



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
July 21, 2026

The regular meeting of Burk's Falls Council was held on Tuesday, July 21, 2026

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ashley Brandt, Ryan Baptiste (5:05 pm), Nancy Kyte Staff: Treasurer/Deputy Clerk Tammy Wylie, Deputy Clerk Camille Barr, Public Works Foreman Derek Smith
Regrets: None

DECLARATION OF PECUNIARY INTEREST

None

ADOPTION OF AGENDA

2026-188 Moved by N. Kyte - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the agenda for the Regular Meeting of July 21, 2026.

Carried.

MINUTES

2026-189 Moved by S. Cotton - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the minutes of the Regular Meeting of June 16, 2026, and the TRI Council Meeting Notes of June 22, 2026.

Carried.

DELEGATIONS TO COUNCIL

Patti O'Handley and Chris Ciarrocca from OCWA presented Council with an overview of their Water and Wastewater Infrastructure Master Plan proposal. The plan will assess the Village's current conditions, immediate development needs, future requirements, and the infrastructure needed to support industrial, commercial, and residential growth. It will also consider the Township of Armour's growth objectives. Council passed a resolution supporting the engagement of OCWA's services.

Rob Blakelock of the Armour, Ryerson & Burk's Falls Agricultural Society presented Council with concepts to reduce runoff onto the driveway between the arena and fairgrounds. They also requested to install signage in four locations stating that unauthorized vehicles are prohibited, to help prevent ATVs and dirt bikes from damaging the grounds and track. The Public Works Foreman noted that these matters are already under discussion. The Village will review the by-laws related to unauthorized vehicles and discuss the request with the CAO-Clerk, with further information and a decision on signage to be brought back to the next meeting. Council also discussed sharing photos of the damaged grounds with the public to raise awareness of the impact of this use.

REPORTS TO COUNCIL

- A. Council received the Public Works Foreman's Dump Trailer Report and passed a resolution authorizing the disposal of the surplus dump trailer.
- B. Council received the Public Works Foreman's Water Meter Tender Report and passed a resolution awarding the tender to WAMCO to proceed with the project as presented.
- C. Council received the Public Works Foreman's Winter Road Maintenance Tender Report and passed a resolution awarding the contract to Derrik Johnstone Construction as presented.
- D. Council received the Arena Manager's Report for the month of July. Discussion took place regarding whether rental agreements include a cancellation clause to ensure sufficient notice is provided, allowing the facility an opportunity to re-rent booked times.
- E. Council received the Treasurer's Budgetary Controls Report as of June 30, 2026. It was noted that the majority of the planned capital projects have been completed for the year, and the Village remains in a good financial position relative to the approved budget.



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- F. Council reviewed the Rural Youth Group Advisory Committee Draft Minutes of July 6, 2026. Council discussed the wording of the Volunteer Waiver and passed a resolution requesting clarification on the specific protections it provides to volunteers. Council also deferred the decision on hiring a coordinator until further discussion with the CAO-Clerk.

ITEMS FOR DISCUSSION:

- A. Council received a proclamation request from Oak's Tree of Love and passed a resolution proclaiming October 15, 2026, as Pregnancy and Infant Loss Awareness Day and October 2026 as Pregnancy and Infant Loss Awareness Month.
- B. Council received a proclamation request from CN and passed a resolution proclaiming September 21 to 27, 2026, as Rail Safety Week.
- C. Council reviewed resolutions of support regarding the Village of South River's Ride Share Proposal submitted under the Ontario Transit Investment Fund. Council directed staff to obtain additional information on the proposal to gain a better understanding of the project, including how it differs from the existing Almaguin Carpool initiative

RESOLUTIONS PASSED:

2026-190 Moved by N. Kyte - Seconded by R. Baptiste

Be it resolved;

That the Council for the Village of Burk's Falls hereby receives the water and wastewater infrastructure master plan proposal from OCWA;

AND FURTHER approves OCWA to proceed with the project as per the Project Management Financial Breakdown for a total of \$54,000.00 plus hst.

Carried.

2026-191 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 Foreman Dump Trailer Report;

AND FURTHER approves the Weber Lane dump trailer be disposed of as scrap.

Carried

2026-192 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 Water Meter Tender Report;

AND FURTHER Council accepts the quote as provided by Wamco for the project in the amount of \$2,400.00 plus hst.

Carried.

2026-193 Moved by S. Cotton - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby receives the Public Winter Roads Maintenance Tender Report;

AND FURTHER Council accepts the quote as provided by Derrick Johnstone Construction, as presented.

Carried.

2026-194 Moved by A. Brandt - Seconded by N. Kyte

Be it resolved;

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

Carried.



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2026-195 Moved by A. Brandt - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby receives the Treasurer's Budgetary Controls as of June 30, 2026, as information.

Carried.

2026-196 Moved by S. Cotton - Seconded by R. Baptiste

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the Rural Youth Advisory Committee minutes of July 6, 2026;

AND FURTHER THAT Council approve the following:

1. That Council review the Volunteer Service Waiver Release of Risk of Liability Agreement Waiver of Claims, and Assumption of Risk and Indemnity Agreement, specifically paragraph 4 regarding defending, indemnifying, and holding harmless, and that the protection for volunteers are further clarified.

2. Defer decision on a contract for further study at next Council meeting.

Carried.

2026-197 Moved by N. Kyte - Seconded by R. Baptiste

Be it resolved;

THAT the Council of the Corporation of the Village of Burk's Falls receives the proclamation request from Oak's Tree of Love;

AND FURTHER THAT Council hereby proclaims October 15, 2026, as Pregnancy and Infant Loss Awareness Day and the month of October 2026 as Pregnancy and Infant Loss Awareness Month in the Village of Burk's Falls;

AND FURTHER THAT Council directs staff to share the proclamation and related awareness information through the Village's social media channels.

Carried.

2026-198 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

THAT Council for the Village of Burk's Falls receives the request from CN and Operation Lifesaver Canada regarding Rail Safety Week;

AND FURTHER THAT Council hereby proclaims September 21 to 27, 2026, as Rail Safety Week in the Village of Burk's Falls by signing the attached proclamation and promoting Rail Safety Week through the Village's social media channels.

Carried.

2026-199 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby supports The Village of South River's rideshare proposal under the Ontario Transit Investment Fund, Case #2025-03-1-3126316310 and respectfully requests that the Honorable Minister of Transportation render a timely and favorable decision to enable the practical and much needed local transportation service to proceed for the benefit of residents and visitors within the region.

Deferred (for more information).

2026-200 Moved by S. Cotton - Seconded by R. Baptiste

Be it resolved;

That By-law No. 24-2026 being a by-law to enter into a shared service agreement for Arena services is hereby considered read three times and passed this 21st day of July 2026.

Carried.



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2026-201 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That By-law No. 25-2026 being a by-law to enter into a shared service agreement for Landfill services is hereby considered read three times and passed this 21st day of July 2026.

Carried.

2026-202 Moved by A. Brandt - Seconded by R. Baptiste

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the Event Application from Huntsville Gospel Hall for their Tent Meeting being held from August 3rd- August 14th, 2026.

Carried.

2026-203 Moved by R. Baptiste - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the Event Application from the Burk's Falls & District Foodbank for their 2026 Hunger Walk, held on September 12, 2026, beginning at Stan Darling Park.

Carried.

2026-204 Moved by N. Kyte - Seconded by R. Baptiste

Be it resolved;

That the Accounts Payable listing as presented in the amount of \$599, 609.73 for up to and including this date is hereby approved for payment.

Carried.

2026-205 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved;

WHEREAS recent municipal infrastructure funding programs by the Government of Canada and Province of Ontario have tended to prioritize growth-related or housing-enabling infrastructure projects over infrastructure renewal needs;

AND WHEREAS the Government of Ontario has regulated municipal infrastructure asset management through O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) under the *Infrastructure for Jobs and Prosperity Act, 2015*;

AND WHEREAS municipal asset management plans and the Financial Accountability Office of Ontario have identified that municipalities have significant state-of-good-repair backlogs and renewal needs for infrastructure;

AND WHEREAS the Government of Ontario doubled the Ontario Community Infrastructure Fund (OCIF) from \$200M/year to \$400M/year for 2021-2026 but has not publicly committed to maintaining this level of funding beyond 2026;

AND WHEREAS the OCIF has become a vital and indispensable resource for municipalities, assisting them with improving their asset management programs and meeting community-preserving infrastructure renewal needs;

AND WHEREAS increased geopolitical uncertainty is threatening the economic prosperity of Canada, Ontario, and every municipality;

AND WHEREAS municipal infrastructure is a key enabler and preserver of economic prosperity;

AND WHEREAS the Municipal Finance Officers' Association of Ontario (MFOA) has heard from its members and their municipalities concerns regarding the potential erosion of existing municipal infrastructure and thus service levels in light of the ongoing focus on housing-enabling infrastructure by grant funding programs;

NOW THEREFORE BE IT RESOLVED that The Municipality of the Village of Burk's Falls supports MFOA's letter to the Ministry of Infrastructure requesting that the doubling of the Ontario Community Infrastructure Fund be made permanent in advance of the allocations for the 2027 calendar year, helping municipalities to continue building housing-enabling infrastructure



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while preserving the economic value provided by existing infrastructure.
Carried.

2026-205 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved;

WHEREAS, Public Health Sudbury & Districts has passed a Board of Health resolution calling on the Ministry of Health to increase reimbursement rates under the Health Smiles Ontario program to improve provider participation and access to dental care for children and youth;

WHEREAS, the North Bay Parry Sound District Health Unit continues to observe similar barriers in Nipissing and Parry Sound districts, including limited provider participation and resulting challenges in accessing timely dental care for eligible children; and

WHEREAS, untreated dental disease in children can have significant health and developmental impacts and may lead to avoidable use of hospital-based dental services; and

THEREFORE BE IT RESOLVED that the Village of Burk's Falls endorses the resolution of Public Health Sudbury & Districts calling on the Ministry of Health to increase reimbursement rates under the Healthy Smiles Ontario Schedules of Dental Services and Fees to align with the Ontario Dental Association Suggested Fee Guide for General Practitioners; and

FURTHERMORE BE IT RESOLVED that this resolution be circulated to the Honorable Sylvia Jones, Minister of Health, the Chief Medical Officer of Health for Ontario, the Association of Local Public Health Agencies, the Ontario Dental Association, and the North Bay Parry Sound District Health Unit.

Carried.

CONFERENCES AND INVITATIONS

Council received the invitation from DSSAB to attend the Community Diversion Training. Councillors will register as able.

COUNCILLORS REPORT

Councillor Kyte provided an update on the recent Burk's Falls & District Historical Society meeting. A recent event welcomed approximately 50 visitors and was considered a success. The Society's cookbook project continues to move forward, although the number of submissions received to date has been lower than anticipated. Discussion also took place regarding the red building, including heating requirements and the associated costs.

CORRESPONDENCE DISCUSSION

Council passed a resolution in support of the North Bay Parry Sound District Health Unit's request to increase the fee schedule for the Healthy Smiles Ontario Program. Council also passed a resolution supporting the Municipal Finance Officers' Association of Ontario (MFOA) advocacy for the Ontario Community Infrastructure Fund (OCIF) to be made permanent and for funding to be doubled beyond its current scheduled end date of 2026.

CLOSED SESSION

2026-207 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That Council for the Village of Burk's Falls now enters into closed session at 6:55pm pursuant to the Municipal Act 2001, c. 25, as amended to discuss:

Item 13a: Human Resources

Pursuant to the Municipal Act 2001, c. 25:

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

Item 13b: Municipal Property

Pursuant to the Municipal Act 2001, c. 25:

Section 239(2) (f) advice that is subject to solicitor-client privilege, including communication necessary for that purpose

Item 13c: Municipal Property

Pursuant to the Municipal Act 2001, c. 25:



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Section 239(2) (f) advice that is subject to solicitor-client privilege, including communication necessary for that purpose

Carried.

2026-208 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 8:10pm.

Carried.

2026-209 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts Bylaw 26-2026 being a By-law to confirm the proceedings of Council at its regular meeting of July 21, 2026, as presented and considered read three times and passed this 21st day of July 2026.

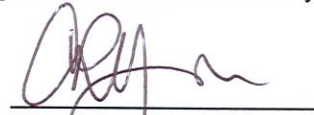
Carried.

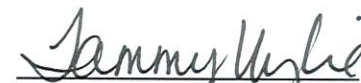
2026-210 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby adjourns at 8:11pm.

Carried.


Chris Hope, Mayor


Tammy Wylie, Deputy Clerk