



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

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, 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.



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**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 12<sup>th</sup> day of March 2026.

Carried.

**CONFERENCES AND INVITATIONS**

None

**COUNCILLORS REPORT**

None

**CORRESPONDENCE DISCUSSION**

None



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**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 12<sup>th</sup> 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

