



**THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
June 18, 2025**

The regular meeting of Burk's Falls Council was held on Wednesday, June 18, 2025

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ashley Brandt, Nancy Kyte, Ryan Baptiste
Staff: CAO - Clerk Denis Duguay, Treasurer Tammy Wylie, Senior Administrative Assistant Camille Barr
Regrets: None

*Note- Zoom connection was lost due to computer update from approximately 7:03 pm-7:06 pm.

DECLARATION OF PECUNIARY INTEREST

Councillor Brandt and Councillor Baptiste declared pecuniary interest for item 9.e, Canteen Agreement with the Burk's Falls Lion's Club.

ADOPTION OF AGENDA

2025-204 Moved by S. Cotton - Seconded by R. Baptiste

Be it resolved;

That the following items be added to the Council agenda:

Resolutions to be Passed

j. Asset Management Plan

k. MOU Explorers Edge for Banners

Remove from Items for Discussion:

g. Councillor Baptiste rescind Resolution 150-2025

Carried.

2025-205 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 June 18, 2025. Carried.

MINUTES

2025-206 Moved by R. Baptiste - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the minutes of the Council Meeting of May 20, 2025 and TRI-Council Notes of May 26, 2025, as circulated. Carried.

DELEGATIONS TO COUNCIL

Colin Love, representing the Mag Nature Hub, delivered a presentation to Council outlining the latest developments in the R.S.V. Agile project, Canada's first community science research vessel. The initiative is now entering Phase 1, with the next step involving the establishment of a docking agreement with the Village of Burk's Falls. Council engaged with Mr. Love through a question and answer session and expressed appreciation for his efforts on this innovative initiative.

Suday Jain of Watson & Associates presented the final version of the Asset Management Plan, including the financial strategy, for the Village of Burk's Falls. The completed plan ensures full compliance with Ontario Regulation 588/17. Council had the opportunity to ask questions and thanked Mr. Jain for his work in bringing the project to completion.

Ina Lila and Andrew van Doorn of the SolarBank Corporation presented to Council regarding the battery storage system being proposed in the Township of Armour. Following the presentation, Council was provided the opportunity for a question and answer period. Mayor Hope introduced a draft resolution which will be reviewed and brought forward for consideration at a future meeting.

REPORTS TO COUNCIL:

Council received and reviewed the Arena Manager's report for the month of June. During the discussion, concerns were raised regarding the increasing costs of the arena, particularly in light of the investments already made earlier in the year. It was agreed that a more detailed discussion would be deferred to the July Council meeting, when the Arena Manager will be present to provide clarification and respond to inquiries.



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Council reviewed the Clerk-CAO Compensation and Pay Equity Report. Following discussion, Council resolved to accept the recommended salary grid structure as outlined in the report.

Council considered the General Government Report concerning the planned upgrades to the municipal and theatre washrooms. Council resolved to approve the recommendations contained within the report and authorized proceeding with the project.

Council received the minutes of the Tri-Council Informal Sub-committee meeting held on April 15, 2025.

Council received the minutes from the Rural Youth Group's special meeting held on May 16, 2025, along with the draft minutes of the regular meeting dated June 5, 2025. Council directed the Treasurer to continue to provide the Committee Secretary with a monthly summary of donations vs a by weekly summary.

ITEMS FOR DISCUSSION:

- A. Council discussed the resolution as provided by the Township of Armour to reimburse the Library board for funds utilized towards the geographical study. Council supported the notion passed a corresponding resolution.
- B. Council discussed the Risk Management Report and corresponding rate increase as provided by Intact Public Entities for municipal facilities. The result of the completed report was increased values, in turn escalating the Village's insurance rates.
- C. Council discussed the request received from Robert Elh of USS Nomad NCC 72382-A to provide a donation of theatre tickets to the Third Annual Ride for Hospice Huntsville. Council supported the request.
- D. Council received the highway sign replacement quote provided by Graphics and Wraps. Council wishes to receive 3 quotes for the project while additionally enhancing the design with the new logo for Ontario Street and kilometer indicator.
- E. Council reviewed the quote to reinstate health benefits for council members. The quote was accepted with the request of the CAO-Clerk to seek clarity regarding a reduced rate due to not all members requiring coverage.
- F. Council received and approved the request from Krista Trulsen to utilize Stan Darling Park for the 2025 King Charles III Coronation Medal Ceremony. Council expressed appreciation to Krista for her initiative.
- G. Item was removed.
- H. Council discussed the Jays jersey provided to the Village by Jays Care as part of the Ball Diamond Revitalization Project. Council has decided to donate the jersey to Riverbowl & Billiards to be included in their sports memorabilia collection. It was requested that a photograph be taken of the staff involved in the grant process, along with Councillor Baptiste, with the jersey. This photo, along with a brief write up will be shared on social media and displayed with the jersey.
- I. Council reviewed the funding secured through NECO with support from Dave Grey of ACED, for the replacement of outdated countertops in the theatre. The new counters will offer easier cleaning for staff and improved storage solutions.

RESOLUTIONS PASSED:

2025-206 Moved by R. Baptiste - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the minutes of the Council meeting of May 20, 2025 and TRI-Council Notes of May 26, 2025, as circulated.

Carried.

2025-207 Moved by R. Baptiste - Seconded by A. Brandt

Be it resolved;

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

Carried



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2025-208 Moved by S. Cotton - Seconded by R. Baptiste

Be it resolved;

That the Council for the Village of Burk's Falls receives the CAO-04 Report Compensation and Pay Equity review quote:

Bidder	Amount
Gallagher Benefit Services (Canada) Group Inc.	\$17,600.00 + HST
Four Simple Words + Moore Cooperative	\$32,000.00 + HST
True North HR Consulting	\$18,472.50 + HST

And further that Council accepts the quote submission from Gallagher Benefit Services (Canada) Group Inc. in the amount of \$17,600.00.

Carried.

2025-209 Moved by S. Cotton - Seconded by R. Baptiste

Be it resolved;

That the Council for the Village of Burk's Falls hereby receives the General Government Report regarding the Municipal Theatre Washroom Upgrades;

And further that Council accepts the recommendation to proceed with the project;

And further that Council directs the Treasurer to utilize the following reserves for the project:

Theatre- \$4054.00
Kawartha Market- \$4993.00
Art Centre- \$1980.00
Economic Development- \$1620.00
Community Improvement- \$7353.00
Carried

2025-210 Moved by N. Kyte - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby receives the TRI Council Sub Committee minutes of April 16, 2025.

Carried.

2025-211 Moved by N. Kyte - Seconded by R. Baptiste

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the Burk's Falls Rural Youth Advisory Committee minutes of May 16, 2025 and draft minutes of June 5, 2025. Carried.

2025-212 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved;

WHEREAS the Burk's Falls, Armour & Ryerson Union Public Library Board has contributed the sum of \$6,779.77 towards the costs associated with the survey and geological study related to the proposed new library building; and

WHEREAS the Village of Burk's Falls recognizes the importance of supporting the development of public library facilities within the region, and values the financial contribution made by the Library Board in advancing the new library project;

NOW THEREFORE BE IT RESOLVED that the Council for the Village of Burk's Falls hereby agrees to reimburse the Burk's Falls, Armour & Ryerson Union Public Library Board in the amount of \$2,259.92, representing its share of the total contribution towards the survey and geological study expenses.

Carried.



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2025-213 Moved by S. Cotton - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby receives the Risk Management Report provided by Intact Insurance; and

WHEREAS the Village has incurred an additional cost of \$7,932.60 in relation to matters addressed within the report;

NOW THEREFORE BE IT RESOLVED that Council acknowledges the additional expense and directs that it be recorded accordingly in the appropriate budget line.

Carried.

2025-214 Moved by N. Kyte - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the donation of 4 tickets for the Burk's Falls Towne Theatre to the Third Annual Ride for Hospice Huntsville.

Carried.

2025-215 Moved by S. Cotton - Seconded by R. Baptiste

Be it resolved;

That the Council for the Village of Burk's Falls hereby directs staff to attain three quotes for highway signage utilizing the slogan "Life is Sweet on Ontario Street", and distance indicator.

Carried.

2025-216 Moved by S. Cotton - Seconded by R. Baptiste

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the quote from Manulife Financial Group for the benefit program for members of council.

Carried.

2025-217 Moved by R. Baptiste - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the request from Krista Trulsen to utilize Stan Darling Park for the presentation of the King Charles III Coronation Medals on July 25, 2025

Carried.

2025-218 Moved by N. Kyte - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby donates the Blue Jays Jersey to be displayed at the Riverbowl & Billiards as part of the collection.

Carried.

2025-219 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Accounts Payable listing as presented in the amount of \$410,543.15 for up to and including this date is hereby approved for payment.

Carried.

2025-220 Moved by S. Cotton - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls adopt the 2025 Budget Report as required by Ontario Regulation 284/09 as per the attached schedule.

Carried.

2025-221 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That By-law No. 26-2025 being a By-law to set tax ratios and levy the rates of taxation for 2025 is hereby considered read three times and passed this 18th day of June 2025.

Carried.



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2025-222 Moved by N. Kyte - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts Bylaw 27-2025 being a By-law to authorize an agreement between the Village of Burk's Falls and the North Bay and District Humane Society for animal control shelter services considered read three times and passed this 18th day of June 2025.

Carried.

2025-223 Moved by N. Kyte - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts Bylaw 28-2025, being a By-law to authorize an agreement between the Village of Burk's Falls and the Burk's Falls Lions Club for canteen services and further that the proceeds be directed towards canteen maintenance be considered read three times and passed this 18th day of June 2025.

Carried.

*Councillors Brandt and Baptiste left the building for this resolution

2025-224 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts Bylaw 29-2025, being a By-law to enter into an agreement for the provision of sharing fire services considered read three times and passed this 18th day of June 2025.

Carried.

2025-225 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts Bylaw 30-2025, being a By-law to authorize an agreement between the Village of Burk's Falls and Colin Love for a no-fee docking agreement considered read three times and passed this 18th day of June 2025.

Carried.

2025-226 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the following project to be funded through the NORDS Program:

1. Resurfacing of Yonge Street (east)

And Further that in the event that the Yonge Street project cannot be completed in 2025, Council approves the following project to be funded through the NORDS Program;

1. Resurfacing Ontario Street (840 metres) and
2. Resurfacing Victoria Street (900 metres)

Carried.

2025-227 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby authorizes the proceeding of the 2025 Official Plan project with EcoVue Consultants, at an estimated cost of \$14,500.00, plus disbursements, mileage, teleconferences, external fees, and applicable HST.

Carried.

2025-228 Moved by R. Baptiste - Seconded by A. Brandt

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the Asset Management Plan as presented by Watson & Associates Economists LTD., thereby bringing the Village into full compliance with the 2025 requirements of Ontario Regulation 588/17.

Carried.



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2025-229 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby authorize the CAO-Clerk to sign the Memorandum of Understanding with Explorers Edge regarding "Life is Sweet on Ontario Street: banners.

Carried.

CONFERENCES AND INVITATIONS

None

COUNCILLORS REPORT

Councillor Cotton informed Council that the Health Council is in the process of organizing a summit in October focused on healthcare services.

CORRESPONDENCE DISCUSSION

None

CLOSED SESSION

2025-230 Moved by N. Kyte - Seconded by A. Brandt

Be it resolved;

Council for the Village of Burk's Falls now enters into a closed meeting at 9:35pm pursuant to the Municipal Act 2001, c. 25,

Item 13 a)

Pursuant to the Municipal Act 2001, c. 25:

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

Carried.

2025-231 Moved by R. Baptiste - Seconded by A. Brandt

Be it resolved;

Council for the Village of Burk's Falls now reconvenes to regular open session at 10:08pm.

Carried

2025-232 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts Bylaw 31-2025 being a By-law to confirm the proceedings of Council at its regular meeting June 18, 2025 as presented and considered read three times and passed this 18th day of June 2025.


Carried.


2025-233 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby adjourns at 10:20pm.

Carried.


Chris Hope, Mayor


Denis Duguay, CAO - Clerk