THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
September 15, 2026

The regular meeting of Burk's Falls Council was held on Tuesday, September 15, 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, Arena Manager Graham Smith, Assistant Arena Manager Christina Merrick, Public Works Foreman Derek Smith
Regrets: None

DECLARATION OF PECUNIARY INTEREST
None

ADOPTION OF AGENDA
2026-243 Moved by R. Baptiste - Seconded by A. Brandt
Be it resolved;
That the following items be added to the Council agenda:
Items for Discussion
d) Library Board member resignation
e) Digital board report
Carried.

2026-244 Moved by N. Kyte - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village of Burk's Falls hereby approves the amended agenda for the Regular Meeting of September 15, 2026.
Carried.

MINUTES
2026-245 Moved by A. Brandt - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk's Falls hereby adopts the minutes of the Regular Meeting of August 18, 2026 and the minutes of the Public Meeting August 18, 2026.
Carried.

DELEGATIONS TO COUNCIL
J. Zimmerman presented to Council regarding the lack of same day transportation between Burk's Falls and Parry Sound. It was noted that a trip that would typically take approximately one hour by car can take up to 18 hours when relying on available public transportation connections.

Council received the deputation and had the opportunity to ask questions. Mayor Hope provided an update on the work of the Almaguin Transportation Committee and offered to reach out to the Northlander regarding the matter.

REPORTS TO COUNCIL

A. Council received the Public Works Foreman's Asbestos Removal Report and approved the recommendation for abatement as presented.

B. Council received the Public Works Foreman's Playground Equipment Report and approved the replacement of the spider climber as presented.

C. Council received the Public Works Foreman's Backhoe Tender Report and approved the bid submitted by Equipment Ontario as presented.

D. Council received the Arena Manager's Report for the month of September. Council discussed the possibility of the Arena partnering with the Theatre to promote both venues through combination packages.

E. Council received the draft 2027 Arena Budget and had the opportunity to ask questions. The Arena Manager will prepare a report for Council regarding the potential for a service group to operate the canteen. The Arena Manager will also investigate the costs associated with a coffee vending machine.

F. Council received the Waste Management Administrator's Report for the month of August.

G. Council reviewed the CAO-Clerk's Live Fire Training Unit Agreement Report. No concerns were noted.

H. Council received the General Government and Finance Committee Draft Minutes of September 10, 2026.

ITEMS FOR DISCUSSION:

A. Council received an update on the digital sign project and approved the recommendation to proceed with Cox Signs. An engineer has also been secured for the project. The goal is to have the project completed prior to winter.

B. Council was asked to provide the CAO-Clerk with any items for discussion at the TRI-R meeting scheduled for October 5, 2026. The Village will host the meeting.

C. Council expressed support for the draft Community Improvement Plan and discussed the inclusion of projects that are already underway or were completed during the previous calendar year for consideration under the graduated taxation option.

RESOLUTIONS PASSED:

2026-246 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That the Council of the Village hereby receives the Public Works Foreman's Asbestos Removal Report;

AND FURTHER, that Council accepts the submission from Thermo Coustics Ltd. in the amount of $3,252.00 plus hst.
Carried.

2026-247 Moved by N. Kyte - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village hereby receives the Public Works Foreman's Playground Equipment Report;

AND FURTHER, THAT Council accepts the recommendation to replace the spider web only, in the amount of $1,435.00 plus necessary accessories for installation.
Carried.

2026-248 Moved by A. Brandt - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village hereby receives the Public Works Foreman's Backhoe Tender Report;

AND FURTHER, that Council accepts the bid from Equipment Ontario for the supply and delivery of a new JBC four wheel drive backhoe loader with extendable backhoe, as presented.
Carried.

2026-249 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 Report for the month of September
Carried.

2026-250 Moved by R. Baptiste - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives and accepts the Arena Manager's 2027 Budget Report as presented, for discussion at the Tri-Council meeting scheduled for October 5, 2026.
Carried.

2026-251 Moved by R. Baptiste - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the Waste Management Administrator Report for the month of August.
Carried.

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2026-252 Moved by S. Cotton - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the CAO's Live Fire Training Unit Agreement Report for informational purposes
Carried.

2026-253 Moved by N. Kyte - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the General Government and Finance Advisory Committee Meeting Draft Minutes of September 10, 2026.
Carried.

2026-254 Moved by A. Brandt - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk's Falls hereby receives the draft Community Improvement Plan;

AND FURTHER will consider commercial projects that began/undertaken in the past calendar year for the Commercial Graduated Taxation Program.
Carried.

2026-255 Moved by A. Brandt - Seconded by N. Kyte
Be it resolved;
WHEREAS the Deputy Clerk has presented the Digital Board Tender Report to Council;

AND WHEREAS the engineering and foundation costs associated with the installation of the digital board have resulted in costs exceeding the original budget;

THEREFORE BE IT RESOLVED THAT Council receives the Digital Board Tender Report as presented by the Deputy Clerk;

AND FURTHER THAT Council accepts the bid submitted by Cox Signs for the supply and delivery of a digital board;

AND FURTHER THAT Council directs staff to fund the additional costs, including the engineering and foundation costs, in an amount of up to $11,000.00 from the Community Improvement Reserve.
Carried.

2026-256 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
WHEREAS public libraries provide essential services including literacy, education, technology access, employment resources, and community programming;

AND WHEREAS the Burk's Falls, Armour & Ryerson Union Public Library serves the residents of the Village of Burk's Fall and surrounding communities;

AND WHEREAS the provincial funding received by the Burk's Falls, Armour & Ryerson Union Public Library has remained at $13,914 annually since 1990, despite significant increases in the cost of providing library services;

AND WHEREAS the Village of Burk's Falls contribution to library services has increased from $11,788.00 in 2001 to $64,738 in 2026, placing an increasing financial burden on municipal taxpayers;

AND WHEREAS the Ontario Library Association and Federation of Ontario Public Libraries have called for increased and sustainable provincial funding for public libraries;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Village of Burk's Falls petitions the Government of Ontario, through the Ministry of Tourism, Culture and Gaming, to substantially increase and provide sustainable, predictable operating funding for Ontario's public libraries;

AND BE IT FURTHER RESOLVED THAT copies of this resolution be forwarded to the Premier of Ontario, the Minister of Tourism, Culture and Gaming, the local Member of Provincial Parliament, the Association of Municipalities of Ontario (AMO), the Ontario Library Association (OLA), and the Federation of Ontario Public Libraries (FOPL) for their support and advocacy;

AND BE IT FURTHER RESOLVED THAT this resolution be circulated to municipalities across Ontario for their consideration and support.
Carried.

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2026-257 Moved by R. Baptiste - Seconded by N. Kyte
Be it resolved;
That By-law No.29-2026 being a by-law to amend the location of advanced voting is hereby considered read three times and passed this 15th day of September 2026.
Carried.

2026-258 Moved by R. Baptiste - Seconded by S. Cotton
Be it resolved;
That By-law No.30-2026 being a by-law to enter into a Live Fire Training Unit agreement is hereby considered read three times and passed this 15th day of September 2026.
Carried.

2026-259 Moved by S. Cotton - Seconded by R. Baptiste
Be it resolved;
That the Accounts Payable listing as presented in the amount of $ 592,993.59 for up to and including this date is hereby approved for payment.
Carried.

CONFERENCES AND INVITATIONS
Council was reminded of the DSSAB Community Diversion Training taking place on September 16, 2026.

Council was informed that training for the incoming Council will be held on November 5, 2026, at the Arena.

COUNCILLORS REPORT
Councillor Kyte reported that the Historical Society hosted a Psychic Day, which was a successful fundraising event. The Society is also working with the Township Armour on a solution for heating the red building and developing a strategic plan.

Regarding the Library Board, it was reported that various fundraising initiatives have commenced and that the library has attained charitable status. It was also noted that the future of the sewing club is currently uncertain due to the Seniors Centre now requiring rent.

Councillor Baptiste discussed the newly installed Pete the Bear statue at Stan Darling Park and the importance of recognizing the artist's contribution. Councillor Baptiste will provide a write-up, and a ribbon-cutting ceremony will be scheduled with the artist. Council expressed its interest in hosting a thank you event and ribbon cutting this fall to formally recognize and celebrate the artist's work.

CORRESPONDENCE DISCUSSION
Council discussed supporting resolution correspondence from the Town of Latchford regarding funding for Official Plans and Comprehensive Zoning By-laws, as well as correspondence from the City of Port Colborne regarding Finlay's Law on Emergency Room Reform. No formal resolutions were prepared.

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CLOSED SESSION

2026-260 Moved by R. Baptiste - Seconded by A. Brandt
Be it resolved;
That Council for the Village of Burk's Falls now enters into closed session at 6:58pm pursuant to the Municipal Act 2001, c. 25, as amended to discuss:

Item 13b: Municipal Property

Pursuant to the Municipal Act 2001, c. 25:

Section 239(2) (c) to consider a proposed or pending acquisition or disposal of land by the municipality or local board

Carried.

2026-261 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 7:27pm.
Carried.

2026-262 Moved by R. Baptiste - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk's Falls hereby adopts Bylaw 31-2026 being a By-law to confirm the proceedings of Council at its regular meeting of September 15, 2026, as presented and considered read three times and passed this 15th day of September 2026.
Carried.

2026-263 Moved by A. Brandt - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village of Burk's Falls hereby adjourns at 7:28pm.
Carried.

Chris Hope, Mayor

Denis Duguay, CAO - Clerk