



VILLAGE OF BURK'S FALLS COUNCIL AGENDA

September 16, 2025

6:00 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: Regular Meeting of August 19, 2025, and Special Meeting of September 9, 2025

6. DELEGATIONS TO COUNCIL

- a. J. Hesslegrave regarding garbage bag tag supply
- b. R. Taylor regarding Welcome Centre operations, lease, expenses and future
- c. W. Robert of the Armour, Ryerson and Burk's Falls Agricultural Society regarding the 2025 Fall Fair

7. STAFF AND COMMITTEE REPORT

- a. Arena Manager Report for September 2025
- b. General Government Report on dog tag procedures and fees
- c. CAO-Clerk Report regarding fencing solutions for Dog Park and corresponding email
- d. JBC Annual Permit Summary and Monthly Permit Summary
- e. Rural Youth Group Committee Draft Minutes of September 4, 2025, and corresponding attachments
- f. Theatre Committee Draft Minutes of September 9, 2025
- g. Recreation Advisory Committee Draft Minutes of September 5, 2025

8. ITEMS FOR DISCUSSION

- a. Baseball league tournament sponsorship request
- b. Almaguin Highlands Health Council Minutes of July 3, 2025, MAOHT presentation regarding HHR Recruiter funding renewal request and corresponding municipal resolutions
- c. Amended Library Agreement and draft bylaw and resolution from Township of Ryerson
- d. Municipal Commissioning Policy

9. RESOLUTIONS TO BE PASSED

- a. Accounts Payable

10. CONFERENCES AND INVITATIONS

- a. District of Parry Sound Municipal Association September 25

11. COUNCILLOR(S) REPORT



VILLAGE OF BURK'S FALLS COUNCIL AGENDA

September 16, 2025

6:00 pm at the Young at Heart Seniors Centre

12. CORRESPONDENCE

C.1 Minutes of Committee

- a. Burk's Falls & District Historical Society Minutes of August 18, 2025

C.2 Request for Support and Correspondence to Village

- a. Town of Kearney, Township of Armour, Township of Perry and Township of McMurrich Monteith, regarding the appointment of S. Cotton as Area 4 Representative for DSSAB
- b. Township of Ryerson regarding the implementation of a standard mandatory governance model for the boards of Family Health Teams
- c. Township of Armour regarding Full Producer Responsibility
- d. Town of Grimsby regarding Opposition to Bill 5, Protect Ontario by Unleashing our Economy Act, 2025
- e. Town of Grimsby and the Township of Southgate regarding Elect Respect Pledge
- f. Town of Goderich regarding Standing Senate Committee on Agriculture and Forestry
- g. Municipality of West Nipissing and Township of Larder Lake regarding moratorium on aerial spraying of glyphosate
- h. Municipality of Bluewater regarding the closure of before and after school programs
- i. Municipality of Tweed regarding collaborative action on sustainable waste management in Ontario
- j. Township of Brudenell, Lyndoch and Raglan regarding advocacy for increased income support thresholds for Canadian veterans
- k. Township of Brudenell, Lyndoch and Raglan, Town of Cobalt, and Township of Terrance Bay regarding request for exemption to the proposed mandatory firefighter certification requirements
- l. Municipality of Brooke-Alvinston regarding BESS installations
- m. Township of West Lincoln regarding development of a code of conduct for human trafficking prevention in Niagara Region.
- n. The Township of McGarry regarding support for the NORDS program to become permanent
- o. Town of Fort Francis regarding Strong Mayor Powers
- p. Expression of interest from Emerald Energy from Waste
- q. Shift Technologies Inc. regarding AI platform

13. CLOSED SESSION

Item 13 a) Lease Negotiation

Pursuant to the Municipal Act 2001, c. 25:

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

Item 13 b)

Pursuant to the Municipal Act 2001, c. 25:

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

14. CONFIRMING BY-LAW

15. ADJOURNMENT



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
August 19, 2025

The regular meeting of Burk's Falls Council was held on Tuesday, August 19, 2025

Present: Mayor Chris Hope, Deputy Mayor Sean Cotton, Councillors Ashley Brandt, Nancy Kyte,
Staff: Treasurer-Deputy Clerk Tammy Wylie, Senior Administrative Assistant Camille Barr, Arena
Manager Graham Smith
Regrets: Councillor Ryan Baptiste, CAO - Clerk Denis Duguay

DECLARATION OF PECUNIARY INTEREST

None

ADOPTION OF AGENDA

2025-260 Moved by N. Kyte - Seconded by S. Cotton

Be it resolved;

That the Council for the Village of Burk's Falls hereby approves the agenda for the meeting of August 19, 2025. Carried.

MINUTES

2025-261 Moved by S. Cotton - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby adopts the minutes of the regular meeting of July 15, 2025, as circulated. Carried.

DELEGATIONS TO COUNCIL

Holly Bennett of the Mag Nature Hub provided an update to Council on the group's initiative to date, which has included public meetings, a survey, and engagement with both visitors and residents at the docks. Feedback received so far has been positive.

Council was asked to endorse a Community Group Agreement, led by the group, as part of an application to the Ontario Trillium Foundation in support of the dock project. Holly agreed to share a copy of the application with Council.

Council resolved to sign the agreement.

REPORTS TO COUNCIL

- A. Council received the Public Works Foreman Winter Sand Tender Report. Council had no further questions and awarded the tender to A. Miron Topsoil.
- B. Council received the Public Works Foreman Kabota Tender Report. Council has no further questions and awarded the tender to Kabota North.
- C. Council received the Arena Manager's report for August. The Arena remains active, with staff projecting continued increases in rentals throughout the remainder of the month and September. It was noted that a Bible Camp utilized the facility during the summer, and that Winning Techniques will be opening a private skate school offering figure skating programming at the Arena.

The Arena Manager also reported that a quote has been received for a new condenser, estimated at approximately \$155,000.00. The unit will need to be ordered in January 2026 to avoid any disruption in service.

- D. Council received the ACED Economic Development report regarding the concept of a percentage-based tax levy funding rate. It was noted that further information will be provided following next month's meeting.
- E. Council received the ACED ED Report of June 24, 2025.
- F. Council received the Health Centre and Municipal Office Project Update Report.
- G. Council received the report on the Light Up Blue Campaign and passed a resolution in support of the initiative. Council also directed staff to ensure that the replacement of the front office light bulbs with blue bulbs maintains adequate illumination to ensure safety.
- H. Council received the Accessibility Committee Minutes of July 24, 2025.



THE VILLAGE OF BURK’S FALLS
COUNCIL MEETING MINUTES
August 19, 2025

- I. Council received the draft minutes of the Community Recycling Committee meeting held on July 29, 2025. The committee’s recommendation was not approved. Council directed staff to obtain additional quotes/retendering and bring the information back for further consideration and comparison.
- J. Council received the draft minutes of the Rural Youth Group meeting held on August 7, 2025. Recommendations were approved with amendments. It was noted that establishing an advisory group would help maintain momentum and support the committee in addressing detailed programming recommendations that are difficult to work through during monthly meetings.
- K. Council received the draft minutes of the Theatre Advisory Committee meeting held on August 11, 2025. The recommendations were approved. It was noted that the Highland Players are generously donating funds to help offset the cost of the Halloween programming. Additionally, a NICE membership was donated to the Theatre, which will help increase its exposure to a broader audience. A partnership with the Library is being explored as well.
- L. Council received the JBC Permit Summary.

ITEMS FOR DISCUSSION:

- A. Council discussed the Draft Library Agreement and expressed general support for its contents. It was noted that further discussions may occur regarding the term of board member appointments.
- B. Council reviewed the DSSAB partnership request and expressed support for the services being offered in the community. A resolution was passed endorsing the partnership and approving the use of the Karl Crozier Room at the Arena.
- C. Council was reminded of the upcoming TRI Council meeting scheduled for August 25, 2025. The meeting will be held at the Katrine Community Centre.
- D. Council reviewed the resolution passed by the Township of Larder Lake regarding the request for the NORDS pilot project to be made permanent and endorsed this resolution.

RESOLUTIONS PASSED:

2025-262 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That Council for the Village of Burk’s Falls hereby receives the delegation from Holly Bennett of the Mag Nature Hub and approves the Village’s participation in a Community Group Agreement.
Carried.

2025-263 Moved by S. Cotton - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk’s Falls hereby accepts the Public Works Manager’s Winter Sand Tender Report, receiving the following submissions:

Bidder	Amount
Derrick Johnstone Construction	\$ 20,000 plus hst
A. Miron Topsoil	\$ 22,900 plus hst

And further, that Council approves the submission from A. Miron Topsoil.
Carried.

2025-264 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk’s Falls hereby accepts the Public Works Manager’s Kubota Tender Report and receives submissions Kubota North and Tracks and Wheels;

And further, that Council awards the tender to Kubota North for a new Kubota LX3520 in the amount of \$62, 398.00, to be financed over 6 years.
Carried.



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
August 19, 2025

2025-265 Moved by N. Kyte - 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 August.
Carried.

2025-266 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That Council for the Village of Burk's Falls hereby acknowledges receipt of the Staff Report dated June 12, 2025, from the Director of the Economic Department at Almaguin Community Economic Development (ACED), regarding the concept of percentage-based tax levy funding.
Carried.

2025-267 Moved by N. Kyte - Seconded by A. Brandt
Be it resolved;
That Council for the Village of Burk's Falls receives the ACED ED Report of July 24, 2025.
Carried.

2025-268 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That Council for the Village of Burk's Falls receives the Health Centre and Municipal Office Project Update Report.
Carried.

2025-269 Moved by A. Brandt - Seconded by N. Kyte
Be it resolved;
That Council for the Village of Burk's Falls receives the Light Up Blue Campaign Report and;
And further Council approves the following recommendations:

1. Change the two exterior light bulbs at the municipal office to blue for the month of September as part of the Light Up Blue Campaign.
2. Promote World Alzheimer's Month on all municipal social media platforms.
3. Encourage all staff to wear blue on September 21, 2025, in support of World Alzheimer's Day.
4. Staff to ensure the change of bulbs does not affect safety.

Carried.

2025-270 Moved by S. Cotton - Seconded by A. Brandt
Be it resolved;
That Council for the Village of Burk's Falls hereby adopts the minutes of the Accessibility Committee of July 24, 2025.
Carried.

2025-271 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That Council for the Village of Burk's Falls hereby adopts the draft minutes of the Community Recycling Project of July 29, 2025;

And further that Council accepts the recommendation and directs the CAO-Clerk to prepare a three-year agreement with Emterra for full curbside collection across the community, including non-eligible sources;

And conduct a review and report back to council regarding possible retendering.
Carried.

2025-272 Moved by S. Cotton - Seconded by A. Brandt
Be it resolved;
That Council for the Village of Burk's Falls hereby adopts the draft minutes of the Rural Youth Advisory Committee of August 7, 2025;



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
August 19, 2025

And further that Council accepts the following recommendations;

1. That the Rural Youth Group host up to two youth-focused workshops per month until such time as the permanent Youth Centre is operational, subject to available resources and space;

And further that the workshops may include mentoring sessions, skill development, arts and culture, guest speakers, and other programming aligned with the committee's mandate.

2. The Term of Reference for the Advisor Group are developed by the Committee and submitted to Council for approval.

3. Members of the Advisor Group are appointed by Council

4. Agendas and minutes for all meetings are required.
Carried.

2025-273 Moved by N. Kyte - Seconded by A. Brandt

Be it resolved;

That Council for the Village of Burk's Falls hereby adopts the draft minutes of the Theatre Committee of August 11, 2025;

And further that Council accepts the following recommendations;

a) Allow the Theatre Committee and/or staff to utilize the membership, networking with other cinemas and sharing resources

b) Recording Secretary to prepare a report for Council in regard to initiatives including community awareness, marketing, lobby upgrades, and sponsorship opportunities

c) Advertisement be posted to the community seeking two additional members

d) Hosting a Halloween Community Event on the evening of October 24th, and matinee on October 25th
Carried.

2025-274 Moved by N. Kyte - Seconded by S. Cotton

Be it resolved;

That the Council of the Village of Burk's Falls hereby approves the request from the District of Parry Sound Social Services Administration Board (DSSAB) to utilize the Karl Crozier Room for the purpose of hosting community clinics, at no charge, when the space is not otherwise booked.
Carried.

2025-275 Moved by A. Brandt - Seconded by N. Kyte

Be it resolved;

Whereas the Northern Ontario Resource Development Support (NORDS) pilot program was introduced to help Northern Ontario Municipalities address infrastructure pressures resulting from natural resource sector activities;

And whereas the funding provided through the NORDS pilot was very well received by the municipal sector, as it delivered timely and much-needed financial support to many communities across the North;

And whereas the program has allowed municipalities, such as the City of North Bay, to strategically stack multi-year allocations in order to support large-scale infrastructure initiatives critical to community development and economic growth;

And whereas the NORDS pilot program has clearly demonstrated its value and effectiveness in helping Northern municipalities address the infrastructure challenges tied to resource development and extraction;

And whereas rural and northern municipalities are also facing infrastructure degradation resulting from the increasing size and frequency of agricultural machinery and activity, which is currently outside the scope of the pilot;



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COUNCIL MEETING MINUTES
August 19, 2025

Therefore be it resolved that the Council of the Village of Burk's Falls strongly urges the Government of Ontario to make the Northern Ontario Resource Development Support (NORDS) program a permanent fixture of its support to Northern municipalities;

And further that the Province consider expanding program eligibility to recognize the significant impact that agricultural equipment and operations have on municipal infrastructure, particularly in rural communities;

And further that municipalities be encouraged to continue utilizing the ability to stack NORDS allocations over multiple years to support the planning and delivery of major infrastructure projects;

And further that a copy of this resolution be forwarded to the Minister of Northern Economic Development and Growth, the Minister of Agriculture, Food and Agribusiness, the Minister of Infrastructure, the Minister of Natural Resources, local MPP, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), Northwestern Ontario Municipal Association, Rural Ontario Municipalities Association and all Northern Ontario municipalities for their awareness and support.

Carried.

2025-276 Moved by A. Brandt - Seconded by N. Kyte

Be it resolved;

That the Accounts Payable listing as presented in the amount of \$313,268.63 for up to and including this date is hereby approved for payment.

Carried.

2025-277 Moved by S. Cotton - Seconded by N. Kyte

Be it resolved;

That Council for the Village of Burk's Falls hereby adopts Bylaw 33-2025 being a

By-law to Authorize Fees for Services at the Armour, Ryerson, Burk's Falls Memorial Arena and Karl Crozier Community Centre for the Years 2025-2029.

Carried.

2025-278 Moved by S. Cotton - Seconded by N. Kyte

Be it resolved;

That Council for the Village of Burk's Falls receives the request from ACED and supports in principal the ACED Brand Alignment and Regional Signage Project.

Carried.

2025-279 Moved by S. Cotton - Seconded by N. Kyte

Be it resolved;

Whereas Rail Safety Week is to be held across Canada from September 15 to 21, 2025;

Whereas, 261 railway crossing and trespassing incidents occurred in Canada in 2024; resulting in 68 avoidable fatalities and 58 avoidable serious injuries;

Whereas, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens;

And whereas Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, indigenous communities, police services, media and others to raise rail safety awareness;

Whereas CN and Operation Lifesaver have requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

Therefore be it resolved that Council for the Village of Burk's Falls hereby supports national Rail Safety Week to be held from September 15 to 21, 2025.

Carried.



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
August 19, 2025

2025-280 Moved by A. Brandt - Seconded by S. Cotton

Be it resolved;

That the Council of the Village of Burk's Falls hereby reviews the proposed mock-up designs for the highway signage;

And further that Council directs staff to engage Graphics and Wraps to proceed with Design # 1.
Carried.

2025-281 Moved by N. Kyte - Seconded by S. Cotton

Be it resolved;

That Council for the Village of Burk's Falls hereby defer the Municipal Commissioning Policy as presented for clarification regarding scope of documents.

Carried.

2025-282 Moved by N. Kyte - Seconded by A. Brandt

Be it resolved;

Whereas the District of Parry Sound Social Services Board Area 4 Representative has forfeited their position;

And whereas there is a need for a new Area 4 representative on the board;

Now therefore be it resolved that the Council for the Village of Burk's Falls wishes to nominate Councillor Sean Cotton to represent Area 4 on the District of Parry Sound Social Services Board.
Carried

2025-283 Moved by N. Kyte - Seconded by S. Cotton

Be it resolved;

That Council for the Village of Burk's Falls hereby endorses:

d) North Glengarry and Strathroy-Caradoc – Full Producer Responsibility

e) Huron Shores – Fire Fighter Certification

j) Southgate – Income Support for Veterans

l) St. Catharines – Elect Respect Pledge

Carried.

CONFERENCES AND INVITATIONS

Council received information regarding the upcoming 2025 Northeastern Municipal Council workshop being held October 21, 2025. Currently Council has not registered any members to attend.

COUNCILLORS REPORT

Deputy Mayor Cotton shared that Hazmat Day will occur on August 23rd from 10AM - 2PM at the Strong Landfill.

CORRESPONDENCE DISCUSSION

Council brought forward four letters of support for endorsement (see 'resolutions passed').

CLOSED SESSION

2025-284 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 8:13 pm, pursuant to the Municipal Act 2001, c. 25,

Item 13 a) Committee Member

Pursuant to the Municipal Act 2001, c. 25:

Section 239(2) (b) personal matters about an identifiable individual, including municipal or local board employee

Item 13 b) Bikefest

Pursuant to the Municipal Act 2001, c. 25:



THE VILLAGE OF BURK’S FALLS
COUNCIL MEETING MINUTES
August 19, 2025

Section 239(2)(e) litigation or potential litigation
Carried.

2025-285 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk’s Falls now reconvenes to regular open session at 10:17 pm.
Carried.

2025-286 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
The Village withholds approval of the Fallen Riders event due to incomplete legal requirements and short timelines. Council urges discussion with the group to discuss pre-planning for a possible event next year.
Recorded vote requested by A. Brandt
Ryan Baptiste: absent
Ashley Brandt: opposed
Sean Cotton: for
Chris Hope: for
Nancy Kyte: for
Carried.

2025-287 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk’s Falls hereby adopts By-law 34-2025 being a By-law to confirm the proceedings of Council at its regular meeting of August 19, 2025 as presented and considered read three times and passed this 19th day of August 2025
Carried.

2025-288 Moved by N. Kyte - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk’s Falls hereby adjourns at 10:50 pm.
Carried.

Chris Hope, Mayor

Tammy Wylie, Deputy Clerk



THE VILLAGE OF BURK’S FALLS
COUNCIL MEETING MINUTES
September 9, 2025

The special meeting of Burk’s Falls Council was held on Tuesday, September 9, 2025

Present: Mayor Chris Hope, Councillors Ashley Brandt, Ryan Baptiste, Sean Cotton Staff: CAO - Clerk Denis Duguay
Regrets: None

DECLARATION OF PECUNIARY INTEREST
None

ADOPTION OF AGENDA
2025-289 Moved by N. Kyte - Seconded by R. Baptiste
Be it resolved;
That the Council for the Village of Burk’s Falls hereby approves the agenda for the meeting of September 9, 2025. Carried.

MINUTES
None

DELEGATIONS TO COUNCIL
None

REPORTS TO COUNCIL
None

ITEMS FOR DISCUSSION:
A. Council discussed the opportunity to incorporate provisions for the regulation and licensing of pawnbroker businesses within the Village. Following a discussion on the potential benefits to residents, Council expressed support for amending the Hawkers and Peddlers Bylaw to include the licensing of pawnbrokers.

RESOLUTIONS PASSED:
2025-290 Moved by A. Brandt - Seconded by S. Cotton
Be it resolved;
That the Council for the Village of Burk’s Falls hereby accepts the Public Works Manager’s for the resurfacing tender for Ontario Street and Victoria Street,

Bidder	Amount
Fowler Construction Company	\$ 331,273.62

And further, that Council approves the submission from Fowler Construction Company.
Carried.

2025-291 Moved by R. Baptiste - Seconded by A. Brandt
Be it resolved;
That the Council for the Village of Burk’s Falls directs staff to update the Hawkers and Peddlers by-law to include provisions for the regulation and licensing of pawnbroker businesses
Carried.

CONFERENCES AND INVITATIONS
None

COUNCILLORS REPORT
None

CORRESPONDENCE DISCUSSION
None



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
September 9, 2025

CLOSED SESSION

2025-292 Moved by R. Baptiste- Seconded by A. Brandt

Be it resolved

That the Council for the Village of Burk's Falls now enters into a closed meeting at 4:08 pm, pursuant to the Municipal Act 2001, c. 25,

Items 13 a) Staff

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

Items 13 b)

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

Carried.

2025-293 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 5:08 pm.

Carried.

2025-294 Moved by R. Baptiste - Seconded by S. Cotton

Be it resolved

That the Council for the Village of Burk's Falls hereby adopts Bylaw 35-2025 being a By-law to confirm the proceedings of Council at its special meeting September 9, 2025, as presented and considered read three times and passed this 9th day of September 2025.

Carried.

2025-295 Moved by R. Baptiste - Seconded by N. Kyte

Be it resolved;

That the Council for the Village of Burk's Falls hereby adjourns at 5:11 pm.

Carried.

Chris Hope, Mayor

Denis Duguay, CAO - Clerk



The Municipality of the
VILLAGE OF BURK'S FALLS

172 Ontario Street Box 160 Burk's Falls ON P:705-382-3138 F:705-382-2273 www.burksfalls.net

Delegation Request Form

A Delegation is an opportunity to appear before Council as a Delegation to present information verbally on matters of fact or make a request of the Council. Please refer to page 2 of this form for further information regarding engaging Council through a Delegation.

Completed Forms shall be submitted to the CAO/Clerk and can be dropped off or mailed to, The Village of Burk's Falls, 172 Ontario Street, Burk's Falls, ON P0A 1C0; faxed to 705-382-2273 or emailed to clerk@burksfalls.ca.

Delegate Information (PLEASE PRINT):

Last Name:

HESSLEGRAVE

First Name:

JEN

Street Number:

Street Name:

Proposed Meeting Date Requested: _____

Alternate Meeting Date Requested: _____

Purpose of the Delegation:

NOT ENOUGH GARBAGE BAGS FOR HOUSEHOLD, IF LARGER BAGS USED THEY GET LEFT ON ROADSIDE FOR BEING TOO HEAVY.

Background Material Attached:

Power Point Presentation:

Yes ☐

No ☒

Handouts for meeting:

Yes ☐

No ☒

Personal information contained on this form is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act* and will be used for the purpose of providing correspondence relating to matters before Council.

Please note that all meetings are open to the public except where permitted to be closed under legislated authority. Questions about this collection should be forwarded to the Clerk at 705-382-3138.

Signature: _____

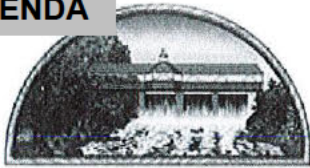
Date: Aug 14 / 2025

APPROVAL:

Council Meeting Date: _____

CAO/Clerk Signature: _____

Date: _____



The Municipality of the
VILLAGE OF BURK'S FALLS

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Delegate Information (PLEASE PRINT):

Last Name:

Taylor

First Name:

Rob

Street Number:

Street Name:

Proposed Meeting Date Requested: next council meeting

Alternate Meeting Date Requested: the following meeting

Purpose of the Delegation:

to discuss current & future operations at the welcome centre, current lease & future lease discussions, discovery of expenses such as utility costs potential new lease rates

Background Material Attached:

Power Point Presentation: Yes ☐ No ☒ Handouts for meeting: Yes ☐ No ☐

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Signature: [Signature]

Date: Sept 4 2025

APPROVAL:

Council Meeting Date: _____

CAO/Clerk Signature: _____

Date: _____



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Delegate Information (PLEASE PRINT):

Last Name:

ROBERT

First Name:

WILMA

Street Number:

Street Name:

Proposed Meeting Date Requested:

Sept 16/25

Alternate Meeting Date Requested:

Purpose of the Delegation:

Give a report of B.T. Fair

Background Material Attached:

Power Point Presentation: Yes ☐ No ☐ Handouts for meeting: Yes ☐ No ☐

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Signature:

Wilma Robert

Date:

Sept 8/25

APPROVAL:

Council Meeting Date:

CAO/Clerk Signature:

Date:



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

ARBFMA Manager's Report – September 2025

Date: September 16th, 2025

RECOMMENDATION

Accept this report as information.

BACKGROUND

The remaining weeks in August remained busy, however, not as busy as July. The total amount of rental hours in August was 314 hours which is 32 more hours than August 2024. The total number of hours rented in the summer of 2025 was 680. In comparison the summer of 2024 saw 583 ½ hours of ice booked. BF Council should make note of the following:

- 1) There were 36 hours of public skating booked in the summer of 2024 which generated a very small revenue. Those 36 hours of public skating became ice rentals in 2025.
- 2) Winning Techniques used 80 banked hours of ice in 2024. In comparison to 2025, Winning Techniques only used 59 banked hours of ice. The value of the banked ice time is \$10,029.
- 3) There was no public skating and extra banked time in 2025 that accounted for some of the increased ice rentals.

September has started off very busy and currently the ice rentals are currently slightly higher than the ice rentals from 2024. Currently in 2025 staff have sold 172 ½ hours of ice compared to 2024 where staff sold 164 hours of ice time.

ANALYSIS

- The July hydro bill for the refrigeration room was quite a shock. \$12,687 plus HST. Reasons for this extreme increase are listed
 - 1) The hot humid days were a major reason for the increased hydro use. Staff run the refrigeration plant and ice surface the same annually to maintain the ice and air quality desired.
 - 2) The kWh used in 2025 was 51,757 kWh as opposed to 49,297 kWh in 2024. This increase was caused by the increased facility use and extreme heat and humidity during the month.
 - 3) The global adjustment rate was 11.6 cents in 2025 as opposed to 4.6 cents in 2024. Staff are told that the global adjustment rate will be around 3 cents in August. The cost implication of this price change and increased kWh's is \$4,898.
 - 4) The cost of power was 8.4 cents in July as opposed to 3.9 cents in 2024. The cost implication of this price change and increased kWh's is \$3,264.
 - The July and August gas bill for the refrigeration equipment is significantly lower than the invoices from 2024 and currently the facility has a large credit. This is due to the gas fired desiccant dehumidifier being replaced with the electric desiccant.
-



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- The Zamboni had an issue with the electric fan motor & 2 relays for the radiator. This issue did limit staff's ability to perform any long period of ice maintenance until the part could be replaced. The Zamboni also had an issue with the brakes and the brake cylinder needed to be replaced.
- The blade changer needs repairs however depending on the value of those repairs it might be better to replace the blade changer than to repair it. The Zamboni company is going to pick up the blade changer and has mentioned that other facilities have had the same issues our staff are experiencing. Staff hope to rectify this issue soon because it is a health and safety issue in the workplace. Staff have checked with the Village treasurer and found the Capital budget has quite a surplus this year and couple afford adding the blade changer replacement if needed. The cost of a replacement blade changer is \$3,175 which includes delivery. The blade changer is being picked up by Zamboni and will be taken to their facility to access the damages and the repairs.
- The electric edger worked amazingly, it quiet, no fumes, easy to handle for all staff and did the job as promised. The ice surface being so busy this past summer did limit the staff's ability to get the edger out as much as they wanted. The end August and September have allowed staff to perform edging more often.
- The Burk's Falls Fire Department received a complaint over the Fall Fair weekend about the exit door into the parking lot on the northeast side of the building. The complaint was that the exit door was locked. The door is not a keyed door and is an exit door with a panic bar. This door is not intended to be used an entrance door. The Fire Department inspected and found no fault. The Fire Department did mention that the panic bar was a little tight & sticky and advised staff to have someone service it. That service was completed on the 10th of September.
- Staff have been working on some training and just finished their working at heights training. The manager will be renewing the CIT ticket which includes training. The staff also will be renewing their propane handling in September/October.
- Council should be aware that staff have sold 1,436¾ hours of ice to the end of August 2025 and currently have 602 hours booked from September 01st to December 31st, 2025. Staff do expect this number to increase as the facility progress into the season.

FINANCIAL IMPACT - HUMAN RESOURCE IMPACT

There is a possible \$3,175 that will be charged to the Capital budget for the blade-changer replacement.

OPTIONS

The Council accepts this report as information and discussion

Graham Smith

Graham Smith RRFA/CIT

ARBFMA Manager



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Review of Procedure and Dog Tag Fees

Date: August 27, 2025

Purpose

The purpose of this report is to review the Village's current dog tag procedures and associated fees, evaluate potential adjustments to align with surrounding municipalities, and consider funding mechanisms for a potential dog park and ongoing infrastructure maintenance.

Background

The Village purchases 200 dog tags annually, as per minimum order requirements from our supplier. Recent sales and costs are as follows:

- 2025 (as of August 27): 68 tags sold, \$13 spayed/neutered, \$15 intact. Total revenue \$919.13, cost to Village \$230.82. Per By-law 26-2024 Fees and Charges for Services, in 2025, \$5 per tag is allocated to a dog park reserve, leaving \$340.00 in reserve out of the \$919.13.
- 2024: 70 tags sold, \$11 spayed/neutered, \$13 intact. Revenue \$612.00, order cost \$214.12. No reserve.
- 2023: 35 tags sold, total revenue \$298.00. Tags were updated in-house; no expense.

The Village has allocated \$5,000 in the 2025 budget for a potential dog park. Donations toward the project are being received, bringing the initiative closer to realization.

Comparative Review Surrounding Municipalities

Municipality	Annual Tag Fees	Lifetime Tag	Replacement Fee
Armour Township	1st Dog \$17, 2nd \$22, 3rd \$27, 4th \$32	\$155	\$7
Ryerson Township	1st Dog \$17, others \$22 (before Mar 31), 1st Dog \$34, others \$44 (after Mar 31)	N/A	N/A
Magnetawan	\$5 annual	\$30	\$5
Strong Township	N/A	\$30	\$5 (+\$5 mailing)
Sundridge	1st Dog \$15, others \$30 (before Mar 31), 1st Dog \$20, others \$40 (after Mar 31)	N/A	\$20
Perry Township	\$10 per dog (up to 3 dogs)	\$50	\$5
McMurrich/Monteith	\$10 annual	\$50	\$3

AGENDA

Summary of Surrounding Municipalities' Fees:

- Annual Fees: \$5 – \$44 per dog, depending on number of dogs and registration timing.
- Lifetime Fees: \$30 – \$155, where offered.
- Replacement Fees: \$3 – \$20, depending on municipality; some include additional mailing charges.
- Penalty/Late Fees (after March 31): Some municipalities increase annual fees by 50–100% for late registration (e.g., Ryerson Township and Sundridge).

This comparison shows that Burk's Falls' current fees (\$13–\$15) are generally below regional averages and below the range of fees in municipalities with more complex tiered or late/penalty systems.

Analysis

The Village's current dog tag fees are lower than most surrounding municipalities. Increasing fees could provide additional revenue to:

1. Fund ongoing maintenance and potential expansion of the dog park.
2. Reduce the need for general taxpayer contributions toward the potential dog park.
3. Support long-term infrastructure planning and asset management for Village recreation assets.

It is important to note that of the municipalities reviewed, only one provides residents with a dog park. Most municipalities have minimal future infrastructure obligations for dog-related amenities, making their expenses and revenue management simpler. The Village, by contrast, is planning a potential dog park and will need a sustainable funding model to cover ongoing maintenance and operational costs. Aligning fees closer to those of neighboring municipalities while accounting for this future responsibility ensures that dog owners contribute directly to the infrastructure they benefit from, rather than relying on general taxation.

Annual vs. Lifetime Tags: Pros and Cons

Annual Tags

Pros:

- Consistent revenue stream supports annual operating and maintenance costs.
- Allows a fixed portion (e.g., \$5 per tag) to be allocated annually into reserves for future capital needs such as the potential dog park.
- Improves record accuracy with yearly updates, reducing enforcement issues.
- Easier compliance monitoring since tags expire annually.

Cons:

- Requires ongoing administrative work for annual processing.
- Some residents may find annual renewals inconvenient.

AGENDA

Lifetime Tags

Pros:

- No need to purchase yearly tags
- One-time purchase offers convenience for owners.
- Immediate revenue boost from initial sales could significantly grow reserves for the potential dog park.
- Example: A \$50 lifetime fee for 68 dogs would generate \$3,400 upfront.

Cons:

- After initial sales, annual revenue decreases sharply.
- Reduces capacity to fund ongoing maintenance without supplemental revenue sources.
- Dog lifespan (average 10–13 years) limits recurring contributions.

Suggested Allocation Approach:

- **Annual Tags:**
 - \$5 per tag to reserves for the potential dog park.
 - Remaining revenue for maintenance and operations.
- **Lifetime Tags:**
 - 50% to reserves for long-term projects like the potential dog park.
 - 50% for immediate maintenance in year of purchase.

Example Revenue Comparison (5-Year Projection)

Model	Year 1	Year 2	Year 3	Year 4	Year 5	Total (5 yrs)
Annual Tags (\$18/\$20 rate)	\$1,399	\$1,399	\$1,399	\$1,399	\$1,399	\$6,995
Lifetime Tags (\$50 each, sold in Year 1)	\$3,400	\$0	\$0	\$0	\$0	\$3,400

Assumes 68 dogs, no new dogs added after Year 1 for simplicity.

Key Takeaway: Annual tags generate steady income for ongoing costs, while lifetime tags create a large one-time reserve but little to no recurring revenue.

Financial Impact

The following table projects potential annual revenue based on different fee increases. It assumes 68 tags sold (current 2025 sales) and continues allocating \$5 per tag to the potential dog park reserve.

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Scenario	Spayed/Neutered Fee	Intact Fee	Total Revenue (68 tags)	Reserve Contribution (\$5/tag)	Available for Operations/Upkeep
Current	\$13	\$15	\$919.13	\$340	\$579.13
+\$2 Increase	\$15	\$17	\$1,079.13	\$340	\$739.13
+\$5 Increase	\$18	\$20	\$1,399.13	\$340	\$1,059.13
+\$7 Increase	\$20	\$22	\$1,559.13	\$340	\$1,219.13
+\$10 Increase	\$23	\$25	\$1,879.13	\$340	\$1,539.13

Key Notes:

- A \$5 increase could generate an additional \$480 per year for operations or potential dog park maintenance.
- Over 5 years, a \$5 increase could produce roughly \$5,295 in extra operational funds.
- Unlike most neighboring municipalities, the Village will potentially have long-term expenses for a dog park, making fee adjustments essential to balance revenue with infrastructure obligations.
- This revenue ensures dog owners contribute directly to the potential park upkeep and infrastructure sustainability.

Human Resource Impact

- Minimal impact. Staff time required for issuing tags, tracking sales, and maintaining the dog tag system remains unchanged.
- Additional administrative oversight may be needed if a tiered or lifetime tag system is adopted.

Environmental Impact

- Supports green space development by funding a potential dog park, promoting responsible pet ownership, and creating a designated recreational area for pets.
- No negative environmental impact anticipated from fee adjustments.

Options

1. Maintain current fees – No change; rely on existing budget and donations for potential dog park funding.
2. Increase annual tag fees – Adjust fees to align with surrounding municipalities, generating revenue for potential dog park upkeep and reserve growth.

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3. Introduce lifetime or replacement tags – Provide options for dog owners while generating additional revenue.
4. Combination approach – Increase annual fees and implement a lifetime/replacement tag system for sustainable long-term funding for the potential dog park.

Recommendation

It is recommended that Council:

- Approve an increase in annual dog tag fees to bring the Village in line with surrounding municipalities.
- Consider implementing a lifetime and/or replacement tag system.
- Allocate additional revenue generated to the potential dog park reserve and ongoing infrastructure maintenance.
- Continue tracking sales and reserve growth to ensure sustainable funding for long-term recreational asset management.

Tara Schaack

Tara Schaack
Administrative Assistant



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CAO-05 REPORT – Fencing Solutions for Dog Park

Date: September 16, 2025

BACKGROUND

The Village offers residents a dedicated, a green space for their dogs to exercise, play, and socialize. Located at 140B Dimsdale Street, just east of the baseball diamonds at Knight Brothers Park, the Dog Park features a fenced area for off-leash activity and for the convenience of pet owners, complimentary waste disposal bags are provided on-site.

OVERVIEW

The dog park has unfortunately fallen into a state of disrepair and is currently in need of significant maintenance. Sections of the fencing are damaged or missing, posing safety concerns for both dogs and their owners. The grass has worn away in many areas, leaving behind uneven, muddy patches. Without timely intervention and upkeep, the park no longer provides a safe or enjoyable environment for the community's pets and their owners.

The Village has received a generous offer from a local business owner (*Savour This*) to donate a 7-foot deer fence product of Deer Fence Canada, along with the full installation, for the Dog Park. This contribution would significantly enhance the safety and security of the park by providing a taller, more durable barrier to prevent dogs from escaping and to deter wildlife from entering the area.

ANALYSIS

Following a review of the offer from *Savour This* and consultation with the Public Works Foreman regarding the installation process, staff are recommending that the fence be installed by a contractor and complete the enclosure with a 6- or 7-foot-wide gate estimated cost of \$500.00, as quoted by Deer Fence Canada.

RECOMMENDATION

Staff recommend accepting the generous donation of deer fencing from *Savour This* to replace the existing Dog Park fence and further recommend purchasing a gate and proceed with contracted installation, the installation would be funded through the capital budget allocated for the Dog Park in 2025.

Denis Duguay C M R P
CAO/CLERK



Outlook

Fencing for dog park donation

From Savour This <savourthis.ca@gmail.com>

Date Thu 2025-08-21 1:32 PM

To Denis Duguay <clerk@burksfalls.ca>

Hi Denis,

I own Savour This... Artisan Bakery in town and am a big supporter of all things animals.

I have purchased a brand new dog park fencing kit to replace the current one at the fair grounds. I know this is something that's very needed and wanted in town. The kit is 430ft of fencing × 7ft high.

It's from Deer Fence Canada and has successfully been used to create amazing places for dogs to play at multiple locations across the country.

I have everything needed to get it set up. I just need permission to do so and find out if I would need to get volunteers to help, or if this is something the town would set up? Would the town remove the old fencing or would we need to do that?

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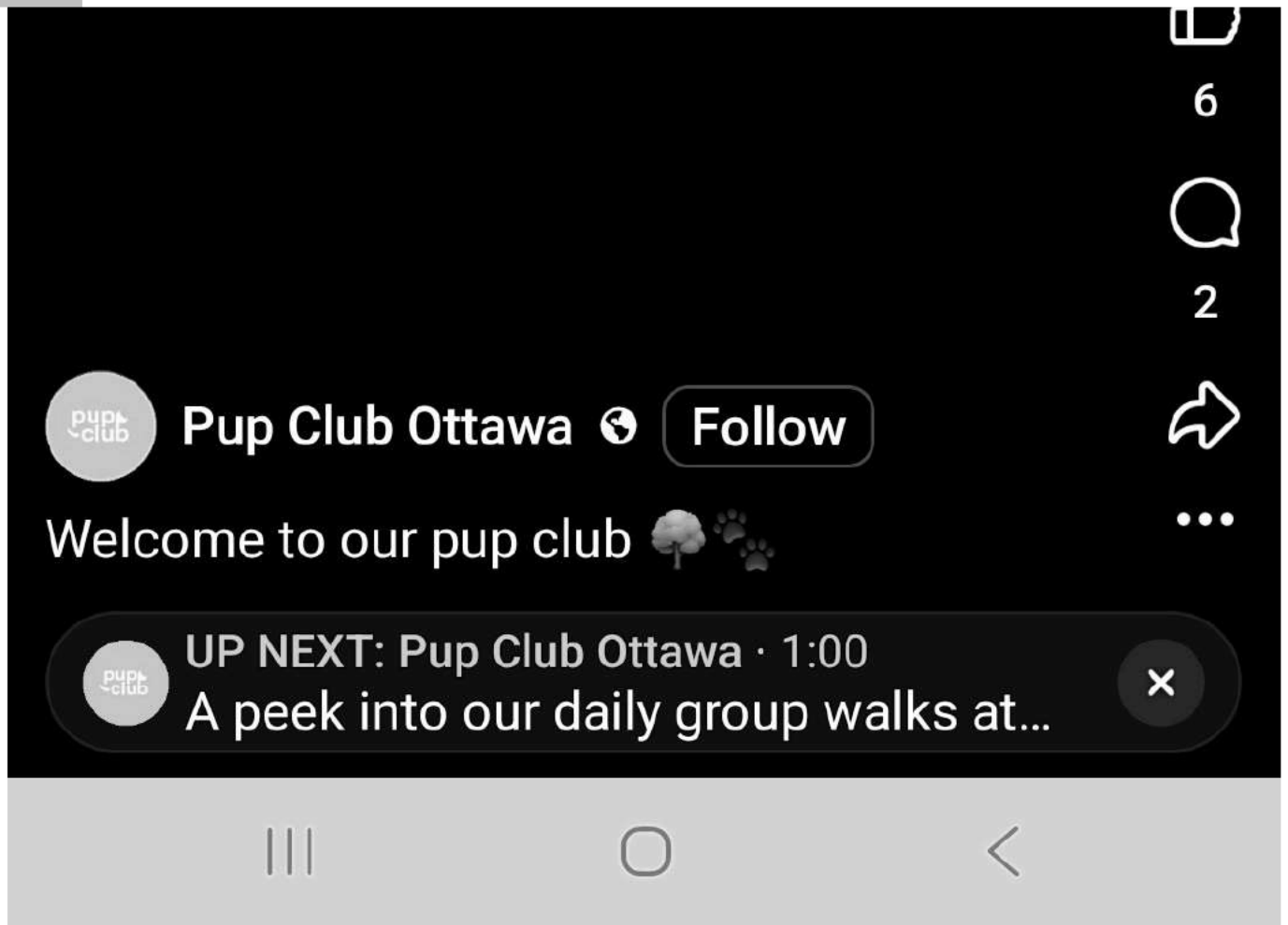
Included are the installation instructions and a picture of a park already using it in Ottawa.

X Reels



Fullscreen





I look forward to hearing from you,
Thank you,

Deer Fence Canada Inc. Best Friend Dog Fence Installation guide.

Tools Required

Heavy hammer to drive in sleeves.
All other special tools are included in the kits.

Installing the posts.

Layout the sleeves around the perimeter of the fence no more than 14 foot apart.
The best way is to position a sleeve at each corner then ensure that you have spaced the sleeves evenly between corners.



Make a pilot hole for the sleeve and then drive the sleeve half way into the ground with the driving cap.
Use one of the posts and drop it into the sleeve.
Check that you are driving the sleeve in vertically.
Use the leverage of the long post to adjust the sleeve.
Continue to drive the sleeve into the ground until

Installation of the mesh

Roll out the mesh and hang on the eye bolt at the top of the post ,(fence material straight edge) fix with a fence tie.

The mesh goes on the inside of the fence.

The simplest way to set the height is to put your foot on the bottom couple of squares and pull the fence material up to the top of the post.
Bend the wire fence tie and pass it around the post and the fence material. Take the twist tool and insert it through the two loops in the fence ties.

Attach eyebolt and clamp to top of each post about 2 inches down

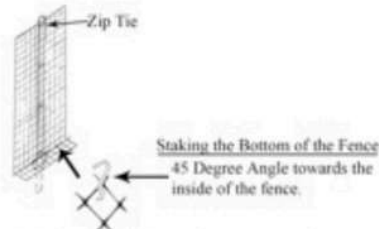
Simply pull tight and twist until the fence tie secures the fence material to the post.

If you over twist you will snap the tie, therefore ease off on the next one you do if this happens.

One fence tie at the top, one at the bottom and one every 16-18 inches in between.

At the next post pull the fence material hand tight and secure with fence ties.

Between posts secure the fence material flat to the ground with the ground stakes. Drive these in at an angle with your hammer.



If you need to join rolls of mesh then it is best done at a post.

Always run the fence material past the point where you need to join it to make sure you have sufficient material to overlap and attach to the posts.

Final Adjustment

Now that the fence is secured to the ground and the posts, any wrinkles in the mesh can be taken out by adding another tie and pulling the mesh tight.

Changes in direction can usually be taken care of by folding the fence material at a post and securing the folded material to the post with

AGENDA

JOINT BUILDING COMMITTEE ANNUAL PERMIT SUMMARY 2025

Month	No. of Permits	Permit Fees	Project Values	Size (sq.m)
January	7	\$12,586.00	\$791,900.00	137
February	5	\$19,070.00	\$1,238,000.00	1552
March	10	\$37,040.50	\$2,402,700.00	1321
April	13	\$30,650.00	\$1,952,000.00	1372
May	19	\$51,896.00	\$2,954,772.00	1535
June	15	\$42,825.00	\$2,754,000.00	3016
July	10	\$50,008.00	\$3,267,800.00	2269
August	13	\$25,125.00	\$1,462,000.00	2249
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	92	\$269,200.50	\$16,823,172.00	New Construction 13451 Demolitions 298

JOINT BUILDING COMMITTEE ANNUAL PERMIT SUMMARY 2025

SFD'S, Seasonal Dwellings
and Multi-Unit Dwellings

Month	No. of Permits	Permit Fees	Project Values	2024	2025
Burks Falls	13	\$67,337.50	\$4,401,500.00	3	2
Joly	2	\$4,827.50	\$308,500.00	0	1
South River	3	\$10,470.00	\$678,000.00	1	1
Machar	30	\$77,495.00	\$4,479,972.00	7	9
Strong	17	\$43,075.00	\$2,735,500.00	4	3
Ryerson	16	\$45,800.50	\$2,946,700.00	4	2
Sundridge	11	\$20,195.00	\$1,273,000.00	3	4
TOTALS	92	\$269,200.50	\$16,823,172.00		22
Permit activity at end of August 31, 2025					
TOTALS	82	\$183,011.50	\$11,402,100.00	22	
Permit activity at end of August 31, 2024					
TOTALS	10	\$86,189.00	\$5,421,072.50		0
Difference from previous year					

AGENDA

JOINT BUILDING COMMITTEE PERMIT SUMMARY

Municipality of Burk's Falls

Aug-25

[illegible]



Rural Youth Group Committee Meeting

September 4th, 2025, at 6:00pm at 6 Mary St., Royal Canadian Legion

Present: Chair Marg French, Co-Chair Ashley Brandt, Mayor Chris Hope (Zoom), Jeannette Godfrey, Mary Thomson, Barry Burton, Corinne Penstone, Recording Secretary

Guests: None

Regrets: None

Delegations: None

1. The meeting was called to order at 6:00pm by Chair M. French
2. Land Acknowledgement: Not Completed
3. Disclosure of Interest: None
4. Acceptance of the Agenda: Agenda accepted for September 4, 2025
Moved by B. Burton – Seconded J. Godfrey
THEREFORE, BE IT RESOLVED THAT the Rural Youth Group approves the agenda of the meeting for September 4, 2025
Carried.
5. Adoption of Previous Meeting Minutes:
Moved by J. Godfrey - Seconded by C. Hope
THEREFORE, BE IT RESOLVED THAT the Rural Youth Group approves the minutes of the meeting held on August 7, 2025.
Carried.
6. **Old Business:**
 - a) **Review Council Resolutions**
The Committee reviewed the resolutions passed by Council on August 19, 2025. No questions or concerns were raised.
 - b) **5-Month Plan – Finalize**
The Committee reviewed the five-month plan, outlining activities and initiatives scheduled from August to December 2025. Members agreed that the plan accurately reflected the Committee's intentions. The document will be included as an attachment to the minutes for Council's review. *Information only.*
 - c) **Coordinator Job Description – Volunteer Description – Finalize**
The Committee reviewed and discussed the job description for the Rural Youth Group Coordinator position as well as the Volunteer Description. Amendments were made to both documents to reflect the Committee's collective input. A vote was held, and the amended Rural Youth Group Coordinator Job Description and amended Volunteer Description were approved unanimously. The Committee

recommends submission of the amended documents to Council for approval. The final draft versions will be included as attachments to the minutes.

d) Semi-Monthly Workshops – September/October

The Committee reviewed and discussed the first planned workshop for the Rural Youth Group. Members agreed that the workshop is well-organized and clearly laid out. Concerns were expressed regarding engagement of younger participants; however, the Committee was enthusiastic about moving the workshop forward. The workshop will be held at the Young at Heart Senior Centre, 136 Yonge Street, Burk's Falls. Two potential dates are available but have not yet been confirmed by the workshop host, Kath Roberts.

The workshop presentation deck will be attached to the minutes for Council's review. *Information only.*

e) Program Advisory Sub-committee – Terms of Reference

The Committee reviewed the draft *Terms of Reference* for the Rural Youth Group Advisory Sub-Committee. Questions were raised and addressed during discussion. The document was amended to reflect the Committee's agreed-upon revisions. A vote was held, and the amended *Terms of Reference* was approved unanimously. The Committee recommends submission of the amended document to Council for approval. The final draft version will be included as an attachment to the minutes.

Moved by B. Burton – Seconded by C. Penstone

Carried

f) Press Release – Hydro One

The Committee reviewed the press release regarding the Hydro One donation. Hydro One had requested involvement in the creation of the release. M. French has completed the communication with Hydro One.

The press release has not been issued publicly but was reviewed by the CAO-Clerk, D. Duguay. Sarah Cooke from North Bay Nipissing News (Almaguin News) has received a copy but has not posted it.

The Committee discussed procedures for future press releases. It was agreed that Council should approve the use of the following platforms for all future releases: Great North Arrow, Huntsville Doppler, North Bay Nipissing News (Almaguin News), 705 Black Fly, social media online platforms, and the Village of Burk's Falls website. The Committee understands that all press releases must be submitted to the Village Office for approval prior to release.

A vote was held, and the Committee's recommendation regarding the approval process for future press releases was passed unanimously.

Moved by M. Thomson – Seconded by J. Godfrey

Carried.

g) Youth Group Survey – Extension

The Committee discussed the potential extension of the online survey. To date, there have been 51 youth responses and 23 parent responses. Members expressed differing opinions regarding the value of extending the survey period.

A vote was held on extending the survey: 2 members were in favor, and 5 members were not in favor. The Committee agreed to conclude the survey. Chair, M. French,

was requested to compile a report of the survey findings to be presented at the next meeting.

Moved by B. Burton – Seconded by C. Hope

Carried.

h) Financial Update

There have been no changes to the financial status.

i) Website and Social Media

The Committee discussed the use of social media for engaging the public. Members expressed concerns that requiring Council approval for each post or poster—given that Council meets only once a month—would hinder timely engagement. The Committee indicated a preference for maintaining activity at least every three days, including new posts, posters, or re-shared content.

The Committee recommends to Council that individual posts and posters not require separate approval, while understanding that all content must still be submitted to the Village Office for review prior to release.

A vote was held, and the Committee’s recommendation regarding the social media process was passed unanimously.

Moved by A. Brandt – Seconded by M. Thomson

Carried.

j) Fundraising Update – Go Fund Me

Chair M. French, provided an update on the Rural Youth Group GoFundMe page. She requested that additional images be submitted for inclusion. All other aspects of the page are ready to be reviewed with the Village Treasurer. Chair M. French will book said review with Village Treasurer, Tammy Wylie. Discussion and review of the page were deferred to the next meeting of the Rural Youth Group Committee.

7. New Business:

a) Youth Centre Documentation

The Committee reviewed and discussed the Youth Centre Documentation.

Members agreed that the document accurately reflects the Committee’s vision and mission. The document will be included as an attachment to the minutes for submission to Council. *Information only.*

b) Other - Open House – Volunteers

The Committee discussed potential candidates for the Rural Youth Group Advisory Sub-Committee. It was noted that, while candidates have expressed interest in person, no formal submissions had been received. Additionally, the volunteer position for the Sub-Committee has not been publicly advertised.

The Committee recommended posting a “Seeking Community Committee Volunteers” advertisement and hosting an open house to provide information about the Sub-Committee. An application, prepared by M. Thomson, will be made available at the open house. Committee members will attend to share the mission and vision of the Rural Youth Group. Chair M. French volunteered to provide snacks, coffee, and tea for the event at her cost as a donation.

A vote was held, and the Committee's recommendation to host the open house was passed unanimously.

Moved by B. Burton – Seconded by C. Hope

8. Recommendations to Council

THEREFORE, BE IT RESOLVED THAT the Rural Youth Group Committee Recommends to Council:

1. The approval of the job description for the Rural Youth Group Coordinator position;
2. The approval of the outlined responsibilities of volunteers supporting the Rural Youth Group;
3. The approval of the Terms of Reference for the Rural Youth Group Advisory Sub-committee;
4. The approval of future media outlets to be used for press releases;
5. The approval of the proposed process for social media use;
6. The approval to host an open house event.

10. Attachments

1. 5-Month Plan
2. Rural Youth Group Coordinator Job Description
3. Outlined Responsibilities of Volunteers
4. Rural Youth Group Sub-Committee – Terms of Reference
5. Smart Academic Goals
6. Youth Center Documentation

9. Date of Next Meeting: October 2, 2025, at 6:00pm

10. Meeting adjourned: at 7:47pm. Moved by C. Penstone - Seconded by J. Godfrey

Signature of Chair- Marg French

Rural Youth Group Project Plan

(August – December 2025 — Revised for Achievable Milestones)

August – Define our priorities and the path Forward, Build Awareness & Launch GoFundMe Fundraising

Objective: Align our 5 month plan, Share the vision, grow support, and kick off major fundraising.

- Review of the 5-month action plan for submission to council
 - Each committee member should review this document and submit your edits or concerns as soon as you can. ***We would like to approve this document at our September meeting. In the meantime, we will move forward with the aspects of the plan already approved.***
- Fundraising:
 - Finalize the GoFundMe Campaign and launch without the video
 - Continue letter campaign.
 - Complete list of potential corporate grants
 - Continue promotion on social media
- Survey: Input new surveys received,
- Staffing: receive feedback on job description and volunteer qualifications. ***Jeannette has completed and circulated to the committee both the job description for the Youth Group Coordinator and Volunteer requirements.***
- Programming:
 - Submit resolution to Council to enlist a group of subject matter experts as volunteers to work on fleshing out the programming for leading up to and operation of the Centre.
 - Submit a resolution to Council to hold up to 2 workshops per month leading to our opening. *(FYI, I spoke to Kath Roberts who could do a workshop for us in September called Smart Academic Goals that would align with the beginning of the school opening)*
 - Extend an invitation to volunteers (subject matter experts) to attend a meeting. At the meeting we will provide an overview of the goal, vision and mission of the Rural Youth Group, time commitment for consideration of their inclusion in the Rural Youth Group Advisory Committee.

- Prepare suggestions from the advisory group on workshops for September/October
 - Communications:
 - Share donor progress charts and GoFundMe updates.
 - Release letters of recognition to donors
 - Promote the RYG with social media posts that are relevant to our audience. i.e. did you know? What is happening in the community, progress on the youth group, statistics about youth today and the value of connection.
-

September – Strengthen Structure & Hire Key Role

Objective: Promote the RYG and the lead up to the opening of the Centre, secure venue options, and set programming.

- Survey: Write the final survey report. Share with the committee for input, edit and finalize the report, strategize on how best to use this information (i.e. promotion material, program development etc.) share the findings of the report with council.
- Fundraising:
 - Get approval to complete Corporate Grants
 - Release the GoFundMe video
 - Local funding raising
- Hire:
 - Begin search for Youth Group Coordinator
 - Begin volunteer Recruitment
 - Identify roles needed for the Centre (front desk, programming, safety)
 - Draft a volunteer recruitment call
 - Begin outreach to community groups
 - Enlist Students through the Village Volunteer Hours Portal.
- Policies:
 - Draft and review basic operational and safety policies.
- Location:
 - Shortlist location and pre-negotiate agreements for approval by RYG committee.
- Programming:
- Workshops: Hold one workshop aligned with the beginning of the school year.

Note: Based on some concerns raised by committee members can we

acknowledge that having satellite workshops is temporary only, to promote and align the RYG with the school year, we should still be very focused on opening the Centre as soon as possible.

- Secure 1 fall workshop for September and two each for October and November's Program. *Workshop ideas: Communication skills/ Jewelry making, Photography, Post Secondary Education/ Health Relationships/ Youth Entrepreneurs/ Home Repair Basics/ Self Care/ Kindness/ Films/ Movies.*
 - Communications/Media Outreach:
 - Donor recognition, progress updates, and workshop promotion with guest speakers, social media, in schools, local media
-

October – Secure Commitments & Confirm Launch Plan

Objective: Lock in location, finalize programming, and confirm volunteers.

- Location: Engage with Landlord, or property owners to pre-negotiate lease or rental terms. Confirm location, review contract, submit for council approval
 - Hire: Continue search for youth Group Coordinator, interview process, background checks etc.
 - Volunteers: Confirm roles and begin orientation.
 - Programming:
 - Confirm 2 workshops/month for Oct–Dec. Secure locations (i.e. seniors, legion, arena). Engage volunteers
 - Work with advisory group on the day-to-day operations of the Centre. I.E. Icebreaker Games, Workshops and Skill Building, Activities Outdoor/Indoor activities, Creative Expression, Guest Speakers and Mentors, Group Discussion and Debate, Cultural and Celebrations, Social Events Reflection and Goal Setting, Safe Space and Supportive Environment.
 - Prepare Chair report to council
 - Survey Report: Complete and share publicly.
 - Communications/Media Outreach: Promote fall programs, and continue donor updates/ write articles on progress, values and needs met by a drop in Centre. Compile finding into a preliminary report for the committee, council and public media and promotional use. Use data to inform Public meeting themes and preliminary programming.
-

November – Begin Operations

Objective: Transition from planning to running programs.

- Location: Prepare space setup, scout out furnishings, and electronics, engage utility providers. Source things for the youth to do (board games, books, pool table etc)
 - Coordinator: Onboard into daily operations.
 - Programs:
 - Run 2 workshops.
 - Continue to work with Advisor group on day to day operations and special events
 - Communications:
 - Launch monthly newsletter.
 - Share updates with donors and community. i.e. funds raised, volunteers recruited, speakers booked, space secured.
 - Promote scheduled workshops
 - Announce the official fall programming timeline
 - Promote grand opening.
 - Partnerships: Begin outreach to schools and mental health resources.
-

December – Celebrate & Plan Ahead

Objective: Recognize contributions and set up for 2026.

- Grand Opening / Holiday Event: Public celebration with youth performances or showcase.
 - Workshops: Run final 2 of the year.
 - Thank You Campaign: For donors and volunteers.
 - Impact Report: Attendance, stories, testimonials, financial update.
 - Planning: Set Q1 2026 events and budget.
-

Ongoing Monthly Actions

- Committee meetings.

- Monthly communications plan (donors, events, progress).
- Public updates via social media and/or newsletter.

;

Job Title: Youth Coordinator

Revision Date: 2025-09-04

Scope of Position

The Youth Coordinator is responsible for the development, coordination and scheduling of Youth Centre recreational programs (for 12 to 18 years of age) and activities, and the management of the Youth Centre. This role will report to a designate of the Rural Youth Group. Duties encompass creating schedules, providing training, offering support, and monitoring programs and services.

Key Responsibilities

1. Supervision
 - a. Supervise Youth Centre volunteers and ensure all receive orientation and training.
 - b. Responsible for the co-ordination of set-up, take down and delivery of equipment.
 - c. Assist with the recruitment of staff and volunteers as required.
 - d. Create and update training and procedure manuals for staff and volunteers.
2. Youth Centre Operations
 - a. Implement, schedule, and evaluate services and programs that are age appropriate for the Youth Centre as requested by the Rural Youth Group.
 - b. Actively participate as a member of the Rural Youth Group Committee and serve on an assigned sub-committee.
 - c. Contribute to discussions, planning, and decision-making that support the mission and vision of the Rural Youth Group.
 - d. Bring forward expertise, community knowledge, and constructive input to strengthen program planning and operations.
 - e. Provide information and referrals to appropriate external agencies for youth-related difficulties.
 - f. Follow procedures with respect to recognizing youth at risk and child abuse victims in accordance with the Child and Family Services Act.
 - g. Coordinate the maintenance of the Youth Centre facilities and equipment.
 - h. Provide input on annual goals/objectives and operating budget to the chair of the Rural Youth Group.
3. Networking
 - a. Support the Rural Youth Group's initiatives, special events, and fundraising.
 - b. Liaise with community organizations, corporations, youth related agencies, and education institutions to ensure youth services are accessible to the youth in our community.

- c. Summarize and report back to the Rural Youth Group Committee on sub-committee discussions, including proposals under consideration, key recommendations, and issues requiring broader input or decision making.
 - d. Ensure the sub-committee's work remains aligned with the goals, priorities, and policies of the Rural Youth Group.
- 4. Reports and Records Maintenance
 - a. Submit biweekly reports to the Rural Youth Group designate on all aspects pertaining to the operation of the Youth Centre (attendance, referrals, concerns, needs);
 - b. Responsible to ensure completion of all documented reports (Injury, complaints, Child and Family Services reports, R-Zone incidents, hazard identification etc.)
- 5. Purchasing
 - a. Requisition all supplies and equipment required for the Youth Centre and purchase as authorized by the Rural Youth Group Chair.
- 6. Other
 - a. Other related duties as assigned, consistent with the scope of this position.

Manager/Supervisor Health and Safety Responsibilities

- Ensure Health and Safety Policy is provided.
- Ensure Health and Safety procedures are provided and updated as required.

Education & Training

- Experience in recruiting and managing volunteers.
- Current CPR "C" with AED, First Aid Certification.
- Must provide the employer a Criminal Records Check with Vulnerable Sector Screening for this position.
- Must provide the employer a copy of relevant education and/or professionally designation certificates.
- A post-secondary diploma in Leisure Studies, Social Services, or related field with a focus on teens is preferred
- Youth Recreation Leadership Certificate is considered an asset

Specific Abilities, Skills and Competencies

- Demonstrated interpersonal, leadership, communications, conflict management, problem solving and organizational skills.
- Proficient in office software and social media.
- Ability to travel as required for program delivery and meetings
- Two (2) years previous related experience is preferred.

Working Conditions

- Regular walking, standing and some lifting of up to 18kg/40lb, with or without accommodation
- Work is conducted in standard offices, an enclosed environment and outdoors.
- Occasional exposure to cold temperatures, inclement weather, loud noises.
- Occasionally must handle irate patrons and the public.
- Normal hours of work are 35 hours per week.
- Evenings and weekend hours required.

Revisions

This job description will be revised when requested by the Rural Youth Group Committee.

Employee Acknowledgement

Employee Name:

Employee Signature:

Date:

Manager/Supervisor Approval

Manager:

Date:

Rural Youth Group Volunteer Roles and Requirements

The mission of the Rural Youth Group is to create a safe vibrant space where teens can discover possibilities, build skills and form meaningful connections. We encourage youth leadership and collaborative mentorship so young people can shape their own experiences, develop confidence and strengthen both their futures and our rural communities.

The Rural Youth Group will employ a Youth Coordinator and rely on volunteers to carry out this mission. Youth Coordinator responsibilities are covered in the Youth Coordinator Job Description.

Requirements of each group of volunteers are as follows:

Regular volunteers support the Youth Coordinator by being present and interacting with youth on a frequent basis. The same requirements apply to any volunteer appointed by the Rural Youth Group Committee to assume the role of Youth Coordinator.

- Follow the direction of the Youth Coordinator or an individual appointed by the Rural Youth Group Committee.
- Be familiar with the rights of children/youth as per the Child and Family Services Act.
- Provide a Volunteer Vulnerable Sector Check for this position as they will be in a 1:1 direct interaction with youth in a position of trust or authority.
- Be familiar with Rural Youth Group Safety policy and follow safety procedures.
- Be familiar with the RZone policy and reporting procedures

Workshop Leaders or Presenters

- Follow the direction of the of the Youth Coordinator or an individual appointed by the Rural Youth Group Committee.
- All responsibilities for the youth will reside with the Youth Coordinator or the individual appointed by the Rural Youth Group Committee.
- No other requirements except to be respectful of the designated person in charge and the patrons of the Youth Centre

Occasional Volunteers

- Follow the direction of the Youth co-ordinator or an individual appointed by the Rural Youth Group Committee.
- Volunteers without a Vulnerable Sector Check are not permitted to interact 1-1 with youth.
- Be familiar with the rights of children/youth as per the Child and Family Services Act.
- Be familiar with the RZone policy

Burk's Falls Youth Group Advisory Sub- Committee

Terms of Reference

1. Mandate:

The Village of Burk's Falls Youth Advisory Sub-Committee has been created to advise the Rural Youth Group, on matters pertaining to the Youth Group Programming. The Sub-Committee will participate in brainstorming, refining, and prioritizing programming ideas that reflect the needs and interests of youth, explore program opportunities such as music and art workshops, leadership development, life skills training, and physical activities, provide recommendations on potential program locations, communications, and volunteer involvement, and identify and recommend subject experts who can assist in delivering high-quality programs.

2. Sub-Committee Composition and Membership:

The Committee will consist of a minimum of five members to a maximum of 15.

- Membership will be composed of:
 - Youth representatives (2-4)
 - Facilitator (1)
 - Administrator (1)
 - Community members/Volunteers/Subject matter experts. (9-11)
- Members shall:
 - Demonstrate interest or experience in youth programming, leadership, or community development.
 - Commit time to participate in discussions and provide input.
 - Strive to reflect the diversity and needs of the youth community.

3. Authority

The Youth Group Advisory Sub-Committee is established as an advisory committee to the Rural Youth group and will act as advisory only and has no decision-making authority. All proposals, recommendations, or action items will be referred to the Rural Youth Group Committee, which reports to Council. Any recommendations to Council will be proposed by the Rural Youth Group Committee. The Group has no authority to direct municipal staff.

4. Commencement of Term:

Members will serve for one year, renewable by agreement of the Rural Youth Group Committee and approved by Council. Membership may be adjusted to include new participants, or subject matter experts as needs arise.

4. Meetings:

A Facilitator will be appointed by the Rural Youth Group Committee to chair meetings. The Rural Youth Group Coordinator or Chair will appoint administrative support, including notetaking and preparation of meeting summaries. Meetings will be informal, collaborative, and solution focused. Meetings will occur monthly or as required to support programming needs. A simple written record of ideas and recommendations will be maintained and forwarded to the Rural Youth Group Committee.

Role of the Facilitator:

- Guide meetings to ensure balanced participation.
- Maintain focus on solutions and outcomes.
- Present recommendations to the Rural Youth Group Committee.

Role of the Administrative Support:

- Record notes and ensure recommendations are clearly captured.
- Forward summaries to the Rural Youth Group Committee.

5. Communications

Communications from the Advisory Sub-Committee will be forwarded to the Rural Youth Group Committee for approval and inclusion in reports to Council. Members are encouraged to share ideas and promote programming informally but may not issue official communications on behalf of the Committee or Council.

6. Conflict of Interest

Members are expected to declare any personal or financial interest that may affect their contributions to the Group's discussions.

8. Review

The Terms of Reference will be reviewed annually to ensure the Advisory Group remains relevant to the evolving needs of youth programming.

Rural Youth Group Documentation Binder

Documentation to be created / gathered

Youth Co-ordinator Procedure Manual

- Vision and Mission of the Rural Youth Group
- Youth Coordinator Job Description
- Summary of Rights of Children (extracted from Child and Family Services Act)
- Child and Family Services reporting Procedures (Based on Child and Family Services Act and local Youth services)
- Resources available for Youth in our area
- Health and Safety Policy
- Health and Safety Procedures
- R-Zone Policy and reporting procedures
- WSIB and Burk's Falls reporting requirements
- Purchasing Procedures

Volunteer Manual

- Vision and Mission of the Rural Youth Group
- Rural Youth Group Roles and Requirements
- Rights of Children (extracted from Child and Family Services Act)
- R-Zone Policy and reporting procedures
- Health and Safety overview
- Volunteer Code of Conduct
- Contact information for support/reporting

SMART Academic Goals

- ❖ 22 Pages
- ❖ No Prep
- ❖ About academic goals
- ❖ Examples of statements
- ❖ How to write them
- ❖ Using SMART effectively
- ❖ Create your own goal
- ❖ And more...

S

Specific

M

Measurable

A

Achievable

R

Relevant

T

Time-based

Self-Guided or Teacher-Led
No Prep





Theatre Committee Meeting

September 9th, 2025, at 12:00pm, at 136 Yonge St., Young at Heart Senior Centre

Present: Chair Councillor Sean Cotton, Mayor Chris Hope, Wanda Hill, Jillian Peever, Colin Love (zoom) left 1:05pm, Recording Secretary

Regrets: None

1. **Call to Order:** The meeting was called to order at 12:03pm by Chair Councillor S. Cotton
2. **Disclosure of Interest:** None
3. **Adoption of Previous Meeting Minutes:** August 11, 2025 Moved by W. Hill - Seconded J. Peever
THEREFORE BE IT RESOLVED THAT The Village of Burk's Falls Theatre Committee approves the minutes of August 11, 2025. Carried.

4. Old Business:

a) Update on Recommendations

The Committee reviewed the Council Resolution regarding the recommendations submitted from the August 11, 2025 meeting. No concerns were raised.

b) Theatre/Municipal Washrooms – Layout

The Committee reviewed the final layout for the washroom renovation. No concerns were raised.

c) Halloween Event – Movie Choices – Posters

The Committee discussed the upcoming Halloween Event to be held at the Theatre on October 24 and 25, 2025. Ideas were shared regarding cross-promotion with other downtown businesses. The Committee also discussed engaging the community in the movie selection process. A survey will be created on Survey Monkey with three movie choices for each of the two time slots. The survey will remain open for two weeks, after which the movies will be selected and marketing/promotion can begin.

The Recording Secretary is to contact Hunters Bay Radio – Community Events to explore promotion of the survey. Discussions were held regarding the approach and channels for marketing. The Committee recommends to Council:

- That the Recording Secretary reach out to businesses on Ontario Street to create a shared contact list for event notifications, allowing downtown businesses to potentially coordinate or piggyback events.
- That the Recording Secretary create a sandwich board to promote the Halloween Event.

Moved by C. Hope – Seconded by J. Peever

Carried.

d) Regent Theatre

AGENDA

The discussion regarding the Regent Theatre had been deferred from the previous meeting, as C. Hope had left early and this was his topic. He requested that other Committee members take the time to review the Pickton, ON – Regent Theatre webpage. As another Ontario municipally owned theatre, it may provide valuable insight for the Committee's own theatre operations.

e) Theatre Report – Plans and Notes

The Committee discussed the upcoming report to be prepared by the Recording Secretary regarding lobby upgrades, community awareness, marketing, and sponsorship opportunities. Ideas were shared and discussed, and the Recording Secretary now has a clear outline of the Committee's input for inclusion in the report. The Committee decided that the report would be better presented as two separate reports, with the Lobby Upgrade as its own report. Both reports are to be submitted at the next meeting.

f) Additional Members Advertisement

Council approved the recommendation to post an advertisement to the public for two Community Committee Volunteers to join the Theatre Committee. The Recording Secretary shared the advertisement with the Committee. Candidate submissions will be forwarded to Council at the September 16, 2025 meeting with a recommendation to appoint.

New Business:

a) Friends of the Library - Partnership

Chair S. Cotton shared a conversation with a Friends of the Library member, who expressed interest in a potential partnership with the Theatre Committee for future events, as well as interest in utilizing the Theatre space themselves. The Committee discussed several considerations, including how such a partnership would operate, how it could be managed without internal costs, and how it might support the Committee financially for the future of the Theatre. Ideas regarding possible club or non-profit use of the Theatre were also discussed. The Committee decided to reflect on these considerations and revisit the topic at the next meeting.

b) Community Member Email – Themed Theatre Nights

The Recording Secretary shared an email received from a community member suggesting the possibility of hosting themed movie nights. This item was for information only.

c) Theatre – End of Year Report

The Recording Secretary provided the Committee with the End of Season Report for the Theatre. The report was reviewed and discussed, and the Committee was pleased with the suggestions for the upcoming season. The report included a recommendation to conclude the season on the Thursday night before Labour Day weekend, due to school starting that week in the U.S.A. and in some Southern Ontario school boards, which has resulted in lower attendance. The Committee supports this recommendation and forwards it to Council.

The report will be included as an attachment to the minutes.

Moved by J. Peever – Seconded by S. Cotton

Carried.

5. Recommendations to Council

The Theatre Committee recommends that Council approve:

AGENDA

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

- That the Recording Secretary reach out to businesses on Ontario Street to create a shared contact list for event notifications, allowing downtown businesses to potentially coordinate events.
- That the Recording Secretary create a sandwich board to promote the Halloween Event.
- That two new Community Committee Volunteers be appointed to the Theatre Committee.
- That the Theatre end the summer season after the Thursday night viewing before Labour Day weekend.

Attachments

- Candidate Submissions
- Report: End of Season – Burk's Falls Old Towne Cinema

6. Date of Next Meeting: October 30th, 2025, at 9am. Location to be determined.

7. Meeting Adjourned: 2:04pm

Chair Signature



The Municipality of the VILLAGE OF BURK'S FALLS

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Theatre Committee Candidates (2)

The following information includes the email correspondence received from both candidates, along with their contact details, for Council's review and reference.

Carrie Schiffler

[REDACTED]
[REDACTED]

Hi Tara

I'm writing to express interest in sitting on the Burks Falls Theatre Committee.

As a professional actor in film and television for over 30 years, I can't help but be a huge movie buff. Movies have the power to not only entertain but to educate and unite.

Magic happens when community gathers to witness our 'wildest dreams' play out on a giant screen.

And I love being part of that magic.

Whether acting, selling tickets, or making popcorn (all of which I've done, btw) I approached each job with equal attention. There are no small roles, right?

I'm also keen to participate in discussions on program development.

I believe as Canadians, we have an obligation to screen Canadian content and I would like to see our village bring local stories to our awesome theatre!

Thanks for your consideration.

Carrie Schiffler

Justin O' Brian

[REDACTED]
[REDACTED]

Hi Tara, thank you for the call! It would be an honour to be a member of the board regarding our local movie theatre in Burks Falls. I look forward to helping out in any way I can to keep this theatre going and promoting it. Feel free to email or call me anytime.

Kindest regards, Justin



The Municipality of the VILLAGE OF BURK'S FALLS

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Council Report: End of Season – Burk's Falls Old Towne Cinema

To: Village of Burk's Falls Theatre Committee

From: Tara Schaack: Administrative Assistant

Date: September 8, 2025

Purpose

The purpose of this report is to provide an overview of the Burk's Falls Old Towne Cinema's financial and operational performance for 2025, while comparing to previous years 2024-2022. This report also outlines attendance trends, program analysis, and recommendations for future operations.

Background

The Burk's Falls Old Towne Cinema continues to serve as a community hub offering family-oriented, recreational, and cultural programming. Over the past four years, the theatre has experienced fluctuating financial results influenced by changing attendance, movie selections, and operational costs.

Data reviewed includes detailed budgets, actual expenditures, revenues, and attendance numbers. In addition, advertising strategies and community feedback were considered in evaluating overall success and future opportunities.

Analysis

Financial Overview

2022 Results

Category	Budget	Actual	Variance
Wages	\$8,500.00	\$10,156.60	(\$1,656.60)
Confection/Supplies	\$3,000.00	\$2,993.49	\$6.51
Other Materials/Services	\$14,150.00	\$10,050.73	\$4,099.27
Total Expenses	\$25,650.00	\$23,200.82	\$2,436.16
Revenue	\$21,320.00	\$25,312.52	\$3,992.52
Net Position	(\$4,330.00)	\$2,111.70	\$6,441.70

2023 Results

Category	Budget	Actual	Variance
Wages	\$12,000.00	\$12,517.58	(\$517.58)
Confection	\$4,000.00	\$5,834.84	(\$1,834.84)
Other Materials/Rentals	\$14,150.00	\$11,488.90	\$2,661.10
Total Expenses	\$30,150.00	\$29,841.32	\$308.68
Revenue	\$25,000.00	\$30,595.69	\$5,595.69
Net Position	(\$5,150.00)	\$760.37	\$5,910.37

AGENDA

2024 Results

Category	Budget	Actual	Variance
Wages	\$16,195.00	\$15,992.84	\$202.16
Confection	\$4,000.00	\$3,089.97	\$910.03
Other Materials/Rentals	\$14,200.00	\$15,857.76	(\$1,657.76)
Total Expenses	\$34,395.00	\$34,940.57	(\$545.57)
Revenue	\$33,500.00	\$25,465.94	(\$8,034.06)
Net Position	(\$895.00)	(\$9,474.63)	(\$8,579.63)

2025 Results (Final)

Category	Budget	Actual	Variance / Notes
Wages	\$16,519.00	\$14,527.84	\$1,991.16 under budget
Confection	\$4,500.00	\$3,951.08	\$548.92 under budget; ~\$500 stock transfer to arena
Other Materials	\$14,200.00	\$11,864.16	\$2,335.84 under budget; \$1,500 grant received (not included)
Total Expenses	\$35,219.00	\$26,089.35	\$9,129.65 under budget
Revenue	\$30,000.00	\$15,960.33	\$14,039.67 under budget
Net Position	(\$5,219.00)	(\$10,129.02)	Deficit due to lower attendance & revenue

Attendance & Programming

2025 Attendance Highlights (sampled movies)

- Lilo & Stitch (Family): 305 total (highest attendance, particularly matinees)
- Jurassic World: 169 total
- How to Train Your Dragon: 158 total
- Elio: 186 total
- Ballerina: 56 total (lowest turnout)
- Smurfs: Very low attendance (final week of season; did not generate enough revenue to cover base payout)

Key Trends:

- Family-focused films consistently attract higher attendance.
- Matinee showings (Wednesdays & Sundays at \$6.00 flat rate) perform well with families and tourists.
- Predictions by broker for Superman being the top draw were not realized; family movies surpassed action-oriented titles.
- Marketing through Facebook and municipal sharing increased awareness, but more visibility (signage, radio ads, newspaper coverage) is needed to reach tourists and local residents.
- Smurfs underperformance appears tied to timing: many tourists had already left before Labour Day weekend due to start times for school in other districts, while local families were focused on back-to-school preparation. Future scheduling should consider ending earlier or adjusting programming for this week.

Financial Impact

AGENDA

The cinema's financial position varies year to year. While expenses were generally well managed in 2025, revenue was significantly lower than budgeted, resulting in a deficit. Future planning must focus on programming that draws higher attendance and strategic marketing to boost ticket sales. Grants and sponsorships can help offset operational costs.

Human Resource Impact

- Staffing remains within budgeted levels, with wages under budget for 2025.
- Volunteer and committee support continue to be essential.
- Increased marketing and program promotion may require additional administrative or contracted hours.

Environmental Impact

- No direct environmental impacts identified.
- Digital promotion continues to reduce paper use.
- Theatre energy consumption remains standard for similar facilities.

2026 Suggestions

1. Program Selection: Continue prioritizing family-friendly films.
2. Advertising Expansion: Allocate funds for radio, newspaper, and social media ads; partner with NICE and neighboring municipalities for cross-promotion.
3. Visibility Improvements: Install sidewalk signage or poster casings on building to increase walk-in traffic.
4. Concessions: Maintain strong offerings; monitor inventory to reduce waste.
5. Grants & Support: Pursue additional funding opportunities for facility upgrades and program support.
6. Revenue Monitoring: Track ticket sales closely and adjust programming or marketing to improve attendance for underperforming films.

Recommendation

1. End the cinema summer season after the showing on the Thursday prior to the Labour Day Weekend.

Tara Schaack

Tara Schaack
Administrative Assistant - Village of Burk's Falls



Recreation Advisory Committee Meeting

September 5th, 2025, at 6:00pm, at 136 Yonge St., Young at Heart Senior Centre

Present: Chair Councillor Ashley Brandt, Margaret French, Matthew Orr, Debbie Hope, Diane Landstrom, Brady Peever, Recording Secretary

Regrets: Councillor Ryan Baptiste

1. The meeting was called to order at 6:02pm by Chair Councillor A. Brandt
2. **Disclosure of Interest:** None
3. **Adoption of Previous Meeting Minutes:**
2025-07 Moved by D. Hope - Seconded M. French
THEREFORE BE IT RESOLVED THAT The Village of Burk's Falls Recreation Advisory Committee approves the minutes of May 7th, 2025. Carried.
4. **Old Business:**
 - a) **Follow Up- Recommendations to Council**
No recommendations from the May 7, 2025 Recreation Advisory Committee meeting were approved by Council.
 - b) **Knight Brother's Park- Advertising Update**
The Recording Secretary reported to the Committee that three businesses have registered for the 2025 season, generating revenue of \$450.00.
 - c) **Soccer Posts- Knight Brother's Park**
The Committee discussed potential location options for the soccer post that will be moved into Knight Brothers Park. A final decision was not made; however, two preferred locations were identified for review by Public Works prior to a final determination. Considerations included Ball Diamond B, snowmobile parking, and horse-drawn wagons during the Fall Fair. The two locations identified were: beside Ball Diamond B, closer to Ball Diamond A; or near the storage unit at the former campsite area.
5. **New Business:**
 - a) **Travel Baseball- 2026 Fund**
The Committee discussed the funds currently held in the General Ledger account for Travel Baseball. Previous meetings have included discussion regarding the possibility

of these funds being allocated to the new association in 2026; however, no resolution has been passed by Council. The Committee recommends to Council that, should the funds remain within the Village, the account be charged for chalk used during the season and for the four games played against other teams from the association. Should the funds be transferred out of the Village in the 2026 season, the Committee recommends that the account also be charged for the ten practices held by the team.

Moved by M. Orr – Seconded by D. Hope

Carried.

b) Halloween Event- Theatre

The Recording Secretary informed the Committee about the Halloween event being organized by the Theatre Committee. The Theatre Committee has requested the support of the Recreation Committee with decorating and any other assistance the Committee may be able to provide. While the Committee could not confirm availability for the dates in question, all members expressed their willingness to assist in any way possible.

c) Use of Knight Brother's Park Canteen- J&R Baseball League

The Recording Secretary presented a request from the Adult League, which played its season in Burk's Falls this year, to use the Canteen on September 27, 2025. An information sheet was provided to the Committee outlining the requested dates, times, and usage, as well as a breakdown of the suggested fees.

The Committee recommends to Council Option 2 as outlined in the information sheet. The information sheet and draft agreement will be attached to the minutes for Council's review.

Moved by D. Hope Seconded by B. Peever

Carried.

d) 26-2024 Fees By-Law – Update Recreation User Fees – Report

The Committee reviewed the report prepared by the Recording Secretary titled Review of Rental Fees and Recreation Fees By-Law 26-2024. The report outlined the 2025 deficit as of August 20, noted that rental fees are currently 40–50% below the regional average, identified a half-hour gap in the fee schedule, and highlighted missing information for activities administered by the Recreation Committee.

The Committee recommends to Council Option 4 for Ball Diamond Rentals, which includes removing the scheduling gap, establishing clear flat rates for daytime and evening bookings, and applying an additional 10% infrastructure surcharge to be placed in reserve.

The Committee further recommends to Council Option 2 for standardizing current fees and ensuring all small programs are clearly outlined.

The report will be attached to the minutes for Council's review.

Moved by B. Peever Seconded by A. Brandt

Carried

6. Recommendations to Council:

The Recreation Advisory Committee recommends that Council approve:

2025-08 THEREFORE BE IT RESOLVED THAT The Village of Burk's Fall Recreation Advisory Committee recommend to Council

- That the Travel Baseball General Ledger Account be charged for chalk used by the travel team, and for four (4) games totaling four (4) hours in rental fees.
- That, should the monies in the Travel Baseball General Ledger Account be withdrawn from the Village in 2026, an additional ten (10) hours of rental fees be charged in advance for the use of the diamond.
- Option 2 from the information sheet regarding the use of the Canteen, and the accompanying draft Rental Agreement.
- Option 4 for Ball Diamond Rental Fees and Option 2 for Recreation Programming as outlined in the report Review of Rental Fees and Recreation Fees – By-Law 26-2024.

Attachments

- Information Sheet: Request for the Use of Canteen- Knight Brother's Park: Submitted by J&R Baseball League
- Canteen Use – Waiver and Terms of Use
- Report: Review of Rental Fees and Recreation Fees By-Law 26-2024

7. Date of Next Meeting: October 9th, 2025, at 6:00pm

8. Meeting Adjourned: 8:07pm

Chair Signature



The Municipality of the
VILLAGE OF BURK'S FALLS

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Village of Burk's Falls – Recreation Advisory Committee Information Sheet

Date: August 22, 2025

Prepared by: Tara Schaack

Subject: Request for Use of Canteen – Knight Brothers Ball Diamond Submitted by: J&R Baseball League

Background:

The J&R Baseball League has successfully run its season on the Burk's Falls Diamond, marking the first season of its kind hosted at this facility. They committed to a \$1,960.00 season rental and a \$260.00 end-of-year tournament rental with the Village.

The league is now planning their End-of-Season Tournament BBQ for players and families and is requesting permission to use the canteen space at the Knight Brothers Ball Diamond on:

- Date: Saturday, September 27, 2025
- Time: 11:00 a.m. – 3:00 p.m.

Their planned use includes:

- Serving water, pop, and popcorn
- Using the Village BBQ for grilling (they will supply propane)
- Storing and displaying trophies inside the canteen for the day

The league will not use the stove, microwave, or other kitchen appliances.

Operational Considerations:

For the canteen to be used:

- Village staff would need to remove nets, storage items, and clean the space prior to use
- A signed waiver and Terms of Use would be required (see attached draft)

The suggested fee for this use is \$60.00 + HST, which would cover the staff time for setup and preparation.

Options for Committee Consideration:

Option 1: Approve Request as Submitted

- Allow J&R Baseball League to use the canteen on Sept. 27, 2025
- Charge \$60.00 + HST for staff preparation

AGENDA

- Require signed waiver and terms of use agreement
- League provides own propane for BBQ

Option 2: Approve Request with Additional Conditions

- Same as Option 1 plus:
 - Require a refundable security deposit of \$100.00
 - Require post-event inspection by staff before deposit return

Option 3: Deny Request

- Advise the league that the canteen is not available for public use at this time due to operational or liability concerns

Next Steps:

A formal recommendation from the Recreation Advisory Committee will need to go to Council for approval.

Attachments:

- Draft Waiver and Terms of Use



The Municipality of the
VILLAGE OF BURK'S FALLS

172 Ontario Street Box 160 Burk's Falls ON P:705-382-3138 F:705-382-2273 www.burksfalls.net

Village of Burk's Falls

Canteen Use – Waiver and Terms of Use

Location: Knight Brothers Ball Diamond

Date of Use: _____

Organization: _____

Terms of Use

1. Authorized Use

- The canteen may only be used for serving beverages (water, pop), popcorn, and for storing/displaying trophies.
- The Village BBQ may be used; the organization must provide its own propane.
- The stove, microwave, and other kitchen appliances are not permitted for use.

2. Hours of Use

- The canteen will be available on _____, from _____ to _____
- Early access or late departure is not permitted without prior written approval.

3. Setup and Clean-Up

- Village staff will prepare the space prior to use by removing stored items and ensuring cleanliness.
- The organization is responsible for maintaining cleanliness during use and returning the canteen to its original condition at the end of the event.

4. Liability & Safety

- The organization is responsible for all activities during the rental period, including the safety of participants.
- BBQ use must comply with all fire safety regulations.
- Alcohol and smoking are strictly prohibited in the canteen and surrounding area.

5. Damage & Additional Costs

- Any damage to Village property will result in additional charges.

AGENDA

- The organization may be responsible for costs exceeding the initial _____ + HST fee if extra cleaning or repairs are required.

6. Insurance

- Proof of liability insurance naming the Village of Burk's Falls as an additional insured may be required at the discretion of the Village.

Waiver of Liability

In consideration of being granted permission to use the canteen and associated facilities, the undersigned agrees to the following:

- The organization and its representatives release and hold harmless the Village of Burk's Falls, its employees, volunteers, and representatives from any and all liability, claims, or demands arising out of or related to the use of the facility.
- The organization accepts full responsibility for any injuries, damages, or losses incurred during the event.
- The organization acknowledges and agrees to abide by all Terms of Use outlined above.

Acknowledgment & Signature

By signing below, I acknowledge that I have read and understood the Terms of Use and Waiver of Liability and agree to comply with all requirements.

Name: _____

Position: _____

Organization: _____

Date: _____

Signature: _____

Village Signing Authority

Name: _____

Signature: _____

Date: _____



The Municipality of the VILLAGE OF BURK'S FALLS

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Review of Rental Fees and Recreation Fees By-Law 26-2024

Date: August 20, 2025

PURPOSE

To review the current fees for Knight Brother's Ball Diamond rentals and recreation program registrations under By-law 26-2024, analyze financial impacts, and provide options for aligning fees with actual operating costs, and sustainable future planning.

BACKGROUND

The Village of Burk's Falls' current fee structure for Knight Brother's Ball Diamond rentals is:

- Daytime Rate (7:00 a.m. – 6:30 p.m.): \$15.39
- Evening Rate (7:00 p.m. – Midnight): \$20.52

A significant adult league rental in 2024 highlighted that current rental rates do not cover the associated costs of staffing, field preparation, and maintenance. There is also an unpriced 30-minute gap between 6:30 p.m. and 7:00 p.m., causing potential confusion.

The Village also offers a variety of recreation programs with the following registration fees:

- Soccer: \$40
- Baseball: \$40
- T-Ball: \$40
- Travel Baseball League: \$50
- Ball Hockey: \$20
- Other programs (e.g., Basketball): \$20

ANALYSIS

Ball Diamond Rentals

Current Issues:

- Rates are well below regional averages, limiting revenue potential.
- Evening rentals often cost more to operate due to lighting and staffing requirements.
- There is no infrastructure reserve contribution to fund future upgrades.
- Current structure includes an unaddressed 30-minute gap (6:30–7:00 p.m.).

Regional Comparison:

Municipality	Youth Rate	Adult Rate	Additional Notes
Town of Gravenhurst	\$26/hr	\$26/hr	
Township of Strong	\$25/hr	\$25/hr	+ \$15 for lights
City of Orillia	\$23.58/hr	\$23.58/hr	+ \$12/hr for lights
Town of Huntsville	\$28/hr (res)	\$37/hr (res)	Non-res: \$31 youth, \$41 adult, 10% infrastructure fee
Township of Muskoka Lakes	No charge	\$25/hr	Youth free



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Average Hourly Rates:

- Youth (excluding Muskoka Lakes free rate): \$26.71/hr
- Adult: \$29.76/hr

The Village's current rates (\$15.39 day, \$20.52 evening) are approximately 40–50% below these averages.

Recreation Programming

- Ball hockey and basketball are not explicitly listed and should be added for clarity.
- The standard \$20 fee applies to multiple smaller programs but should be clearly categorized in the by-law.

FINANCIAL OVERVIEW

- Annual operating cost for insurance and BookKing software: \$9,981.60.
- Total expenses so far for 2025: \$13,308.08 (includes insurance, software, wages, and materials).
- Total revenue so far for 2025: \$11,455.22.
- Deficit to date: \$1,852.86.
- Current reserves for future infrastructure: \$0.

This financial position underscores the need to adjust rental and programming fees to ensure cost recovery and create reserves for facility upgrades.

FINANCIAL IMPACT

- Without changes, the Village will continue to operate at a deficit, with no funds for infrastructure improvements.
- Revised rental and program fees, along with an infrastructure surcharge, would support cost recovery and long-term sustainability.

HUMAN RESOURCE IMPACT

- Staff time for preparation and maintenance is not fully offset by rental income.
- Adjusting fees will better reflect the cost of service and maintain staffing efficiency.

ENVIRONMENTAL IMPACT

- Evening rentals increase energy consumption for lighting.
- A revised fee structure could incentivize daytime bookings and efficient scheduling.

OPTIONS

Ball Diamond Rentals

1. **Status Quo:**
 - Maintain current rates and structure.
 - No cost recovery and no reserves.
 - No updated financial impact



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2. **Adjust Rates to Regional Average:**

- Daytime: \$25/hr
- Evening (with lights): Flat \$30/hr
- Consider separate youth/adult rates: \$26/hr (youth), \$30/hr (adult).
- Updated Financial Impact: With this year's hourly rentals totaling 80 hours, implementing the proposed rate adjustment to \$30/hour for evening rentals would generate an additional \$758.40 in revenue. This increase would make a significant reduction to the current deficit and improve cost recovery.

3. **Add Infrastructure Surcharge:**

- Apply 10% on all rentals for infrastructure reserves (Huntsville model).
- Updated Financial Impact: Introducing a 10% infrastructure fee would have contributed \$200.14 in 2025 to a dedicated reserve account for future maintenance and upgrades. This step would support long-term sustainability by creating a funding source for necessary improvements.

4. **Simplify and Correct Structure:**

- Remove 6:30 p.m.–7:00 p.m. gap.
- Create clear flat rates:
 - Daytime Flat Rate: \$25/hr
 - Evening Flat Rate (with lights): \$30/hr
 - Add optional infrastructure surcharge.
 - Updated Financial Impact: Combined, these adjustments would reduce the current deficit of \$1,852.86 by \$758.40 (41%) and establish the first contribution to a reserve fund. Over time, these measures would significantly improve cost recovery and help ensure funding for future facility improvements.

Recreation Programming

1. **Status Quo**

- Maintain Current Structure

2. **Update Program Listings:**

- Include Soccer, Baseball, T-ball, Travel Baseball, Basketball, Ball Hockey, and other programs.
- Standardize current fees:
 - i. \$40 for Soccer, Baseball, T-ball.
 - ii. \$50 for Travel Baseball League.
 - iii. \$20 for Basketball, Ball Hockey, and other small programs.



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VISUAL TABLE – CURRENT vs. PROPOSED STRUCTURE

Category	Current Rate	Proposed Rate	Notes
Ball Diamond Day Rate	\$15.39	\$25/hr	Align closer to regional averages
Ball Diamond Evening	\$20.52	\$30/hr	Includes lights
Infrastructure Fee	None	+10% surcharge	Placed in reserves for future upgrades
Soccer/Baseball/T-ball	\$40 (tax incl.)	\$40	
Travel Baseball	\$50 (tax incl.)	\$50	
Other Programs	\$20	\$20	Ball Hockey & Basketball added

Tara Schaack

Tara Schaack
Administrative Assistant



Baseball League Tournament Sponsorship Request

August 2025

From: Jer Bailey & Ryan Thompson
Adult Baseball League Seasonal Tournament
Burks Falls ON

Subject: **Request for Sponsorship for 1st year Adult Baseball League- Season Tournament**

I am writing this letter requesting your business be a local sponsor to the 2025 adult baseball league. Year-end tournament will take place September 27/28, at the Burks Falls Ball Diamond.

Since this is our first year hosting the League in Burks Falls, we welcome any support possible in order to make our year end league tournament a hit! This league has experienced tremendous growth during the season and is planned to continue in 2026 with the support of our local businesses.

We would love your support! We can guarantee mentions within any ads regarding the league as well as mentions on the day of the tournament. Our league is currently accepting cash donations as well as prizes which will go towards the ***family-fun festivities*** on Saturday September 27th and rewards to be given on Sunday September 28th. Donations can be picked up at your earliest convenience.

Your business is most welcome to attend the event and enjoy the festivities. If you have any further questions please reach out to Jer at the information below.

Thank you so much for your time and commitment.

Sincerely,

Jer Bailey
705-644-4263
Jericabailey14@gmail.com



705-382-2900
www.almaguin-health.org

Minutes: July 3, 2025, 10:00 am in person & 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, Jim Ronholm, Cheryl Philip, Tom Bryson, Luke Preston, Deb Duce (Secretary).

Regrets: Norm Hofstetter.

Guest: Dr. Sarah MacKinnon, Shelly van den Heuvel, Sandy Zurbrigg, Courtney Metcalfe, Greg Stevens, David Gravelle, Nav Othi.

Called to order at 10:00 a.m. by Chair R. Ward.

1. **2025-17** Moved by Margaret Ann MacPhail - Seconded by Vicky Roeder-Martin
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the regular meeting of June 5, 2025, as circulated. Carried.
2. **DECLARATION OF PECUNIARY OF INTEREST:** None
3. **DELEGATIONS:**

- a) **Muskoka Almaguin Ontario Health Team (MAOHT), HHR Recruiter 3-Year Funding Renewal Request**
Greg Stevens, David Gravelle, Nav Othi, with Dr. Sarah MacKinnon and Shelly van den Heuvel.

The MAOHT team presented the recommendation of the Health & Human Resources Task Force to continue with a 3-year extension of the 3-year Recruiter funding term that expires on December 31, 2025. The initial term was implemented to address the persistent shortage of primary care providers; municipalities in Muskoka Almaguin contributed as well as healthcare services organizations (health teams/hospital/foundations).

The presentation overview included a workforce analysis, population growth throughout the regions, totals for unattached patients, ideas, plans for expansion of access to healthcare support and services, and recruiter engagement at conferences and physician recruitment events in the UK, USA, and other provinces.

Sundridge District Medical Centre shared they have been fortunate in part because of recruiter support, programs such as Practice Ready Ontario (PRO), and

assistance with the recruitment process (appointments, tours, dinners, hotels, etc.). Almaguin Highlands Family Health Team also benefited from the support.

It was noted that primary care provider recruitment will continue to be a problem until there is a larger solution by the MOH/OH across the province.

Council members noticed that Joly Township and Town of Kearney were not included in the first term and asked that they be included in the recommendation from AHHC to municipalities in Almaguin Highlands.

4. RESOLUTIONS PASSED:

2025-18 Moved by Delynne Patterson - Seconded by Tom Bryson.

THEREFORE BE IT RESOLVED THAT Be it resolved that the Almaguin Highlands Health Council will request commitment from each municipality for \$1000 per year for the years 2026, 2027, and 2028 for the continued MAOHT Health Human Resources Recruiter

5. ITEMS FOR DISCUSSION:

a) Almaguin Health and Wellness Summit – October 7, 2025

The plan for the summit scheduled was amended following a discussion on what healthcare providers are doing now and how they would like to do things in the future. A survey will be created and distributed to healthcare providers and organizations. Following a review of the survey data, one-on-one interviews may be coordinated to gather greater detail. The information received will be used to create a report to the municipalities on what the desired and future needs in healthcare and what they can do to help.

Members shared questions on building requirements (planning/development), patient waitlists, PCAT funding (\$1.6 billion), feedback from patients, families and caregivers (PFC), and access to a list of resources that are available to assist people navigating the healthcare system (i.e. MAOHT Community Helpline & other [community resources](#)). D. Duce will share links to information following the meeting and introduce them to the MAOHT communications leads – Jessica North and Louise Picot – who will be able to assist in creating healthcare resource lists for distribution at summer events and community offices.

Next steps include a presentation to the MAOHT Alliance Council or Collaboration Steering Committee to connect with healthcare providers and organizations and promote the information gathering survey. S. van den Heuvel will coordinate the survey plan (questions, marketing, accessibility) with a team. L. Metcalf will create the online survey. D. Duce will connect with G. Stevens regarding presentation at the August CSC meeting.

The Summit on October 7th will be put on hold with the committee determining plans following the review of survey data.

b) Progress Report:

At the next meeting, a proposal for municipal funding supports for an in-depth building engineering study will be presented

c) **Other Business: none**

6. ADJOURNMENT

2025-19 Moved by Jim Ronholm - Seconded by Tom Bryson

THEREFORE, BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 11:20 a.m. to meet again on September 4, 2025, at 10:00 am at Perry Township. Carried.



Muskoka
Almaguin
ONTARIO HEALTH TEAM

HHR Recruiter Funding Renewal Request

Sustaining HHR recruitment within Muskoka Almaguin OHT –
Three Year Term

July 3, 2025

MAOHT Health Human Resources (HHR) Recruiter Program

Program Background

- Health service providers, Hospital Foundations, the District and Municipalities have funded the HHR primary care recruitment program for an initial 3-year term which expires on December 31, 2025. The funding supports an HHR recruiter and associated budget.

Recommendation for Extension

- The MAOHT HHR Task Force recommends continuing the program for a further 3-year extension due to a persistent shortage of primary care practitioners and success of recruitment to date through the HHR recruiter and Task Force working directly with local practices and the Hospital.

Workforce Analysis within MAOHT

- 26% of Family Physicians have been in practice for 30+ years.
- 18% of Nurse Practitioners have been in practice for 20+ years.

Patient Services (Waitlists)

- [South Muskoka Waitlist](#): 13,000 [North Muskoka Waitlist](#): 9,000 [Health Care Connect](#): 1,325

Current Opportunities

- The government announced investments of \$1.85 billion over the next 5 years to create new and expanded primary care teams through the work of Dr. Jane Philpott and the [Primary Care Action Team \(PCAT\)](#).
- Ontario Health Teams are mandated to “advance a PCN (Primary Care Network) that organizes the local primary care sector and engages interprofessional primary care providers in OHT planning, decision-making and implementation of clinical priorities”
- [Practice Ready Ontario](#) streamlines the process for internationally trained physicians who have completed postgraduate training and have experience of independent practice in family medicine or as a general practitioner outside Canada. It will provide up to 100 new family physicians by the end of 2025.
- [New Medical Graduates](#): Continued alignment to enhance connections with the Northern Ontario School of Medicine (NOSM) and explore new connections to the planned medical school at York university via MAOHT clinical leadership and the HHR recruiter.
- Outreach through partnership: [Ontario Physicians Recruitment Alliance](#). The members of OPRA have a focus on international recruitment, standardization of financial incentives, immigration processes, system education, accessing provincial and federal grants, and advocating for the removal of barriers faced by recruiters and incoming physicians.

David Gravelle, HHR Recruiter MAOHT

- New HHR Recruiter started December 2024.
- 20 years of experience in community/hospital recruitment.
- Recognized provincially and nationally for innovative recruitment strategies.
- Board of Directors of CaSPR ([Canadian Society of Physician Recruitment](#)).
- Board of Directors of OPRA ([Ontario Physician Recruitment Alliance](#)) and Vice-Chair of COPRA ([Central Ontario Physician Recruitment Alliance](#)).
- Established relationships with Primary Care Practices, Muskoka Algonquin Health Care (MAHC), Community Economic Development Officers and Community Leadership



HHR Recruitment Pillars – Areas of Focus

PIPELINE DEVELOPMENT

- NOSM Clerks/Residents
- Recruitment Fairs (ON, UK, USA)
- Social Media Marketing
- Practice Ready Ontario (PRO)
- Primary Care Action Team (PCAT)

ENGAGEMENT

- Physician and NP Engagement
- Community Engagement
 - Economic Development Officers
 - Rotary
 - William S. Monk Healthcare Fund
- MAHC

COLLABORATION

- OPRA / COPRA / CaSPR
- Touchstone Institute – PRO
- NOSM

Early Success

- In fiscal year 2024-25: 15 new family physicians and nurse practitioners joined practices within MAOHT.
- Hospitalist programs at South Muskoka/Huntsville district are fully staffed till November.
- Robust pipeline of international candidates has been developed.
- Updated Marketing – differentiating Muskoka Almaguin as an area to **Care, Thrive and Explore.**
- Multiple community tours upcoming for potential candidate visits.

Funding Supports by Municipality and/or District

Contributor	Calendar 2025
Armour Township	1,000
District of Muskoka	25,000
McMurrich Monteith Township	1,000
Municipality of Magnetawan	1,000
Town of Bracebridge	25,000
Town of Gravenhurst	10,000
Town of Huntsville	25,000
Township of Lake of Bays	5,000
Township of Perry	1,000
Township of Ryerson	1,000
Township of Strong	1,000
Village of Burks Falls	1,000
Village of Sundridge	1,000

Request: Municipalities to provide funding supports as per historical level above for a 3-year time period FY 2026 to 2028.

Appendix

- Health Human Resource Task Force – Membership
- Primary Care Network – Mandate and Membership
- MAOHT – HHR Recruitment Branding (example)

HHR Task Force Terms of Reference Membership Overview

Primary Care Providers

- Dr. Melanie Mar, Family Physician, AFHT & Co-Chief of Family Medicine HDMH
- Dr. Sarah Mackinnon, Family Physician, SDMC
- Dr. Khaled Abdel-Razek, Chief of Staff, MAHC
- Jane Rolfe, NP, Community

Municipal Government

- Scott Lucas, CAO, Gravenhurst
- Lauren MacDermid, EDO, Huntsville
- Rod Ward, Chair, AHHC

Co-Chairs

- Leanna Lefebvre, NP, NM NPLC
- Dr. Kristen Jones, Family Physician, CCFHT

Organizations

- Janine van den Heuvel, AFHT
- Noreen Chan, MAHC
- Shelly van den Heuvel, Acting Executive Director, AHFHT
- Irene Wright, PFCPAC
- Sandy Zurbrigg, PFCPAC
- Isabelle McWilliams, HM
- Katherine Craine, Huntsville Hospital Foundation
- Leah Walker, South Muskoka Hospital Foundation

Primary Care Network Terms of Reference Mandate Overview

Establish a Primary Care Network to meet the requirements of Ontario Health for its establishment and to add locally driven value to Primary Care Providers and Practices within the MAOHT as it continues to evolve.

Vision

PCNs will connect, integrate, and support primary care clinicians within MAOHT to improve the delivery and coordination of care for patients (OH), families and caregivers.

Objectives

- Organize the local primary care sector in OHT planning and provide a voice in OHT decision- making.
- Serve as a vehicle to support OHTs in the implementation of local and provincial priorities.
- Articulate, advocate and drive local primary care priorities
Develop and implement an engagement strategy across the Primary Care sector.
- Provide for effective and efficient two-way communications with primary care network members from PCN leadership on opportunities, information to assist practices and ensure the voices in the field are heard.

PCN Task Force Membership

- Dr. David Mathies Co-Chair (AFHT)
- Dr. Keith Cross Co-Chair (CCFHT)
- Dr. Tina Kappos (CCFHT)
- Leanna Lefebvre (NPLC)
- Dr. Sarah MacKinnon (SDMC)
- Dr. Luke Wu (MAHC)
- Dr. Melanie Mar (AFHT)
- Dr. Stacy Erven (AHFHT)
- Donna Kearney (Hospice Muskoka)
- Barb Borland (Midwives of Muskoka)
- Diane Lloyd (PFCPAC)

MAOHT Branding – HHR Recruitment



Muskoka Almaguin
ONTARIO HEALTH TEAM

Muskoka & Almaguin
Care. Thrive. Explore.



Muskoka
Almaguin
ONTARIO HEALTH TEAM



Outlook

RE: Minutes from the AHHC Meeting on July 3, 2025

From Deb Duce <dduce@maoht.ca>

Date Fri 2025-09-05 9:07 AM

To McMurrich/Monteith Clerk <clerk@mcmurrichmonteith.com>; Admin Joly <municipal.admin@townshipofjoly.com>; Camille Barr <SeniorAdmin@burksfalls.ca>; Brad Kneller <bradkneller@live.com>; CAO Armour <cao@townshipofarmour.ca>; Cheryl Philip <mayorcherylphilip@gmail.com>; Clerk Armour <clerk@armourtownship.ca>; Denis Duguay <clerk@burksfalls.ca>; Clerk Kearney <nicole.gourlay@townofkearney.ca>; Clerk Machar <alonymachar@viatnet.ca>; Clerk Magnetawan <clerk@magnetawan.com>; Clerk Ryerson <clerk@ryerstontownship.ca>; Clerk South River <clerk@southriver.ca>; Clerk Strong <clerk@strongtownship.ca>; Clerk Sundridge <naustin@sundridge.ca>; David Gravelle <recruiter@maoht.ca>; Delynne Patterson <delynne.patterson@ryersontownship.ca>; Jim Ronholm <jronholm@strongtownship.com>; Margaret Ann MacPhail <margaretann.macphail@townshipofperry.ca>; Norm Hofstetter <norm.hofstetter@townshipofperry.ca>

 1 attachment (12 MB)

MAOHT Deputation to Council Presentation AHHC 2024.07.03.pdf;

Sent on behalf of the Almaguin Highlands Health Council

At the July 3rd meeting of the Almaguin Highland Health Council the following resolution was approved:

THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council will request commitment from each municipality for \$1000 per year for the years 2026, 2027, and 2028 for the continued MAOHT Health Human Resources Recruiter.

Would you please share the status of the resolution with your municipality. Has the funding renewal been approved by your Council? If not, will it be presented in an upcoming meeting? If so, upon a decision, please share with me.

I am aware of three approvals to date: Strong, Armour and McMurrich-Monteith.

Thank you for your assistance.

Deb Duce

Administrative Assistant

Muskoka Almaguin Ontario Health Team

Cell 705 349 8969

From: McMurrich/Monteith Clerk <clerk@mcmurrichmonteith.com>

Sent: September 5, 2025 8:51 AM

To: Deb Duce <dduce@maoht.ca>; Admin Joly <municipal.admin@townshipofjoly.com>; AHHC Email <AHHC@burksfalls.ca>; Brad Kneller <bradkneller@live.com>; CAO Armour <cao@townshipofarmour.ca>; Cheryl Philip <mayorcherylphilip@gmail.com>; Clerk Armour <clerk@armourtownship.ca>; Clerk Burks Falls <clerk@burksfalls.ca>; Clerk Kearney <nicole.gourlay@townofkearney.ca>; Clerk Machar <alonymachar@viatnet.ca>; Clerk Magnetawan <clerk@magnetawan.com>; Clerk Ryerson <clerk@ryerstontownship.ca>; Clerk South River <clerk@southriver.ca>; Clerk Strong <clerk@strongtownship.ca>;

AGENDA

Clerk Sundridge <naustin@sundridge.ca>; David Gravelle <recruiter@maoht.ca>; Delynne Patterson <delynne.patterson@ryersontownship.ca>; Jim Ronholm <jronholm@strongtownship.com>; Margaret Ann MacPhail <margaretann.macphail@townshipofperry.ca>; Norm Hofstetter <norm.hofstetter@townshipofperry.ca>; Office Joly <office@townshipofjoly.com>; rward@armourtownship.ca; Sean Cotton <cottonmusic@hotmail.com>; Shawn Jackson <sjackson@sundridge.ca>; Tom Bryson <tombryson@townshipofjoly.com>; Councillor Vicky Roeder-Martin <vroeder-martin@mcmurrichmonteith.com>
Subject: RE: Minutes from the AHHC Meeting on July 3, 2025

Good morning.

Please be advised that at the Council meeting held Tuesday, September 2nd, 2025, Council passed a resolution supporting the extension of the 3 year recruiter funding term (\$1,000 per year).

Best Regards,
Cheryl Marshall
Clerk/Treasurer
Township of McMurrich/Monteith
P.O. Box 70, 31 William Street
Sprucedale, Ontario P0A 1Y0
T: 705-685-7901 F: 705-685-7393
www.mcmurrichmonteith.com

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From: Deb Duce <dduce@maoht.ca>

Sent: August 14, 2025 5:35 PM

To: Admin Joly <municipal.admin@townshipofjoly.com>; AHHC Email <AHHC@burksfalls.ca>; Brad Kneller <bradkneller@live.com>; CAO Armour <cao@townshipofarmour.ca>; Cheryl Philip <mayorcherylphilip@gmail.com>; Clerk Armour <clerk@armourtownship.ca>; Clerk Burks Falls <clerk@burksfalls.ca>; Clerk Kearney <nicole.gourlay@townofkearney.ca>; Clerk Machar <aloneymachar@viatnet.ca>; Clerk Magnetawan <clerk@magnetawan.com>; Clerk <clerk@mcmurrichmonteith.com>; Clerk Ryerson <clerk@ryerstontownship.ca>; Clerk South River <clerk@southriver.ca>; Clerk Strong <clerk@strongtownship.ca>; Clerk Sundridge <naustin@sundridge.ca>; David Gravelle <recruiter@maoht.ca>; Delynne Patterson <delynne.patterson@ryersontownship.ca>; Jim Ronholm <jronholm@strongtownship.com>; Margaret Ann MacPhail <margaretann.macphail@townshipofperry.ca>; Norm Hofstetter <norm.hofstetter@townshipofperry.ca>; Office Joly <office@townshipofjoly.com>; rward@armourtownship.ca; Sean Cotton <cottonmusic@hotmail.com>; Shawn Jackson <sjackson@sundridge.ca>; Tom Bryson <tombryson@townshipofjoly.com>; Councillor Vicky Roeder-Martin <vroeder-martin@mcmurrichmonteith.com>

Subject: Minutes from the AHHC Meeting on July 3, 2025

Attached are the minutes from the meeting on July 3, 2025 of the Almaguin Highlands Health Council.

They will be included for approval in the September meeting agenda package.

Thank you,

AGENDA

Deb Duce

Administrative Assistant

Muskoka Almaguin Ontario Health Team

Cell 705 349 8969

Email dduce@maoht.ca

Website www.maoht.ca





CORPORATION OF THE TOWNSHIP OF ARMOUR

RESOLUTION

September 9, 2025

Motion # 271

That the Council of the Township of Armour supports the extension of Health Human Resources Recruiter funding to the Muskoka Almaguin Ontario Health Team in the amount of \$1,000 per year for a further three-year term, covering the years 2026, 2027, and 2028.

Blakelock, Rod	<input type="checkbox"/>	Seconded by:	Blakelock, Rod	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>		Brandt, Jerry	<input type="checkbox"/>
Haggart-Davis, Dorothy	<input checked="" type="checkbox"/>		Haggart-Davis, Dorothy	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>		Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>		Whitwell, Wendy	<input checked="" type="checkbox"/>

Carried / Defeated 2

Declaration of Pecuniary Interest by:
Recorded vote requested by:

Recorded Vote:

Blakelock, Rod
 Brandt, Jerry
 Haggart-Davis, Dorothy
 Ward, Rod
 Whitwell, Wendy

For	Opposed
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

The Corporation of the Village of Burk’s Falls

By-Law #36-2025

Being a by-law to enter into a Library Agreement.

WHEREAS Section 5(1) of the *Public Libraries Act*, R.S.O. 1990, C.P. 44, authorizes two or more municipalities to make an agreement for the establishment of a union public library;

AND WHEREAS Council deems it appropriate to enter into a new agreement with the Village of Burk’s Falls and the Township of Ryerson to govern the existing The Burk’s Falls, Armour and Ryerson Union Public Library Board;

NOW THEREFORE the Council of The Corporation of the Village of Burk’s Falls enacts as follows:

- 1. That the agreement between the Township of Ryerson, the Township of Armour, and the Village of Burk’s Falls with respect to the Burk’s Falls, Armour, Ryerson Union Public Library, hereby attached as Schedule A and being part of this by-law, be entered into.
- 2. That the Mayor and the Clerk be given the authority to sign the agreement on behalf of the Township of Armour.
- 3. THAT this By-law shall take effect upon its passing.

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this 16 day of September, 2025.

Chris Hope, Mayor

Denis Duguay, CAO- Clerk

LIBRARY AGREEMENT

BETWEEN

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR
THE CORPORATION OF THE TOWNSHIP OF RYERSON
AND THE CORPORATION OF THE MUNICIPALITY OF
THE VILLAGE OF BURK'S FALLS**

WHEREAS the councils of two of more municipalities may make an agreement for the establishment of a union public library, *Public Libraries Act, R.S.O. 1990, c. P. 44* (hereinafter the "Act");

AND WHEREAS a union public library was established under the *Public Libraries Act, 1984. S.O. 1984, c.57* by The Municipal Corporation of the Township of Armour, The Corporation of the Township of Ryerson and The Corporation of the Municipality of the Village of Burk's Falls, effective January 1986 and such union public library was continued under agreement dated March 22nd, 2022 (the 2022 Agreement);

AND WHEREAS the municipal parties wish to terminate, update and replace the 2022 Agreement

NOW THEREFORE, the parties hereto agree as follows:

1. ESTABLISHMENT OF A UNION PUBLIC LIBRARY

- a. The union public library being a corporation known in English as The Burk's Falls, Armour and Ryerson Union Public Library Board (which may be referenced hereinafter as "the Board") is continued and shall be governed by the Act and this Agreement. The aforementioned 2022 Agreement is hereby terminated.
- b. The Burk's Falls, Armour and Ryerson Union Public Library Board shall be composed of nine (9) members as prescribed herein:
 - i. Three (3) Council representatives from union member municipalities
Township of Armour – one (1)
Township of Ryerson – one (1)
Village of Burk's Falls – one (1);
 - ii. Six (6) Community Members
Township of Armour – two (2)
Township of Ryerson – two (2)
Village of Burk's Falls – two (2).
- c. Members shall hold office for a term concurrent with the term of the appointing Council, or until a successor is appointed.
- d. Council and Community Members shall be appointed by their respective Councils.

2. APPOINTMENT OF CHIEF EXECUTIVE OFFICER, SECRETARY AND TREASURER

- a. The Burk's Falls, Armour & Ryerson Union Public Library Board shall appoint a Chief Executive Officer who shall have general supervision over and direction of the operations of the public library and its staff, shall attend all

Board meetings and shall have the other powers and duties that the Board assigns to him or her from time to time.

- b. The Board shall appoint a Secretary who shall;
 - i. Conduct the Board's correspondence; and
 - ii. Keep minutes of every meeting of the Board.
- c. The Board shall appoint a Treasurer who shall;
 - i. Receive and account for all the Board's money;
 - ii. Open an account or accounts in the name of the Board in a chartered bank, trust company or credit union, approved by the Board;
 - iii. Deposit all money received on the Board's behalf to the credit of that account or accounts; and
 - iv. Disburse the money as the Board directs.
- d. The same person may both be the Secretary and the Treasurer, and the Chief Executive Officer appointed under subsection (2) may be the Secretary and the Treasurer.
- e. The Municipal Corporation of the Township of Armour shall be responsible for the provision of bookkeeping services on behalf of the Library Board for a period of one (1) year from the latest date of execution of this agreement. Upon the expiry of the foregoing, the Board shall be responsible for its bookkeeping.

3. COMMUNICATION

- a. The key contacts for the Library Board shall be the Chief Executive Officer (CEO) and the Chair of the Board. The key contact for each municipality shall be the Municipal Clerk.
- b. Formal communications related to governance, budgeting, policy matters, or strategic planning shall be directed in writing between the designated key contacts.
- c. The Library Board shall provide timely notice to the Municipal Clerks of any Board decisions or matters requiring municipal input or approval under the Act. The participating municipalities shall provide timely notice of any Council decisions or matters related to the Library Board or its operations.

4. ESTIMATES

- a. The Board shall submit its proposed annual budget to each Municipal Council by October 1st.
- b. The Board shall submit, with its estimates, a statement as to the proportion of the estimates that is to be charged to each of the municipalities, and if the estimates of the Board are approved or amended and approved by the Councils of the municipalities representing more than one-half of the population of the area for which the Board was established, they are binding on all municipalities.
- c. The estimate proportion for each of the Councils shall be determined annually based on the population of each municipality as a percentage of the total population of the member municipalities. Population shall be based upon the most recent Census Data available from Statistics Canada. The current census data and percentages are as follows:

Union Member	2021 Population	Percentage
Township of Armour	1459	46.16%
Village of Burk’s Falls	957	30.27%
Township of Ryerson	745	23.57%

- d. Payment from the municipalities to the Burk’s Falls Armour & Ryerson Union Public Library will be made as follows;
 - i. First payment due between January 1st and January 31st equal to one-half the municipal payment of the previous year;
 - ii. Remainder due when the new budget is approved.

5. DISPUTE RESOLUTION

- a. In the event of any dispute arising out of, or in connection with, this agreement, participating municipalities agree to first attempt to resolve the matter through mediation. If mediation fails the dispute may be referred to arbitration in accordance with the rules of the Ontario Arbitration Act.
- b. The dispute resolution process must be followed as prescribed in section 5, item a. prior to any participating municipality becoming eligible to withdraw from this agreement.

6. AGREEMENT WITHDRAWAL

- a. Any participating municipalities wishing to withdraw from this agreement must:
 - i. Engage the dispute resolution process prescribed in section 5 of this agreement; and
 - ii. Provide a minimum of 1-year written notice to all other participating municipalities.
- b. Upon the withdrawal, the withdrawing party shall not be entitled to any of the assets or responsible for the future liabilities of the Board.

Remainder of Page Intentionally Blank

7. ENTIRE CONTRACT

- a. In the event of a conflict between any provisions of this Agreement and any provisions of the Act, the provision of the Act prevails.
- b. This Agreement constitutes the entire Agreement between the parties.

IN WITNESS THEREOF THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR HAS HERETO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at Armour, this ____ day of _____, 2025

Rod Ward, Mayor

Charlene Watt, Clerk

IN WITNESS THEREOF THE CORPORATION OF THE TOWNSHIP OF RYERSON HAS HERETO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at Ryerson, this ____ day of _____, 2025

George Sterling, Mayor

Nancy Field, Clerk

IN WITNESS THEREOF THE CORPORATION OF THE MUNICIPALITY OF VILLAGE OF BURK’S FALLS HAS HERETO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at Burk’s Falls, this ____ day of _____, 2025

Chris Hope, Mayor

Denis Duguay, Clerk



CORPORATION OF THE TOWNSHIP OF RYERSON

Date: SEPT. 9, 2025

Resolution Number: 124 - 25

Moved by Councillor Patterson

Seconded by Councillor Miller

Be it resolved that the Council of the Township of Ryerson will table the motion to adopt the Library Shared Service Agreement until the corrections are made to it.

Carried ☒ Defeated ☐

George Sterling

(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				



VILLAGE OF BURK'S FALLS Municipal Commissioning Policy

1.0 Policy Statement

The policy will establish the municipal guidelines governing the Commissioning Services provided by the Clerk's Department.

2.0 Purpose

The purpose of the policy is to ensure the establishment of clear and consistent guidelines and criteria for the commissioning of documents for members of the public.

3.0 Scope

This policy applies to all commissioning services administered by the Clerk's Department on behalf of the Village of Burks Falls.

4.0 Position Statements

- 4.01 The Municipal Clerk and designated officials serve as Commissioner of Oaths, also referred to as Commissioners for Taking Affidavits. They are authorized by the Minister of Justice through the *Commissioner for Taking Affidavits Act* to administer oaths and take various types of declarations. However, their authority is limited; they are not permitted to commission affidavits related to private business or personal matters. Additionally, they may not assist in completing affidavits, preparing, or making edits or providing legal advice. They will not council or assist the person with the completion of the affidavit document. Any assistance required should be directed to the agency or party that has requested the form. The Village does not supply blank affidavit forms.
- 4.02 The Commissioner of Oaths is responsible for witnessing the signature of individuals who are affirming or swearing that the contents of a document are true.
- 4.03 A Commissioner of Oaths only certifies by affixing a stamp or seal that the required oath or affirmation or declaration has been properly administered. Under the *Commissioner for Taking Affidavits Act*, Commissioners do not certify the truth of the statement contained in the document; that responsibility remains with the declarant.
- 4.04 The Commissioner of Oaths is not responsible for the content of the affidavit. It is the responsibility of the person whose signature is being commissioned (the declarant). The declarant must understand not only the details to which they will attest, but also the fact that they are swearing an oath that the details are correct.
- 4.05 All commissioning services are performed at the discretion of the Commissioner of Oaths. Should there be any doubt regarding the identity of the individual signing or the content of the document, the Commissioner reserves the right to refuse to commission the document. In such cases, the individual may be advised to seek assistance from a legal professional.

5.0 Process

- 5.01 All commissioning services must be conducted in person. The Village does not provide virtual or electronic commissioning options.
- 5.02 Members of the public may visit the Municipal Office for commissioning services Monday through Thursday, between 8:00 a.m. and 4:00 p.m. It is recommended to call in advance to confirm that the appropriate staff member will be available, thereby avoiding the need for a return visit.
- 5.03 The individual signing the affidavit must appear personally before the Commissioner and present valid government-issued photo identification that includes their name and address.
- 5.04 If the affidavit refers to an Exhibit, then the Exhibit must be attached at the time the declarant swears the affidavit. The Commissioner is required to verify the Exhibit(s) attached to the affidavit are in fact those to which the declarant has referred to in the body of the affidavit and mark and sign accordingly.
- 5.05 The individual must sign the affidavit in the presence of the Commissioner. Documents that have been pre-signed will not be commissioned.
- 5.06 The commissioning of documents is at the sole discretion of the Commissioner of Oaths, who may refuse to commission any document.
- 5.07 A Commissioner cannot witness documents where there is a requirement to personally know the person for a certain length of time, i.e. Passport Guarantor.
- 5.08 The individual requesting commissioning services must pay the applicable fee as outlined in *By-law 26-2004, Fees and Charges for Services*. The fee is applied per document signed.

6.0 Documents that the Municipality Will and Will Not Commission

6.01 Documents the Municipality will Commission

- Village of Burk's Falls generated documents (example planning applications)
- Domestic and Foreign Pension documents (Proof of Life)
- Immunization Health Form
- Adult Name Change Document
- Canadian Citizenship Forms
- Delayed Statement of Live Birth
- Statutory Declaration of Lost Identification (must include police report)
- Statutory Declaration for OSAP- Statement of Common Law Status/Supporting Children
- Sworn Statement for the Transfer of a Used Motor Vehicle in the Province of Ontario
- Affidavit of Proof of Loss of Motor vehicle/boat (from insurance company)
- Affidavit of Proof of Residency
- Affidavit of Unregistered Vehicle
- Statutory Declaration of Common-law Union (single signature)- Service Canada Form
- Application for Change of Sex Designation on a Birth Registration

6.02 Documents the Municipality will Not Commission

- Wills, "Living Wills", Codicils to Wills or Estate Settlement documents
- Power of Attorney
- Divorce, separation, marriage, or cohabitation documents

- Custody documents
- Documents related to debt
- Real estate related documents, statements, transfer of land
- Court, legal, civil issue related documents
- Age of Majority or BYID Card application
- Documents requiring the signature of a Notary Public, Canadian or Foreign
- Child Travel Consent
- Invitation letters for a visitor's VISA
- Amendment to Birth/Death/Marriage Certificate forms
- Travel Industry Council of Ontario- Affidavit of Customer Claimant
- Proof of loss insurance document
- Any document that is to be executed by an individual acting in their capacity as a Power of Attorney
- Documents that are in any language other than English will not be commissioned, as we cannot validate the information that is sworn.

7.0 Notary Public

- 7.1 A Commissioner of Oaths cannot notarize documents. Documents that specify a signature by a Notary Public will be referred to a local legal firm, Justice of the Peace, or similar vocations eligible to notarize documents.

8.0 Certify True Copies

- 8.1 Municipal Clerks are authorized by the Municipal Act, 2001 (within Subsections 253(1) and (2) and Section 447.6 to certify copies of municipal records as “true copies” of original documents.
- 8.2 Commissioner of Oaths including Clerks have no authority to “certify” any other documents as “true copies” of originals. Notwithstanding this fact, many municipalities will still provide that service, but there is no legislative authority providing it. If a person requests a “true copy” the Commissioner will caution the person that there is no guarantee that such certification will be accepted by the intended recipient. The person requesting the “true copy” shall sign a form that they were notified by the Commissioner of Oaths. This form shall be retained by the municipality.

There will be no exceptions to this policy

AGENDA

	Village of Burk's Falls	
	August/September List of Accounts for Approval	
	Balance Forward (Cheques/Other/EFT)	222,031.24
	RBC Activity Fee-August 2025	162.44
	First Data-POS August 2025	37.70
	First Data 2-POS August 2025	87.94
	OCWA-August 2025	9,238.34
	Total Payables-August 14 to September 10, 2025	231,557.66

Certified Correct this 10th day of September 2025



Tammy Wylie, Treasurer



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

Fall 2025 Agenda – 171st Meeting – Friday, September 26, 2025

Hosted by the Township of Seguin

Orrville Community Centre, 1207 Highway 518, Orrville, ON P2A 0B6

8:15-9:00

Registration / Coffee sponsored by **MPAC**



9:00-10:00

Introduction of the Head Table


Welcome and Opening Remarks - **Mayor Ann MacDiarmid**, Township of Seguin

Land Acknowledgement & Ceremony led by **Wasauksing First Nation**

Greetings from Parry Sound-Muskoka MPP, **Graydon Smith**

FONOM Update *presented by* **Lynda Carleton**

The Almaguin Community Hatchery Program Funding Announcement, **Jerry Brandt**

 *Hear ye, hear ye!* **Darrin O'Brien** will share reflections on **Seguin's Historic Roots and Cherished Small-Community Values**

10:00-10:15

Parry Sound Area Municipal Airport *presented by* **Neil Pirie**, Airport Manager

10:15-10:35

Property Tax Sale *presented by* **RealTax President, Narbe Alexandrian**

10:35-10:50

Coffee break

10:50-11:10

Almaguin Housing Task Force Update *presented by* **Acting Vice-Chairs Rod Ward, Armour Mayor and Dave Gray, Director of Economic Development, Almaguin Community Economic Development & Amour CAO**

11:10-11:40

AI (Artificial Intelligence) in the Workplace *presented by* **Forrest Pengra**, Director of Strategic Initiatives, Township of Seguin

11:40-12:00

The Effect of Excessive Wakes on Our Lakes *presented by* **Dr. Timothy James**, Board Director, Safe Quiet Lakes

12:00-1:00

Lunch – Turkey Dinner and Dessert by **Jim Macoubrey**

1:00-2:00

Natural Resource Asset Management Planning: Risks of Overlooking Assets and Insights from a Moderated Panel Discussion *featuring:*

Oscar Poloni, Partner, KPMG

and **Representatives from the District's Municipalities & Partner Agencies**

2:00

Resolutions / Business Meeting

- Adoption of the Minutes of the Spring 2025 Meeting
- Treasurer's Report January 1, 2025 to July 31, 2025
- Minutes of the August 12, 2025 Executive Meeting
- Support for Township of Armour Resolution re. Bluebox Transition



Draw for Mystery Door Prize from the **Rosseau General Store**: Must be present to claim

Host and Date of Next Meeting: Friday, May 29, 2026, *hosted by the Town of Kearney*

Adjournment



A sweet treat of jam provided to you compliments of Seguin's own **Crofter's Organic**



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
Phone: 705-571-3308
Email: info@burksfallsdistricthistoricalsociety.com
www.burksfallsdistricthistoricalsociety.com
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Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

**MINUTES
REGULAR MEETING
Burk's Falls & District Historical Society
Fell Homes, Burk's Falls
Monday, August 18, 2025**

Members Present: Diane Brandt – President
Jarv Osborne – Vice President
Nieves Guijarro, *Acting Secretary*
Kirk Du Guid
Krista Trulsen
Nancy Kyte
Mike Quinton
Peter Hall

The Members present constituted a quorum.

Regrets: Jenny Hall – Treasurer
Barry Burton
Charlene Watt – Secretary/Deputy-Treasurer

Call to Order:

The meeting was called to order at 7:00 p.m.
Diane Brandt in the Chair.

Welcome:

Diane Brandt welcomed Members to the meeting. Regrets were disclosed.

Appointment of Secretary for the Meeting:

Per section 6.2(c) of the constitution: if the Secretary is, for any reason, unable to be present at a meeting of the Board or the Members, the Board may appoint another Director to record the minutes of the meeting. **Motion to appoint Nieves Guijarro as the acting secretary for the August 18, 2025 meeting of the Burk's Falls and District Historical Society: Moved by Nancy Kyte, Seconded by Kirk Du Guid. Carried**

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance of minutes and adoption of the July 21, 2025 Meeting Minutes as circulated: **Moved by Jarv Osborne, Seconded by Krista Trulsen. Carried**



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Ryerson Township

Treasurer's Report:

Treasurer's / Financial Report was presented by Peter Hall on behalf of Jenny Hall. Main bank account balance was \$10,976.16 on July 1, 2025. Expenses totalled \$5,102.02 for expected fixed monthly business expenses (e.g. telephone/internet), and Heritage Day Prizes, farmhouse keys, new phone, pictures, frames, printing, partial payment for Insurance, cleaning schoolhouse and contribution to refreshments for the King Charles Coronation event honouring Lorne and Betty, and the engineering assessment of the barns fitness for repair or recovery. Revenue totalled \$7,958.15. **Motion to accept the Treasurer's report and pay the monthly invoices: Moved by Nancy Kyte, Seconded by Krista Trulsen. Carried**

Committee Reports:

Wiseman's Corner Schoolhouse Update:

Diane Brandt informed the Members that the facility has received approximately 18 visitors during the month of August. Diane and Mike met with the Zehr Family who were visiting the area once again. The Zehr family has a long history in the area, in particular with a Timber Company.

Watt Farm House Update:

Diane Brandt informed Members that the Heritage Centre received 25 visitors during the month of August. The two part-time employees, Clara and Jordan, have been actively engaged in researching and inventorying artifacts.

Diane Brandt also provided a status update on the red building construction. The utilities have been hooked up now.

Facilities and Function Committee:

Diane Brandt informed Members that she received a response from Anthony D'Agata, who has contact with the Amish community, and discussed the disassembling of the barn at the farmhouse. Heritage Centre staff are currently cataloguing the barn wood boards.

Membership Committee:

Peter Hall advised Members that he received two payments to renew memberships for 2025. Peter attended the Ryerson Yard Sale where he was able to promote the Historical Society and the work being done at the Heritage Centres.

Correspondence: None

General Business: None



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Ryerson Township

New Business:

Fall Fair:

The Fall Fair will be held on Monday, September 1, 2025. Display items for the table at the fair will include the mystery box game of artifacts, newsletters and membership forms. The donation jar and large banner poster will be picked up from the Farm House before the event.

Halloween:

Nieves Guijarro informed Members that she will be meeting with the Lions Club on September 18, 2025 with Charlene Watt to discuss the annual event planning. It is expected that Historical Society Members will do as they have in the past with manning game tables and handing out candy. We will advise the Lions Club that the Historical Society will bring their fishing game back and hand out our own candy. Charlene will send out donation request letters to the Township of Ryerson and Township of Armour. She will also offer to create the event flyer and seek bottled water donations from Valu-Mart. Additional information will be brought forward next month.

Relocation of an Active Member:

At this meeting, members presented a photo keepsake to Kirk Du Guid in recognition of his dedicated service, as this was his final meeting with the Historical Society. Kirk has been an active volunteer for several years, generously opening the schoolhouse to visitors and playing a key role in ensuring the heritage centre remained accessible for public tours. The Society expressed its sincere appreciation for Kirk's contributions and extended best wishes for the future. Members also expressed hope to remain in touch and to receive future correspondence from him.

Other Business:

Jarv Osborne inquired about any update on the tinted windows. Diane will bring an update at the meeting in September.

Adjournment:

The next meeting will be held on Monday, September 15, 2025 at Fell Homes. There being no further business, **Kirk Du Guid moved to adjourn the meeting at 7:34 p.m.**

Recorded by
Nieves Guijarro, Acting Secretary

Approved by
Diane Brandt, President



Town of Kearney

COUNCIL RESOLUTION # 2025 - 223

Date: August 13, 2025

MOVED BY:

SECONDED BY:

- ☐ Beaucage, Keven
- ☐ Pateman, Heather
- ☒ Rickward, Michael – Deputy Mayor
- ☐ Sharer, Jill

- ☐ Beaucage, Keven
- ☐ Pateman, Heather
- ☐ Rickward, Michael – Deputy Mayor
- ☒ Sharer, Jill

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the request from DSSAB regarding a Board Vacancy for Area 4 Representation;

AND FURTHER supports the appointment of:

1. Sean Cotton or
2. _____

CARRIED ☒

DEFEATED ☐

Recorded Vote Requested by: _____

Recorded Vote:

For

Opposed

Beaucage, Keven

☐
☐

Pateman, Heather

☐
☐

Philip, Cheryl – Mayor

☐
☐

Rickward, Michael – Deputy Mayor

☐
☐

Sharer, Jill

☐
☐



CORPORATION OF THE TOWNSHIP OF ARMOUR

RESOLUTION

Date: August 26, 2025

Motion # 263

Whereas the District of Parry Sound Services Board Area 4 Representative has forfeited their position,

And Whereas there is a requirement for a new Area 4 Representative on the Board;

Now Therefore be it resolved that the Council of the Township of Armour rescinds Motion #134 dated May 9, 2023 nominating Councillor Ryan Baptiste;

And Hereby supports the nomination of Councillor Sean Cotton from the Village of Burk's Falls to represent Area 4 on the District of Parry Sound Social Services Board.

Moved by:	Blakelock, Rod	<input type="checkbox"/>	Seconded by:	Blakelock, Rod	<input checked="" type="checkbox"/>
	Brandt, Jerry	<input type="checkbox"/>		Brandt, Jerry	<input type="checkbox"/>
	Haggart-Davis, Dorothy	<input checked="" type="checkbox"/>		Haggart-Davis, Dorothy	<input type="checkbox"/>
	Ward, Rod	<input type="checkbox"/>		Ward, Rod	<input type="checkbox"/>
	Whitwell, Wendy	<input type="checkbox"/>		Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated

Declaration of Pecuniary Interest by:
Recorded vote requested by:

Recorded Vote:

Blakelock, Rod
 Brandt, Jerry
 Haggart-Davis, Dorothy
 Ward, Rod
 Whitwell, Wendy

For	Opposed
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>



The Corporation of the Township of Perry

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0


Date: August 20, 2025

Resolution No.: 2025- 284

Moved By: Margaret Ann MacPhail **Seconded By:** Paul Sowrey

Be it resolved that the Council of the Corporation of the Township of Perry does hereby make recommendation for the appointment of Sean Cotton as an Area 4 representative to the Parry Sound District Social Services Administration Board.

Carried: ✓ **Defeated:**


Norm Hofstetter, Mayor

RECORDED VOTE		
Council	For	Against
Councillors Jim Cushman		
Joe Lumley		
Margaret Ann MacPhail		
Paul Sowrey		
Mayor Norm Hofstetter		

TOWNSHIP OF MCMURRICH/MONTEITH


Resolution

Number: 2025- 199

September 2, 2025


Moved by: Currie, Terry ☒
O'Halloran, Daniel ☐
Roeder-Martin, Vicky ☐
White, Craig ☐
Robinson, Glynn ☐

Seconded by: Currie, Terry ☐
O'Halloran, Daniel ☐
Roeder-Martin, Vicky ☒
White, Craig ☐
Robinson, Glynn ☐


Signature: _____


Signature: _____

Be It Resolved that Council hereby supports the appointment of Sean Cotton as an Area 4 representative to the Parry Sound District Social Services Administration Board.

Mayor  _____

Carried ✓ Defeated _____

Declaration of Pecuniary Interest by: _____

Recorded vote requested by: _____

Recorded Vote:	Yays	Nays
Currie	_____	_____
O'Halloran	_____	_____
Roeder-Martin	_____	_____
White	_____	_____
Robinson	_____	_____



CORPORATION OF THE TOWNSHIP OF RYERSON

Date: September 9, 2025

Resolution Number: R- 125 - 25

Moved by: Councillor Robertson

Seconded by: Councillor Miller

Be it resolved that Ryerson Township Council support resolution #248 from the Township of Armour urging the province to implement a standard and mandatory governance model for the boards of Family Health Teams across the province.

Carried ☒ **Defeated** ☐

Beverly

(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				



DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
POA 1C0

(705) 382-3332

(705) 382-2954

Fax: (705) 382-2068

Email: admin@armourtownship.ca

Website: www.armourtownship.ca

Date: September 9, 2025

Motion # 266

WHEREAS the Province of Ontario, through the Ministry of the Environment, Conservation and Parks (MECP), transitioned the cost of the Blue Box Programs to a full producer responsibility (100% cost recovery) model, under Ontario Regulation 391/21 (Blue Box Regulation), made pursuant to the *Resource Recovery and Circular Economy Act, 2016*;

AND WHEREAS under the new framework, producers are individually and collectively responsible for operating and fully funding Blue Box collection systems, effective July 1, 2023, with municipal transition dates phased in through to 2026;

AND WHEREAS municipalities are no longer required to operate Blue Box collection systems after their designated transition date, resulting in the potential for stranded municipal assets, such as materials recovery facilities, vehicles, bins, depots, and other capital investments, which may not be compensated under the new regulatory framework;

AND WHEREAS the Council of the Township of Armour has historically, on behalf of the shared service partners, invested in waste diversion programs and infrastructure to meet provincial mandates and local service expectations;

AND WHEREAS the successful transition to the producer responsibility model requires clarity on asset management, fair compensation for stranded assets, and ongoing communication between municipalities, producers, and the Province to ensure a seamless transition for residents;

AND WHEREAS municipalities continue to have an interest in ensuring that Blue Box programs remain accessible, efficient, and effective for residents throughout and after the transition period;

AND WHEREAS the Municipal Corporation of the Township of Armour and its shared service partners have formally declined the extension to contract made by Circular Materials through the Change Notice dated June 27, 2025;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour hereby:

1. **Requests** that the Ministry of the Environment, Conservation and Parks, and Producer Responsibility Organizations (PROs), work collaboratively with municipalities to address the financial and operational risks of stranded assets;
2. **Advocates** for transparent processes, fair compensation, and timely communication to protect municipal investments and ensure service continuity for residents; and
3. **Directs** that a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, Chief Executive Officer of Circular Materials, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities for their information and support, *and forward to Parry Sound District meeting*

Moved by:

Blakelock, Rod	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>
Haggart-Davis, Dorothy	<input checked="" type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

Seconded by:

Blakelock, Rod	<input type="checkbox"/>
Brandt, Jerry	<input checked="" type="checkbox"/>
Haggart-Davis, Dorothy	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated 

Declaration of Pecuniary Interest by:

Recorded vote requested by:

Recorded Vote:

Blakelock, Rod
Brandt, Jerry
Haggart-Davis, Dorothy
Ward, Rod
Whitwell, Wendy

For	Opposed
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, Grimsby, ON L3M 0J5

Phone: 905-945-9634 Ext. 2171 | **Fax:** 905-945-5010

Email: vsteele@grimsby.ca

August 14, 2025

SENT VIA E-MAIL

clerks@aurora.ca

Attention: Ishita Soneji, Deputy Town Clerk

RE: Endorsement of Motion - Opposition to Bill 5, *Protect Ontario by Unleashing our Economy Act*, 2025

Please be advised that the Council of the Corporation of the Town of Grimsby at its meeting held on August 11, 2025, passed the following resolution:

C-25-164

Moved: Councillor Korstanje

Seconded: Councillor Charrois

Resolved that Council endorse the Town of Aurora's motion regarding opposition to Bill 5.

If you require any additional information, please let me know.

Regards,

Victoria Steele
Town Clerk

CC:

Hon. Doug Ford, Premier of Ontario (premier@ontario.ca)

Hon. Stephen Lecce, Ontario Minister of Energy and Mines (stephen.lecce@pc.ola.org)

Association of Municipalities of Ontario (resolutions@amo.on.ca)

All Ontario Municipalities

ATTCH: Town of Aurora Council Resolution of July 15, 2025, Member Motion 7.1 - Councillor Weese; Re: Opposition to Bill 5, *Protect Ontario by Unleashing our Economy Act*, 2025



July 17, 2025

The Honourable Doug Ford
Premier of Ontario

Delivered by email
premier@ontario.ca

The Honourable Stephen Lecce
Minister of Energy and Mines

ministerenergy@ontario.ca

Dear Premier Ford and Minister Lecce:

**Re: Town of Aurora Council Resolution of July 15, 2025
Member Motion 7.1 - Councillor Weese; Re: Opposition to Bill 5, *Protect Ontario
by Unleashing our Economy Act, 2025***

Please be advised that this matter was considered by Council at its special meeting held on July 15, 2025, and in this regard, Council adopted the following resolution:

Whereas Bill 5 was granted Royal Assent on June 5, 2025; and

Whereas Bill 5 amends several key pieces of legislation with the goal of fast-tracking economic development and introduces changes in legislation that affect local governance, labour laws and environmental protections; and

Whereas the legislation includes the *Special Economic Zones Act, 2025* (SEZ) that gives Queen's Park the power to designate areas where regulatory approval processes can be amended by the Ontario Government, potentially without input from local decision-makers; and

Whereas the *Endangered Species Act, 2007* has been dissolved and replaced by the *Species Conservation Act 2025*, which environmental critics argue removes important provisions of the former law; and

Whereas the new law also makes changes to the *Ontario Heritage Act* that potentially could impact Heritage site designations; and

Whereas this law has been rushed through the legislature in 49 days, limiting Committee time, public consultation and ensuring rapid passage;

- 1. Now Therefore Be It Hereby Resolved That Aurora Town Council acknowledges the stated goals of economic growth and development in Bill 5, but expresses serious concerns with Bill 5 in its current form as it interferes with local**

Town of Aurora Council Resolution of July 15, 2025

Opposition to Bill 5, *Protect Ontario by Unleashing our Economy Act*, 2025

July 17, 2025

2 of 2

planning authorities, limits public consultation, and threatens both heritage designations and endangered species; and

2. Be It Further Resolved That Aurora Town Council urges the Government of Ontario to consider the following:

- **Collaboration with municipalities to determine Special Economic Zones;**
- **Ensure environmental protections and heritage safeguards are strengthened;**
- **Include municipalities and Indigenous partners in shaping regulations; and**
- **Preserve legal recourse for affected communities; and**

3. Be It Further Resolved That this Motion be forwarded to all 444 Ontario Municipalities, Hon. Doug Ford, Premier of Ontario, and Hon. Stephen Lecce, Ontario Minister of Energy and Mines, and the Association of Municipalities of Ontario (AMO).

The above is for your consideration and any attention deemed necessary.

Sincerely,



Ishita Soneji

Deputy Town Clerk

The Corporation of the Town of Aurora

IS/lb

Attachment (Council meeting extract)

Copy: Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

Council Meeting Extract

Tuesday, July 15, 2025

7. Consideration of Items Requiring Discussion

7.1 Member Motion - Councillor Weese; Re: Opposition to Bill 5, *Protect Ontario by Unleashing our Economy Act, 2025*

Main motion as amended

Moved by Councillor Weese

Seconded by Councillor Gaertner

Whereas Bill 5 was granted Royal Assent on June 5, 2025; and

Whereas Bill 5 amends several key pieces of legislation with the goal of fast-tracking economic development and introduces changes in legislation that affect local governance, labour laws and environmental protections; and

Whereas the legislation includes the *Special Economic Zones Act, 2025* (SEZ) that gives Queen's Park the power to designate areas where regulatory approval processes can be amended by the Ontario Government, potentially without input from local decision-makers; and

Whereas the *Endangered Species Act, 2007* has been dissolved and replaced by the *Species Conservation Act 2025*, which environmental critics argue removes important provisions of the former law; and

Whereas the new law also makes changes to the *Ontario Heritage Act* that potentially could impact Heritage site designations; and

Whereas this law has been rushed through the legislature in 49 days, limiting Committee time, public consultation and ensuring rapid passage;

1. Now Therefore Be It Hereby Resolved That Aurora Town Council acknowledges the stated goals of economic growth and development in Bill 5, but expresses serious concerns with Bill 5 in its current form as it interferes with local planning authorities, limits public consultation, and threatens both heritage designations and endangered species; and
2. Be It Further Resolved That Aurora Town Council urges the Government of Ontario to consider the following:

- Collaboration with municipalities to determine Special Economic Zones;
 - Ensure environmental protections and heritage safeguards are strengthened;
 - Include municipalities and Indigenous partners in shaping regulations; and
 - Preserve legal recourse for affected communities; and
3. Be It Further Resolved That this Motion be forwarded to all 444 Ontario Municipalities, Hon. Doug Ford, Premier of Ontario, and Hon. Stephen Lecce, Ontario Minister of Energy and Mines, and the Association of Municipalities of Ontario (AMO).

Yeas (4): Councillor Weese, Councillor Gilliland, Councillor Gaertner, and Councillor Gallo

Absent (3): Mayor Mrakas, Councillor Thompson, and Councillor Kim

Carried (4 to 0)



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, Grimsby, ON L3M 0J5

Phone: 905-945-9634 Ext. 2171 | **Fax:** 905-945-5010

Email: vsteele@grimsby.ca

August 14, 2025

SENT VIA E-MAIL

clerks@stcatharines.ca

Attention: City of St. Catharines

RE: Endorsement of City of St. Catharines' Motion – Elect Respect Pledge

Please be advised that the Council of the Corporation of the Town of Grimsby at its meeting held on August 11, 2025 passed the following resolution:

C-25-150

Moved: Councillor Korstanje

Seconded: Councillor Howe

Resolved that Council endorse the City of St. Catharines' motion regarding an Elect Respect Pledge.

If you require any additional information, please let me know.

Regards,

Victoria Steele
Town Clerk

CC:

Association of Municipalities of Ontario (resolutions@amo.on.ca)

Ontario's Big City Mayors (info@obcm.ca)

Federation of Canadian Municipalities (info@fcm.ca)

Dean Allison (dean.allison@parl.gc.ca)

Sam Oosterhoff (sam.oosterhoffco@pc.ola.org)

Chris Bittle (chris.bittle@parl.gc.ca)

Jennie Stevens (jstevens-co@ndp.on.ca)

Fred Davies (fred.davies@parl.gc.ca)

Jeff Burch (jburch-co@ndp.on.ca)

Tony Baldinelli (tony.baldinelli@parl.gc.ca)

Wayne Gates (wgates-co@ndp.on.ca)

Michelle Seaborn (michelle.seaborn@niagararegion.ca)

Niagara Regional Police (info@niagarapolice.ca)

Ontario Provincial Police (opp.media@opp.ca)

AGENDA

Royal Canadian Mounted Police (rcmp.hqmediarelations-dgreationsmedias.grc@rcmp-grc.gc.ca)

Mayors and Regional Chairs of Ontario

ATTCH: Elect Respect Pledge Our File 10.12.1



July 30, 2025

Association of Municipalities of Ontario
155 University Ave | Suite 800
Toronto, ON M5H 3B7

Sent via email: resolutions@amo.on.ca

**Re: Elect Respect Pledge
Our File 10.12.1**

To Whom it May Concern,

At its meeting of July 14, 2025, St. Catharines City Council approved the following motion:

WHEREAS democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community; and

WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions; and

WHEREAS Ontario's municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment; and

WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office; and

WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables; and

WHEREAS the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office; and

WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct; and

WHEREAS H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process; and

WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan “Parliamentary Civility Pledge” to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.;

NOW THEREFORE BE IT RESOLVED:

THAT City of St. Catharines Council supports the Elect Respect pledge and commits to:

- Treat others with respect in all spaces—public, private, and online,
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct; and

BE IT FURTHER RESOLVED That City of St. Catharines Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at www.electrespect.ca; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario’s Big City Mayors, the Federation of Canadian Municipalities, Mayors and Regional Chairs of Ontario, relevant MPs and MPPs, Regional Police, the Ontario Provincial Police and the Royal Canadian Mounted Police.

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Donna Delvecchio, Acting City Clerk
Legal and Clerks Services, Office of the City Clerk
:av

cc: Ontario Big City Mayors
The Federation of Canadian Municipalities

AGENDA



Mayors and Regional Chairs of Ontario
MPs and MPPs
Regional Police
The Ontario Provincial Police
Royal Canadian Mounted Police

**Township of Southgate
Administration Office**

185667 Grey County Road 9, RR 1
Dundalk, ON N0C 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

September 4, 2025

Re: Resolution of Support – City of St. Catharines – Elect Respect Pledge

Please be advised that at the September 3, 2025, regular Council meeting, the Council of the Corporation of the Township of Southgate, approved the following:

No. 2025-423

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that the correspondence from the City of St. Catharine's regarding the Elect Respect pledge be received and supported as outlined below:

WHEREAS democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community; and

WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions; and

WHEREAS Ontario's municipally elected officials and municipal staff are dealing with increasingly hostile, unsafe work environments facing threats and harassment; and

WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office; and

WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables; and

WHEREAS the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office; and

WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct; and

WHEREAS H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials and municipal staff that encourages individuals to participate in the political process; and

WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan "Parliamentary Civility Pledge" to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Southgate supports the Elect Respect pledge and commits to:

- Treat others with respect in all spaces—public, private, and online,

AGENDA

- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct; and

BE IT FURTHER RESOLVED THAT the Township of Southgate Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at www.electrespect.ca; and

BE IT FURTHER RESOLVED THAT a copy of this resolution be sent to the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, MP Alex Ruff and MPP Paul Vickers, the Ontario Provincial Police, and all Ontario Municipalities.

If you have any questions, please contact our office at (519) 923-2110.

Sincerely,



Lindsey Green, Clerk
Township of Southgate

cc:
Association of Municipalities of Ontario
Federation of Canadian Municipalities
MP Alex Ruff
MPP Paul Vickers
Ontario Provincial Police
All Municipalities in Ontario

AGENDA

The Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5
519-524-8344
townhall@goderich.ca
www.goderich.ca



Friday, August 22, 2025

The Honourable Robert Black, Senator
Senate Standing Committee on Agriculture and Forestry
The Senate of Canada
Ottawa, Ontario
K1J 0A4

SENT VIA EMAIL: robert.black@sen.parl.gc.ca

RE: Standing Senate Committee on Agriculture and Forestry

Dear Honourable Robert Black,

Please be advised of the following motion passed at the Monday, August 11, 2025, Goderich Town Council Meeting:

Moved By: Councilor Thompson

Seconded By: Councilor Petrie

Whereas the agricultural sector of Huron County depends on the health of the soils in Huron County;

And Whereas soil erosion poses a very significant threat to the long-term health of the soils in Huron County;

And Whereas the Town of Goderich owns some agricultural land which is an asset for the Town;

And Whereas the Town of Goderich is committed to protecting the assets of the Town from preventable harm;

And Whereas the Standing Senate Committee on Agriculture and Forestry published a report in 2024 titled "Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health" (the Report) that contained twenty-five (25) recommendations in total for the federal government;

And Whereas, Recommendation 7 of Critical Ground stated that "The Government of Canada encourage provinces, territories, and municipalities to develop measures—as a form of land use planning—that best preserve and protect agricultural land in their jurisdictions;"

Therefore, be it resolved that the Town of Goderich urge the Government of Canada and the Province of Ontario to commit to recognizing a sense of urgency and act accordingly in order to protect and conserve soil as per Recommendation 25.

CARRIED

AGENDA

The Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5
519-524-8344
townhall@goderich.ca
www.goderich.ca



If you have any questions, please do not hesitate to contact me at 519-524-8344 ext. 210 or afisher@goderich.ca.

Yours truly,

A handwritten signature in black ink, which appears to read "Andrea Fisher".

Andrea Fisher
Director of Legislative Services/Clerk
/js

Cc: The Honourable Lisa Thompson, Minister of Rural Affairs, Member of Provincial Parliament – Huron-Bruce, lisa.thompson@pc.ola.org
Todd McCarthy, Minister of Environment, Conservation and Parks todd.mccarthy@pc.ola.org
Trevor Jones, Minister of Agriculture, Food and Agribusiness trevor.jones@pc.ola.org
Ben Lobb, Member of Parliament – Huron-Bruce, ben.lobb@parl.gc.ca
Julie Dabrusin, Federal Minister of Environment and Climate Change julie.dabrusin@parl.gc.ca
Heath MacDonald, Federal Minister of Agriculture and Agri-Food and Rural Economic Development heath.macdonald@parl.gc.ca
All local Municipalities within Huron County



West Nipissing Oust

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution # 2025-263
Title: Approve Resolution Requesting a Moratorium on Aerial Spraying of Glyphosate in the Nipissing Forest
Date: August 12, 2025

Moved by: Councillor Fern Pellerin
Seconded by: Councillor Kaitlynn Nicol

WHEREAS the Province of Ontario, through the Ministry of Natural Resources and Forestry, is planning to begin aerial spraying of glyphosate-based herbicides in late August 2025 in the Nipissing Forest; and

WHEREAS the Nipissing Forest covers a significant portion, if not all, of the Municipality of West Nipissing, and residents and ecosystems may be impacted by this activity; and

WHEREAS new scientific evidence published since Health Canada's last assessment of glyphosate in 2017 has linked glyphosate-based end-use products to cancer, metabolic and neurological diseases, reproductive toxicity, and ecosystem harm; and

WHEREAS the Province of Quebec banned the use of glyphosate for forestry purposes in 2001 and replaced aerial herbicide spraying with manual forest thinning as a safer alternative forest management method; and

WHEREAS many residents have expressed concern regarding the potential environmental and public health risks associated with aerial spraying of glyphosate-based herbicides;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of West Nipissing formally request that the Honourable Mike Harris Jr., Minister of Natural Resources and Forestry, reconsider the planned use of glyphosate-based herbicides in the Nipissing Forest and suspend the aerial spraying initiative until further independent research and updated risk assessments are completed and reviewed; and

BE IT FURTHER RESOLVED THAT this resolution be forwarded to:

The Honourable Mike Harris Jr., Minister of Natural Resources and Forestry

The Honourable Sylvia Jones, Minister of Health

MPP John Vanthof, Timiskaming–Cochrane

AMO (Association of Municipalities of Ontario)

FONOM (Federation of Northern Ontario Municipalities)

All municipalities within Northeastern Ontario

CARRIED



THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 FOURTH AVENUE, P. O. BOX 40, LARDER LAKE, ON P0K 1L0

PH: 705-643-2158 FAX: 705-643-2311

LARDERLAKE.CA

September 10, 2025

To whom it May Concern:

RE: Resolution #18, September 9, 2025 - Resolution Requesting a Moratorium on Aerial Spraying of Glyphosate in the Timiskaming Forest

Please be advised that at the Township of Larder Lake's Regular Council Meeting held on Tuesday, September 9th, 2025, the following resolution was adopted:

Moved by: Councillor Armstrong

Seconded by: Councillor Kelly

CARRIED

WHEREAS the Province of Ontario, through the Ministry of Natural Resources and Forestry, plans to begin aerial spraying of glyphosate-based herbicides starting on or before August 10th, 2025, in the Timiskaming Forest; and

WHEREAS the Timiskaming Forest covers a significant portion of the Municipality of Larder Lake, and this activity may impact residents and ecosystems; and

WHEREAS new scientific evidence published since Health Canada's last assessment of glyphosate in 2017 has linked glyphosate-based end-use products to cancer, metabolic and neurological diseases, reproductive toxicity, and ecosystem harm; and

WHEREAS the Province of Quebec banned the use of glyphosate for forestry purposes in 2001 and replaced aerial herbicide spraying with manual forest thinning as a safer alternative forest management method; and

WHEREAS many residents have expressed concern regarding the potential environmental and public health risks associated with aerial spraying of glyphosate-based herbicides;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Larder Lake formally requests that the Honourable Mike Harris Jr., Minister of Natural Resources and Forestry, reconsider the planned use of glyphosate-based herbicides in the Timiskaming Forest and suspend the aerial spraying initiative until further independent research and updated risk assessments are completed and reviewed; and

BE IT FURTHER RESOLVED THAT this resolution be forwarded to:

The Honourable Mike Harris Jr., Minister of Natural Resources and Forestry

The Honourable Sylvia Jones, Minister of Health

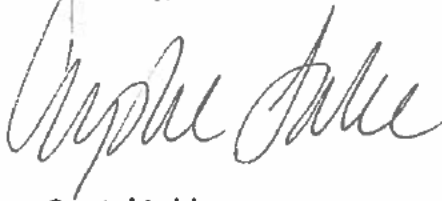
MPP John Vanthof, Timiskaming–Cochrane

AMO (Association of Municipalities of Ontario)

FONOM (Federation of Northern Ontario Municipalities)

All municipalities within Northeastern Ontario

Sincerely,

A handwritten signature in black ink, appearing to read 'Crystal Labbe', written in a cursive style.

Crystal Labbe

CAO/ Clerk Treasurer



September 4, 2025

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
15th Floor
438 University Avenue
Toronto, ON M7A 2A5

via email: premier@ontario.ca
minister.edu@ontario.ca

RE: Closure of Before and After School Programs

Dear Premier Ford and Minister Calandra,

The Council of the Municipality of Bluewater passed the following resolution at their September 2, 2025 regular meeting:

MOVED: Councillor Harris **SECONDED:** Councillor Whetstone

WHEREAS on August 19, 2025, London Bridge Child Care Services Inc. advised that they will be closing all London Bridge Huron County Before and After School Programs, which affects Bluewater Coast Elementary School, Exeter Elementary School, and Precious Blood Catholic School; and

WHEREAS London Bridge Child Care Services Inc. cites ongoing staffing shortages in Huron County and across the province as the reason for this closure; and

WHEREAS the closure of the London Bridge Before and After School Programs, along with the Preschool Program at Bluewater Coast Elementary School, are creating a significant and immediate challenge for families with young children; and

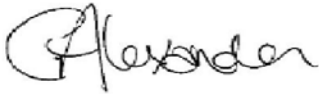
WHEREAS the Council of the Municipality of Bluewater recognizes the importance of before and after school programs which provide a trusted, safe, and consistent environment for children outside of regular school hours – support that many working parents and guardians rely on to balance their jobs and family responsibilities; and

WHEREAS the Avon Maitland District School Board and the Huron-Perth Catholic District School Board do not operate licensed childcare programs, but partner with childcare providers to make use of school spaces where possible;

NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of Bluewater urges the Province of Ontario to immediately implement other service delivery models that are being successfully modeled elsewhere in the province to address the Early Childhood Educator shortage.

AND FURTHER THAT this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Paul Calandra, Minister of Education, and all Ontario Municipalities. **CARRIED.**

Sincerely,

A handwritten signature in black ink, appearing to read "Alexander", with a stylized initial "C" that loops around the first letter.

Chandra Alexander
Manager of Corporate Services/Clerk

cc: All Ontario Municipalities

The Corporation of the
MUNICIPALITY OF TWEED

255 Metcalf St., Postal Bag 729
Tweed, ON K0K 3J0
Tel.: (613) 478-2535
Fax: (613) 478-6457



Email: info@tweed.ca
Website: www.tweed.ca
facebook.com/tweedontario

To: All Ontario Municipal Councils

Collaborative Action on Sustainable Waste Management in Ontario

As members of municipal councils, we share a responsibility to make decisions that result in the most positive outcomes for both our current residents and future generations. The management of municipal waste is one of the most pressing environmental challenges we face today.

Large urban centres are increasingly looking to rural areas for land to bury garbage waste. Continuing to bury garbage in the ground will inevitably lead to serious consequences:

Globally, solutions already exist. Clean incineration technology can drastically reduce the volume of waste going to landfills while producing much needed electricity. Germany serves as an inspiring model, operating 156 municipal thermal waste incineration facilities with an aggregate annual capacity of 25 million tonnes. At the same time, Germany recycles 66.1% of its municipal waste, the highest rate in the world, driven by strong community engagement, innovative infrastructure, and early education programs that foster a culture of sustainability.

We believe Ontario can and must do better.

We are calling for:

1. The creation of a provincial working group composed of municipalities, the Provincial and Federal Governments, and manufacturing partners;
2. A commitment to exploring and implementing clean incineration, stronger recycling programs, and other sustainable practices;
3. Support from municipal councils across Ontario to advocate for immediate action at all levels of government.

We respectfully request that your council consider supporting this initiative by passing a similar resolution and communicating your support to Premier Doug Ford, the opposition parties, and other relevant stakeholders. By acting together, we can ensure that waste disposal in Ontario is managed quickly, efficiently, and sustainably protecting our environment and safeguarding our communities for generations to come.

Jim Flieler
Councillor, Municipality of Tweed

Resolution for Incineration and a more Robust Recycling Program

Whereas It is incumbent upon the members of council, MPP's and MPs to make the decisions that will result in the most positive outcomes for now and future generations

And Whereas with large urban centres now looking in rural areas of our province and entire country for lands to bury their garbage waste

And Whereas a large landfill site owned by a large urban centre which receives 50% of their garbage at the present time is expected to be full by 2029 creating more environmental impacts

And Whereas continuing to bury garbage in the ground will result in our future generations having lost potable groundwater as a result of garbage leachate rendering it unusable.

And Whereas burying garbage, particularly organic waste in landfills, leads to the production of methane a greenhouse gas, which escapes into the atmosphere and contributes to climate change causing more environmental destruction.

And Whereas we continue to destroy our environment jeopardizing our future generations

And Whereas we have worldwide technology that will allow us the use of clean incineration and also produce much needed electric energy

And Whereas the incineration of household and other municipal waste has a long tradition in Germany, which currently has 156 municipal thermal waste incineration facilities with an aggregate annual capacity of around 25 million tons

And Whereas with a strong focus on community involvement, innovative infrastructure, and sustainable practices, Germany has set a high bar for municipal recycling programs that the rest of the world can learn from and emulate.

And Whereas at the present time, Germany recycles 66.1% of its garbage waste at a municipal level. This places the country as the most effective and prominent country when it comes to recycling in the entire world. This highlights the citizen's strength and motivation to deal with environmental issues on a daily basis.

And Whereas German schools often integrate recycling education into their curriculum. This early exposure to the importance of recycling instills a sense of responsibility in the younger generation, creating a culture of sustainability that transcends generations.

Now Therefore be it resolved that Council direct staff to investigate the possibility of working together with Ontario Municipalities, Provincial and Federal Governments as well as our manufacturing partners to form a working group to ensure that our waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices so that our future generations will not suffer from our environmental mismanagement and to request support from these organizations as well as letters being sent to all municipalities in Ontario, Premier Ford and the opposition parties.

**Municipality of Tweed Council Meeting
Council Meeting**



Resolution No.

355

Title:

Notice of Motion - Incineration and a More Robust Recycling Program

Date:

Tuesday, August 12, 2025

Moved by

Councillor J. Flieler

Seconded by

Councillor P. Valiquette

BE IT RESOLVED THAT Council direct staff to investigate the possibility of working together with the Ontario Municipalities, Provincial and Federal Governments as well as our manufacturing partners to form a working group to ensure that our waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices so that our future generations will not suffer from our environmental mismanagement and to request support from these organizations as well as letters being sent to all municipalities in Ontario, Premier Ford and the opposition parties.

Carried



**TOWNSHIP OF
BRUDENELL, LYNDOCH AND RAGLAN**

42 Burnt Bridge Road, PO Box 40
Palmer Rapids, Ontario K0J 2E0
TEL: (613) 758-2061 · FAX: (613) 758-2235

August 6, 2025

Prime Minister of Canada, The Right Honourable Mark Carney
80 Wellington St.
Ottawa, ON
K1A 0A2

RE: Advocacy for Increased Income Support Thresholds for Canadian Veterans

Dear Hon. Mark Carney,

Please be advised that at the Regular Council Meeting on August 6, 2025, Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan passed the following resolution, supporting the resolution from the Town of Bradford West Gwilliambury.

Resolution No: 2025-06-06-11
Moved by: Councillor Quade
Seconded by: Councillor Banks

"Be it resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the Town of Bradford West Gwilliambury resolution regarding Advocacy for Increased Income Support Thresholds for Canadian Veterans.

And further that this resolution be forwarded to The Honourable Jill McKnight, Minister of Veterans Affairs; The honourable Andrew Scheer, Acting Leader of the Official Opposition; Cheryl Gallant, MP Algonquin-Renfrew-Pembroke; The Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities."

Carried.

Sincerely,

Tammy Thompson
Deputy Clerk
Township of Brudenell, Lyndoch and Raglan



Town of Bradford West Gwillimbury
100 Dissette St., Unit 7&8
P.O. Box 100, Bradford, Ontario, L3Z 2A7
Telephone: 905-775-5366
Fax: 905-775-0153
www.townofbwg.com

June 17, 2025

VIA EMAIL

Re: Advocacy for Increased Income Support Thresholds for Canadian Veterans

At its Regular Meeting of Council held on Tuesday, June 3, 2025, the Town of Bradford West Gwillimbury Council ratified the following motion:

Resolution 2025-185

Moved by: Councillor Harper

Seconded by: Councillor Scott

WHEREAS the Town of Bradford West Gwillimbury recognizes the selfless service and enduring sacrifices made by Canadian Armed Forces veterans in the defence of our country and values;

WHEREAS the 2021 Census, conducted by Statistics Canada, identified more than 460,000 veterans residing across Canada, a significant population segment deserving of comprehensive, accessible, and modernized federal support;

WHEREAS Veterans Affairs Canada (VAC) currently administers income support programs to assist veterans in need, including the Income Replacement Benefit (IRB) program;

WHEREAS the eligibility threshold for the Income Replacement Benefit (IRB) program which was created in 2019—set at \$20,000 annually for a single-person household—fails to reflect today's economic reality, particularly in light of inflation, soaring housing costs, and the general increase in cost of living;

WHEREAS such low eligibility thresholds may disincentivize employment and community participation by penalizing veterans for earning beyond an outdated benchmark, thereby discouraging reintegration and contribution to civic life;

WHEREAS it is the duty of all levels of government to stand in unified support of our veterans and to advocate for policy changes that enable them to live with dignity and financial stability;

THEREFORE, BE IT RESOLVED That the Council of the Town of Bradford West Gwillimbury formally calls on the Government of Canada and all federal parties to increase the eligibility threshold for the Income Replacement Benefit (IRB) program from \$20,000 to no less than \$40,000 annually for a single-person household; and

THAT Council urges Veterans Affairs Canada to review all income support programs with the intent to modernize eligibility criteria in line with the current cost of living across Canada;

THAT this motion be formally endorsed and sent to:

- **The Right Honourable Mark Carney, Prime Minister of Canada;**
- **The Honourable Jill McKnight, Minister of Veterans Affairs;**
- **The Honourable Andrew Scheer, Acting Leader of the Official Opposition**
- **Scot Davidson, Member of Parliament for New Tecumseth-Gwillimbury;**
- **All 444 municipalities across the Province of Ontario;**
- **The Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO) for broader distribution and endorsement; and**

THAT a copy of this resolution be published on the Town's official website and communicated through the Town's official channels to raise awareness and gather public support.

Regards,



Tara Reynolds
Clerk, Town of Bradford West Gwillimbury
(905) 775-5366 Ext 1104
treynolds@townofbwg.com

CC: Hon. Mark Carney, Prime Minister of Canada
Hon. Jill McKnight, Minister of Veterans Affairs
Hon. Andrew Scheer, Acting Leader of the Official Opposition
Scot Davidson, MP New Tecumseth-Gwillimbury
All Ontario Municipalities
The Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)



**TOWNSHIP OF
BRUDENELL, LYNDOCH AND RAGLAN**

42 Burnt Bridge Road, PO Box 40
Palmer Rapids, Ontario K0J 2E0
TEL: (613) 758-2061 · FAX: (613) 758-2235

August 6, 2025

Jon Pegg
Fire Marshal of Ontario
Office of the Fire Marshal
25 Morton Shulman Avenue
Toronto, ON M3M 0B1
Jon.pegg@ontario.ca

**RE: Request for Exemption to Proposed Mandatory Firefighter Certification
Requirements (O. Reg. 343/22)**

Dear Fire Marshal Pegg,

Please be advised that at the Regular Council Meeting on August 6, 2025, Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan passed the following resolution, supporting the correspondence from the Township of Black River – Matheson.

Resolution No: 2025-06-06-10
Moved by: Councillor Keller
Seconded by: Councillor Banks

“Be It resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the correspondence from the Township of Black River – Matheson with their Request for Exemption to Proposed Mandatory Firefighter Certification Requirements (O. Reg. 343/22).

Whereas the Ontario government has enacted O. Reg. 343/22, establishing mandatory certification requirements for firefighters under the Fire Protection and Prevention Act, 1997;

And Whereas Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan acknowledges the importance of standardized firefighting training and safety;

And Whereas these mandatory certification requirements pose significant challenges for small rural, and northern municipalities due to limited financial and training resources, geographics barriers, and reliance on volunteer fire departments;

And Whereas the implementation of these requirements without additional flexibility or support may negatively impact the Township's ability to recruit and retain volunteer firefighters and provide adequate fire protection to its residents;

AGENDA

Now Therefore be It resolved that The Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan formally opposes the mandatory firefighter certification requirements as currently outlined in O. Reg 343/22;

And further that this resolution be forwarded to the Solicitor General, Premier of Ontario, MPP Billy Denault, the Fire Marchal, AMO, FONOM and all Ontario Municipalities."

Carried.

Sincerely,

A handwritten signature in cursive script that reads "Tammy Thompson".

Tammy Thompson

Deputy Clerk

Township of Brudenell, Lyndoch and Raglan



CORPORATION OF THE
TOWNSHIP OF BLACK RIVER – MATHESON

367 FOURTH AVE, P.O. BOX 601, MATHESON, ON P0K 1N0
TELEPHONE (705) 273-2313 EMAIL : brm@twobrm.ca WEBSITE: www.twobrm.ca

Jon Pegg
Fire Marshal of Ontario
Office of the Fire Marshal
25 Morton Shulman Avenue
Toronto, ON M3M 0B1

June 10, 2025

Via Email: Jon.Pegg@ontario.ca

Dear Fire Marshal Pegg:

Subject: Request for Exemption to Proposed Mandatory Firefighter Certification Requirements (O. Reg. 343/22)

On behalf of the Council of the Township of Black River-Matheson, I am writing to express our concerns regarding the mandatory firefighter certification requirements under Ontario Regulation 343/22.

At its meeting held on June 10th, Council passed the attached resolution formally opposing the implementation of these requirements. While we recognize and support the importance of firefighter training and safety, the regulation as it stands does not adequately reflect the operational realities of small, rural, and northern municipalities.

Communities such as ours rely heavily on volunteer and composite fire departments that already face critical challenges in recruitment, training accessibility, and financial capacity.

Specifically, we are burdened by:

- Geographic barriers and long travel distances to accredited training centres,
- Inconsistent access to instructors and scheduling options,
- Limited budgets and competing capital demands,
- Difficulty in retaining and replacing volunteers due to increased regulatory pressures.

Without additional support, flexibility, or exemption mechanisms, the implementation of O. Reg. 343/22 will severely compromise our ability to provide consistent, timely, and effective fire protection to our residents.

Accordingly, the Council of the Township of Black River-Matheson respectfully requests that the Office of the Fire Marshal and the Ministry of the Solicitor General:

The Miller Group, Mr. Darren Bouvier – September 30, 2022

1. Defer full implementation of the certification regulation for rural and northern municipalities,
2. Provide exemptions or alternative compliance pathways tailored to the needs and limitations of small, remote fire services,
3. Increase funding and training supports for municipalities outside major urban centres.

We believe that a one-size-fits-all regulatory model will disproportionately and unfairly affect communities like ours. A more flexible, consultative approach is urgently needed. Thank you for your consideration of this request. We would welcome further discussion and are open to participating in any future consultations or working groups aimed at resolving these challenges collaboratively.

Sincerely,

Dave Dymont, Mayor

/hjl

On behalf of the Council of Black River-Matheson

Encl.: Resolution No.2025-214 – Council Opposition to O. Reg. 343/22

CC:

The Honourable Michael Kerzner, Solicitor General – michael.kerzner@ontario.ca

The Honourable Doug Ford, Premier of Ontario – premier@ontario.ca

John Vanthof, MPP, Timiskaming—Cochrane – jvanthof-co@ndp.on.ca

Association of Municipalities of Ontario (AMO) – amo@amo.on.ca

Federation of Northern Ontario Municipalities (FONOM) – admin@fonom.org

All Ontario Municipalities

TOWNSHIP OF BLACK RIVER – MATHESON

367 FOURTH AVE, P.O. BOX 801, MATHESON, ON P0K 1N0

COMMUNITIES OF: HOLTYRE – MATHESON – RAMORE – SHILLINGTON – VAL GAGNE



Corporation of the Township of Black River - Matheson
 367 Fourth Avenue
 P.O. Box 601
 Matheson, Ontario
 P0K 1N0

**ITEM # 2025-10.b)
 RESOLUTION**

DATE: June 10, 2025

2025-214

Moved by Councillor Steve Campsall
 Seconded by Councillor Alain Bouchard

WHEREAS the Ontario government has enacted O. Reg. 343/22, establishing mandatory certification requirements for firefighters under the Fire Protection and Prevention Act, 1997;

AND WHEREAS Council for the Township of Black River-Matheson acknowledges the importance of standardized firefighter training and safety;

AND WHEREAS these mandatory certification requirements pose significant challenges for small, rural, and northern municipalities due to limited financial and training resources, geographic barriers, and reliance on volunteer fire departments;

AND WHEREAS the implementation of these requirements without additional flexibility or support may negatively impact the Township's ability to recruit and retain volunteer firefighters and provide adequate fire protection to its residents;

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Township of Black River-Matheson formally opposes the mandatory firefighter certification requirements as currently outlined in O. Reg. 343/22;

AND FURTHER THAT this resolution be forwarded to the Solicitor General, Premier of Ontario, MPP John Vanthof, the Fire Marshal, AMO, FONOM, and all Ontario municipalities

☒ CARRIED ☐ DEFEATED

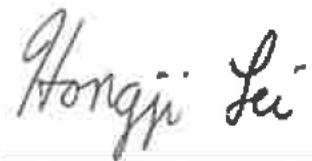
CHAIR SIGNATURE

☐ Original ☐ Amendment ☐ Refer ☐ Defer ☐ Reconsider ☐ Withdrawn

Recorded Vote-TO BE COMPLETED BY CLERK ONLY

	YEAS	NAYS
Mayor Dave Dymant		
Councillor Allen		
Councillor Charbonneau		
Councillor Campsall		

Councillor McCutcheon		
Councillor Gadoury		
Councillor Bouchard		



Hong Ji Lei
Town Manager/Clerk



THE CORPORATION OF THE **TOWN OF COBALT**

September 3, 2025

To whom it may concern,

Please be advised that at the Regular Meeting of Council on August 19, 2025, the Town of Cobalt adopted the following resolution:

RESOLUTION No. 2025-124

MOVED BY: Councillor Anderson

SECONDED BY: Councillor Hughes

WHEREAS the Ontario Government has enacted O. Reg. 343/22, establishing mandatory certification requirements for firefighters under the Fire Protection and Prevention Act, 1997;

AND WHEREAS Council for the Town of Cobalt acknowledges the importances of standardized firefighter training and safety;

AND WHEREAS these mandatory certification requirements pose significant challenges for small, rural and northern municipalities due to limited financial and training resources, geographical barriers and reliance on volunteer fire departments;

AND WHEREAS the implementation of these requirements without additional flexibility or support may negatively impact the Town's ability to recruit and retain volunteer firefighters and provide adequate fire protection to its residents;

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Town of Cobalt formally opposes the mandatory firefighter certification requirements as currently outlined in O. Reg. 343/22;

AND FURTHER THAT this resolution be forwarded to the Solicitor General, Premier of Ontario, MPP John Vanthof, the Fire Marshal, AMO, FONOM and all Ontario Municipalities.

CARRIED

Kind Regards,



Steven Dalley
Town Manager, Clerk/Treasurer
Tel: (705) 679-8877
Email: sdalley@cobalt.ca

cc: Hon. Doug Ford, Premier of Ontario, premier@ontario.ca
MPP, John Vanthof, jvanthof-co@ndp.on.ca
Solicitor General, Michael.kerzner@pc.ola.org
Ontario Fire Marshall, askofm@ontario.ca
AMO, resolutions@amo.on.ca
FONOM, fonom.info@gmail.com
Ontario Municipalities



The Corporation of the Township of Terrace Bay

P.O. Box 40, 1 Selkirk Avenue, Terrace Bay, ON, P0T 2W0

Phone: (807) 825-3315 Fax: (807) 825-9576

August 12, 2025

Premier Doug Ford
premier@ontario.ca

Dear Mr. Ford,

At the Township of Terrace Bay Regular Council Meeting held on Monday August 11, 2025, the following resolution of support was passed.

RE: Exemption to O. Reg. 343/22 – Firefighter Certification Requirements

Resolution: 203-2025

Moved By: Councillor Dube

Seconded By: Councillor Adduono

WHEREAS the Ontario government has enacted O. Reg. 343/22, establishing mandatory certification requirements for firefighters under the Fire Protection and Prevention Act, 1997;

AND WHEREAS Council for the Township of Terrace Bay acknowledges the importance of standardized firefighter training and safety;

AND WHEREAS these mandatory certification requirements pose significant challenges for small, rural, and northern municipalities due to limited financial and training resources, geographic barriers, and reliance on volunteer fire departments;

AND WHEREAS the implementation of these requirements without additional flexibility or support may negatively impact the Township's ability to recruit and retain volunteer firefighters and provide adequate fire protection to its residents;

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Township of Terrace Bay formally opposes the mandatory firefighter certification requirements as currently outlined in O. Reg. 343/22;

AND FURTHER THAT this resolution be forwarded to the Solicitor General, Premier of Ontario, MPP Lise Vaugeois, the Fire Marshal, AMO, FONOM, NOMA and all Ontario municipalities.



The Corporation of the Township of Terrace Bay

P.O. Box 40, 1 Selkirk Avenue, Terrace Bay, ON, P0T 2W0

Phone: (807) 825-3315 Fax: (807) 825-9576

Sincerely,

J. Hall

Chief Administrative Officer/Clerk

CC:

Solicitor General – Michael.kerzner@pc.ola.org

Premier of Ontario – premier@ontario.ca

MPP Lise Vaugeois – lvaugois-gp@ndp.on.ca

Ontario Fire Marshall – askofm@ontario.ca

AMO – resolutions@amo.on.ca

FONOM – fonom.info@gmail.com

NOMA – admin@noma.on.ca

Ontario Municipalities

3236 River St. P.O.Box 28
Alvinston, ON N0N 1A0

Phone: 519.898.2173
Fax: 519.898.5653



August 22, 2025

Municipality of Village of Burk's Falls
102 Ontario Street
PO Box 160
Burk's Falls, ON

At the August 13, 2025 regular session of Council, the following motion was duly moved and seconded:

RESOLUTION-2025-236

Councillor Craig Sanders made a motion that the Municipality of Brooke-Alvinston supports the request from the Village of Burk's Falls to request that the Province of Ontario immediately suspend the approval and development of all new BESS installations until a comprehensive, science-based study is completed. Deputy Mayor Frank Nemcek seconded the motion.

Carried

If you require further information, please contact by phone or email
idenkers@brookealvinston.com.

Kind Regards,

Darlene Paolucci
Administrative Assistant

Aug 12, 2025

Niagara Region

Dear Ann-Marie Norio:

Re: Endorse the Development of a Code of Conduct for Human Trafficking Prevention in Niagara Region

This is to confirm that at the Aug 11, 2025 Council Meeting the following resolution was adopted with respect to the above noted matter:

WHEREAS human trafficking in Niagara is currently a persistent challenge impacting the hospitality and tourism sectors;

WHEREAS human trafficking is a critical issue due to the region's proximity to the U.S. border and the thriving tourism and hospitality sectors, which create environments where sexual and labour exploitation can go unnoticed;

WHEREAS women, newcomers, racially-marginalized people, people experiencing poverty, people living with disabilities, and children in the child welfare system are disproportionately targeted and impacted by the harms perpetuated by traffickers;

WHEREAS 60% of human trafficking cases in Ontario occur along the corridor linking Toronto and Niagara;

WHEREAS data from the Niagara Regional Police Service comparing 2023 to 2024 indicates the number of human trafficking investigations increased by 61%; the number of victims identified increased by 700%; the number of accused charged increased by 190%; the number of criminal charges laid increased by 75%; and the number of referrals from NRPS' Human Trafficking Unit to Victim Services Niagara increased by 133%;

WHEREAS human trafficking thrives in secrecy, but with leadership and commitment, local government can be on the front line of prevention and protection;

WHEREAS local businesses and organizations are key to preventing human trafficking through proactive measures such as The 4 Ps: prevention, protection, partnership, and prosecution;

WHEREAS local area municipalities have already begun to assist in making the Niagara region inhospitable to human traffickers;

WHEREAS Tools of Empowerment for Success (TOES) Niagara and Brock University have undertaken work funded by Women and Gender Equality Canada to develop a Code of Conduct to Prevent Human Trafficking in the Niagara Region through education, increasing awareness, and providing resources, including prevention strategies; and

WHEREAS TOES Niagara and Brock University created a Steering Committee of representatives from across tourism, business, education, law enforcement, government, and non-profit sectors to engage in broad community collaboration through focus groups, surveys, and feedback sessions to develop the Code of Conduct for Human Trafficking Prevention in the Niagara Region.

NOW THEREFORE BE IT RESOLVED:

1. That Township of West Lincoln **RECOGNIZE** that human trafficking in Niagara has serious impacts on the health and wellness of local residents and their families, as well as negative economic impacts on local businesses and communities;
2. That Township of West Lincoln **ENDORSE** the work of TOES Niagara and Brock University in developing a Code of Conduct for the Prevention of Human Trafficking in the Niagara Region;
3. That Township of West Lincoln **COMMIT** to reviewing and assessing the applicable local government sectoral guidelines and responsibilities outlined in The Code upon its finalization, with the intent to implement measures that align with Regional priorities and capacity;
4. That Township of West Lincoln **WRITE** letters to all of Niagara's 12

Local Area Municipalities encouraging them to also endorse the work of TOES Niagara and Brock University in the development of the Code of Conduct for the Prevention of Human Trafficking in the Niagara Region and commit to reviewing and assessing the applicable local government sectoral guidelines and responsibilities outlined in The Code upon its finalization, with the intent to implement measures that align with municipal priorities and capacity; and

5. That a copy of this motion **BE SENT** to Niagara's four MPs; Niagara's four MPPs; the Association of Municipalities of Ontario (AMO); the Federation of Canadian Municipalities (FCM); Mayors and Regional Chairs of Ontario (MARCO); Ontario's Big City Mayors (OBCM); and the Ontario and Canadian Associations of Chiefs of Police.

If any further information is required, please contact the undersigned at 905-957-3346, Ext 5129.

Yours Truly,



Justin J. Paylove
Manager, Legislative Services/Clerk
ipaylove@westlincoln.ca

JJP/jmt

cc. Dean Allison, MP
Sam Oosterhoff, MPP
Chris Bittle, MP
Tony Baldinelli, MP
Fred Davies, MP
Jennifer Stevens, MPP
Wayne Gates, MPP
Jeff Burch, MPP
Federation of Canadian Municipalities
Association of Municipalities of Ontario
Niagara Region Municipalities
Mayors and Regional Chairs of Ontario (MARCO)
Ontario's Big City Mayors (OBCM)
Ontario and Canadian Associations of Chiefs of Police



THE CORPORATION OF THE TOWNSHIP OF MCGARRY
P.O. BOX 99
VIRGINIATOWN, ON. P0K 1X0
705-634-2145, Fax 705-634-2700

MOVED BY COUNCILLOR:

☐ Louanne Caza
☐ Elaine Fic
☒ Annie Keft
☐ Francine Plante
☐ Mayor Culhane

SECONDED BY COUNCILLOR:

☐ Louanne Caza
☒ Elaine Fic
☐ Annie Keft
☐ Francine Plante
☐ Mayor Culhane

RESOLUTION # 267/2025**DATE :** September 9, 2025

WHEREAS the Northern Ontario Resource Development Support (NORDS) pilot program was introduced to help Northern Ontario municipalities address infrastructure pressures resulting from natural resources sector activities;

AND WHEREAS the funding provided through the NORDS pilot was very well received by the municipal sector, as it delivered timely and much-needed financial support to many communities across the North;

AND WHEREAS the program has allowed municipalities, such as the City of North Bay, to strategically stack multi-year allocations in order to support large-scale infrastructure initiatives critical to community development and economic growth;

AND WHEREAS the NORDS pilot program has clearly demonstrated its value and effectiveness in helping Northern municipalities address the infrastructure challenges tied to resource development and extraction;

AND WHEREAS rural and northern municipalities is also facing infrastructure degradation resulting from the increasing size and frequency of agricultural machinery and activity, which is currently outside the scope of the pilot;

THEREFORE BE IT RESOLVED THAT the Council of the Township of McGarry strongly urges the Government of Ontario to make the Northern Ontario Resource Development Support (NORDS) program a permanent fixture of its support to Northern municipalities;

AND FURTHER THAT the Province consider expanding program eligibility to recognize the significant impact that agriculture equipment and operations have on municipal infrastructure, particularly in rural communities;

AND FURTHER THAT municipalities be encouraged to continue utilizing the ability to stack NORDS allocations over multiple years to support the planning and delivery of major infrastructure projects;

AND FURTHER THAT a copy of this resolution be forwarded to the Minister of Northern Economic Development and Growth, the Minister of Agriculture, Food and Agribusiness, the Minister of Infrastructure, the Minister of Natural Resources, local MPP, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), Northwestern Ontario Municipal Association, Rural Ontario Municipalities Association and all Northern Ontario municipalities for their awareness and support.

AGENDA

Recorded vote requested by _____

	For	Against
Councillor Louanne Caza		
Councillor Elaine Fic		
Councillor Annie Keft		
Councillor Francine Plante		
Mayor Bonita Culhane		

*Disclosure of Pecuniary Interest **

I declare this motion

<input checked="" type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date) Because:
<input type="checkbox"/> Referred to: _____ (enter body) Expected response: _____ (enter date)

Signature of Chair:

J. Caza

**Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.*



WHEREAS the Government of Ontario has imposed "Strong Mayor Powers" on municipalities without broad consultation or consent; and

WHEREAS over 100 municipalities have passed resolutions opposing these powers and requested their removal, some as early as 2023; and

WHEREAS strong mayor powers concentrate authority in one office, undermining democratic governance, council collaboration, and transparency; and

WHEREAS municipalities are most effective through shared leadership and local decision-making;

NOW THEREFORE, be it resolved that the Town of Fort Frances opposes the imposition of strong mayor powers and requests immediate removal from the list of designated municipalities;

AND FURTHER THAT this resolution be sent to:

- The Honourable Doug Ford, Premier of Ontario
- The Honourable Rob Flack, Minister of Municipal Affairs and Housing
- The Association of Municipalities of Ontario
- The Association of Municipal Managers, Clerks and Treasurers of Ontario
- Paula Banks



ENERGY FROM WASTE

Expression of Interest Proposal

Municipal Garbage Disposal and/or Processing





INTRODUCTION

Emerald Energy from Waste

Emerald Energy from Waste (EfW) specializes in recovering energy from solid, non-hazardous waste. Our facility reclaims thermal energy from materials that would otherwise be directed to landfill disposal. This energy is either used directly as steam or converted into electricity for use within our community. By diverting waste from landfills, our facility provides a source of clean, low-carbon energy for our community.

For every metric tonne diverted from landfills, YOU SAVE

420

KW of Electricity

7

Tonnes of Carbon
Offset Credits

0.8

Cubic Metres of Landfill
Space Saved

EXPRESSION OF INTEREST

Emerald Energy from Waste



7656 Bramalea Road — Brampton, Ontario

Energy from Waste

Emerald EfW is embarking on a strategic redevelopment initiative to increase capacity in response to Ontario's pending landfill disposal crisis. Despite exporting 25% of the province's waste to the United States for landfill disposal, Ontario will exhaust its landfill capacity according to Waste to Resource Ontario (W2RO). Establishing a new landfill is very expensive and challenging. The studies needed for a new landfill site can cost over \$10 million and take at least 10 years to complete. Ontario communities urgently need better waste management solutions before waste disposal costs rise sharply as our landfill space diminishes.

Emerald EfW offers a viable alternative to landfill disposal. Currently licensed to process up to 500 metric tonnes of waste per day, Emerald EfW's redevelopment initiative will increase our capacity to 2,500 metric tonnes of

waste per day while boosting energy recovery from 10 MW to over 100 MW.

Emerald EfW is a trusted waste management supplier to leading municipalities including the Regional Municipality of York, Regional Municipality of Peel, Regional Municipality of Durham, and the County of Simcoe, as well as to public and private sector organizations such as the Greater Toronto Airports Authority (GTAA) and numerous Fortune 500 companies. Through these extensive partnerships, Emerald EfW demonstrates its ability to effectively manage waste while helping clients meet their carbon emission and sustainability goals. Our operations contribute to a greenhouse gas (GHG) emission reduction of approximately 908,000 tonnes of CO₂e per year, supporting the transition to a low-carbon, circular economy.

EXPRESSION OF INTEREST

Emerald Energy from Waste



Redevelopment Project

In response to Ontario's landfill crisis, Emerald EfW will be redeveloping its fully permitted facility to provide waste management services and renewable energy that meet the needs of the province's growing communities.

Aimed at integrating cutting-edge, highly efficient technology into our site, the redevelopment is scheduled to begin construction in early 2026. The project remains firmly rooted in the facility's original purpose: **the recovery of energy from non-hazardous waste for the benefit of our local community.**

The redevelopment will be executed through a meticulously planned phased approach to ensure continuity of service for our customers throughout the redevelopment process.

PHASE 1

The first new EfW processing line will be installed on an undeveloped portion of the existing site. The facility EfW will continue to operate while the first new processing line is constructed.

PHASE 2

The second phase will be implemented and commissioned in accordance with market demands, culminating in the eventual retirement of the existing facility.

The phased development ensures uninterrupted service to our clients during the transition. This redevelopment initiative positions Emerald EfW to expand our current array of energy offerings and pioneer innovative ones, including steam, hydrogen, district heating, and electricity.



Redevelopment Renderings — Emerald EfW

EXPRESSION OF INTEREST

Emerald Energy from Waste

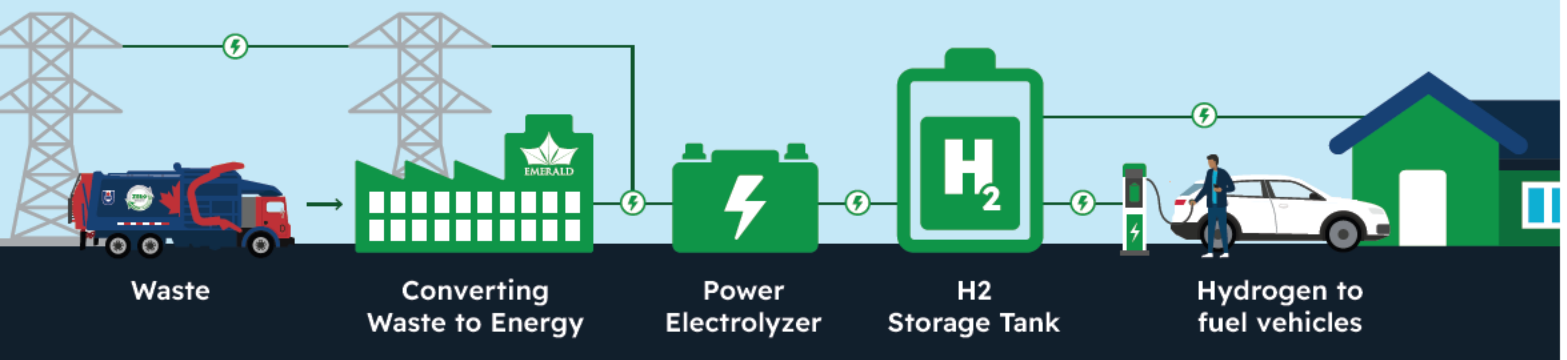


Green Hydrogen from Waste

Emerald EfW is pursuing an Interruptible Hydrogen Generation Pilot Project with the support of Ontario's Independent Electricity System Operator (IESO). This pilot project will evaluate the ability to use self-generated electricity to produce hydrogen at the Emerald

EfW site. We will assess whether hydrogen electrolyzers can be used to both stabilize the electricity grid and produce hydrogen for the transportation sector. Our goal is to improve our local grid and be a reliable source of low-carbon, affordable hydrogen for the transportation sector.

The 1 MW pilot project will develop and provide proof-of-concept for this technology. We expect to produce up to 1,000 kg of hydrogen per day. Once proven, the technology can be scaled up to levels that could stabilize larger portions of the grid and produce even more hydrogen. Emerald's EfW customers will be provided priority access to the hydrogen we produce.



Green Hydrogen Process – Emerald EfW

Value Add

Choosing Energy from Waste is an important decision for your community. EfW is a safe, sustainable, and low-carbon way to manage your post-recycling waste. Our redevelopment project can accommodate your current waste management needs and is scalable to meet the challenges of your growing community. With Ontario's landfills expected to be depleted by 2035, the province will become increasingly reliant on disposal sites in the United States, leading to increased carbon emissions and higher transportation costs associated with hauling waste to remote U.S. landfills. Finding a local, sustainable waste management solution today ensures a clean and sustainable future for your community.



EXPRESSION OF INTEREST

Emerald Energy from Waste



Emerald EfW is proactively reaching out to decision makers to help municipalities develop action plans in response to Ontario’s looming landfill crisis. Our goal is to educate potential

customers on our services to help them explore innovative solutions to their waste management needs that could help meet sustainability and carbon reduction objectives.

Our Current Availability Is As Follows

	Emerald EfW Capacity	Availability Date	Available Tonnage
Phase 1	300,000 metric tonnes	2028	Reserved
Phase 2	600,000 metric tonnes	2030	600,000 metric tonnes

Availability as of June 2025

WE ARE OFFERING municipalities access on a first-come, first-served basis. Tipping fee structures may be determined through either a capital contribution model or a contracted tip fee, depending on the municipality’s needs and the duration of the agreement.

CONTACT US TODAY

Emerald Energy from Waste

Learn More

Emerald Energy from Waste is committed to building a greener and more sustainable future. We eagerly anticipate the opportunity to engage in further discussions. For more information, click the buttons below:

INTRODUCTORY VIDEO

WEBSITE

GREEN HYDROGEN BROCHURE

REDEVELOPMENT PROJECT

Contact Information

For further inquiries or discussions, please contact us at the provided details. Thank you for considering Emerald Energy from Waste as a partner in sustainable waste management.



7656 Bramalea Road, Brampton, Ontario



905.791.2777



**Shift Technologies Inc.**

1457 McCowan Rd,
Toronto, ON M1S 5K7 Canada

Dear Reader,

As Ontario municipalities face increasing pressure to deliver efficient services with constrained budgets, many are exploring how artificial intelligence might help address operational challenges.

Shift Technologies is an AI platform designed specifically for municipal government operations. Rather than offering consulting services, we are the actual AI solution - a comprehensive platform built to handle the unique requirements of municipal environments.

Our platform addresses four key operational areas. Our AI monitors municipal vehicles and equipment to predict maintenance needs, helping prevent unexpected breakdowns and improve budget planning. Our AI voice system handles routine resident inquiries, provides immediate answers, and routes complex calls to appropriate departments, reducing wait times and staff workload. Our intelligent chatbot assists residents with common questions and guides them through municipal processes, available 24/7 on your website. Our platform also streamlines repetitive tasks like data entry, document processing, and routine approvals, freeing your staff for strategic work and citizen engagement.

We understand municipal requirements - budget cycles, council approval requirements, procurement processes, and the critical need for secure, compliant systems. Our platform is built with enterprise-grade security and designed to integrate with existing municipal systems.

We recognize that any technology implementation requires careful evaluation and proper approvals. We're prepared to work within your existing processes and provide the documentation needed for council consideration.

If you're interested in exploring whether our AI platform might benefit your municipality, we'd welcome an initial consultation to discuss your specific challenges and demonstrate our capabilities.

Please contact us at info@cloudrep.ai to arrange a conversation.

Respectfully,

The CloudRep Team

Shift Technologies