Township of McMurrich/Monteith
Regular Council Meeting - Agenda
Tuesday, November 17, 2026 – 7:00pm

Meeting to be held inside Municipal Office/Fire Hall

Inaugural Meeting of New Term of Council 2026-2030
Declaration of Office Ceremony

1. Call to Order:

2. Confirmation of the minutes of the previous meeting:
   2.1 Council – November 3, 2026

3. List of proposed resolutions for the meeting:

4. Declaration of pecuniary interest and general nature thereof:
   - should a member have a disclosure of pecuniary interest, they are to declare the nature thereof now or at any time during the meeting

5. Delegations:
   5.1 Staff Report: Public Works, Funding Applications – Municipal Housing Infrastructure Program - Non-Development Charge Municipalities Stream (Non-DC Stream)
   5.2 Staff Report: Communications and Recreation Coordinator – Update, Student Hiring Grant Applications
   5.3 Amend Schedule A to Bylaw 24-2024 (appointment of Deputy Mayor)

6. Business Arising From a Previous Meeting:
   None

7. Quotes, Tenders, RFP's:
   7.1 Tender 2026-03 Winter Sand

8. Accounts for Approval:
   None

9. Applications:
   None

10. Bylaws:
    10.1 50-2026 Confirm Council Meeting – November 3, 2026
    10.2 51-2026 Appoint certain committees for the Council term 2026-2030

11. Council Reports:
    None

PLEASE CHECK THE TOWNSHIP WEBSITE AT WWW.MCMURRICHMONTEITH.COM AND/OR FACEBOOK PAGE FOR CANCELLATION NOTICES PRIOR TO THE MEETING

12. Correspondence:
    None

13. New Business:
    None

14. Closed Session: Section 239 (2)
    None

15. Adjournment:

Dates to Remember:

Tuesday, December 1st and 15th – Regular Council Meetings – 7pm

Friday, November 13th – Family Fun Night - Sprucedale Community Centre – 5:30-9pm
Wednesday, December 2nd – Annual Almaguin Firefighter Food Drive -
Sunday, December 6th – Christmas Social - Sprucedale Community Centre – Doors open at 4:30pm $15 ticket, Children under 5 yrs are FREE
Tuesday, December 10th – Recreation Committee Meeting – 7pm

POST COUNCIL MEETING - *Inaugural Toast and Celebratory Social, presented by Staff of the Township of McMurrich/Monteith*

PLEASE CHECK THE TOWNSHIP WEBSITE AT WWW.MCMURRICHMONTEITH.COM AND/OR FACEBOOK PAGE FOR CANCELLATION NOTICES PRIOR TO THE MEETING

Nov 17 2026 2.1

MINUTES OF McMURRICH/MONTEITH TOWNSHIP
REGULAR COUNCIL MEETING - TUESDAY, NOVEMBER 3, 2026

The Council of the Township of McMurrich/Monteith met Tuesday, November 3, 2026, inside the Council Chambers

Present: Mayor: Glynn Robinson; Council Members: Vicky Roeder-Martin, Terry Currie, Daniel O'Halloran, and Craig White.

Staff present: Terry Sararas, CAO, Cheryl Marshall, Clerk/Treasurer, Allyson Pedwell, Deputy-Clerk/Deputy-Treasurer, Ryan McFarland, Fire Chief, Neil Hellam, Public Works Superintendent

Audience: Murray O'Halloran, Patrick O'Halloran, Ron Walton, Angela Fabing, Leslie Selvey, Paula Boyd, Dan & Donna Black

1. **Call to Order:**
   The meeting was called to order at 7:00pm

2. **Confirmation of the minutes of the previous meeting:**
   2.1 Council – October 20, 2026(regular)
   2.2 Recreation – September 8 and October 13, 2026

3. **List of proposed resolutions for the meeting:**
   None

4. **Declaration of pecuniary interest and general nature thereof:**
   None

5. **Delegations:**
   5.1 Staff Report: Fire Chief- staff gave update on the Firehouse Sub grant in which was not successful. Council discussed the nature of the fire calls.

6. **Business Arising From a Previous Meeting:**
   None

7. **Quotes, Tenders, RFP's:**
   None

8. **Accounts for Approval:**
   8.1 October 2026 – explanation regarding the expense for plow parts
   8.2 Financial Report – up to October 23, 2026 – Council discussed the building department future direction.

DRAFT

9. **Applications:**
None

10. **Bylaws**
10.1 49-2026 Confirm Council Meeting – October 20, 2026

11. **Council Reports:**
None

12. **Correspondence:**
12.1 BFAR Union Public Library – Minutes – September 16, 2026
12.2 Almaguin Community Economic Development (ACED) – Agenda package – October 22, 2026; Council discussed the condensed report
12.3 OPP – 2027 Annual Billing Statements: Discussion regarding capped 11% percent increase

13. **New Business:**
None

14. **Closed Session: Section 239 (2)**
Session for Housekeeping – accept minutes from previous meetings

15. **Adjournment:** Council adjourned this meeting at 7:38 p.m.

Resolutions:

2026-226 Roeder-Martin/Currie
Be It Resolved that Council approves the minutes of the Regular Council meeting held October 20, 2026. **Carried**

2026-227 Currie/Roeder-Martin
Be It Resolved that Council receives the minutes of the Recreation Committee meetings held September 8th and October 13, 2026. **Carried**

2026-228 O'Halloran/White
Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 49-2026 to confirm the council meeting held October 20, 2026. **Carried**

2026-229 White/O'Halloran
Be It Resolved that Council receives all correspondence as listed on the agenda. **Carried**

2026-230 O'Halloran/White
Be It Resolved that Council enters into a closed session at 7:18pm for housekeeping purposes – accepting minutes. **Carried**

2026-231 White/O'Halloran
Be It Resolved that Council comes out of a closed session at 7:24pm. **Carried**

2026-232 O'Halloran/White
Be It Resolved that Council adjourns this meeting at 7:33pm until Tuesday, November 17, 2026 at 7pm. **Carried**

DRAFT

Mayor, Glynn Robinson

Clerk, Cheryl Marshall

Nov 17 2026
5.1

TOWNSHIP OF McMURRICH / MONTEITH

District of Parry Sound

P.O. Box 70 31 William Street

Sprucedale, Ont. P0A 1Y0

Phone 705-685-7901 Fax 705-685-7393

PUBLIC WORKS REPORT

DATE: 17 November 2026

TO: Members of Council

FROM: Neil Hellam, Public Works Superintendent

We are cleaning up all dead fall along the roads and any old culverts that may have been missed from previous years.

We are prepping trucks and grader for winter. Rebuilding 1 Slusher for truck 4

Have two drainage issues to address, one on Stisted South and the other on Stisted North. This will be completed week of Nov 16th.

Grading is ongoing as required.

Brushing is ongoing.

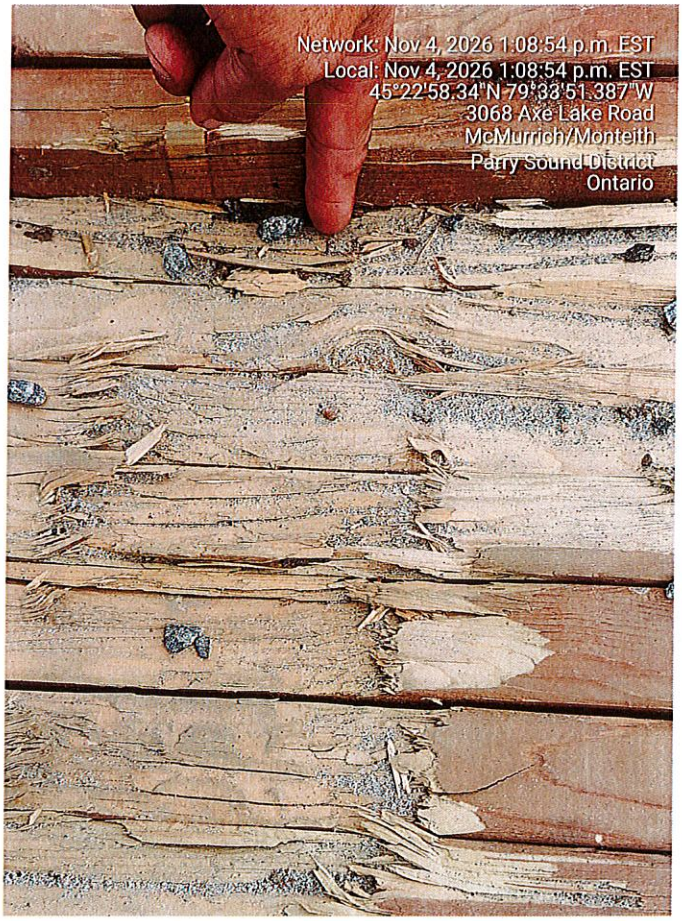
Landfill
Have Hauled in loads of sand for cover.
Scrap steel has been picked up for the year.

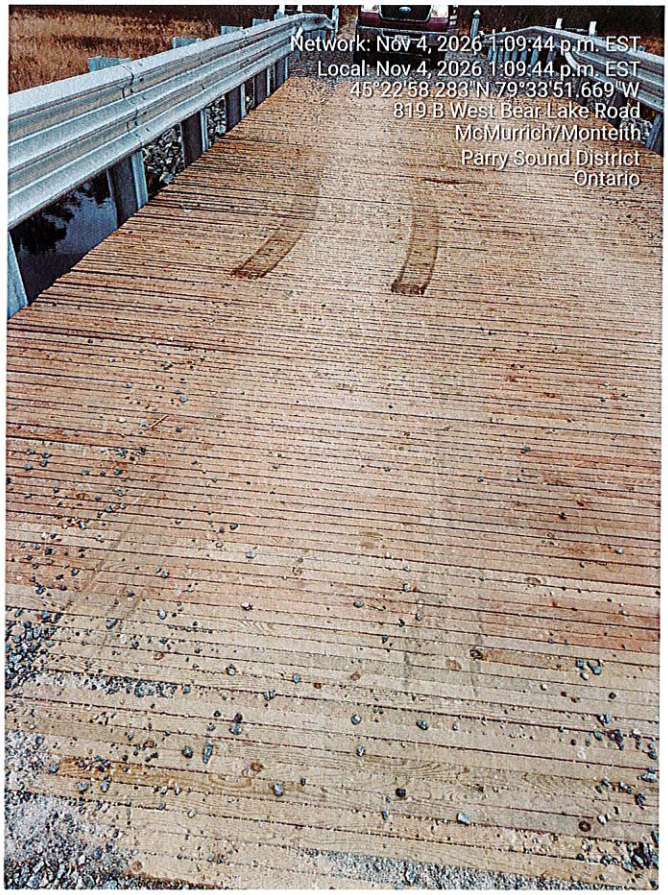
Waiting for interim report from DM Wills for John Street.

First week of November was brought to my attention there was some damage to the new bridge structure on Axe Lake Road. Upon inspection, we have found that there was some damage to boards on the bridge deck. It appears a smaller trailer either loaded heavy to the front and bottomed out or came detached from Vehicle and the tongue dug into deck.

I would like to say I have enjoyed working together with the previous council and look forward to working with the new council.


Network: Nov 4, 2026 1:07:54 p.m. EST
Local: Nov 4, 2026 1:07:54 p.m. EST
45°22'58.357"N 79°33'51.246"W
819 B West Bear Lake Road
McMurrich/Monteith
Parry Sound District
Ontario


Network: Nov 4, 2026 1:08:54 p.m. EST
Local: Nov 4, 2026 1:08:54 p.m. EST
45°22'58.34"N 79°33'51.387"W
3068 Axe Lake Road
McMurrich/Monteith
Parry Sound District
Ontario


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Local: Nov 4, 2026 1:09:44 p.m. EST
45°22'58.283"N 79°33'51.669"W
819 B West Bear Lake Road
McMurrich/Monteith
Parry Sound District
Ontario

Nov 17
2026
5.2

TOWNSHIP OF MCMURRICH/MONTEITH

REPORT TO COUNCIL

Report: Communications and Recreation Coordinator

Originator: Lisa Firby

Date of Meeting: November 17, 2026

Subject: Job Analysis for October

Communications & Recreation Coordinator Monthly Report – October

Throughout October, I worked on municipal communications, recreation planning, community engagement, grant applications, and special projects for the Township of McMurrich/Monteith. I prepared and distributed posters, social media content, website updates, public notices, and newsletter materials to keep residents informed about community events, committee recruitment opportunities, holiday closures, municipal initiatives, and the municipal election, including the development of a simplified vote-by-mail guide. I also consolidated the Township's Communications Policy and revised the Social Media Policy to clarify responsibilities and communication practices.

A significant focus during the month was supporting recreation and community development initiatives. I submitted a $30,000 Commonwell L.E.A.F. grant application for the "At the Table: Sharing Food, Building Connections" project. Following the submission, I conducted outreach efforts to encourage community support and awareness of the initiative.

Additional recreation and community engagement work included developing a public survey regarding the future of the Doe Lake Beach playground equipment, sharing updates regarding Seguin Trail signage, promoting Halloween programming and activities, and preparing artist recruitment and registration materials for the upcoming Wine & Cheese Art Show. I also continued advancing the planning and specialist recruitment process for the "Almaguin Building Connections – Building Made Simple" initiative.

Throughout the month, I attended, coordinated and communications and promotional efforts for community events, including the Oktoberfest Dance. This involved creating

promotional materials, engaging with community groups, and responding to public inquiries to encourage participation and strengthen community involvement.

In addition, I supported community facility improvement planning by preparing a draft storage room design for a community centre, assisted with local business and economic development inquiries, and worked collaboratively with Township staff, community organizations, and residents to ensure municipal information and community opportunities were communicated effectively.

In the middle of the month, we were notified that the Township was successful in Stage 1 of the Northern Ontario Heritage Fund Corporation (NOHFC) grant application for the Sprucedale Community Centre Revitalization Project. We have now advanced to Stage 2 of the application process. I am currently completing the Stage 2 application and have forwarded my responses to Courtney at ACED for review and feedback. Her input will help strengthen the application and ensure that our submission is as comprehensive and competitive as possible.

Overall, October was a productive month focused on enhancing municipal communications, securing funding opportunities, supporting recreation and community development projects, promoting community events, and strengthening resident engagement throughout the Township.

nohfc

Suite 200, Roberta Bondar Place, 70 Foster Drive, Sault Ste. Marie, Ontario P6A 6V8
Tel: 705 945-6700 or 1 800 461-8329 @nohfc nohfc.ca

sgfpno

Place Roberta Bondar, 70, promenade Foster, bureau 200, Sault Ste. Marie (Ontario) P6A 6V8
Tél: 705 945-6700 ou 1 800 461-8329 @sgfpno sgfpno.ca

NOHFC File No:

October 13, 2026

Lisa Firby
Communication and Recreation Coordinator
The Corporation of the Township of McMurrich/Monteith
31 William Street
Sprucedale, Ontario P0A 1Y0

Dear Lisa Firby:

Thank you for your recent application requesting funding from the Northern Ontario Heritage Fund Corporation (NOHFC) under the Enhance Your Community Program towards *Sprucedale Community Centre Revitalization Project*. Please quote the above file number in future correspondence.

The NOHFC has determined that your project is potentially eligible and will proceed for further review and evaluation. Please note that although your application is proceeding, it does not mean that it will be approved for funding. The NOHFC's programs are non-entitlement, discretionary programs and not all projects meeting the program eligibility criteria will be approved.

You will be required to submit a more detailed proposal for your project, including supporting documentation, within 60 days from the receipt of this letter.

Please note the following information:

- Costs incurred prior to the application received date of October 8, 2026, for the project will be considered ineligible.
- The NOHFC requires applicants to follow a fair and transparent selection process when selecting vendors or contractors.
- Costs related to parking lots are ineligible under NOHFC Program Guidelines.
- Permitting, in-kind and administration fees are ineligible under NOHFC Program Guidelines.
- All other funding sources must be confirmed before a funding decision will be made on your project, and that an applicant must seek out all other provincial and federal funding sources.

To assist you, your application has been assigned to Melissa Gainer, Area Team Manager with the Ministry of Northern Economic Development & Growth - Regional Economic Development Branch. Within five (5) business days of this letter, a Northern

nohfc

Suite 200, Roberta Bondar Place, 70 Foster Drive, Sault Ste. Marie, Ontario P6A 6V8
Tel: 705 945-6700 or 1 800 461-8329 @nohfc nohfc.ca

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Place Roberta Bondar, 70, promenade Foster, bureau 200, Sault Ste. Marie (Ontario) P6A 6V8
Tél: 705 945-6700 ou 1 800 461-8329 @sgfpno sgfpno.ca

Development Advisor on their team will be assigned to support you in the development of your detailed project proposal. In the interim, you can reach Melissa Gainer at _____ or toll free via _____ should you have any questions.

Sincerely,

Scott Kunnas
Manager, Program Services

Facebook | Oct 1, 2026 – Oct 31, 2026

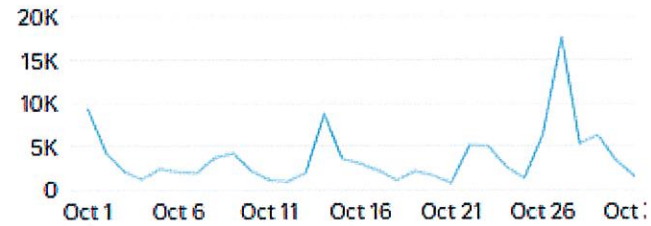
Set a goal, track progress and learn helpful tips for your professional success.

Start new goal

Views

Export

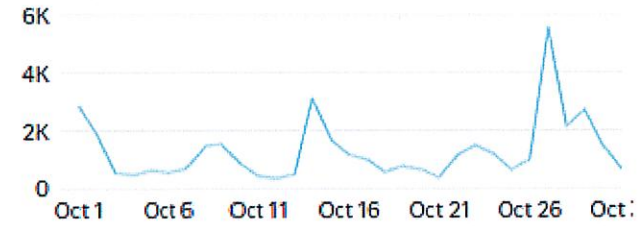
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Viewers

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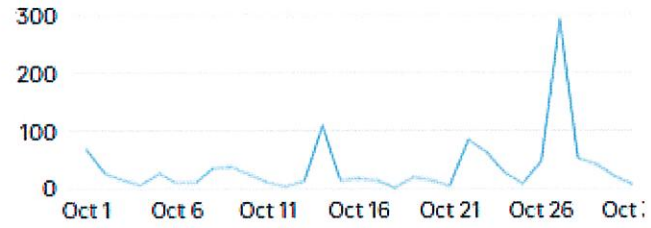
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Content interactions

Export

1.1K ↑ 12.2%



Link clicks

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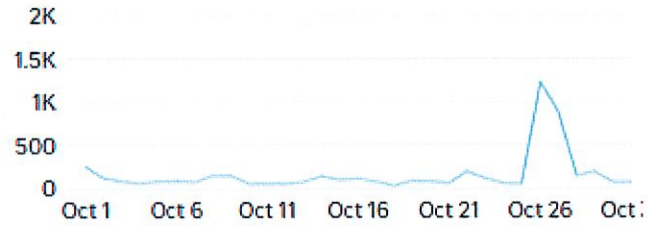
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Visits

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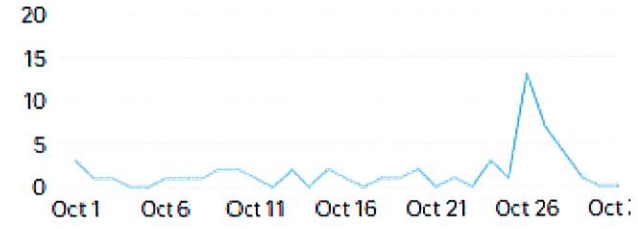
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Follows

Export

52 ↑ 4%



Instagram | Oct 1, 2026 – Oct 31, 2026

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Start new goal

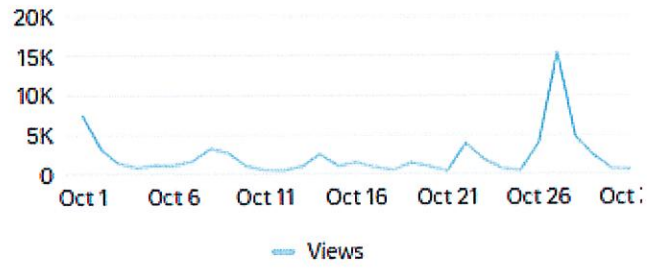
Views

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68.9K ↑ 22.7%

65,396 views

3,545 views



Reach

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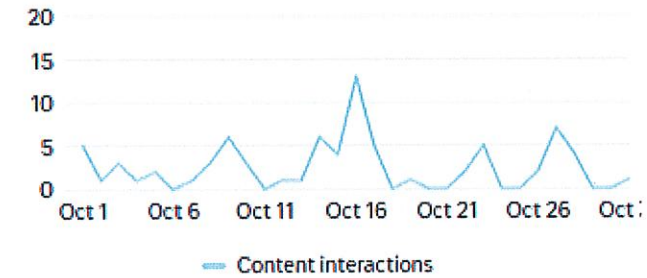
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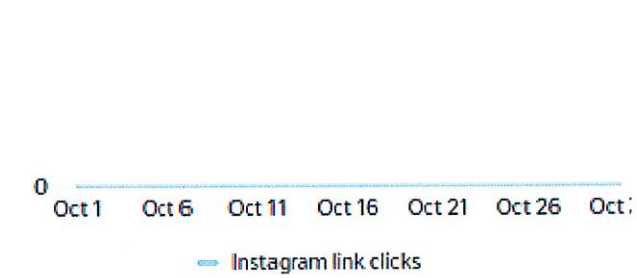
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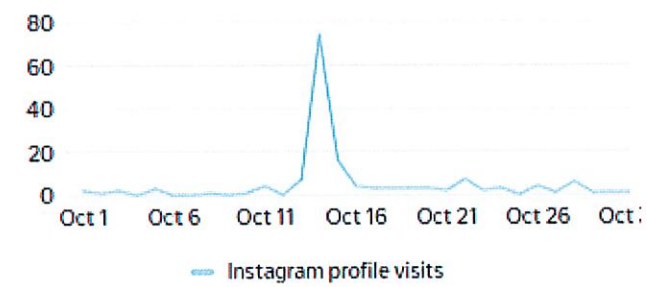
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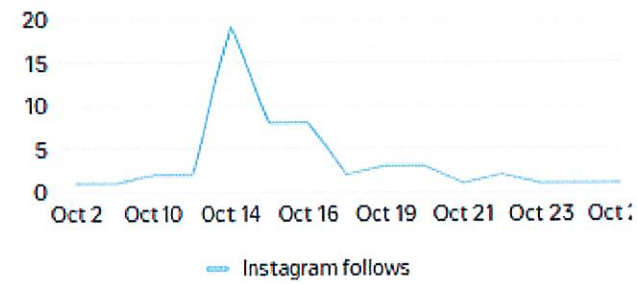
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Nov 17
2026
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TOWNSHIP OF MCMURRICH/MONTEITH

REPORT TO COUNCIL

Report: Communications and Recreation Coordinator

Originator: Allyson Pedwell

Date of Meeting: November 17, 2026

Subject: Summer Student Grant Application

We will be applying for funding for two summer student positions for the summer of 2027 through the annual Canada Summer Jobs (CSJ) program. This federal program provides wage subsidies to eligible employers to create summer employment opportunities for youth, helping them gain valuable skills and work experience. If our application is successful, the funding will help provide students with real-world work experience while offering additional support to our staff.

Nov 17 2026

5.3

Schedule "A"
By-law #24-2024

Appointment of Deputy Mayor

The Deputy Mayor will be the councillor achieving the greatest number of votes, in the most current municipal election.

For the 2026 - 2030 council term the Deputy Mayor will be Lily Wilson

If both the Mayor and Deputy Mayor are not available, the next successive councillor is designated to be appointed Deputy Mayor for the period of unavailability.

The order is listed below:

Daniel O'Halloran

Terry Currie

DRAFT

Nov 17 2026 10.1

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW # 50- 2026

Being a By-Law to confirm the proceedings of Council
Meeting: November 3, 2026

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, Chapter 24, as amended, requires a municipal Council to exercise a municipal power, including a municipality's capacity, rights powers and privileges under Section 9, by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the Council of the Township of McMurrich/Monteith deems it desirable to confirm the proceedings of Council at its meeting hereinafter set out.

NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH HEREBY ENACTS AS FOLLOWS:

1. **Ratification and Confirmation**

That the action of this Council of the Township of McMurrich/Monteith at its meetings set out below with respect to each motion, resolution and other action passed and taken by this Council at its meetings, except where otherwise required, is hereby adopted, ratified and confirmed as if such proceedings and actions were expressly adopted and confirmed by its separate By-law.

Meeting held: November 3, 2026

2. **Execution of all Documents**

That the Mayor of the Council of the Township of McMurrich/Monteith and the proper officers of the Township of McMurrich/Monteith are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and except where otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute all necessary documents and to affix the Corporate Seal of the Township to such documents.

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 17th day of November, 2026.

_____
Mayor
Craig White

_____
Clerk-Treasurer
Cheryl Marshall

Nov 17
2026

10.2

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW 51 -2026

Being a By-law to appoint certain committee and officers for the Council term 2026-2030.

WHEREAS Council wishes to appoint members of Council to the various committees

BE IT THEREFORE ENACTED by the Corporation of the Township of McMurrich/Monteith, that the Council members listed in Schedule "A" be appointed to the various offices of the municipality for the period ending November 15, 2030 and that By-law 28-2022 be repealed.

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 17th day of November, 2026.

_____ _____

Mayor, Craig White Clerk-Treasurer Cheryl Marshall

DRAFT

Schedule "A" to Bylaw 51-2026

Signing Authority	Craig White Alternate: Lily Wilson
Southeast Parry Sound District Planning Board	Dan O'Halloran Alternate:
Almaguin Recycling Initiative (ARI)	Dan O'Halloran
Provincial Offences Act Committee	Alternate:
Almaguin Highlands Health Centre (AHHC)	Alternate: Craig White
Almaguin Community Economic Development (ACED)	
Cemetery Board	Dan O'Halloran Alternate: Terry Currie
Burk's Falls, Armour, Ryerson Library Board	Alternate:
Official Plan, Sidewalk, Weeds & Emergency Planning	All of Council
Recreation Committee	Terry Currie Alternate: Craig White
Hiring Committee – for Department Head positions only	Mayor and Deputy Mayor
Job Evaluation Committee	Mayor and Deputy Mayor
Committee of Adjustments	All of Council