employers) from January.

133 TOTAL NUMBER OF JOB POSTINGS

14 from January

OF THE **133** JOB POSTINGS

74 unique employers posted jobs.

5.3% (7) Requiring a bilingual individual.

11.3% (15) Criminal Record Check.

For postings that listed an annual salary.

$86,166.70/year AVERAGE

$27.10 HOURLY WAGE

The average hourly wage in Janaury for those postings which listed one.

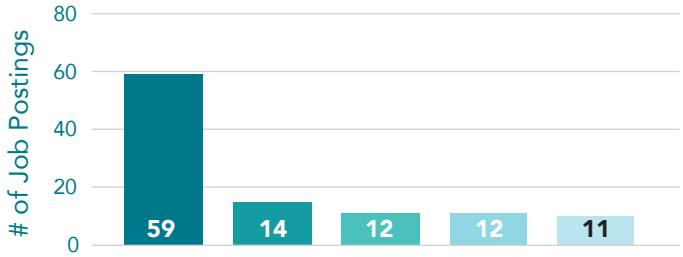
Of the 85 postings which listed an hourly wage **none** were listed at the **provincial minimum wage of $17.20/hour.**

* North American Industry Classification System (NAICS) is the system utilized by the governments of Canada, Unites States and Mexico in order to classify companies based on their primary functions/objectives.

TOP 5 EMPLOYERS POSTING JOBS

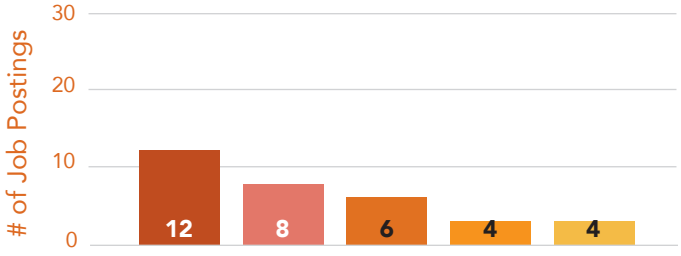
- North Bay Regional Health Centre
- Voyag[illegible]rp
- Ontario Northland
- West Nipissing General Hospital
- Conseil scolaire catholique Franco-Nord

AGENDA



TOP 5 EMPLOYERS POSTING JOBS

- West Parry Sound Health Centre
- Wasauksing First Nation
- Home Depot
- Derrick Johnstone Construction
- District of Parry Sound Social Services Administration



TOP 5 INDUSTRIES HIRING (NAICS)

1 **31.0%** of all job postings

Health Care & Social Assistance (NAIC 62)

Top 5 Positions

20	Registered Nurse
13	Registered Practical Nurse
9	Nurse aides, orderlies and patient service associates
8	Home Support Workers
8	Social and community service workers

2 **13.7%** Retail Trade (NAICS 44–45)

3 **9.6%** Transportation and Warehousing (NAICS 48–49)

4 **9.6%** Educational Services (NAICS 61)

5 **6.4%** Professional, Scientific and Technical Services (NAICS 54)

The Health Care and Social Assistance (NAICS 62) sector remained the largest contributor in February, accounting for 29.8% (139) of all postings. The largest month-over-month increase in share occurred in Accommodation and Food Services (NAICS 72), which grew by 1.9% (+6 postings). The largest month-over-month decrease in volume was recorded in the Transportation and Warehousing (NAICS 48-49) sector, which dropped by 1.2% (-14 postings).

TOP 5 INDUSTRIES HIRING (NAICS)

1 **27.1%** of all job postings

Health Care & Social Assistance (NAIC 62)

Top 5 Positions

7	Registered Nurse
4	Home Support Workers
4	Social and community service workers
4	Early Childhood Educators / Assistants
3	Food Counter Attendants

2 **16.5%** Accommodation and Food Services (NAICS 72)

3 **16.5%** Retail Trade (NAICS 44–45)

4 **13.5%** Public Administration (NAICS 91)

5 **6.0%** Construction (NAICS 23) **5.0%**

The Health Care and Social Assistance (NAICS 62) sector remained the largest contributor in February, accounting for 27.1% (36) of all postings. The largest month-over-month increase in share occurred in Accommodation and Food Services (NAICS 72), which grew by 6.5% (+10 postings) as local hospitality businesses began early recruitment for the spring and summer seasons. The largest month-over-month decrease in share was recorded in Educational Services (NAICS 61), which dropped by 4.3% (-5 postings).

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

TOP 3 OCCUPATIONAL CATEGORIES (NOC)

1 **23.2** AGENDA ales & Service (NOC 6)

2 **18.2%** **Health Care & Social Assistance** (NAIC 62)

- Registered Nurse **(21)**
- Registered Practical Nurse **(13)**
- Nurse aides, orderlies and patient service associates **(9)**
- Medical laboratory technologists **(5)**
- 2 tied with **(4)**

3 **16.3%** **Business, Finance & Administration occupations** (NOC 1)

- Financial managers **(8)**
- Administrative Assistant **(7)**
- Administrative Officer **(7)**
- Accounting technicians and bookkeepers **(4)**
- Receptionist **(4)**

Sales and Service (NOC 6) remained the largest occupational group, making up 24.8% (116) of postings. The largest month-over-month increase in share was seen in this group, rising by 1.6%. The largest month-over-month decrease in volume occurred in Business, Finance and Administration (NOC 1) with -17 postings. 37 managerial postings were recorded in February, with the highest concentration in Sales and Service (15 roles), and Business, Finance and Administration (13 roles). There were no senior management positions.

TOP 3 OCCUPATIONAL CATEGORIES (NOC)

1 **39.1%** Sales & Service (NOC 6)

2 **16.5%** **Trades, Transportation, and Equipment Operators** (NOC 7)

- Automotive Service Technician **(4)**
- Bus drivers, subway operators and other transit operators **(3)**
- Auto body collision mechanics **(2)**
- Delivery service drivers **(2)**
- Material Handler **(2)**

3 **12.8%** **Education, Law and Social, Community and Government Services** (NOC 4)

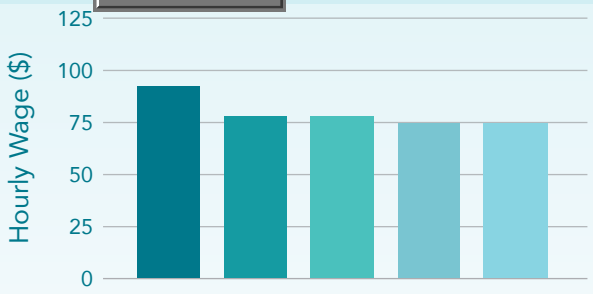
- Social and community service worker **(5)**
- Early Childhood Educators / Assistants **(5)**
- Home Support Worker **(4)**
- 3 tied with **(1)**

Sales and Service (NOC 6) remained the largest occupational group, making up 39.1% (52) of postings. The largest month-over-month increase in share was seen in Trades, Transportation and Equipment Operators (NOC 7), which rose by 3.1% as technical and transport roles gained momentum. The largest month-over-month decrease in share occurred in Education, Law and Social, Community and Government Services (NOC 4), which fell by 8.2% (-8 postings). 6 managerial positions were advertised in February of which, 3 were in Sales and Service. There were two senior manager roles posted this month, both in the Public Administration industry.

TOP 5 HOURLY WAGE VACANCIES

$91.00 Representant(e) Services Aux Membres - Verner
Caisse Alliance

AGENDA



$74.46 Nurse Practitioner - Emergency
@ North Bay Regional Health Centre

$69.17 Nurse Practitioner
@ West Nipissing General Hospital

$66.40 HRIS Project Manager
@ North Bay Regional Health Centre

$64.17 Financial Controller
@ Hands, TheFamilyHelpNetwork.ca

TOP 3 ANNUAL SALARY VACANCIES

$250,000.00
General Manager
@ Stockfish Automotive Group

$135,000.00
Financial Controller
@ G&P Welding and Ironworks

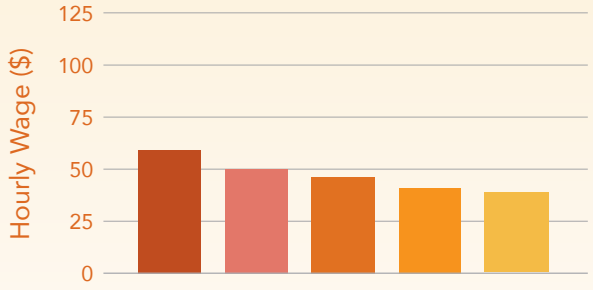
$117,936.00
Account Manager - Lumber
@ GreenFirst Forest Products Inc.

Lowest Annual Salary $38,000.00
Food Service Worker
@ Subway

52.2% (244 postings) listed an hourly wage in February, with an average of $29.06/hour. This represents a 2.4% decrease (-$0.70) from the 12-month average of $29.76/hour, as the market adjusted following the high wage offerings seen in January. Only 2.0% (5 postings) were listed at the provincial minimum wage. For postings that listed an annual salary, the average was $82,840.69, which is 3.8% higher (+$3,060.82) than the 12-month average.

TOP 5 HOURLY WAGE VACANCIES

$57.68 Registered Nurse - Surgical Services
@ West Parry Sound Health Centre



$50.00 Automotive Service Technician
@ ROAD RUNNER AUTOMOTIVE

$46.00 Marine Technician
@ Rosseau Road Powersports and Marine Ltd.

$42.27 Primary Care Paramedic
@ West Parry Sound Health Centre

$40.00 Automotive Service Technician
@ Adams Bros. Construction

TOP 3 ANNUAL SALARY VACANCIES

$166,167.00
Chief Municipal Manager
@ Ontario Municipal Administrators Association (OMMA)

$104,000.00
Chef
@ Glenn Burney Lodge

$80,000.00
Accountant
@ GF Preston Ltd

Lowest Annual Salary $52,000.00
Sales Manager - Retail (Assistant)
@ Mark's/L'quipeur

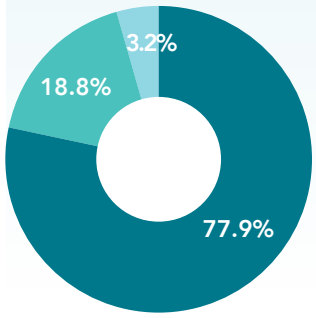
63.9% (85 postings) listed an hourly wage in February, with an average of $27.10/hour. This represents a 1.5% decrease (-$0.40) from the 12-month average of $27.50/hour. None of the postings were listed at the provincial minimum wage. For postings that listed an annual salary, the average was $86,166.70, which is 15.6% higher (+$11,633.23) than the 12-month average, though this figure is influenced by a smaller sample size.

FULL-TIME / PART-TIME BREAKDOWN

77. AGENDA gs in February

0.5% from January

77.9% of job postings (364) in February were for full-time positions. This represents a slight decrease of 0.5% from January (78.4%)



- **Full-time (35+ Hours)**
- Part-time (20-34 Hours)
- Casual (Under 20 Hours)

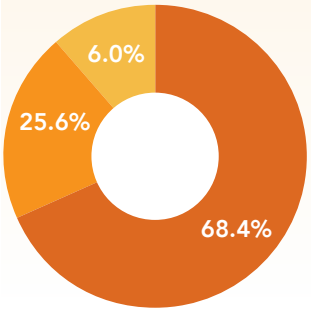
467 Postings listed hours offered **(100%)**

FULL-TIME / PART-TIME BREAKDOWN

68.4% of listings in February

7.9% from January

68.4% of job postings (91) in February were for full-time positions. This represents an increase of 7.9% from January (60.5%), perhaps a signal that employers are moving back to full-time stability after a brief spike in part-time and casual offerings at the start of the year.



- **Full-time (35+ Hours)**
- Part-time (20-34 Hours)
- Casual (Under 20 Hours)

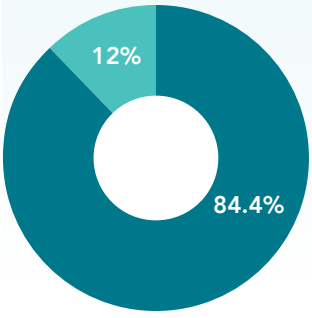
133 Postings listed hours offered **(100%)**

TERM OF EMPLOYMENT

84.4% of listings in February

3.6% from January

84.4% (394) of postings in February were for permanent positions, compared to 88.0% in January, a decrease of 3.6%.



- **Permanent**
- Temporary / Contract / Seasonal

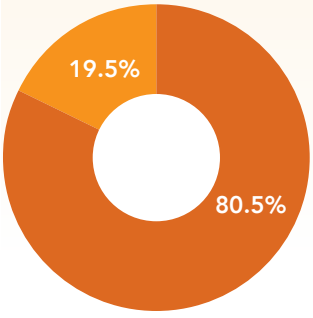
467 Postings listed hours offered **(100%)**

TERM OF EMPLOYMENT

80.5% of listings in February

1.5% from January

80.5% (107) of postings in February were for permanent positions, compared to 82.4% in January, a decrease of 1.9%.



- **Permanent**
- Temporary / Contract / Seasonal

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

ALL EMPLOYERS WITH POSTINGS IN MONTH

NIPISSING DIS[T] AGENDA

401 Auto - North Bay Chrysler
A&S Towing
A&W Restaurant
A1 Blasting Mats
Action Car and Truck Accessories
Aecom
Alzheimer Society Sudbury-Manitoulin North Bay and Districts
Aramark Canada Ltd.
Bayshore Health Care
Best Western North Bay Hotel & Conference Centre
Beyond Sushi
Binx Professional Cleaning
Black & McDonald Limited
Blue Sky Family Health Team
Boart Longyear Inc.
Bradwick Property Management
Brainworks
Brand Momentum Inc.
Bumper to Bumper - H.E. Brown
CJ Limited - Charm Diamond Centres
CTS Canadian Career College
Caisse Alliance
Callon Dietz
Campus Living Centres
Canada Post
Canadian Adventure Camp
Canadian Forces Morale and Welfare Services
Canadian Mental Health Association
Canadore College
CarePartners
Carter's|OshKosh
Cascades Casino
Cementation Canada
Chad's Grass Snow and More
Chatters
Cineplex Inc.
Closing the Gap Healthcare
Columbia Forest Products Ltd
Commissionaires
Community Counselling Centre of Nipissing
Community Living North Bay
Conseil scolaire catholique Franco-Nord
Conseil scolaire public du Nord-Est de l'Ontario
Contrans Flatbed Group
Cooper Equipment Rentals
Cosmoprof Canada
Crisis Centre North Bay
DECO Windshield Repair
Dawson Dental
Defence Construction Canada
Designed Roofing Inc
District of Nipissing Social Services Administration Board
Dominos Pizza
Dynamic Dentistry
Dyno Nobel
EMCO Corporation
EMJ Metals
Eagles Nest Gas Bar
Ecotrex Ltd.
Empire Living Centre
Englobe Corp.
Evergreen Landscaping
Executive Aviation
FDM4
Fairfield Inn & Suites by Marriott North Bay
Fastenal
Fat Bastard Burrito Co.
First Onsite
First Student / First Transit
Foundation Health Canada
Fowler Construction
G&P Welding and Ironworks
GATEWAY ELECTRIC MOTORS
GFL Environmental
GardaWorld
Gardewine
Gateway Optometry
Gervais Restaurant and Tavern, Country Style Donuts
Giant Tiger
Gincor Werx
GoodLife Fitness
Green Vision
GreenFirst Forest Products Inc.
Guy's Tire Sales Inc
North Bay Hydro
North Bay Machining Centre Inc.
North Bay Mazda
North Bay Museum
North Bay Parry Sound District Health Unit
North Bay R.C Cemeteries
North Bay Regional Health Centre
North Bay Symphony Orchestra
North Bay-Mattawa Conservation Authority
North Care Dental
Northern Credit Union
One Kids Place Children's Medical Treatment Center of North East Ontario
Ontario Health
Ontario Ministry of Natural Resources and Forestry
Ontario Ministry of Transportation
Ontario Northland
Oxford Learning Centres, Inc.
P&G Auto Parts
PHARA
ParaMed Home Health Care
Peoples Jewellers
PerrinAhmad LLP
Popeyes Chicken - North Bay
PosPro Financial
Premier Mining Products
Rahn Plastics Inc.
Redpath Mining Contractors and Engineers
Regis Canada
Riv Chip Stand
Robinson's Pharmasave
Royal LePage Real Estate
S.A. Marshall Enterprises Inc
Sangster Law
Savage Ford Sales Limited
Science North
Scotiabank
Seaboard Transport Group
Serco Canada Inc.
ServiceMaster Restore North Bay
Shoppers Drug Mart
Sienna Senior Living
Sobey's Inc.
Stockfish Automotive Group
Sturgeon Dental
Sturgeon Falls Brush and Contracting Ltd
Subway
Subway - Pinewood Park Drive
Subway - Shirreff Ave.
Subway - Trout Lake Road
Sword Managment
TC Energy
Taco Bell
The Brick North Bay
The Children's Aid Society of the District of Nipissing and Parry Sound
The Corporation of the City of North Bay
The Sisters of St. Joseph of Sault Ste. Marie
Tim Hortons
Tip Top Tailors
Torba Restaurants Inc
Trans Canada Safety
Tulloch Engineering
U-NEED-A-CAB
Under the Hood Automotive
Union of Ontario Indians
United Rentals of Canada Inc.
Valois Motel & Restaurant
Victorian Order of Nurses / VON
Volkswagen North Bay
Voyageur Aviation Corp
Voyago
Wagg's Petroleum Equipment Ltd.
Walmart
West Nipissing General Hospital
Wolseley Canada Inc.
YMCA of Northeastern Ontario
ZEDD Customer Solutions

PARRY SOUND DISTRICT

Abell Pest Control Inc.
Adams Bros. Construction
Almaguin Highlands Community Living
Aramark Canada Ltd.
Bernard's Bistro On The Lake
Bourgeois Ford North
Bowman Landscaping and Excavation
CIBC
CSN Buchans
Callander Public Library
Camp Kodiak
Camp Manitou
Canada Post
Canadian Mental Health Association
Canadian Shield Health Care Services Inc.
CarePartners
Clara's Place Preschool Inc.
Closing the Gap Healthcare
Community Living Parry Sound
Conseil scolaire catholique Franco-Nord
Crofters Food Ltd
Derrick Johnstone Construction
District of Parry Sound Social Services Administration Board
Don Cherry's Sports Grill Parry Sound
Eastholme Home for the Aged
GF Preston Ltd
Gardens of Parry Sound Retirement Home
Giesler Marine Limited
Glenn Burney Lodge
Home Depot
Ideal Supply Inc.
Jolly Roger Inn & Resort
Lee's Cleaning Services
Legend Spirits
Log Cabin Inn & Catering
Magnetawan Grill and Grocery
Mark's/L'quipeur
Ministry of the Environment, Conservation and Parks
Municipality of Callander
Nails by Siri
No Frills - Stacie and Troy's
Ontario Ministry of Natural Resources and Forestry
Ontario Municipal Administrators Association (OMMA)
Parry Sound Friendship Centre
Pizza Hut

Continued on next page

AGENDA

Pizza Hut - Parry
ROAD RUNNER AUTOMOTIVE
Rosseau Road Powersports and Marine Ltd.
Royal Bank of Canada
Shear Perfection
Sobey's Inc.
South Parry Lumber
St. James United Church
Subway
Subway - Parry Sound
The Friends
The Home Depot - Parry Sound
The Township of Armour
Tim Hortons
Tim Hortons Foundation Camps
Town and Country Motel
Town of Parry Sound
Trestle Brewing Company Limited
Upton Quality
Value Buds
Victorian Order of Nurses / VON
Voyago
Walmart
Walmart - Parry Sound
Wasauksing First Nation
West Parry Sound Health Centre
Western Financial Group
Wilson Transportation LTD
YMCA of Simcoe/Muskoka

WHAT IS THE LMG MONTHLY JOBS REPORT?

This Jobs Report is a monthly publication produced by the Labour Market Group. Each month we compile this report based on our job portal **readysethired.ca**. **Readysethired.ca** is an online job portal that provides and collects real time job postings within the districts of Nipissing and Parry Sound. These postings are updated daily and provide job seekers with a one stop shop for local current employment opportunities.

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

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The Labour Market Group
Guiding partners to workforce solutions.

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AGENDA

Date: April 14, 2026

Motion # 2026-115

WHEREAS Resolution No. 2026-60, considered at the February 24, 2026 Council meeting, which addressed deficit contributions to the Almaguin Highlands Health Centre, was defeated;

AND WHEREAS Council has reconsidered the matter and reviewed the supporting financial documentation, including deficit contribution requirements for the 2024 and 2025 fiscal years;

AND WHEREAS the Almaguin Highlands Health Centre provides essential healthcare services to residents of the Almaguin region;

NOW THEREFORE BE IT RESOLVED THAT Council approves ~~payment~~ a donation in the amount of $3,338.00 for the Almaguin Highlands Health Centre 2024 deficit and ~~payment~~ a donation in the amount of $8,353.00 to the Village of Burk's Falls for the Almaguin Highlands Health Centre 2025 deficit; ~~which we consider a donation~~ RW

AND FURTHER THAT Council affirms its support for the Almaguin Highlands Health Centre and the residents of the Almaguin communities it serves;

AND FURTHER THAT Council directs staff to follow up with the Village of Burk's Falls to review and address the ongoing deficit issues related to the Almaguin Highlands Health Centre, and to report back to Council with findings and recommendations.

Moved by:	Blakelock, Rod	☑	**Seconded by:**	Blakelock, Rod	☐
	Brandt, Jerry	☐		Brandt, Jerry	☐
	Haggart-Davis, Dorothy	☐		Haggart-Davis, Dorothy	☑
	Ward, Rod	☐		Ward, Rod	☐
	Whitwell, Wendy	☐		Whitwell, Wendy	☐

Carried / Defeated RW

Declaration of Pecuniary Interest by: _____

Recorded vote requested by: _____

Recorded Vote:	For	Opposed
Blakelock, Rod	☐	☐
Brandt, Jerry	☐	☐
Haggart-Davis, Dorothy	☐	☐
Ward, Rod	☐	☐
Whitwell, Wendy	☐	☐

DISTRICT OF PARRY SOUND

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AGENDA

Date: April 14, 2026

Motion # 2026-114

That the Council of the Township of Armour approve the 2026 Burk's Falls, Armour & Ryerson Union Library Budget, in the net amount of $213,869, with the Township of Armour's share being $98,722. (Note that separate reserve budget item of 2% of total Library budget has been included in Armour's Reserve Budget.)

Moved by:		**Seconded by:**	
Blakelock, Rod	☑	Blakelock, Rod	☐
Brandt, Jerry	☐	Brandt, Jerry	☐
Haggart-Davis, Dorothy	☐	Haggart-Davis, Dorothy	☑
Ward, Rod	☐	Ward, Rod	☐
Whitwell, Wendy	☐	Whitwell, Wendy	☐

Carried / Defeated _____

Declaration of Pecuniary Interest by: _____

Recorded vote requested by: _____

Recorded Vote:	For	Opposed
Blakelock, Rod	☐	☐
Brandt, Jerry	☐	☐
Haggart-Davis, Dorothy	☐	☐
Ward, Rod	☐	☐
Whitwell, Wendy	☐	☐

AGENDA

28 Municipal Lane,
P.O. Box 1120, Sundridge, Ontario P0A 1Z0
705-384-5819 Fax 705-384-5892
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Township of Strong Council Resolution
April 14, 2026 Regular Meeting
7.0 Report of Committees

7.9 Shared Municipal Law Enforcement Proposed 2026 Budget
R2026- 119
Moved By: Jeff McLaren **Seconded by: Jim Ronholm**
Be it resolved that the Council for the Township of Strong have reviewed the Shared Municipal Law Enforcement Budget for 2026 in the amount of $96,810.00, with the Township's share being $24,202.50;

And that the Township of Strong accept this budget as circulated.

Carried