

May 5
2026
5.4



STAFF REPORT

Date: May 5th, 2026
To: Council
From: Cheryl Marshall, Clerk/Treasurer
Subject: Quote to add two new additional monitoring wells at the Landfill Site

Recommendation:

That the Staff Report from the Clerk/Treasurer dated May 5, 2026, regarding the quotes to add two new additional monitoring wells at the Landfill Site be received and that Council approves the quote from Greenstone Engineering in the amount of \$_____ to be funded through the Landfill Reserve and further approves the quote for the 2026 Annual Monitoring Program in the amount of 5,900.00 plus HST.

History:

The Annual Water Quality Monitoring Report, prepared by Greenstone Engineering and received by Council at their regular council meeting held April 21, 2026 indicated the groundwater flow during the 2025 monitoring events was determined to flow towards the northeast.

Greenstone Engineering is recommending that sampling of groundwater twice per year during the spring and fall should continue. However, considering the placement of the existing monitoring well network and groundwater flow direction (i.e., currently estimated to be to the northeast), two additional monitoring wells should be installed approximately 50 to 100 m downgradient of the Waste Disposal Site; one to the northeast of the fill pile; and one to the northwest of the fill pile. The additional monitoring well data will assist in better understanding compliance with Guideline B-7, as well as further understanding groundwater flow direction and trends. The results of inspection and monitoring will be reported every five-years to the MECP. After that time, and with the establishment of further baseline data/source data leachate concentrations, a review of all data will then be used to establish the expected level of impact and the need and scope for long term monitoring.

At the April 21st, 2026 meeting, Council directed Staff to receive a quote to install two new monitoring wells at the Landfill Site. Depending on costs, this project could be spread over a two year budget cycle and would utilize monies from the landfill reserve.

Financial Considerations

The quote received from Greenstone Engineering to install two new monitoring wells at the same time is \$20,000. Over a two year period would be \$12,500 for each well.



greenstone
ENVIRONMENTAL ENGINEERING

Proposal for Annual Monitoring Program

Site: McMurrich & Monteith Waste Disposal

Site

The Corporation of the Township of McMurrich & Monteith
PO Box 70
Sprucedale, ON P0A 1Y0

Attention: Ms. Cheryl Marshall, Clerk Treasurer

April 28, 2026

Project Reference Number: 26141



Greenstone Project 26141
April 28, 2026

Township of McMurrich and Monteith
PO Box 70
Sprucedale, ON P0A 1Y0

Attention: Ms. Cheryl Marshall, Clerk Treasurer

RE: Proposal for Annual Monitoring Program

Further to your request, Greenstone Engineering Ltd. is pleased to submit our proposal to complete consulting services for the McMurrich and Monteith Waste Disposal Site (WDS).

We hope this proposal meets the needs for your project and we thank you for the opportunity to submit our bid.

Should you have any questions or would like to discuss any aspect of this submission please do not hesitate to contact the undersigned at your convenience.

Sincerely yours,

Troy Gordon, CET
Regional Manager
troy@greenstoneengineering.ca
705-471-1376



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1.0 COMPANY PROFILE AND EXPERIENCE

Greenstone Engineering Ltd. (Greenstone) provides environmental engineering and consulting services across Northern Ontario. Greenstone is a privately owned firm consisting of a team of highly skilled environmental consultants and technicians with significant experience in both the engineering and environmental sectors. Greenstone is dedicated to providing exceptional consulting services to manage and address environmental challenges for our clients with practical solutions.

Greenstone focuses extensively on the environmental sector with specialization in Brownfield Land Redevelopment, Waste Management, Landfill Design and Monitoring, Phased Environmental Site Assessments, and Risk Assessment and Remediation. Greenstone is a licensed engineering corporation with the Professional Engineers of Ontario (PEO). Greenstone specializes in the following service categories:

- Air Quality Investigations
- Biological Surveys (Wetland Evaluations and Ecological Land Classification)
- Class Environmental Assessments
- Designated Substance Surveys
- Environmental Compliance Approvals (ECAs)
- Environmental Impact Studies
- Environmental Training and Compliance Support
- Excess Soils (Ontario Regulation 406/19)
- Geographical Information Systems (GIS)
- Ground Penetrating Radar (GPR) and Utility Locating
- Hydrogeological Studies
- Land Use Planning
- Natural Heritage Assessments
- Phase I & II Environmental Site Assessments (ESAs)
- Records of Site Condition (Ontario Regulation 153/04)
- Remediation and Design
- Waste and Landfill Engineering



Representatives from Greenstone have extensive experience in landfill monitoring and design for ranges of landfill sizes. The key team members have specific experience across Northern Ontario with technical working roles on over 50 landfills, including private and public (municipal and provincial) facilities. Landfill technical experience includes both domestic municipal waste landfills and industrial waste landfills (hazardous and non-hazardous and wood waste facilities) with respect to operational design, as well as environmental monitoring for natural attenuation.

2.0 CONSULTANT QUALIFICATIONS

2.1 EXPERIENCE STATEMENT

Greenstone staff which will be dedicated to the project will have numerous years of waste, landfill and environmental monitoring and consulting experience. Resumes of the dedicated team members can be provided upon request. Greenstone qualifications meet the minimum requirements for the proposed scope of work.

2.2 LABORATORY SUBCONTRACTOR ACCREDITATION

Greenstone proposes to subcontract the services provided by Eurofins Environment Testing Canada Inc. (Eurofins) in Ottawa, Ontario for laboratory analysis of samples collected by Greenstone during the monitoring program. Eurofins has an established quality assurance and quality control (QA/QC) program and is a member of the Canadian Association for Laboratory Accreditation (CALA) and is accredited by the Standards Council of Canada (SCC) for specified environmental analyses. Eurofins also implements a routine internal laboratory QA/QC program consisting of the analysis of laboratory duplicates, method blanks, matrix spikes and spiked blank samples. Evaluation of their QA/QC results on a sample submission basis is completed and reported within their certificates of analysis.



3.0 KEY TEAM MEMBERS

The following team members will be responsible for the delivery of the key components of this project. Copies of their resumes are available to the Client upon request.

Project Technical Lead – Alexandra Duchesne, M.E.Sc., P.ENG., QP_{ESA}

Alexandra has worked in the environmental sector for over five years and has experience in Phase I and Phase II Environmental Site Assessments (ESAs), landfill management and design and monitored natural attenuation programs, Record of Site Conditions, and remediations. In addition, is proficient in excess soils management, waste disposal and characterization, and project management. Alexandra holds a Bachelor of Engineering Science and a Master of Engineering Science from the University of Western Ontario. She is a Qualified Person (QP) in accordance with the Ministry of Environment, Conservation and Parks (MECP) as per Ontario Regulation (O. Reg.) 153/04 and O. Reg. 406/19 and is also a licensed Professional Engineer (P.Eng.) with the Professional Engineers of Ontario (PEO).

Regional Manager & Technical Support – Troy Gordon, CET

Mr. Gordon has worked in the environmental sector for over 25 years and has extensive experience in collaboration with P.Eng.'s, P.Geo.'s, QPs and senior experts to achieve environmental consulting and engineering project goals. Mr. Gordon has managed strategic portfolios and growth for various firms across Northern Ontario. Mr. Gordon is a Certified Engineering Technologist (CET) with the Ontario Association of Engineering Technicians & Technologists (OACETT).

Mr. Gordon has extensive experience in landfill management and design and monitored natural attenuation programs, Brownfield Land Redevelopment, Phased Environmental Site Assessments, detailed site investigations, RSCs, soil vapour assessments, risk assessments and remediations.

Supporting Staff

Greenstone retains full-time staff to support all field operations. Field staff will be deployed from the local North Bay and / or Sudbury offices for all aspects of this project.



4.0 METHODOLOGY

4.1 BACKGROUND

The client operates a Waste Disposal Site located approximately 1 kilometer east of Sprucedale, Ontario. The facility consists of municipal waste placed in a cell lift management system. In addition, the site also has designated storage and recycling areas for managing recycling operations for the Township. The facility is currently operating under a Provisional Certificate of Approval (A522301) dated September 4, 1997 (ECA).

The Waste Disposal Site's annual monitoring program consists of monitoring four groundwater monitoring wells (no surface water monitoring).

The site is currently permitted to receive municipal waste as defined under Ontario Regulation 347 (being solid non-hazardous) and is allowed to receive waste from within the boundaries of the Township of McMurrich and Monteith.

4.2 REGULATORY FRAMEWORK

The work to be completed under this RFP will be performed in general accordance with the following regulations, guidance documents and standards for environmental landfill engineering and consulting practices:

- MECP document entitled "*Guidance on Sampling and Analytical Methods for Use at Contaminated Sites in Ontario*", revised December 1996 (MECP Sampling Document).
- MECP document entitled "*Technical Support Document for Ontario Drinking Water Standards, Objectives and Guidelines*" dated June 2003, revised June 2006.
- MECP document entitled "*Water Management Policies Guidelines and Provincial Water Quality Objectives*" (PWQO) dated July 1994.
- MECP document entitled "*Landfill Standards: A Guideline on the Regulatory and Approval Requirements for New or Expanding Landfilling Sites*" dated January 2012 (MECP Landfill Standards).



- MECP documents entitled *“Incorporation of the Reasonable Use Concept into MOEE Groundwater Management Activities, Guideline B-7 (formerly 15-08)”* (Guideline B-7); and *“Determination of Contaminant Limits and Attenuation Zones, Procedure B-7-1”*, (formerly referenced by 15-08), dated April 1994.
- MECP document entitled *“Monitoring and Reporting for Waste Disposal Sites, Groundwater and Surface Water, Technical Guidance Document”* dated November 2010.
- Ontario Regulation 232/98, *“Landfilling Sites”*, under the Environmental Protection Act (O. Reg. 232).
- Ontario Regulation 347 *“General – Waste Management”*, as amended (O. Reg. 347).
- Ontario Regulation 903 R.R.O. 1990, *“Wells”*, under the Ontario Water Resources Act (O. Reg. 903)
- Ontario Regulation 169/03, *“Ontario Drinking Water Quality Standards”* (ODWQS), under the Safe Drinking Water Act, 2002.

4.3 LANDFILL MONITORING PROGRAM

At this time, the Waste Disposal Site’s annual monitoring program consists of spring and fall monitoring of four groundwater monitoring well locations. The landfill groundwater monitoring program shall consist of the following tasks:

- Initiate a kick-off meeting with the Township to discuss the groundwater monitoring locations and any health and safety and site security/access concerns.
- All monitoring wells will be developed prior to sampling events. It is proposed that one groundwater monitoring event will take place during the spring and one event in the fall (May/June and September/October 2026). Spring and fall sampling events will be conducted in 2026.
- Prior to sampling, static groundwater levels will be measured using a 30 meter water level tape. Measurements will be collected from the top of riser pipe and will be compared to previously collected data to determine the water-table trends and anomalies, the hydraulic vectors and gradients, and to determine whether rising or falling groundwater elevations significantly affect contaminant migration.



- Each monitoring well shall be purged during the sampling event prior to the collection of the sample. Monitoring wells shall be purged using new or existing 5/8" Low Density Polyethylene (LDPE) tubing sampling equipment. Groundwater monitoring wells will be purged a minimum of three (3) well volumes or more until the well volume column is representative of the surrounding formation.
- During each sampling event field measurements for dissolved oxygen (DO), electrical conductivity (EC), pH, temperature, total dissolved solids (TDS) and oxidation-reduction potential (ORP) will be obtained using a calibrated YSI-556 water quality multi-meter (or equivalent).
- Samples collected during the spring event will be analyzed for the parameters listed in Column 1 of Schedule 5 of the MECP Landfill Standards. Samples collected during the fall event will be analyzed for the parameters listed in Column 2 of Schedule 5 of the MECP Landfill Standards.
- Groundwater sample results will be compared to the applicable landfill standards, for naturally attenuating landfill sites in accordance with Guideline B-7.

The landfill monitoring program will include a robust QA/QC program to be implemented during the investigation and will include, but not be limited to, the calibration of field equipment, decontamination of sampling tools and management of samples under chain of custody and seal with temperature control. Field QA/QC will also include be collected, at one duplicate per every ten samples recovered (a minimum of one per sampling event).

Upon completion of the groundwater and surface water sampling events, all data will be compiled and included in a brief annual monitoring summary as the full Monitoring and Operations report is not due again until March 2030; however, the brief summary report will be submitted electronically before March 31, 2027.



5.0 PROJECT SCHEDULE AND WORK PLAN

Estimated schedule is based on contactor availability. The schedule proposed is as follows:

Activity	Schedule By
Kickoff	May 2026
Spring Sampling Event	May/June 2026
Fall Sampling Event	September/October 2026
Submission of Brief Annual Summary Report	Prior to March 31, 2027

6.0 COST

The cost associated with each component of the project are as follows:

Task	Cost
Completion of 2026 Spring and Fall Sampling and Summary Report	\$5,900.00

COST EXCLUSIONS

For this proposal Greenstone has assumed that all monitoring well locations are accessible, keys to locks will be provided and all sampling infrastructure is installed (i.e., Waterra tubing, bailers, etc.). Should additional supplies be required Greenstone will bill the Client these costs directly.



7.0 CLOSING

We hope you find this proposal suitable to meet the needs of the Township and we sincerely look forward to working with your team to manage your environmental compliance. Greenstone is available immediately to commence this project pending the Township's approval. Should you wish to retain Greenstone for this project, and you find the terms and conditions acceptable within the attached Work Authorization Form, please sign it and return it to Greenstone via email to the undersigned.

Should you wish to discuss any aspect of this work or proposal, please contact us at your convenience.

Sincerely yours,

Troy Gordon, CET
Regional Manager
troy@greenstoneengineering.ca
705-471-1376



APPENDIX A – SIGNATORY PAGE



WORK AUTHORIZATION FORM

1. GREENSTONE's estimate was prepared for the consideration of the client only. Its contents may not be used or disclosed to any party without prior written consent from GREENSTONE.
2. GREENSTONE's estimate shall be valid for a period of thirty (30) days from date of issue. The validity period may be extended by mutual agreement in writing. GREENSTONE reserves the right to revise the estimate beyond the stated validity period.
3. Any work performed by GREENSTONE will be conducted in accordance with generally accepted environmental practices current in the area at the time the work is performed.
4. For any ground disturbance work the client must provide all known maps of private underground utilities and structures within the work area. GREENSTONE will verify location of existing private utilities and structures as shown on these drawings on a best effort basis. GREENSTONE will not be liable for any subsequent damages for failing to designate any underground utilities or structures which were not indicated on the client provided drawings at the time of, or prior to, the provision of this service. GREENSTONE assumes no liability for damages caused by the excavation of buried objects on the site not found that are outside our scope of work or defined work area.
5. GREENSTONE accepts no responsibility and is not liable for damages suffered by any third party as a result of decisions or actions based on the performance of the statement of work by GREENSTONE.
6. The completeness of work carried out by GREENSTONE is based on information provided by the client at or prior to the earlier of the time of issuance of the estimate or quote. If the scope of work or size and/or extent of the work area changes, a signed change order must be issued so that scope of work can be adjusted to address client requirement changes. Documents and maps provided by GREENSTONE are the definitive means legally defining the extent of the work area investigated.
7. Except as written in the contract/estimate/quote, GREENSTONE disclaims any and all promises, representations, warranties and covenants, express, implied, statutory or otherwise.
8. GREENSTONE shall not be liable for any amount in excess of the fees paid by the Client to GREENSTONE for the work described in this estimate on account of any loss, injury, death, or damage whether resulting directly or indirectly to a person or property irrespective of the cause or origin of such loss, injury, death or damage including, without limitation, loss, injury, death or damage attributable to the negligence of GREENSTONE, its employees and agents in the performance or non-performance of the service.
9. GREENSTONE is covered by the Workers' Safety Insurance Board of Ontario, and carries general commercial liability insurance, and non – owned automobile insurance. Certificates of documentation are available upon request.
10. No warranty is either expressed or implied, or intended by this agreement or by furnishing oral or written reports or findings.
11. The work will be limited to those locations and/or areas of concern identified by the client or scope of work as outlined in our estimate. Other areas of concern may exist but will not be investigated within the scope of this assignment.
12. Any budget estimates provided are preliminary and subject to verification unless otherwise agreed.
13. The client is to identify all known hazardous conditions that exist within the building, on the property and in the area of work including but not limited to: the presence of confined spaces, work at heights, areas causing heat stress, traffic, pinch points, asbestos, designated substances, etc. The client is to identify any specific training requirements required for access and entry to the building, property and area of work and provide any site-specific training required at no cost to GREENSTONE. The client must provide safe access to the site and compliance with the Occupational Health and Safety Act (Ontario) and all other applicable safety codes and standards for matters under the control of the Client, which would affect the safety of GREENSTONE staff on site.
14. GREENSTONE makes no representations or warranties whatsoever, including those concerning the legal significance of our findings, or as to other legal matters touched on in the report, including, but not limited to, ownership of any property, or the application of any law to the facts set forth herein. With respect to regulatory compliance issues, regulatory statutes are subject to interpretations and these interpretations may change over time and we undertake no, and expressly disclaim, obligation to advise Client of such change. GREENSTONE accepts no responsibility for consequential financial effects on transactions or property values, or requirements for follow-up actions and costs.
15. The liability of GREENSTONE or our officers, directors, shareholders or staff will be limited to the lesser of the fees paid or actual damages incurred by the Client.



- 16. GREENSTONE will not be responsible for any consequential or indirect damages. GREENSTONE will only be liable for damages resulting from negligence of GREENSTONE will not be liable for any losses or damage if Client has failed, within a period of (2) years following the date upon which the claim is discovered within the meaning of the Limitations Act, 2002 (Ontario), to commence legal proceedings against GREENSTONE to recover such losses or damage.
- 17. Information provided by GREENSTONE is intended for Client use only. GREENSTONE will not provide results or information to any party other than the Client, unless the Client, in writing, requests information to be provided to a third party or unless disclosure by GREENSTONE is required by law. Unless consented to by GREENSTONE, which consent may be unreasonably and/or arbitrarily withheld, any use by a third party, of reports or documents authored by GREENSTONE, or any reliance by a third party on or decisions made by a third party based on the findings described in said documents, is the sole responsibility of such third parties. GREENSTONE accepts no responsibility for damages, suffered by any third party as a result of decisions made or actions conducted by any party.
- 18. GREENSTONE does not make any representation or warranty, express or implied, as to the accuracy or completeness of the information or the state of affairs of the property furnished by the Client to GREENSTONE and contained in any report prepared by GREENSTONE.

Acceptance authorizes:

- 1. The release, to GREENSTONE, of information requested in connection with this work. GREENSTONE undertakes to maintain the confidentiality of all such information.
- 2. The release by GREENSTONE of information to others necessary to perform the work.

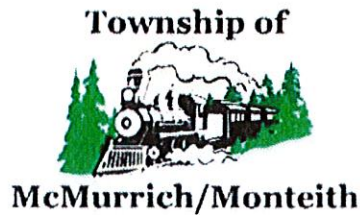
Entry and access to all areas of the property and buildings on the property, by GREENSTONE staff or representatives, as required, to perform the proposed services. Client shall identify limitations, conditions or terms regarding entry and access ("Access Restrictions").

It is understood that the Client will be liable for all additional costs incurred by GREENSTONE in the performance of the proposed work, caused by changes to the terms, delays, postponements or cancellations or other unseen or unknown conditions that are beyond the control of GREENSTONE including, without limitation, delays caused by failure to provide information in a timely manner or Access Restrictions not revealed to GREENSTONE prior to the date hereof.

By signing, the Client provides authorization to proceed and accepts the terms and conditions outlined above and in the referenced estimate (if applicable). In the event GREENSTONE provides services requested by the Client, in addition to those identified above or in the estimate (where applicable), the Client agrees to compensate GREENSTONE either on a time and materials basis using the GREENSTONE standard rates (in effect at the time the service is provided), or as per a written amendment to the terms and conditions originally agreed upon.

Should you find these terms and conditions acceptable please sign and return this document to GREENSTONE.

COMPANY NAME:	AUTHORIZING CONTACT NAME:
DATE	BILLING ADDRESS:
PURCHASE ORDER NO.:	BILLING CONTACT NUMBER AND EMAIL:
AUTHORIZING SIGNATURE	



May 5
2026

5.5

STAFF REPORT

Date: May 5th, 2026
To: Council
From: Cheryl Marshall, Clerk/Treasurer
Subject: Quotes received to survey Taylor Road/road allowance to lake

Recommendation:

That the Staff Report from the Clerk/Treasurer dated May 5, 2026, regarding quotes to survey Taylor Road and the road allowance to the lake be received and that Council approves the quote from _____ in the amount of \$_____.

History:

Council has been discussing, for some time, the proposal to separate the boat launch and public beach that are both currently located at the end of Beach Street in Bear Lake.

Taylor Road, off West Bear Lake Road is a road allowance that leads to the water on the western side of Bear Lake. It was suggested that this may be an area to develop as a water access point. Staff have visited the area and have requested a survey be completed to mark out the boundaries to ensure any work is completed within the sixty six foot road allowance. It was also noted by Staff that the grade to the water may not be sufficient to launch boats from a trailer.

At the April 21st, 2026 meeting, Council directed Staff to receive quotes to survey the sixty six foot boundary of Taylor Road from West Bear Lake Road to the lake in order to see if there are any areas of concern prior to making a decision to clear the area for parking to allow for public use.

After this meeting, Staff have been discussing other options. One suggestion is to contact the Ministry of Natural Resources and Forestry to see if there is any opportunity to utilize Crown land.

Financial Considerations

Quotes received: To be presented at the meeting

May 5
2026
5.6



STAFF REPORT

Date: May 5, 2026
To: Council
From: Terry Sararas, CAO
Subject: Accessory Food Services in the Institutional Zone of Zoning By-law #16-2016

Recommendation:

THAT staff be directed to process a municipal directed zoning by-law amendment to permit “food services” and other appropriate accessory uses in the institutional (IN) zone of the zoning by-law.

Background:

Zoning By-law #16-2016, Table 4 permits only “offices” as an accessory use in the Institutional (IN) zone. The Strategic Plan Committee (April 15, 2026) identified the need for additional accessory uses in the (IN) zone as a means to promote downtown revitalization and further strengthen and diversify the economic goals of the Township. Initial review by staff would indicate that a zoning amendment is the preferred mechanism to achieve these objectives.

Township Goals/Objectives:

A) Official Plan

The community of Sprucedale is designated a “Settlement” area in the Official Plan.

4.3.2 Settlement Area Principles

Community oriented institutional, commercial and retail establishments, which complement the residential character of the built up area, will also be encouraged to locate within the settlement area designations.

4.3.3 Permitted Uses

- iv) small scale commercial businesses including home occupations, home industries and bed and breakfast establishments
- v) community institutional, commercial and retail establishments

B) Strategic Plan

Mission Statement

We will work towards fostering growth opportunities for current and future generations by:

- promoting community development and ensuring quality of life for our residents and visitors
- supporting local businesses and business development

Goal 4D-2 Support Economic and Business Development

1. Prioritize downtown economic development by identifying and addressing any policy, zoning or economic barriers

Financial Considerations:

Costs to undertake the zoning amendment will be borne by the Township as a general benefit to institutional zoned properties across the municipality.

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2026-00027 to 2026-00034

Mays
2026
8-1
Page 1

Bank Code - AP - ACCOUNTS PAY

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
10216	04-07-2026	Private Payroll Information			
2026-04		12-710 - Temporary Liabilities	Remittance	605.00	605.00
10217	04-07-2026	Huntsville Fuels			
663828		EQ-00F - Roads - Fuel	Ultra Low Sulphur Diesel Q	3,050.96	
		11-200 - A/R - HST Receivable	HST Tax Code	149.91	
		11-200 - A/R - HST Receivable	HST Tax Code	187.08	
		99-996 - HST Paid	HST Tax Code	149.91 NL	
		99-996 - HST Paid	HST Tax Code	239.85 NL	3,387.95
661350		EQ-00F - Roads - Fuel	Dyed low Sulphur Diesel Q	2,440.39	
		11-200 - A/R - HST Receivable	HST Tax Code	119.91	
		11-200 - A/R - HST Receivable	HST Tax Code	149.64	
		99-996 - HST Paid	HST Tax Code	119.91 NL	
		99-996 - HST Paid	HST Tax Code	191.85 NL	2,709.94
661352		EQ-00F - Roads - Fuel	Ultra Low Sulphur Diesel Q	3,591.55	
		11-200 - A/R - HST Receivable	HST Tax Code	176.47	
		11-200 - A/R - HST Receivable	HST Tax Code	220.24	
		99-996 - HST Paid	HST Tax Code	176.47 NL	
		99-996 - HST Paid	HST Tax Code	282.36 NL	3,988.26
			Payment Total:		10,086.15
10218	04-07-2026	Jean (John) Theriault			
March 2026		16-124-16 - Admin - Misc Suppli	Mileage	441.98	
		11-200 - A/R - HST Receivable	HST Tax Code	21.74	
		11-200 - A/R - HST Receivable	HST Tax Code	27.14	
		99-996 - HST Paid	HST Tax Code	21.74 NL	
		99-996 - HST Paid	HST Tax Code	34.79 NL	490.86
10219	04-07-2026	Near North Business Machines			
71849		16-124-15 - Admin - Copier fees	Copier: BLK- 5305; CLR - 3	320.70	
		11-200 - A/R - HST Receivable	HST Tax Code	15.76	
		11-200 - A/R - HST Receivable	HST Tax Code	19.66	
		99-996 - HST Paid	HST Tax Code	15.76 NL	
		99-996 - HST Paid	HST Tax Code	25.21 NL	356.12
72016		16-124-16 - Admin - Misc Suppli	Admin Telephone	255.34	
		16-214-33 - Fire - Telephone	Fire Telephone	85.09	
		16-458-19 - Landfill - Telephone	Landfill Telephone	42.55	
		PR-R2W - Roads - Telephone	Roads Telephone	42.56	
		16-734-10 - Rec - Community C	Roads Telephone	42.56	
		11-200 - A/R - HST Receivable	HST Tax Code	23.00	
		11-200 - A/R - HST Receivable	HST Tax Code	28.70	
		99-996 - HST Paid	HST Tax Code	23.00 NL	
		99-996 - HST Paid	HST Tax Code	36.80 NL	519.80
			Payment Total:		875.92
10220	04-07-2026	CGIS Centre			
46113		16-124-17 - Admin - GIS	Slims contracted services	2,773.16	
		11-200 - A/R - HST Receivable	HST Tax Code	136.26	
		11-200 - A/R - HST Receivable	HST Tax Code	170.06	
		99-996 - HST Paid	HST Tax Code	136.26 NL	
		99-996 - HST Paid	HST Tax Code	218.02 NL	3,079.48
10221	04-07-2026	Staples Professional			

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2026-00027 to 2026-00034

COMPUTER CHEQUE

Payment #	Date	Vendor Name	GL Account	GL Transaction Description	Detail Amount	Payment Amount
72824256		16-124-16 - Admin - Misc Suppli	binders		71.13	
		11-200 - A/R - HST Receivable	HST Tax Code		3.50	
		11-200 - A/R - HST Receivable	HST Tax Code		4.36	
		99-996 - HST Paid	HST Tax Code		3.50 NL	
		99-996 - HST Paid	HST Tax Code		5.59 NL	78.99
10222	04-07-2026	Baseline Towing & Heavy Recovery				
001		MT-GA - Roads - Garage And S	town pickup to muskoka tra		414.04	
		11-200 - A/R - HST Receivable	HST Tax Code		20.34	
		11-200 - A/R - HST Receivable	HST Tax Code		25.40	
		99-996 - HST Paid	HST Tax Code		20.34 NL	
		99-996 - HST Paid	HST Tax Code		32.56 NL	459.78
10223	04-07-2026	Bell Mobility				
ApriBell		16-458-17 - Landfill - Misc. Supp	LF Internet stick		89.55	
		11-200 - A/R - HST Receivable	HST Tax Code		4.40	
		11-200 - A/R - HST Receivable	HST Tax Code		5.49	
		99-996 - HST Paid	HST Tax Code		4.40 NL	
		99-996 - HST Paid	HST Tax Code		7.04 NL	99.44
10224	04-07-2026	Brandilea DeCaire				
Building		16-244-02 - Building - Training	mileage to building course		302.40	302.40
10225	04-07-2026	Creighton Rock Drill Limited				
S323817		EQ-06P - Roads - Backhoe Rep	combo conv wafer 10x32		1,218.68	
		11-200 - A/R - HST Receivable	HST Tax Code		59.88	
		11-200 - A/R - HST Receivable	HST Tax Code		74.73	
		99-996 - HST Paid	HST Tax Code		59.88 NL	
		99-996 - HST Paid	HST Tax Code		95.81 NL	1,353.29
10226	04-07-2026	Kidd's Home Hardware				
2987587		16-124-16 - Admin - Misc Suppli	4x4x3; plywood; 2x4x8		282.95	
		16-124-16 - Admin - Misc Suppli	service charge		6.29	
		11-200 - A/R - HST Receivable	HST Tax Code		13.90	
		11-200 - A/R - HST Receivable	HST Tax Code		17.35	
		99-996 - HST Paid	HST Tax Code		13.90 NL	
		99-996 - HST Paid	HST Tax Code		22.24 NL	320.49
10227	04-17-2026	VOID - Cheque Printing				
10228	04-17-2026	VOID - Cheque Printing				
10229	04-17-2026	VOID - Cheque Printing				
10230	04-17-2026	VOID - Cheque Printing				
10231	04-17-2026	Town Of Parry Sound				
2026-05		16-520 - Public Health - Ambula	Land Ambulance Levy		7,962.44	7,962.44
10232	04-17-2026	Northbay Parrysound Healthunit				
2026-04		16-518 - Public Health - Health U	Health Unit Levy		2,512.83	2,512.83
10233	04-17-2026	Omers				
Mar2026		12-540 - OMERS Liability	employee pension program		11,115.14	11,115.14

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10234	04-17-2026	Receiver General For Canada			
March		12-520 - Income Tax Liability	March payroll source deduc	20,860.47	20,860.47
10235	04-17-2026	TD Canada Trust			
MarchTD		16-734-11 - Rec - Community C	salt for comm centre	13.63	
		16-124-16 - Admin - Misc Suppli	calculators x3	38.98	
		16-124-16 - Admin - Misc Suppli	canada flags, phone case &	76.41	
		16-124-16 - Admin - Misc Suppli	adobe	26.45	
		16-124-16 - Admin - Misc Suppli	CAO laptop	549.47	
		16-244-02 - Building - Training	hotel for training	155.03	
		16-244-02 - Building - Training	expenses for training	76.08	
		16-124-16 - Admin - Misc Suppli	clerks luncheon expense	225.01	
		16-124-18 - Admin - Education/I	asset management course	356.16	
		16-124-16 - Admin - Misc Suppli	keyboard	98.08	
		16-214-20 - Fire - Office Expens	adobe	26.45	
		MT-GA - Roads - Garage And S	radio renewal	560.00	
		16-214-34 - Fire - Radio Licence	radio renewal	970.88	
		16-734-03 - Rec - Community C	restock batr	513.70	
		16-734-03 - Rec - Community C	restock batr	44.39	
		16-124-16 - Admin - Misc Suppli	adobe	26.45	
		16-734-11 - Rec - Community C	cleaner soap	11.40	
		16-133-01 - Admin - UV Treatme	UV lampsx3, sleevesx3	833.76	
		16-734-11 - Rec - Community C	cutlery and bins	120.59	
		16-124-16 - Admin - Misc Suppli	ergonomic desk risers	1,067.14	
		MT-GA - Roads - Garage And S	tv rack	40.69	
		16-133-01 - Admin - UV Treatme	water test	206.70	
		16-124-16 - Admin - Misc Suppli	uv light heat blocking windo	113.94	
		11-200 - A/R - HST Receivable	HST Tax Code	149.36	
		11-200 - A/R - HST Receivable	HST Tax Code	186.41	
		99-996 - HST Paid	HST Tax Code	149.36 NL	
		99-996 - HST Paid	HST Tax Code	238.97 NL	6,487.16
FireMarch TD		16-214-13 - Fire - Training Manu	2026 fire code compendium	102.60	
		11-200 - A/R - HST Receivable	HST Tax Code	1.92	
		11-200 - A/R - HST Receivable	HST Tax Code	2.40	
		99-996 - HST Paid	HST Tax Code	1.92 NL	
		99-996 - HST Paid	HST Tax Code	3.08 NL	106.92
RdsVisa March		MT-GA - Roads - Garage And S	interest	0.32	
		11-200 - A/R - HST Receivable	HST Tax Code	0.02	
		11-200 - A/R - HST Receivable	HST Tax Code	0.02	
		99-996 - HST Paid	HST Tax Code	0.02 NL	
		99-996 - HST Paid	HST Tax Code	0.02 NL	0.36
			Payment Total:		6,594.44
10236	04-21-2026	Accent Controles Electroniques			
26011048		EQ-06P - Roads - Backhoe Rep	4 gps units - equipment inst	1,092.04	
		EQ-07P - Roads - Grader Repa	4 gps units - equipment inst	1,092.03	
		EQ-09P - Roads - Cat Loader - I	4 gps units - equipment inst	1,092.04	
		EQ-10P - Roads - Excavator - R	4 gps units - equipment inst	1,092.04	
		11-200 - A/R - HST Receivable	HST Tax Code	214.63	
		11-200 - A/R - HST Receivable	HST Tax Code	267.86	
		99-996 - HST Paid	HST Tax Code	214.63 NL	
		99-996 - HST Paid	HST Tax Code	343.41 NL	4,850.64

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10237 IVC24298	04-21-2026	Town Of Parry Sound 16-214-36 - Fire - Dispatch	FluentIMS split 14 FD - disp	109.03	109.03
10238 S323818	04-21-2026	Creighton Rock Drill Limited EQ-02P - Roads - Truck # 2 - Re	Slide	616.09	
		11-200 - A/R - HST Receivable	HST Tax Code	30.27	
		11-200 - A/R - HST Receivable	HST Tax Code	37.78	
		99-996 - HST Paid	HST Tax Code	30.27	NL
		99-996 - HST Paid	HST Tax Code	48.44	NL
					684.14
10239 2026PancakeBk	04-21-2026	McMurrich/Monteith Fire Association 15-382 - Rec - General Fundrais	split proceeds-WinterFest p	390.19	390.19
10240 2000	04-21-2026	Greenstone Engineering 16-458-21 - Landfill - Monitoring	remainder of WasteCapacit	11,458.18	
		11-200 - A/R - HST Receivable	HST Tax Code	563.00	
		11-200 - A/R - HST Receivable	HST Tax Code	702.62	
		99-996 - HST Paid	HST Tax Code	563.00	NL
		99-996 - HST Paid	HST Tax Code	900.80	NL
					12,723.80
10241 71	04-21-2026	Kevin Noaik 16-214-20 - Fire - Office Expens	20 ID Cards, 2 Wallet cards	70.00	70.00
10242 March 2026	04-21-2026	1000405530 Ontario Inc EQ-00F - Roads - Fuel	March 2026 Fuel	1,235.93	
		16-214-22 - Fire - Vehicle Fuel, I	March 2026 Fuel	302.03	
		MT-GA - Roads - Garage And S	March 2026 Fuel	75.22	
		16-458-17 - Landfill - Misc. Supp	March 2026 water	5.99	
		11-200 - A/R - HST Receivable	HST Tax Code	75.57	
		11-200 - A/R - HST Receivable	HST Tax Code	94.31	
		99-996 - HST Paid	HST Tax Code	75.57	NL
		99-996 - HST Paid	HST Tax Code	120.91	NL
					1,789.05
10243 refundoverpymt	04-21-2026	private information 12-710 - Temporary Liabilities	refund overpayment	15,578.64	15,578.64
10244 ML-IN-000449	04-21-2026	M&L Supply 16-221-01 - Fire - Purchase of s	2 sets - turnout gear	4,081.02	
		11-200 - A/R - HST Receivable	HST Tax Code	200.52	
		11-200 - A/R - HST Receivable	HST Tax Code	250.26	
		99-996 - HST Paid	HST Tax Code	200.52	NL
		99-996 - HST Paid	HST Tax Code	320.84	NL
					4,531.80
10245 477785 477816	04-21-2026	Planscape 12-710 - Temporary Liabilities	SP Axe Lake - Lot8	106.67	106.67
		16-815 - Planning - Planning/Zo	OP Review	4,429.36	
		11-200 - A/R - HST Receivable	HST Tax Code	217.64	
		11-200 - A/R - HST Receivable	HST Tax Code	271.61	
		99-996 - HST Paid	HST Tax Code	217.64	NL
		99-996 - HST Paid	HST Tax Code	348.22	NL
					4,918.61
477819		16-815 - Planning - Planning/Zo	Planning Fees - Building Inc	1,152.74	
		11-200 - A/R - HST Receivable	HST Tax Code	56.64	
		11-200 - A/R - HST Receivable	HST Tax Code	70.68	
		99-996 - HST Paid	HST Tax Code	56.64	NL
		99-996 - HST Paid	HST Tax Code	90.62	NL
					1,280.06
477786		12-710 - Temporary Liabilities	AxeLake North SubD	106.67	106.67

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Invoice #		GL Account			
477818		16-815 - Planning - Planning/Zo	Planning Fees - Property In	480.31	
		11-200 - A/R - HST Receivable	HST Tax Code	23.60	
		11-200 - A/R - HST Receivable	HST Tax Code	29.45	
		99-996 - HST Paid	HST Tax Code	23.60 NL	
		99-996 - HST Paid	HST Tax Code	37.76 NL	533.36
477817		16-815 - Planning - Planning/Zo	Planning Fees - Property In	1,286.84	
		11-200 - A/R - HST Receivable	HST Tax Code	63.23	
		11-200 - A/R - HST Receivable	HST Tax Code	78.91	
		99-996 - HST Paid	HST Tax Code	63.23 NL	
		99-996 - HST Paid	HST Tax Code	101.17 NL	1,428.98
			Payment Total:		8,374.35
10246	04-21-2026	Russell Christie LLP			
65-048-009Apr1		16-124-36 - Council - Legal Fee	legal advice - property/build	421.30	
		11-200 - A/R - HST Receivable	HST Tax Code	20.70	
		11-200 - A/R - HST Receivable	HST Tax Code	25.83	
		99-996 - HST Paid	HST Tax Code	20.70 NL	
		99-996 - HST Paid	HST Tax Code	33.12 NL	467.83
10247	04-21-2026	SDB Truck & Equipment Repairs			
14166		16-214-23 - Fire - Vehicle Repai	2022 Ram2500 - repair rear	539.33	
		11-200 - A/R - HST Receivable	HST Tax Code	26.50	
		11-200 - A/R - HST Receivable	HST Tax Code	33.07	
		99-996 - HST Paid	HST Tax Code	26.50 NL	
		99-996 - HST Paid	HST Tax Code	42.40 NL	598.90
10248	04-21-2026	Sprucedale Quality Meats			
10841		16-214-12 - Fire - Training Fire (patties,sausages - trainings	140.00	140.00
10249	04-21-2026	TJB Construction			
1261		16-458-17 - Landfill - Misc. Supp	Disposal Bin (40 yrd)6.25T	2,136.96	
		11-200 - A/R - HST Receivable	HST Tax Code	105.00	
		11-200 - A/R - HST Receivable	HST Tax Code	131.04	
		99-996 - HST Paid	HST Tax Code	105.00 NL	
		99-996 - HST Paid	HST Tax Code	168.00 NL	2,373.00
10250	04-21-2026	1929938 Ontario Limited			
78336		16-214-19 - Fire - Tools, Alarms	2 - helmets	1,131.57	
		11-200 - A/R - HST Receivable	HST Tax Code	55.60	
		11-200 - A/R - HST Receivable	HST Tax Code	69.39	
		99-996 - HST Paid	HST Tax Code	55.60 NL	
		99-996 - HST Paid	HST Tax Code	88.96 NL	1,256.56
10251	04-28-2026	6S Graphics			
1515		16-124-16 - Admin - Misc Suppli	business cards, design, layo	244.22	
		11-200 - A/R - HST Receivable	HST Tax Code	12.00	
		11-200 - A/R - HST Receivable	HST Tax Code	14.98	
		99-996 - HST Paid	HST Tax Code	12.00 NL	
		99-996 - HST Paid	HST Tax Code	19.20 NL	271.20
10252	04-28-2026	Abell Pest Control Inc.			
A7848897		16-734-11 - Rec - Community C	Pest Control	61.52	
		11-200 - A/R - HST Receivable	HST Tax Code	3.02	
		11-200 - A/R - HST Receivable	HST Tax Code	3.78	
		99-996 - HST Paid	HST Tax Code	3.02 NL	
		99-996 - HST Paid	HST Tax Code	4.84 NL	68.32

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10253	04-28-2026	Auto Parts Centres			
4977109		16-734-11 - Rec - Community C	hand soap for bathrooms	491.79	
		11-200 - A/R - HST Receivable	HST Tax Code	24.16	
		11-200 - A/R - HST Receivable	HST Tax Code	30.16	
		99-996 - HST Paid	HST Tax Code	24.16	NL
		99-996 - HST Paid	HST Tax Code	38.67	NL
					546.11
10254	04-28-2026	Armour Township			
ARM 26-55		16-124-19 - Admin - Code Red F	2026 onsolve code red renc	698.11	
ARM 26-54		16-241 - Emergency Mngt - Con	2026 CEMC servicve agree	4,358.05	
		11-200 - A/R - HST Receivable	HST Tax Code	214.13	
		11-200 - A/R - HST Receivable	HST Tax Code	267.24	
		99-996 - HST Paid	HST Tax Code	214.13	NL
		99-996 - HST Paid	HST Tax Code	342.62	NL
					4,839.42
ARM 26-49		16-245 - By-law - Contracted Se	bylaw March hours, mileage	2,739.47	
		11-200 - A/R - HST Receivable	HST Tax Code	134.60	
		11-200 - A/R - HST Receivable	HST Tax Code	167.99	
		99-996 - HST Paid	HST Tax Code	134.60	NL
		99-996 - HST Paid	HST Tax Code	215.37	NL
					3,042.06
					Payment Total: 8,579.59
10255	04-28-2026	ClayMar Electric			
5160A		16-734-25 - Rec - Community C	50% deposit LED lights in C	4,655.52	
		11-200 - A/R - HST Receivable	HST Tax Code	228.75	
		11-200 - A/R - HST Receivable	HST Tax Code	285.48	
		99-996 - HST Paid	HST Tax Code	228.75	NL
		99-996 - HST Paid	HST Tax Code	366.00	NL
					5,169.75
10256	04-28-2026	Currie Truck Center			
0598051P		MT-GA - Roads - Garage And S	Anti-free, EHC, grease tube	782.74	
		11-200 - A/R - HST Receivable	HST Tax Code	38.46	
		11-200 - A/R - HST Receivable	HST Tax Code	48.00	
		99-996 - HST Paid	HST Tax Code	38.46	NL
		99-996 - HST Paid	HST Tax Code	61.54	NL
					869.20
0598050P		MT-GA - Roads - Garage And S	antifreeze, grease tubes, El	324.82	
		11-200 - A/R - HST Receivable	HST Tax Code	15.96	
		11-200 - A/R - HST Receivable	HST Tax Code	19.92	
		99-996 - HST Paid	HST Tax Code	15.96	NL
		99-996 - HST Paid	HST Tax Code	25.54	NL
					360.70
					Payment Total: 1,229.90
10257	04-28-2026	Annette DeCoste			
Rec042026		16-724-16 - Rec - Misc Expense	food for family fun night	33.62	
					33.62
10258	04-28-2026	Private Information			
Fire0426		16-214-20 - Fire - Office Expens	reimburse VSC & supplies	130.28	
		11-200 - A/R - HST Receivable	HST Tax Code	0.42	
		11-200 - A/R - HST Receivable	HST Tax Code	0.51	
		99-996 - HST Paid	HST Tax Code	0.42	NL
		99-996 - HST Paid	HST Tax Code	0.66	NL
					131.21
10259	04-28-2026	Huntsville Fuels			
665420		EQ-00F - Roads - Fuel	dyed low sulphur diesel	3,498.68	
		11-200 - A/R - HST Receivable	HST Tax Code	171.91	
		11-200 - A/R - HST Receivable	HST Tax Code	214.54	

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665421			99-996 - HST Paid	HST Tax Code	171.91 NL	
			99-996 - HST Paid	HST Tax Code	275.05 NL	3,885.13
			EQ-00F - Roads - Fuel	ultra low sulphur diesel Q71	1,339.68	
			11-200 - A/R - HST Receivable	HST Tax Code	65.83	
			11-200 - A/R - HST Receivable	HST Tax Code	82.15	
			99-996 - HST Paid	HST Tax Code	65.83 NL	
			99-996 - HST Paid	HST Tax Code	105.32 NL	1,487.66
				Payment Total:		5,372.79
10260	04-28-2026	Georgian Bay Overhead Doors				
1324			MT-GA - Roads - Garage And S	labour install repair, adj cha	488.45	
			11-200 - A/R - HST Receivable	HST Tax Code	24.00	
			11-200 - A/R - HST Receivable	HST Tax Code	29.95	
			99-996 - HST Paid	HST Tax Code	24.00 NL	
			99-996 - HST Paid	HST Tax Code	38.40 NL	542.40
10261	04-28-2026	Greenstone Engineering				
2044			16-458-21 - Landfill - Monitoring	2025 Sampling program	6,609.31	
			11-200 - A/R - HST Receivable	HST Tax Code	324.75	
			11-200 - A/R - HST Receivable	HST Tax Code	405.29	
			99-996 - HST Paid	HST Tax Code	324.75 NL	
			99-996 - HST Paid	HST Tax Code	519.60 NL	7,339.35
10262	04-28-2026	Hydro One Networks Inc.				
Marchinv			16-380 - Roads - Street Lighting	streetlight hydro	186.05	
			PR-B1M - Roads - Hydro Garaç	roads garage hydro	451.80	
			16-214-32 - Fire - Hydro - Statio	fire hall hydro	340.14	
			16-458-13 - Landfill - Hydro	landfill hydro	189.10	
			16-124-23 - Admin - Hydro	admin hydro	265.63	
			11-200 - A/R - HST Receivable	admin hydro	205.56	1,638.28
10263	04-28-2026	Manulife Financial				
May2026			16-311 - Roads - Salary & Bene	Roads employee benefits	2,149.23	
			16-458-01 - Landfill - Sal/Benefil	landfill employee benefits	432.22	
			16-121 - Admin - Salary & Bene	admin employee benefits	1,717.37	
			16-241-01 - Emergency Mngt - E	fire employee benefits	576.95	
			16-243 - Building - Salaries & B	building employee benefits	556.68	
			16-734-30 - Rec - Community C	custodian employee benefit	550.08	5,982.53
10264	04-28-2026	Muskoka Auto Parts				
680165/1			EQ-03P - Roads - Truck # 3 Re	credit 3 stud plug in	-62.94	
			11-200 - A/R - HST Receivable	HST Tax Code	-3.09	
			11-200 - A/R - HST Receivable	HST Tax Code	-3.86	
			99-996 - HST Paid	HST Tax Code	-3.09 NL	
			99-996 - HST Paid	HST Tax Code	-4.95 NL	-69.89
678640/1			EQ-03P - Roads - Truck # 3 Re	3 stud plug in	62.94	
			11-200 - A/R - HST Receivable	HST Tax Code	3.09	
			11-200 - A/R - HST Receivable	HST Tax Code	3.86	
			99-996 - HST Paid	HST Tax Code	3.09 NL	
			99-996 - HST Paid	HST Tax Code	4.95 NL	69.89
678636/1			EQ-03P - Roads - Truck # 3 Re	credit: radiators	-717.98	
			11-200 - A/R - HST Receivable	HST Tax Code	-35.28	
			11-200 - A/R - HST Receivable	HST Tax Code	-44.02	
			99-996 - HST Paid	HST Tax Code	-35.28 NL	
			99-996 - HST Paid	HST Tax Code	-56.44 NL	-797.28

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				Payment Total:	8,267.74
10267	04-28-2026	Near North Business Machines			
72708		16-124-15 - Admin - Copier fees	Meter;BLK 3918 and CLR 7	562.80	
		11-200 - A/R - HST Receivable	HST Tax Code	27.65	
		11-200 - A/R - HST Receivable	HST Tax Code	34.52	
		99-996 - HST Paid	HST Tax Code	27.65 NL	
		99-996 - HST Paid	HST Tax Code	44.25 NL	624.97
10268	04-28-2026	Planscape			
477669		12-710 - Temporary Liabilities	Horn lake:boat launch & rd i	373.35	373.35
477698		16-815 - Planning - Planning/Zo	OPR: corresp, consents in f	768.49	
		11-200 - A/R - HST Receivable	HST Tax Code	37.76	
		11-200 - A/R - HST Receivable	HST Tax Code	47.13	
		99-996 - HST Paid	HST Tax Code	37.76 NL	
		99-996 - HST Paid	HST Tax Code	60.42 NL	853.38
477702		16-815 - Planning - Planning/Zo	zoning bylaw Little Falls Rd	1,388.41	
		11-200 - A/R - HST Receivable	HST Tax Code	68.22	
		11-200 - A/R - HST Receivable	HST Tax Code	85.14	
		99-996 - HST Paid	HST Tax Code	68.22 NL	
		99-996 - HST Paid	HST Tax Code	109.15 NL	1,541.77
477661		12-710 - Temporary Liabilities	Round lake severances revi	533.36	533.36
477697		12-710 - Temporary Liabilities	North Axe Lk: review &resp	533.36	533.36
477703		16-815 - Planning - Planning/Zo	resp to severance inquiry	351.22	
		11-200 - A/R - HST Receivable	HST Tax Code	17.26	
		11-200 - A/R - HST Receivable	HST Tax Code	21.54	
		99-996 - HST Paid	HST Tax Code	17.26 NL	
		99-996 - HST Paid	HST Tax Code	27.61 NL	390.02
477701		16-815 - Planning - Planning/Zo	inquiry re: severance	48.03	
		11-200 - A/R - HST Receivable	HST Tax Code	2.36	
		11-200 - A/R - HST Receivable	HST Tax Code	2.95	
		99-996 - HST Paid	HST Tax Code	2.36 NL	
		99-996 - HST Paid	HST Tax Code	3.78 NL	53.34
				Payment Total:	4,278.58
10269	04-28-2026	SignCraft Canada Inc.			
3610		16-212-03 - Fire - Public Educat	fire rating sign package	697.06	
		11-200 - A/R - HST Receivable	HST Tax Code	34.25	
		11-200 - A/R - HST Receivable	HST Tax Code	42.74	
		99-996 - HST Paid	HST Tax Code	34.25 NL	
		99-996 - HST Paid	HST Tax Code	54.80 NL	774.05
10270	04-28-2026	Staples Professional			
72902375		16-124-16 - Admin - Misc Suppli	binders, planner, calendar, p	199.36	
		11-200 - A/R - HST Receivable	HST Tax Code	9.80	
		11-200 - A/R - HST Receivable	HST Tax Code	12.22	
		99-996 - HST Paid	HST Tax Code	9.80 NL	
		99-996 - HST Paid	HST Tax Code	15.67 NL	221.38
72950764		16-124-16 - Admin - Misc Suppli	report covers	11.18	
		11-200 - A/R - HST Receivable	HST Tax Code	0.55	
		11-200 - A/R - HST Receivable	HST Tax Code	0.69	
		99-996 - HST Paid	HST Tax Code	0.55 NL	
		99-996 - HST Paid	HST Tax Code	0.88 NL	12.42
72976455		16-214-20 - Fire - Office Expens	printer toner	94.63	
		16-124-16 - Admin - Misc Suppli	admin supplies	55.14	

May 5
2026
10.1

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW 25 - 2026

Being a By-Law to confirm the proceedings of Council
Meeting: April 21, 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: April 21, 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 5th day of May, 2026.

Mayor
Glynn Robinson

Clerk-Treasurer
Cheryl Marshall

May 5/26

10.2

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF McMURRICH/MONTEITH

BY-LAW # 26-2026

Being a by-law to establish a Joint Compliance Audit Committee and appoint Committee members for the 2026 municipal election period.

WHEREAS Section 20(1) of the Municipal Act, S.O. 2001, Chapter 25 authorizes municipalities to enter into joint agreements;

AND WHEREAS Section 88.37 of the Municipal Elections Act, 1996, as amended, requires municipalities to establish a Committee prior to October 1, 2021;

AND WHEREAS interested municipalities in the Almaguin Highlands and surrounding areas have individually agreed by resolution of each respective council, to form a joint Committee;

NOW THEREFORE the Council of The Municipal Corporation of the Township of McMurrich/Monteith hereby enacts as follows:

1. That participation in the joint compliance audit Committee as authorized by this by-law shall be limited to the following municipal corporations:

- | | |
|------------------------------------|--------------------------------|
| The Township of Armour | The Village of Burk's Falls |
| The Township of Joly | The Town of Kearney |
| The Township of Machar | The Municipality of Magnetawan |
| The Township of McMurrich/Monteith | The Township of Perry |
| The Township of Ryerson | The Village of South River |
| The Township of Strong | The Village of Sundridge |

That the Council of the Municipal Corporation of the Township of McMurrich/Monteith agrees to the Terms of Reference, attached hereto as Schedule "A";

2. That the following individuals shall be appointed to serve as Committee members on the joint compliance audit Committee for the 2026 election period from November 15, 2026 to November 16, 2030.

- Rakel Carlsen - Robert Edmonstone
- Debbie Hope -Rachael Jackson (Alternate)

3. And further, that each Committee member adheres to the Terms of Reference attached hereto;

4. That this By-law repeals By-law #22-2022 as of November 15, 2026.

5. That the Mayor and Clerk/Treasurer are hereby authorized to execute the documents by signature and seal of The Municipal Corporation of the Township of McMurrich/Monteith.

Read in its entirety, approved,
signed and the seal of the
Corporation affixed thereto and
finally passed in open Council
this 5th day of May, 2026.

Mayor, Glynn Robinson

Clerk/Treasurer, Cheryl Marshall

**Terms of Reference
For the Joint Compliance Audit Committee
Serving the interested Municipalities of the Almaguin Area**

1. Definitions:

For the purpose of this Terms of Reference, the following definitions shall apply:

Almaguin Clerk's Group – The information organization of Clerks, CAOs, or appointed staff from interested municipalities in the Almaguin Area, who have agreed to pool information, staff, and financial resources for the 2026 election, for the mutual benefit of all participating municipalities.

Auditor – An independent person appointed by the Committee pursuant to section 88.33(10) of the Municipal Elections Act, 1996, as amended, who is licensed under the Public Accounting Act, 2004 (Ontario) and authorized to perform public accounting in Ontario, and who is retained to conduct a compliance audit of a candidate's or registered third party's election campaign finances in accordance with the Act.

Clerk – The Administrative staff member, generally known to be the Clerk, or Clerk-Administrator from any municipality within the Almaguin Clerk's Group, for which an application for a compliance audit has been received, or who carries out the business of the Council for his or her respective municipality.

Committee – The Joint Compliance Audit Committee as established by the respective Councils of those municipalities represented by the Almaguin Clerk's Group, and which have passed a resolution of participation for the 2026 election term.

Council – The group of elected officials, generally known to be the Council, from any municipality within the Almaguin Clerk's Group, for which an application for a compliance audit has been received, or who is responsible for making an appointment to a Compliance Audit Committee, as required by Section 88.37 of the *Municipal Elections Act*, 1996, as amended.

Contributor – A resident of Ontario who makes a contribution to the election campaign a candidate to support his/her candidacy for municipal election. Additionally, the candidate and his/her spouse can also be contributors to the candidate's election campaign.

Recruitment Committee – The sub-committee of the Almaguin Clerk's Group to promote, process, and make recommendation to Council for membership to the Joint Compliance Audit Committee. The sub-committee shall be composed of the following representatives: Nancy Field, Nicole Gourlay, Erica Kellogg and Charlene Watt.

Interested Municipalities – Those municipalities in the Parry Sound District who have by mutual agreement established a joint compliance audit Committee, as supported by a resolution of each respective council, and authorized by By-Law from each respective council.

Registered Third Party - Means, in relation to an election in a municipality, an individual, corporation or trade union that is registered under Section 88.6 of the *Municipal Elections Act*.

2. Committee Mandate:

- 2.1 The Joint Compliance Audit Committee shall ensure that the provisions relating to election campaign finances under the *Municipal Elections Act*, are not contravened, and shall follow the necessary procedures to ensure compliance when requested.
- 2.2 The Committee shall abide by any terms and conditions which may be set out by the respective municipality's Solicitor, Auditor, and/or Insurer, for any business relating to a compliance audit, in accordance with the procedural by-law for the respective municipality.
- 2.3 The Committee will perform all required functions relating to all compliance audit applications. This shall include the following:
 - a) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the candidate, the applicant and the public (Section 88.33(5)).
 - b) Within 30 days of receipt of an application for a compliance audit from the Clerk, Committee members shall consider the application and decide whether to grant or deny the request (Sec. 88.33(7)).
 - c) The decision of the Committee to grant or reject the application, and brief written reasons for the decision, shall be given to the candidate, the Clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant (Sec. 88.33(8)).
 - d) If an application is granted, the Committee shall appoint an auditor to conduct a compliance audit of the candidate's election campaign finances. (Sec. 88.33(10)).
 - e) Within 10 days after receiving the audit report, the Clerk of the municipality shall forward the report to the Compliance Audit Committee (Sec. 88.33(14)).
 - f) Give consideration to the auditor's report within 30 days of receiving it, to determine if legal proceedings should be commenced against the candidate (Sec. 88.33(17)).

- g) The decision of the Committee under subsection (f) and brief written reasons for the decision, shall be given to the candidate, the Clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant (Section 88.33(18)).
- h) If the report indicates that there was no apparent contravention and the Committee finds that there were no reasonable grounds for the application, Council is entitled to recover the auditor's costs from the applicant.

2.4 The Committee will perform all required functions relating to receiving a report from the Clerk under the review of contributions to candidates, section 88.34(4) or 88.34(7) of the *Municipal Elections Act*. This shall include the following:

- a) Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention (Section 88.34(8)).
- b) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the contributor, the applicable candidate and the public (Section 88.34(9)).
- c) The decision of the Committee under article 4(a) and brief written reasons for the decision, shall be given to the contributor, the clerk of the municipality or the secretary of the local board, if applicable (Section 88.34(11)).

2.5 The Committee will perform all required functions relating to receiving a report from the Clerk under the review of contributions submitted by a registered third party, section 88.36(4) of the *Municipal Elections Act*. This shall include the following:

- a) Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention (Section 88.36(5)).
- b) The meetings of the Committee shall be open to the public and reasonable notice shall be given to the contributor, the registered third party and the public (Section 88.36(6)).
- c) The decision of the Committee under article 5(a) and brief written reasons for the decision, shall be given to the contributor and the clerk of the municipality (Section 88.36(7)).

3. Term of Appointment:

3.1 The Committee shall serve for the 2026 – 2030 term of council, which shall be from November 15, 2026 to November 16, 2030, to consider applications originating from the 2026 election, and any by-elections during that term.

Notwithstanding the term identified above, the Committee shall be dissolved at the earliest of:

- a) The conclusion of the requirements noted in Section 88.37 of the *Municipal Elections Act, 1996*; or
- b) On November 16, 2030.

4. Committee Composition

4.1 The Committee shall consist of four (4) members, one of which is to be designated as an alternate.

4.2 A Chair, a Vice Chair, and a Secretary shall be appointed at the first Committee meeting.

4.3 Membership shall be limited to individuals with a legal or financial background, or who have served on boards or Committees, or who have demonstrated knowledge of campaign finances, including retired municipal professionals.

4.4 Members must be bondable to maintain integrity of process and seriousness of position.

4.5 Appointment to the Committee shall be by resolution or bylaw of Council.

4.6 Members of the Committee shall not be Council members, municipal staff or candidates in the 2026 election or any by-election during the term of Council and must attest to same in writing.

4.7 To avoid possible conflict of interest, any auditor or accountant appointed to the Committee may not undertake the audits of preparation of financial statements of any candidates seeking election to Council. Contravention of this requirement shall result in expulsion from the Committee.

4.8 The respective Clerk shall provide administrative support to the Committee, and shall establish procedures, as required.

5. Committee Selections:

Recruitment Committee Selection:

- 5.1 To ensure adherence with the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, a Recruitment Committee shall be established by the Almaguin Clerk's Group, from among its members.
- 5.2 The Recruitment Committee will promote, advertise, interview, and make recommendation for appointment to the joint Committee, having regard for individual municipalities' policies relating to Committee appointment. One individual shall be chosen from within the recruitment Committee to be the Secretary and shall be the contact for resume submission.
- 5.3 The recruitment Committee will receive and review all applications, conduct interviews, and make recommendations to the Almaguin Clerk's Group based on the following:
 - a) Knowledge of rules for municipal election campaign finances
 - b) Experience on a Committee, board, or similar group
 - c) Availability to attend meetings
 - d) Oral and written communication
 - e) Level and area of expertise
- 5.4 The Almaguin Clerk's Group shall prepare an advertisement to be placed on Facebook or other social media platforms, calling for interested, qualified applicants to submit resumes for consideration. The Committee positions shall also be promoted on respective municipal websites for application submission by the date prescribed by the Almaguin Clerk's Group.

Joint Audit Compliance Committee Selection:

- 5.5 Applicants will be required to submit a resume outlining their qualifications and experience.
- 5.6 A request for the expulsion of a member of the Committee may be submitted in writing to the Almaguin Clerk's Group by a member of the Committee or by a Clerk of a participating municipality. The written request shall set out the reasons supporting the proposed expulsion.

Upon receipt of such request, the Almaguin Clerk's Group shall review the matter, provide the affected member with an opportunity to respond, and determine whether a recommendation for expulsion is warranted.

If the Almaguin Clerk's Group agrees that expulsion is appropriate, the Group shall forward its recommendation to the participating municipalities for consideration.

Expulsion shall only take effect upon receipt of supporting resolutions from a majority of the Councils of the participating municipalities. Upon confirmation of majority approval, the Clerks of the participating municipalities are authorized to take the necessary administrative steps, including amending the applicable by-laws appointing the member, to give effect to the expulsion.

- 5.7 Reasons for expulsion shall include, but not limited to, the member being in contravention of *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act*, the *Municipal Elections Act*, or the Joint Compliance Committee Terms of Reference, or for disrupting the work of the Committee.
- 5.8 Committee members shall be asked to sign an acknowledgement accepting terms and conditions outlined in the above Terms of Reference, and the *Municipal Elections Act*, 1996, as amended.
- 5.9 Where a member is expelled, resigns, becomes ineligible, or is otherwise unable to serve, the vacancy shall be filled in accordance with the recruitment and appointment process outlined in this Terms of Reference.

6. Meetings:

- 6.1 The Committee shall hold one initial meeting following submission of all Clerk's reports. Subsequent and additional meetings shall be in response to application(s) for compliance audit, to a maximum of 4 meetings per application, in consultation with the Clerk of the respective municipality.
- 6.2 Following Election Day and the final day for candidates to submit their Financial Statements, the Clerk of the Municipality shall review the Statements and prepare a report regarding spending regulations and limits for the Compliance Audit Committee review.
- 6.3 Meetings shall be conducted using guidelines established in the Municipal Procedural By-Law for the municipality from which an application originated.
- 6.4 Committee members shall be bound by the Code of Conduct in force in the municipality for which they are performing the functions included in this Terms of Reference.

- 6.5 The Chair shall cause notice of the meetings, including the agenda for the meetings to be provided to members of the Committee a minimum of three (3) business days prior to the date of each meeting. Quorum for meetings shall consist of a majority of the members of the Committee.
- 6.6 Minutes shall be recorded at each meeting and shall outline the general deliberations and resulting actions and recommendations.
- 6.7 The location of the meetings shall be set by the Committee. Reasonable notice will be provided.
- 6.8 Financial consideration shall be as per Section 9.

7. Closed Meetings:

- 7.1 The meeting may be held in whole or in part in a closed session upon affirmative vote of the majority of the membership to do so. Closed sessions shall be conducted only to discuss matters identified under Section 239(2) of the *Municipal Act, 2001*. Should a closed session be required, all attendees who are not Committee members, or the Clerk, or individuals expressly requested by the Committee to remain, shall vacate the meeting premises. Members of the public may return to the meeting, once the closed session has concluded.

8. Conflicts of Interest:

- 8.1 Committee members shall be bound by the *Municipal Conflict of Interest Act*, with respect to financial interest, and shall disclose any pecuniary interest to the Secretary. That member shall then remove himself or herself from that portion of the meeting at which the matter for which pecuniary was declared is discussed.

9. Financial Compensation:

- 9.1 An honorarium of \$500.00 per year shall be provided to each active Committee member, including the alternate member. Payment of the annual honorarium shall be shared equally between the participating municipalities.
- 9.2 In addition to the annual honorarium, a meeting per diem shall be issued in the amount of \$100.00 per meeting. Mileage shall be reimbursed per the Canada Revenue Agency's reasonable per-kilometre mileage rates (<https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/benefits-allowances/automobile/automobile-motor-vehicle-allowances.html>) upon receipt of the request for reimbursement from the Committee member. Payment of the per diem reimbursement, as well as the mileage reimbursement, shall be paid by the municipality for which an application has been received, except in the case of the initial meeting, for which payment of

these monies shall be shared equally between the participating municipalities.

- 9.3 Administration of financial compensation shall be the responsibility of the Office of the Clerk for the Township of Armour.

10. Resources:

- 10.1 Any responsibilities not clearly identified within these Terms of Reference shall be in accordance with Sections 88.33 to 88.37 of the *Municipal Elections Act*, 1996 as amended.

11. General Governance Provisions

11.1 Procedural Fairness

The Committee shall conduct its proceedings in accordance with the principles of natural justice and procedural fairness. Without limiting the generality of the foregoing:

- a) Any person whose rights, interests, or obligations may be affected by a decision of the Committee shall be provided with reasonable notice of the matter to be considered;
- b) Such person shall be provided with an opportunity to respond to the substance of the allegations or issues under consideration;
- c) The Committee shall make its decision based solely on the evidence and submissions properly before it;
- d) The Committee shall provide written reasons for its decisions where required by statute or where commencing or declining to commence legal proceedings.

11.2 Standard of Review – Reasonable Grounds

In considering an application for a compliance audit under section 88.33 of the *Municipal Elections Act*, 1996, as amended, or a Clerk's report under sections 88.34 or 88.36 of the Act, the Committee shall determine whether there are reasonable grounds to believe that a contravention of the Act has occurred.

The Committee is not required to determine guilt or innocence, but rather whether the statutory threshold to grant an audit or to commence legal proceedings has been met.

11.3 Legal Counsel

The Committee may obtain independent legal advice where it considers such advice necessary to fulfill its mandate.

Legal services shall be arranged through the Clerk of the affected municipality, or through such municipality's Solicitor, in accordance with that municipality's procurement and authorization policies.

Where legal proceedings are commenced, the municipality for which the application originated shall coordinate legal representation, unless otherwise agreed by the participating municipalities.

11.4 Records Retention

All records of the Committee, including applications, reports, correspondence, minutes, audio recordings (if any), and decisions, shall be maintained in accordance with the records retention by-law and records management policies of the municipality for which the application originated.

Where matters involve multiple participating municipalities, the lead administrative municipality shall ensure records are maintained in accordance with applicable legislative requirements.

11.5 Electronic Participation

Meetings of the Committee may be conducted in person, electronically, or in a hybrid format, provided that:

- a) The meeting complies with the open meeting requirements of the Municipal Act, 2001;
- b) Members participating electronically are able to hear and be heard by all other participants;
- c) Public access is provided in a manner consistent with legislative requirements; and
- d) A Member participating electronically shall be deemed to be present for the purposes of quorum and voting, unless otherwise restricted by statute.

11.6 Accessibility Compliance

The Committee shall conduct its meetings and activities in a manner consistent with the Accessibility for Ontarians with Disabilities Act, 2005 and applicable municipal accessibility policies.

Reasonable accommodations shall be provided, upon request, to ensure that persons with disabilities are able to participate in Committee proceedings in an accessible manner.

Roles and Responsibilities
For the Joint Compliance Audit Committee (JCA)
Serving the interested Municipalities of the Almaguin Area

1. Duties of the Clerk for the Municipality requiring the meeting of the JCA

1.1 The Clerk shall ensure the administrative practices and procedures for the Committee are followed and shall carry out any duties required under the Act to implement the Committee's decisions.

2. Duties of the Chair

2.1 The duties of the Chair are as follows:

- a) Liaise with the Clerk and review meeting agendas.
- b) Call Committee meetings to order when there is a Quorum, preside over Committee discussions, facilitate Committee business, follow the procedures as set out herein, identify the order of proceedings and speakers and rule on points of order as may be necessary.
- c) The Chair shall preside over the Conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting.
- d) Participate as an active Member, encouraging participation by all Members.
- e) The Chair is permitted to provide brief comments during discussion, make motions and vote on all matters.
- f) If the Chair is not present within the first fifteen minutes of a Committee meeting or is absent through illness or otherwise, and quorum is still obtained, the Vice Chair shall preside over the meeting,

3. Duties of Committee Members

3.1 The duties of Committee Members are as follows:

- a) Attend all Committee meetings or notify the Clerk as soon as possible in the event that the member cannot attend.
- b) Understand their role, the Committee's Mandate and meeting procedures.
- c) Declare any pecuniary interest in any matter prior to consideration by the Committee and refrain from discussion and voting on the

matter in accordance with Section 5 of the *Municipal Conflict of Interest Act*.

- d) Participate as an active and voting member, asking questions, and seeking clarification through the Chair.
- e) Develop and maintain a climate of mutual support, trust, courtesy and respect.
- f) Work together to utilize the knowledge, expertise and talents of all members.
- g) Respect the decisions of the Committee and that such decisions reflect the majority view.

4. **Support**

4.1 The following support shall be provided to the Committee:

- a) The Recruitment Committee for the Almaguin Joint Compliance Audit Committee shall call the first regular meeting of the Committee to order and conduct the election of the Chair, Vice Chair and secretary of Committee Members.
- b) The affected municipality's staff in conjunction with the Committee secretary shall thereafter:
 - i) Prepare agendas for review by the Committee Chair.
 - ii) Electronically distribute agendas to all Committee Members before the meeting and post to the relevant municipal website.
 - iii) Arrange for or set up meeting areas, giving consideration to the nature of the matters to be discussed, any audio-visual requirements, attendance by the public and ensuring accessibility needs identified have been met.
 - iv) Arrange for attendance of delegations in conjunction with the Chair.
 - v) Attend Committee meetings, record attendance, confirm Quorum and record when the meeting starts and adjourns.
 - vi) Provide procedural advice to the Chair and Committee as required.
 - vii) Take minutes, record a summary of the discussion for each agenda item, record all Committee motions and resolutions including the name of the mover.

- viii) Record any disclosures of pecuniary interest, including the general nature thereof.
- ix) Review and correct any errors in the minutes of previous meetings.
- x) Prepare the Committee minutes.
- xi) Electronically distribute minutes to all Committee Members and post on the relevant municipal website.
- xii) Facilitate and complete any additional work to be undertaken on behalf of the Committee.
- xiii) Maintain Committee agendas, minutes, correspondence, Reports of the Auditor and outstanding items in the Corporation's records management system.

**Procedures
For the Joint Compliance Audit Committee**

1. Meeting Procedures

1.1 The Committee shall meet once prior to November 30th after each municipal election to review the Terms of Reference and Committee Procedures

1.2 Calling of Committee Meetings

- i) The Clerk of the relevant municipality will summon a meeting of the Committee when an Application is received.
- ii) Meetings shall be held at such time and location as the Chair deems appropriate.

1.3 Agendas

The following components shall be included in Committee agendas. Specific subject items are to be included under each component:

- i) Consideration of Applications for a Compliance Audit
- ii) Consideration of Auditor/Legal Reports *
- iii) Adjournment

*Committee may adjourn to Closed Session in accordance with Section 239(2) of the Municipal Act, S.O. 2001.

1.4 Quorum

The minimum number of Committee Members required to be present at any meeting in order to conduct Committee business shall be no less than three. If no Quorum is present fifteen minutes after the time fixed for a meeting, or the resumption of a meeting after a recess, or should a Quorum at a meeting be lost for a period of fifteen (15) consecutive minutes, the Clerk or designate will record the names of the Members present and the meeting will stand adjourned until the next meeting scheduled by the Chair.

2. Conduct of Committee Business

2.1 All Meetings of the Committee shall be open to the public, except for those circumstances provided for in Sections 239 (2) and (3.1) of the *Municipal Act, 2001*.

- 2.2 The business of each meeting shall be taken up in the order in which it stands upon the agenda, unless otherwise decided by the Committee.
- 2.3 Where the agenda includes consideration of more than one Application, applications may be dealt with by the Committee either individually or collectively dependant upon the direction of the Committee.
- 2.4 The Chair will summarize each Application received and request that the Applicant or his or her agent and Candidate or his or her agent identify themselves.
- 2.5 Applicant's Delegation
- i) The Applicant or the Applicant's agent may address the Committee for a maximum of 10 minutes unless granted leave by the Chair.
 - ii) Members may ask questions of the Applicant or Applicant's agent through the Chair.
 - iii) Questions of the Applicant or the Applicant's agent by the Candidate or the Candidate's agent *are not permitted*.
 - iv) All materials presented to the Committee in open session are deemed to be public documents.
- 2.6 Candidate's Delegation
- i) The Candidate or the Candidate's agent may address the Committee.
 - ii) The Candidate may respond to the content of the Application and Applicant's or the Applicant's Agent's address to the Committee.
 - iii) Members may ask questions of the Candidate or Candidate's agent, through the Chair.
 - iv) Questions of the Candidate or the Candidate's Agent by the Applicant or the Applicant's agent *are not permitted*.
 - v) All materials presented to the Committee in open session are deemed to be public documents.
- 2.7 Where the agenda includes consideration of more than one Auditor's Report, the Reports may be dealt with by the Committee either individually or collectively dependent upon the direction of the Committee.
- 2.8 Auditor's Report

- i) An Auditor shall be appointed by the Committee as per Section 3 of the Terms of Reference.
- ii) The Auditor shall address the Committee and provide a summary of his or her Report and its conclusions.
- iii) Members may ask questions of the Auditor through the Chair.
- iv) Members may ask questions of any person present at the meeting, such questions to be through the Chair and at the sole discretion of the Chair.
- v) The Candidate, Applicant, their agents or any person present at the meeting may not ask questions of the Auditor or the Committee.

2.9 Decisions of the Committee shall be by resolution. A simple majority vote of the Committee Members present is required to pass a resolution.

Generally, the Committee will render its decision at each meeting. Subject to deadlines imposed by the Act, the Committee may reserve its decision if further deliberation is required.

2.10 The Chair shall preside over the Conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meetings, subject to an appeal by any Member to the Committee from any ruling of the Chair.

2.11 When two or more Members wish to speak, the Chair shall name the Member who first raised his or her hand.

2.12 A Member shall not:

- i) Speak disrespectfully to or about another member;
- ii) Use offensive words or unparliamentarily language during meetings;
- iii) Disobey the procedures of the Committee, or decision of the Chair or the Committee on questions of procedure;
- iv) Leave his/her seat or make any noise or disturbance while a vote is being taken and until the result is declared;

2.13 In case any Member persists in a breach of the foregoing section after having been called to order by the Chair, he or she may be ordered by the Chair to leave his/her seat for that meeting, but in case of ample

apology being made by the offender he or she may, by vote of the Committee, be permitted forthwith to resume his or her seat.

2.14 When a Member desires to address the Committee upon a matter that concerns the rights or Privileges of the Committee collectively or individually, he or she shall be permitted to raise such matter of Privilege, and a matter of Privilege shall take precedence over other matters.

2.15 When a Member desires to call attention to a violation of the rules of procedure, she or he shall ask leave of the Chair to raise a Point of Order and after leave is granted:

- i) State the Point of Order with a concise explanation and resume his or her seat until the Chair has decided the Point of Order;
- ii) Unless a Member immediately appeals to the Committee, the decision of the Chair shall be final;
- iii) If the decision is appealed, the Committee shall decide the question without debate and its decision shall be final;

2.16 When the Chair calls a Member to order, the Member shall immediately sit down until the Point of Order is dealt with and the Member shall not speak again without permission of the Chair unless to appeal the ruling of the Chair.

3. **Motions**

3.1 The following rules shall apply to motions:

- a) All motions must be introduced by a mover before the Chair can put the motion on the floor for consideration.
- b) After a motion is properly moved, it shall be deemed to be in the possession of the Committee but may be withdrawn by the mover at any time before a vote with the consent of the Committee.
- c) The number of times a Member may speak on a motion shall not be limited. A Member shall not be restricted to asking questions only of the previous speaker but the question must relate directly to the matter under discussion.
- d) A motion to move a previous motion shall not be allowed.
- e) Any Member may require the motion under discussion to be read at any time, but not so as to interrupt a Member while speaking.
- f) When a motion is under consideration, no motion shall be

received other than a motion to:

- i) Adjourn, which motion is neither amendable nor debatable;
 - ii) Table, which motion is not debatable;
 - iii) Defer action;
 - iv) Refer, which motion is debatable as to its merits only;
 - v) Amend.
- g) A motion to refer shall take precedence over any other amendment.
- h) Only one amendment at a time can be presented to the main motion. Only one amendment can be presented to an amendment, but when the amendment to the amendment has been disposed of, another amendment may be introduced, and when that amendment has been decided, another may be introduced.
- i) The amendment to the amendment, if any, shall be voted on first, then if no other amendment is presented, the amendment shall be voted on next, then if no other amendment is introduced, the main motion, or if any amendment has carried, the main motion as amended, shall be put to a vote.
- j) Nothing in this section shall prevent other proposed amendments being read for the information of the Members.
- k) When the motion under consideration contains distinct propositions, upon the request of any Member, the vote upon each proposition shall be taken separately.
- l) After the Chair commences to take a vote, no Member shall speak to or present another motion until the vote has been taken on such motion, amendment or sub-amendment.
- m) Every Member present at a meeting when a vote is taken on a matter shall vote unless prohibited by statute, in which case the fact of the prohibition will be recorded in the minutes. If any Member present persists in refusing to vote, she or he shall be deemed as voting in the negative. Any motion on which there is a tie vote shall be deemed to be defeated. Recorded votes are not permitted.
- n) After any matter has been decided by the Committee any

Member may move for reconsideration at the same meeting, but no discussion of the motion that has been decided shall be allowed until the motion for reconsideration has carried.

- o) All motions not disposed of, shall be placed on the agenda for the next meeting of the Committee, subject to any deadlines imposed by the Act.

4. Minutes

- 4.1 Minutes shall be taken for all meetings and briefly outline the substance of item listed on the agenda, including delegations, reports, motions, resolutions and other actions taken. Minutes shall reflect the decision when necessary of the Committee in keeping with the *Municipal Elections Act, 1996, Section 88.33(7)*.

5. Media Relations and Communications

- 5.1 All media contact shall be made through the Clerk of the municipality whose campaign finances are under review, or through the Chair of the Committee.

6. Conflict of Interest

- 6.1 Legislated requirements as set out in the *Municipal Conflict of Interest Act* shall apply to all Committee Members. It is the responsibility of each Member to disclose any pecuniary interest prior to discussion of a particular matter. Once declared, the Member shall not discuss or vote on the matter. If the declaration relates to a matter being discussed during a closed portion of the meeting, the Member must leave the meeting during all discussion on the matter. Members are encouraged to seek independent legal advice if they are unsure of whether or not they have a pecuniary interest in a matter. Municipal staff does not provide advice or interpretation related to declarations.

7. Matters Not Dealt with in These Procedures

- 7.1 If the practices and procedures set out herein do not provide for a procedural matter, the practice or procedure shall be determined by the Clerk or designate in conjunction with the Chair. Where the matter arises during a meeting and cannot be dealt with to the satisfaction of the Chair and Clerk or designate, the matter shall be deferred to the next meeting of the Committee.

May 5
2026
12.1



Monday, April 20, 2026

Dear McMurrich Monteith Council,

We would like to extend our sincere thanks to the Township of McMurrich Monteith Council for proclaiming June as Pride Month and for displaying the Pride Flag last year. We are also very grateful to receive funding in the amount of \$250 to help support our events and outreach. Your leadership and support send a strong and meaningful message of inclusion, acceptance, and belonging within our community, and the larger Almaguin Highlands region.

As of last year, seven Almaguin municipalities recognized June as Pride Month through a flag raising or a proclamation. This is no small gesture, and we are sincerely appreciative for those municipalities who, like you, set an example of inclusion and representation.

We respectfully request that Council once again issue a proclamation declaring June 2026 as Pride Month, and raise the Pride Flag for the month in recognition and celebration of the LGBTQ+ community.

Almaguin Pride is dedicated to fostering representation, acceptance, and connection among LGBTQ+ individuals and allies throughout the Almaguin Highlands. The raising of the Pride Flag in McMurrich Monteith is more than a symbolic act—it is a visible affirmation of the community's commitment to inclusion, safety, and belonging for all residents and visitors. Each year, this gesture of support helps to spark meaningful conversations, strengthen community ties, and provide reassurance to those who may otherwise feel marginalized or unseen. Each year, we consider it a win if we get one more municipality to stand with LGBTQ+ citizens and allies to celebrate love and inclusivity.

Pride Month celebrates the progress achieved since the first Pride demonstrations of the late 1960s and acknowledges the ongoing work toward equity and understanding. The Pride Flag stands as a powerful symbol of diversity, resilience, and the shared belief that everyone deserves dignity and respect.

Should Council wish to host a flag-raising ceremony, we would be pleased to have a representative attend or participate.

Thank you for your continued leadership in fostering an inclusive and welcoming community.

Best regards,

Karen Hoffman
Volunteer
Almaguin Pride

From: almaguin pride <almaguinpride@gmail.com>

Sent: April 7, 2026 6:35 AM

To: McMurrich/Monteith Administration <admin@mcmurrichmonteith.com>; Councillor Vicky Roeder-Martin <vroeder-martin@mcmurrichmonteith.com>; Deputy Clerk <deputyclerk@mcmurrichmonteith.com>

Subject: Almaguin Pride: Educational Initiative

Hi Allyson and Vicky,

With municipal elections coming up in October 2026, we see this as a wonderful opportunity to connect with newly elected council members and incoming municipal staff through a welcoming, one-hour educational session.

This session will introduce participants to Almaguin Pride, share the work we're doing across the region, and refresh key knowledge about LGBTQ+ human rights. We'll also walk through the responsibilities of municipal staff under the Ontario Human Rights Code, with a focus on supporting respectful, inclusive, and positive interactions with all community members.

Importantly, this will also be a comfortable space for open questions, conversation, and learning. Participants will receive helpful resources and practical tips on building inclusive environments and becoming stronger allies in their day-to-day roles.

We know many municipalities have taken part in similar training in recent years, and we would love to know if your council or staff have previously engaged in this type of session.

The cost for this one-hour initiative is approximately \$250 per township. This cost will cover the facilitator's time, gas and mileage, plus material printing.

We would be delighted to hear whether your municipality would be interested in participating.

Thanks! Claire

--

She/Her

Co-Founder

Almaguin Pride Network

www.almaguinpride.com

[@almaguinpride](https://www.instagram.com/almaguinpride)

 almaguin

May 5
2026
12.2

**District of Parry Sound West
Board of Management
(Belvedere Heights)
Wednesday, February 25, 2026 – 9:00 a.m.
Virtual Meeting – link provided in email**

MINUTES

Board of Management (voting): Joe Beleskey (representing the Town of Parry Sound)
Paul Borneman, Vice Chair (representing the Town of Parry Sound)
Don Carmichael, Secretary/Treasurer (Order in Council Appointment)
Pamela Wing, Chair (representing McDougall, The Archipelago, Carling
Townships)
Debbie Zulak (representing Whitestone, McKellar, McMurrich/Montieth Townships)

Board of Management (regrets) Gail Finnon (representing Seguin Township)
Cheryl Ward (Order in Council Appointment)

Quorum – for a meeting of the Board shall be a simple majority of the Directors. By-law 8.9

Staff Attending (non-voting): Deborah Randall-Wood, Administrator
John Vanderhorst, Assistant Administrator
Linda Taylor, Program Director, CSS

Staff Regrets (non-voting):

As a result of the COVID 19 pandemic and Provincial requirements for physical distancing, this Committee/Board meeting will be held electronically in accordance with section 238 of the Municipal Act 2001.

- 1.0 Call to Order: The Board Chair called the meeting to order at 09:10
- 2.0 Confirmation of Quorum: Quorum achieved
- 3.0 Declaration of Conflicts of Interest: no declared conflicts of interest
- 4.0 Land Acknowledgement –

We will begin this Board Meeting by acknowledging that we are meeting on aboriginal land of the Ojibiwa/Chippewa peoples. We recognize and deeply appreciate their historic connection to this place. We also recognize the contributions of Métis, Inuit, and other Indigenous peoples have made to the stewardship of these lands.

- 5.0 Approval of Agenda:

MOTION:

BH#07/26: That the Board of Management accepts the agenda, Moved by D. Zulak and seconded by P. Borneman. Carried.

6.0 Approval of Minutes:

Time when board entered closed session was missing.

MOTION:

BH#08/26: That the minutes of the Belvedere Heights Board of Management meetings held Wednesday, January 28, 2026, be received as amended. Moved by J. Belesky and seconded by D. Zulak
Carried.

7.0 Financial Report:

7.1 2026 Budget Report (verbal report by D Carmichael). The revised budget is balanced.

7.2 CSS Reports – L.Taylor (attached)

- **Financials:** CSS is wrapping up year-end statistically on target and has applied for additional one-time funding (\$25,000 Horizon grant) through the ministry.
- **Funding Advocacy - Ministry:** Linda will advocate for a base budget refresh, citing inadequate prior year increase (0.06%, or just over \$2,000) and the need for consistent, annual funding versus one-time year-end grants.
- **Funding Advocacy - Transportation Audit & Town of Parry Sound:**
 - **Problem:** CSS absorbs significant costs for providing transportation services that benefit the Town of Parry Sound (e.g., 4 hours/day of CSS staff time for dispatching town calls, not covered by Ministry of Transportation funding).
 - **Action:** A transportation audit is underway to quantify these absorbed costs.
 - **Goal:** Secure equitable funding from the Town of Parry Sound for these services.
 - **Expansion:** If successful with Parry Sound, CSS aims to partner with other municipalities like Seguin to expand the program, leveraging gas tax funding for specialized transportation.
- **Lease Agreement:** Question arose regarding front door repairs. Linda explained the lease includes a clause for shared costs for overall building maintenance, which necessitated proactively asking for funding to cover these repairs, despite the landlord generally being responsible. The lease was reviewed by a local lawyer.
- **Next Steps:** Linda will follow up with the library regarding a previous request.

MOTION:

BH#09/26: That the Board of Directors moved by D, Carmichael and seconded by P. Borneman receives the Financial Reports as submitted.
Carried.

BH#10/26: That the Board of Directors moved by D. Carmichael and seconded by J. Beleskey approves the 2026 Operating Budget as discussed.
Carried.

7.3 Life Lease Report - J. Vanderhorst (*verbal*)

- Unit 113 has been emptied and now ready for demolition
- 2nd card reader to be added to back garden area door for added security

- Elevator floor will be replaced by Quinan
- Carpets will be cleaned in spring

8.0 Standing Items:

8.1 Build Update – J. Vanderhorst (*verbal*)

- 3 pages of deficiencies sent to BSA and Quinan to be addressed prior to the move downstairs. Including new front entrance door, integrating PA system and Willow door accessibility.
- Waiting for Bell to port phone numbers to new system
- Quinan issued a notice of delay, which is under review by the consultants.

8.2 OHT Update – D. Carmichael, and D. Randall-Wood (*verbal*)

To be discussed in closed session.

9.0 New Business:

9.1 Flooring – Carpet replacement update - J. Vanderhorst (*verbal*)

- The carpets in all clinical areas have now been replaced. There are office areas and elevator entrance areas that are still to be done, not included in the original quote.

BH#11/26: That the Board of Directors moved by D. Carmichael and seconded by J. Beleskey approves a revised maximum budget of \$425,000 to replace the remaining carpets with new wood flooring funded by operating reserves. Carried.

10.0 Other Reports:

10.01 Board Chair Report – P. Wind (*verbal*)

- Oht update to be discussed in closed
- Budget has been discussed and refresh will occur in may/June timeframe\

10.02 Administrator’s Report – D.Randall-Wood (*verbal*)

- **New Initiatives:**

- **Amplify Project (Launched today):** Connects Belvedere's electronic health record (Point Click Care) with hospitals for secure, electronic transfer of resident information, improving accuracy and timeliness of data exchange.
- **OnSpark Platform (Next month):** A free ministry initiative, run by McMaster University, to integrate Belvedere's data (from CAIHI, Ministry of Health, staffing) for benchmarking against like organizations. This will provide data analysis without needing an on-site analyst.

- **Ministry Compliance:**

- **MOLTC Orders (2):** Both orders have been met ahead of the March 18th due date.

1. **Bathing Documentation:** Streamlined staff documentation processes for resident bathing.
2. **Food Supply:** The required 72-hour food supply was immediately acquired, and new Aramark protocols implemented to prevent future lapses.
 - **MOL Order (1):** An order related to staff communication regarding a complaint was met within the ministry timeline.
 - **Impact of Inspections:** Deborah noted that ministry inspections often distract staff and consume administrative time, which OnSpark might help quantify for future advocacy.
- **Website Update:** The current website is outdated (information from 2004). Deborah is contacting the manager of the website to update services or explore a new provider.
- **Staff Recognition:** A staff recognition event will be held to celebrate long-serving employees, including those missed in 2025. Details will be circulated via email.

11.0 Correspondence:

11.1 None

12.0 In-Camera:

MOTION:

BH#12/26: That the Board of Directors go to into closed session at 10.23. Moved by P. Borneman and seconded by D. Zulak. Carried.

Closed session items included:

- OHT status (motion in open session)
- HR dietary management
- Whitestone 2026 budget request

BH#13/26: That the Board of Directors move out of closed session at 10.56 . Moved by D. Zulak and seconded by J. Beleskey. Carried.

Direction from closed session: Ask Whitestone to include all or part of the \$42,850 to support the new build that was returned to them in 2021

MOTION:

BH#14/26: The Board of Management to send a letter to OHT advising that Belvedere Heights will no longer be a voting member and will move to affiliate status. Moved by J. Beleskey, seconded by D. Zulak. Carried.

13.0 Adjournment:

MOTION:

BH#13/27:
That there being no further business to conduct, the meeting terminated at 11:02.
Motion to adjourn: moved by J. Beleskey , seconded by D, Carmichael. Carried.

**District of Parry Sound West
Board of Management
(Belvedere Heights)
Wednesday, March 25, 2026 – 9:00 a.m.
Virtual Meeting – link provided in email**

MINUTES

Board of Management (voting): Joe Beleskey (representing the Town of Parry Sound)
Paul Borneman, Vice Chair (representing the Town of Parry Sound)
Gail Finnsion (representing Seguin Township)
Pamela Wing, Chair (representing McDougall, The Archipelago, Carling T
Cheryl Ward (Order in Council Appointment)

Board of Management (regrets) Don Carmichael, Secretary/Treasurer (Order in Council Appointment)
Debbie Zulak (representing Whitestone, McKellar, McMurrich/Montieth Townships)

Quorum – for a meeting of the Board shall be a simple majority of the Directors. By-law 8.9

Staff Attending (non-voting): Deborah Randall-Wood, Administrator
John Vanderhorst, Assistant Administrator

Staff Regrets (non-voting): Linda Taylor, Program Director, CSS

As a result of the COVID 19 pandemic and Provincial requirements for physical distancing, this Committee/Board meeting will be held electronically in accordance with section 238 of the Municipal Act 2001.

- 1.0 Call to Order: The Board Chair called the meeting to order at 09:02
- 2.0 Confirmation of Quorum: Quorum achieved
- 3.0 Declaration of Conflicts of Interest: no declared conflicts of interest
- 4.0 Land Acknowledgement --

We will begin this Board Meeting by acknowledging that we are meeting on aboriginal land of the Ojibiwa/Chippewa peoples. We recognize and deeply appreciate their historic connection to this place. We also recognize the contributions of Métis, Inuit, and other Indigenous peoples have made to the stewardship of these lands.

- 5.0 Approval of Agenda:

MOTION:

BH#16/26: That the Board of Management accepts the agenda, Moved by G. Finnsion and seconded by J. Beleskey
Carried.

6.0 Approval of Minutes:

Time when board entered closed session was missing.

MOTION:

BH#17/26: That the minutes of the Belvedere Heights Board of Management meetings held Wednesday, February 25, 2026, be received. Moved by C. Ward and seconded by P. Borneman

Carried.

7.0 Financial Report:

7.1 2026 February statement: \$106,641 operating surplus (partially due to short month)

7.2 CSS Reports – Deborah discussed this report (attached)

Paul noted that there is an ongoing discussion with the town of Parry Sound on transportation funding, purchase of new vehicles and opportunities to expand of Ontario gas tax revenue by including other municipalities such as Seguin and Carling. Considering options of partnering with local taxi company to expand use of wheel chair accessible van.

MOTION:

BH#18/26: That the Board of Directors moved by C. Ward and seconded by P. Borneman receives the Financial Reports as submitted. Carried.

7.3 Life Lease Report - J. Vanderhorst (*verbal*)

- Hoarding in lobby preparing for demolition of unit 113
- 2nd card reader to be added to back garden area door for added security
- Elevator floor will be replaced by Quinan
- Life lease elevator will no longer be needed for the remaining phases of the construction.
- Budget will be presented at April board meeting. Life lease and renters asking for financial concession because of the disruption caused by the construction.

8.0 Standing Items:

8.1 Build Update – J. Vanderhorst (*verbal*)

- Demolition on main floor has uncovered a sealed room with refrigeration equipment. Asbestos panels have been found.
- Soon will be opening the roof and west wall to tie into the new construction
- As noted, move from admin area downstairs went relatively smooth. New phone system through the building and PA system is fully integrated

8.2 OHT Update – D. Randall-Wood (*verbal*)

- Received a kind email from Ellen acknowledging our change to affiliate status and thanking us for our support.
- Deborah attended last meeting representing Hospice. There was some discussion of the need to change in the CDMA in light of the Belvedere decision.
- Paul noted there is concern by a hospital board member about potential negative PR because of Belvedere change in status
- Pam is not aware of any issues in the community in this regard

9.0 New Business:

9.1 Flooring – Carpet replacement update - J. Vanderhorst (*verbal*)

- All remaining carpets in the non-clinical areas have been replaced.

10.0 Other Reports:

10.01 Board Chair Report – P. Wind (*verbal*)

- Need for fund raising for FF&E. Kami had initiated the discussion with the resident and family council.
- Deborah noted there is an FF&E meeting with architect this week. Need to quantify the FF&E prior to determining fund raising goals
- Gail volunteered to help

10.02 Administrator’s Report – D.Randall-Wood

- Admin staff setting into new home area on level 1. Longest walk to home areas, so requires efficient use of time
- New entrance with ramp is causing some issues for visitors with mobility issues. John is looking into this
- Responding to a random audit pertaining to Accessibility for Ontarians with Disability Act. Questions include accessible parking spots, reception area desk height for wheelchair visitors.
- Follow-up call with Ministry – they requested a short, medium and long term plan to address compliance issues and critical incidents. They identified 3 issues: staff awareness of programs offered by the home, team meetings to share information, staff support to ensure that standards are being met.

11.0 Correspondence:

11.1 None

12.0 In-Camera:

MOTION:

BH#19/26: That the Board of Directors go to into closed session at 09:48. Moved by G. Finnsion and seconded by C. Ward. Carried.

Closed session items included:

- Human Resource update
- Ministry of Long Term Care visits to Belvedere

BH#20/26: That the Board of Directors move out of closed session at 11:01 .
Moved by C. Ward and seconded by G. Finnson. Carried.

13.0 Adjournment:

MOTION:

BH#21/26:

That there being no further business to conduct, the meeting terminated at 11:05.
Motion to adjourn: moved by C. Ward , seconded by J. Beleskey. Carried.

April 21, 2026

May 5
2026
12-3



Almaguin Minor Softball Association

McMurrich/ Monteith
Attn: Council and Municipal Administration

**Re: Request for In-Kind & Cash Support – Almaguin Minor Softball Association
2026 Season**

Dear Mayor and Members of Council,

On behalf of the Almaguin Minor Softball Association (AMSA), I am writing to respectfully request the McMurrich/Monteith consideration for in-kind and cash support for our 2026 softball season.

AMSA is a community-based, volunteer-run, not-for-profit organization that provides youth across the greater Almaguin region with safe, inclusive, and affordable opportunities to participate in organized softball. The program fosters physical activity, teamwork, sportsmanship, and strong inter-municipal relationships while serving families from multiple communities.

Since 2023, the softball program has been successfully operated through the Municipality, supporting the Sprucedale Steamrollers . Other municipalities, including Kearney, Perry, Burk’s Falls, Sundridge, and Magnetawan have also operated programs and participated in a shared league over the past four years. This regional participation highlights both the demand for and the value of a coordinated, cross-community youth sports program.

Due to insurance requirements and concerns raised by other participating municipalities, the program will be transitioning to an independent structure for the 2026 season. As a result, the Almaguin Minor Softball Association was formed as a not-for-profit organization to ensure appropriate insurance coverage, governance, and long-term sustainability, while continuing to serve the region.

AMSA respectfully requests a contribution of \$100 toward insurance costs associated with operating the 2026 season. This support would help offset mandatory insurance expenses required to safely operate a regional youth sports program.

For the 2026 season, anticipated to run from May through August, AMSA further respectfully requests the in-kind donation of use of the following facilities and equipment at the Sprucedale Ball Diamond :

- Baseball field
- Chalk machine
- Chalk
- Storage shed
- Bases
- Helmets
- Catcher's gear
- Bats
- Balls

The season is expected to include approximately eight to ten (8–10) home games and up to 1-2 practices a week for a co-ed team, ages 8 to 13. Access to these facilities and resources is critical to maintaining safe playing conditions and keeping participation costs accessible for families within the municipality and across the region.

In addition, AMSA respectfully requests the donation of use of the municipality community centre—for a year-end wrap-up gathering for players and families of the Sprucedale Steamrollers. This event celebrates youth achievement and volunteer contributions. The date will be determined later in the season, subject to Township availability.

To support this year-end event, AMSA also respectfully requests a modest cash donation of \$150 to assist with the purchase of food items and disposable tableware for the gathering. This request is intended to offset direct event costs and ensure the celebration remains inclusive and affordable for all participating families.

The McMurrich/Monteith continued support plays a key role in sustaining youth recreation opportunities and strengthening regional community ties. Any assistance provided would have a direct and meaningful impact on local families and the long-term success of youth softball in the Almaguin area.

Thank you for your time and consideration. AMSA would be pleased to provide additional information or to meet with Council or staff to discuss this request further.

Respectfully submitted,

Kim Williams

Board Representative for the Sprucedale Steamrollers

Almaguin Minor Softball Association

705-788-6202

AlmaguinMSA@gmail.com

Summary of Support Requested

Category	Description	Value / Amount
In-Kind Support	Use of Baseball Field, equipment, and storage	In-Kind
In-Kind Support	Use of the Community Centre (year-end event)	In-Kind
Cash Contribution	BBQ food items and condiments (year-end event)	\$150
Cash Contribution	Mandatory insurance costs (2026 season)	\$100

Women's Own Resource Centre

May 5
2026
12.4

The Township of McMurrich/Monteith

April 23rd, 2026

Dear Mayor and Council,

I am writing to you on behalf of the Women's Own Resource Centre (WORC), which is a non-profit, registered charitable organization. We provide information, referral and support to women, girls and families of the Almaguin Highlands to assist them in working toward their economic goals. Our Rural Outreach Program Endeavour (ROPE) provides workshops in self-employment, networking, mentoring and life skills.

The Women's Own Resource Centre was established in 2000, is centrally located in the Almaguin Highlands district and has been successfully helping women and their families for over twenty years. We serve a rural population of approximately 30,000 permanent residents that include many working poor families that are unable to qualify for current forms of government assistance and services. WORC serves northern, low-income, rural women who may have experienced violence or abuse in their lives. Many of these women have poor self esteem, few assets and limited family support. These women face numerous barriers which are worsened by their isolation and increased financial cost of basic social inclusion. The support of WORC is essential in working with them on a plan for recovery and growth.

The Rural Outreach Program Endeavor encompasses workshops which are offered free of charge with financial support being available for transportation and childcare costs to increase accessibility and remove as many barriers as possible. In addition to supporting women in creating sustainable livelihoods through achieving economic independence, WORC provides business services, business plan assistance, one to one consultations, information sharing, support, referrals, resources and hosts a large donation network.

From April 1st, 2025 to March 31st, 2026, our Centre recorded 3,213 drop-ins, 733 phone calls, 3,095 emails and 68 one to one consultations for business development, personal and crisis calls throughout the year. 508 individual clients had direct engagement with one of our programs throughout the year. Our Entrepreneurial Skills Training workshop supported 16 women in 2025/26 through the process of starting a small business with 10 of these women launching businesses throughout the Almaguin Highlands and an additional 4 hoping to launch within the next year. Our Life Skills Training workshop supported 18 women in 2025/26 and 286 individual women participated in local Resource & Business Network Luncheons. WORC responded to 12 crisis calls which includes 7 in regards to violence against women. 1,652 interactions with our donation network this past year which encompasses both donation pickups and dropoffs – the Donation Network continues to be a growing resource in the Almaguin Highlands for those struggling to afford the basic necessities of life. We keep a dedicated room at our office for donated items which includes clothing, linens, household items, shoes, boots, winter jackets, hygiene products and more which anyone can access at anytime with no requirement to prove eligibility.

In addition to core programming, WORC partnered with local organizations including ACED, AHCC, NECO, The Labour Market Group and others to organize and host the RED Gala in December of 2025. WORC also organized and hosted our third annual International Women's Day Celebration in March of 2025. The event was sold out with 125 women attending from across Almaguin. We carried forward our program to support Almaguin children in going back to school – we were able to sponsor 67 local children with backpacks, lunch kits, running shoes and

105 Ottawa Ave., Box 155, South River, ON P0A 1X0

Phone: (705) 386-9672 Toll Free: 1-888-640-8668

Fax: (705) 386-7111 Email: info@womensownresource.org

www.womensownresource.org

Women's Own Resource Centre

school supplies to help foster a successful start to the new school year. WORC was also able to support 16 families from across the region for our annual Christmas Sponsorship Program with grocery gift cards and toys for children. These sponsorships were made possible through fundraising initiatives at our office along with support from individuals in the community.

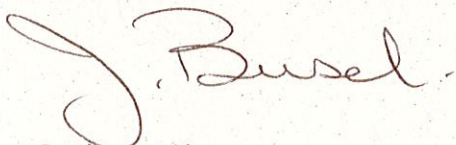
In 2023, WORC received a grant from the Ontario Trillium Foundation to launch a Travelling Community Kitchen Program in response to the increasing struggle we are seeing across the region with food insecurity due to the increase in the price of living. The program was focused on creating affordable homemade meals, budgeting, kitchen skills and reducing social isolation by helping participants to foster connections in their communities. This two-year program was hugely successful with over 600 people participating over the course of 24 full day workshops. This Travelling Community Kitchen Program visited municipalities across the Almaguin Highlands including Powassan, South River, Sundridge, Burk's Falls, Emsdale, Whitestone, Magnetawan and Kearney – every round had full registration with a waiting list. In April of 2026, WORC successfully acquired a Grow Grant through the Ontario Trillium Foundation to continue running these programs throughout the region for the next two years. In addition, a two-year Soup Kitchen Program was included in the new grant which encompasses a volunteer driven program to prepare and distribute ready-to-eat meals to local food banks across the Almaguin Highlands during the months that the Community Kitchen is not running. On April 15th, our first Soup Kitchen saw 675 meals distributed, bringing food supports to those that need it most.

WORC's services continue to be needed in our region, as indicated by engagement numbers, to foster growth and ensure that the most vulnerable are not left without the supports they need to build sustainable livelihoods. As always, we will continue to be there for the residents of the Almaguin Highlands and are continually striving to address needs and create programming that helps to build the resiliency of women and their families in the Almaguin Highlands. These free workshops and programs are helping to create valuable community connections and ease some of the social isolation that is often felt heavily in rural regions such as the Almaguin Highlands.

In order to continue to offer these free programs and supports, the Women's Own Resource Centre is dependent upon funding from several sources. Donations help to ensure that we can continue to make important services and supports available to the women and families of the Almaguin Highlands. Donations also help us to provide outreach to those clients who are made increasingly vulnerable by their severe isolation due to the sheer size of our region.

We are asking for support from each municipality in the amount of .50 cents per capita to support new and continuing initiatives in 2026/27. We thank those who have supported us in the past and look forward to new working relationships and opportunities. Should you wish WORC to make a presentation to your council to discuss upcoming projects, or if you have any questions, please call 705-386-9672 or email jessica@womensownresource.org

We thank you for your time and consideration in this matter and we look forward to continuing our efforts to help women and their families in the Almaguin Highlands thrive.



Jessica Busch
Program Manager

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