

The Corporation of the Township of South Algonquin

Regular Council Meeting March 4, 2026

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CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN₂

AGENDA

REGULAR COUNCIL MEETING

Wednesday, March 4, 2026 9:00 a.m.

**Council Chambers
Municipal Office
7 Third Avenue
Whitney, Ontario**

And ZOOM and You Tube Channel: South Algonquin Council

1. Open Meeting/Call to order – 9:00 a.m.
2. Roll Call
3. Land Acknowledgement

We acknowledge that we are gathered on the unceded Traditional Territory of the Algonquin Anishinaabeg people, specifically the Matouweskarini (people of the Madawaska River). We further acknowledge that the Algonquin People have been stewards of this land since time immemorial and we strive to treat the land along with the flora and fauna it supports, the people, their customs and traditions, with honour and respect. Today, this area is home to people of all walks of life, and we acknowledge the shared opportunities and responsibilities to live, work and survive within this beautiful territory.

Chi-miigwetch, All my relations

4. Additions / Amendments to the Agenda
5. Adoption of the Agenda

Moved by: _____ **Seconded by:** _____ **Res. # 26-**

THAT: Council for the Corporation of the Township of South Algonquin adopts the Agenda as circulated for the Regular Council Meeting of March 4, 2026.

6. Disclosure of Pecuniary Interest or a General Nature Thereof
7. Petitions, Delegations and/or Presentations: None
8. Minutes of Previous Meetings (s)
 - Adopt the Minutes of the Regular Council Meeting of February 4, 2026

Moved by: _____ **Seconded by:** _____ **Res. # 26-**

THAT: Council for the Corporation of the Township of South Algonquin adopts the minutes of the Regular Council Meeting of February 4, 2026 as circulated.

- Adopt the Minutes of the Human Resources/Administration/Public Relations Committee Meeting of February 18, 2026

Moved by: _____ **Seconded by:** _____ **Res. # 26-**

THAT: Council for the Corporation of the Township of South Algonquin adopts the minutes of the Human Resources/Administration/Public Relations Committee Meeting of February 18, 2026 as circulated.

9. Committee, Staff and/or Councillor Reports
10. Business Arising from the Minutes
11. Unfinished Business
12. Correspondence – Action Items
13. Correspondence – Information Items
14. New Business
15. Motions of Council
16. By-Laws
17. Resolution to Move into a “Closed Session”
18. Adjournment

Moved by:

Seconded by:

Res. # 26-

THAT: Council for the Corporation of the Township of South Algonquin adjourns the Regular Council Meeting of March 4, 2026 at _____.

February 4, 2026

COUNCIL MEETING – MINUTES

On Wednesday, February 4, 2026, the Council for the Corporation of the Township of South Algonquin held a Regular Hybrid Council Meeting via Zoom and in Chambers, which was streamed to YouTube.

In Chambers:

Mayor Ethel LaValley
Councillor Collins
Councillor Joe Florent
Councillor Shawn Pigeon
Councillor Bill Rodnick
Councillor Laurie Siydock

ZOOM:

Councillor Joan Kuiack

Staff: Tracy Cannon, Deputy CAO/Deputy Clerk-Planner
Stephanie Russell, Community Development Intern

Regrets: Bryan Martin, CAO/Clerk-Treasurer

1. OPEN MEETING/CALL MEETING TO ORDER:

Mayor LaValley called the meeting to order at 9:04 a.m.

2. ROLL CALL: All Present

3. LAND ACKNOWLEDGEMENT

4. ADDITIONS/AMENDMENTS TO THE AGENDA: None

5. ADOPTION OF THE AGENDA

Moved by: Councillor Florent Seconded by: Councillor Pigeon Res. # 26-618

THAT: Council for the Corporation of the Township of South Algonquin adopts the Agenda as circulated for the Regular Council Meeting of February 4, 2026.

-Carried-

6. DISCLOSURE OF PECUNIARY INTEREST OR A GENERAL NATURE THEREOF:

None

7. PETITION, DELEGATION AND/OR PRESENTATIONS:

OPP East Region Superintendent Stephan Neufeld, Acting Inspector Sarah Darraugh (Upper Ottawa Valley OPP), and Trevor Pitts, Interim OPP Detachment Commander – Bancroft, provided an update on the Whitney OPP Service realignment. Superintendent Neufeld introduced Interim Commander Pitts, who will oversee the amalgamation process. The project is a priority for both the region and the province.

The formal amalgamation date is approaching and remains on schedule, with the transition progressing well.

The Whitney Detachment is currently in the rebuilding phase, with a target of six officers to be based at the detachment. Recruitment efforts are underway that includes a global outreach. Interim Commander Pitts shared his background and experience, noting his familiarity with the needs of small communities.

It was noted that under Acting Inspector Darraugh's leadership, there has been an increased police presence in the community.

Superintendent S. Neufeld, Acting Inspector S. Darraugh and Interim Commander T. Pitts, and S. Russell exited the meeting.

8. MINUTES OF PREVIOUS MEETING

Moved by: Councillor Collins Seconded by: Councillor Rodnick Res. # 26-619

THAT: Council for the Corporation of the Township of South Algonquin adopts the Agenda as circulated for the Regular Council Meeting of January 14, 2026.

-Carried-

Moved by: Councillor Siydock Seconded by: Councillor Florent Res. # 26-620
 THAT: Council for the Corporation of the Township of South Algonquin adopts the minutes of the Economic Development Committee Meeting of January 21, 2026 as circulated and amended.
-Carried-

9. COMMITTEE REPORTS, STAFF AND/OR COUNCILLOR REPORTS:

Jennifer Baragar, Deputy Treasurer RE: 2025 Year End Reserve Transfer Report

- Resolution included under Motions of Council.

M&L Parks & Recreation Committee

M&L Parks and Recreation Committee Minutes of December 9, 2025 were provided in the Council package.

Whitney Recreation Committee

Whitney Recreation, Minutes of January 6, 2026 were provided in the Council package.

- Councillor Kuiack reported verbally that the committee held a meeting the previous evening which she was unable to attend. She noted that the January 27th Bingo event was a success.

Councillor Kuiack departed the meeting to attend another meeting.

10. BUSINESS ARISING FROM THE MINUTES: None

11. UNFINISHED BUSINESS: None

12. CORRESPONDENCE-Action Items;

- Resolution of Support; RE: Letter of Support for Enhanced School Bus Safety and the Implementation of Stop-Arm Camera.

13. CORRESPONDENCE-Information Items Received and Filed;

- Ministry of Municipal Affairs and Housing RE: Police Service Boards in Strong Mayor Power Municipalities.
- Municipal Dog Pound Board RE: 2023 Financial Statement.
- Municipal Dog Pound Board RE: 2024 Financial Statement.
- Office of MPP Billy Denault RE: 2026 Funding Opportunities from Ontario Arts Council – Ministry of Tourism, Culture & Gaming.
- District of Nipissing Social Services Administration Board RE: Municipalities Under Pressure: One Year Later – Norther Ontario Homelessness Update.
- North Watch RE: Transportation of High-Level Radioactive Waste on Our Highways. - *Resolution will be brought back to March 4, 2026 Council meeting for consideration.*
- Renfrew County and District Health Unit RE: Medical Officer of Health Report to the Board.

14. NEW BUSINESS: None

15. MOTIONS OF COUNCIL:

Moved by: Councillor Siydock Seconded by: Councillor Collins Res # 26-621

THAT: Council for the Corporation of the Township of South Algonquin hereby authorizes staff to further investigate the Waste Processing Plant request from GTA Strategies, in accordance with the recommendations from the Economic Development Committee dated January 21, 2026.
-Carried-

Moved by: Councillor Florent Seconded by: Councillor Pigeon Res # 26-622

THAT: Council for the Corporation of the Township of South Algonquin hereby supports the request received from the Municipality of North Grenville regarding the enhancement of School Bus Safety and the implementation of stop-arm camera; and

THAT staff use the draft letter provided and forward it to the parties listed on behalf of the Township.

-Carried-

Moved by: Councillor Collins Seconded by: Councillor Siydock Res. # 26-623

THAT: Council for the Corporation of the Township of South Algonquin authorizes the CAO/Clerk-Treasurer effective December 31, 2025 to make the following reserve transfers:

1. \$8,578.00 from Fire Facilities/Equipment Reserve
2. \$150,198.00 from Transportation Fleet/Equipment Reserve
3. \$9,528.00 from Roads Reserve
4. \$3,253.00 from Recreation Facility/Equipment/Programming Reserve
5. \$4082.12 from Recreation Committee Reserve (M&L Rec)
6. \$24,000.00 to General Reserve
7. \$2,975.00 to Fire Equipment Reserve
8. \$23,000.00 to Planning Reserve
9. \$2,416.98 to Recreation Committee Reserve (WRec)
10. Transfer remaining surplus/deficit to General Reserve. Upon determination transferred surplus will be reassigned to the appropriate reserve accounts; and

THAT the aforementioned transfer be completed following auditor review.

-Carried-

16. BY-LAWS:

Moved by: Councillor Florent Seconded by: Councillor Pigeon Res. # 26-624

THAT:

- 1) By-Law 2026-858 to Amend the Vote By Mail Policy
- 2) By-Law 2026-859 to Authorize the signing of the ORNGE Agreement
- 3) By-Law 2026-860 to Authorize the signing of a Pothole Prevention & Repair Program Agreement
- 4) By-Law 2026-861 to Confirm the Proceedings of Council

BE READ A FIRST TIME AND BE DEEMED READ A SECOND TIME

-Carried-

Moved by: Councillor Pigeon Seconded by: Councillor Siydock Res. # 26-625

THAT:

- 1) By-Law 2026-858 to Amend the Vote By Mail Policy
- 2) By-Law 2026-859 to Authorize the signing of the ORNGE Agreement
- 3) By-Law 2026-860 to Authorize the signing of a Pothole Prevention & Repair Program Agreement
- 4) By-Law 2026-861 to Confirm the Proceedings of Council

BE READ A THIRD TIME AND PASSED

-Carried-

17. CLOSED SESSION: None

18. ADJOURNMENT:

Moved by: Councillor Collins Seconded by: Councillor Florent Res. # 26-626

THAT: Council for the Corporation of the Township of South Algonquin adjourns the Regular Council Meeting of February 4, 2026 at 10:25 a.m.

-Carried-

The next regular council meeting is scheduled for Wednesday, March 4, 2026 at 9:00 a.m.

Mayor Ethel LaValley

Deputy CAO/Deputy Clerk-Planner Tracy Cannon

February 18, 2026**HUMAN RESOURCES, ADMINISTRATION & PUBLIC RELATIONS MEETING – MINUTES**

On Wednesday February 18, 2026 the Human Resources, Administration & Public Relations Committee held a hybrid meeting livestreamed to YouTube.

In Chambers:

Mayor LaValley
 Councillor Sandra Collins, Chair
 Councillor Joe Florent
 Councillor Joan Kuiack
 Councillor Shawn Pigeon
 Councillor Bill Rodnick
 Councillor Laurie Sydock

Township Staff Present:

Bryan Martin, CAO, Clerk-Treasurer
 Aurel Thom, Fire Chief/CEMC
 Charlene Alexander, CEO/Head Librarian/Grant Writing
 Jennifer Baragar, Deputy Treasurer
 Steve Ronholm, Works Superintendent
 Michael Anderson, CBO/BLEO
 Stephanie Russell Community Development Intern

OPEN MEETING/CALL MEETING TO ORDER:

Councillor Collins, Chair for the Committee called the meeting to order 9:24 a.m.

ROLL CALL: All present**ADDITIONS/AMENDMENTS TO THE AGENDA:** None**ADOPTION OF THE AGENDA**

Moved by: Councillor Kuiack

Seconded by: Councillor Pigeon

To adopt the agenda of February 18, 2026 as circulated.

DISCLOSURE OF PECUNIARY INTEREST or a GENERAL NATURE THEREOF:

Councillor Florent; Line item #16-3000-0814 regarding the Flying Feathers Archery Club.

STAFF REPORTS:**Michael Anderson, BLEO/CBO**

Building/By-Law Report was circulated in the package.

Charlene Alexander, CEO/Head Librarian/Grant Writing

Library Report, Grant Writing Report, and the 2025 Annual Stats were circulated in the package.

Verbally reported:

- A resolution will be put forward at the March Council meeting to nominate a new board member.
- Councillor Kuiack noted an error in the budget report that the Rural Ontario Development Grant (ROD) has a Municipal contribution not a Recreation contribution.
- In the early stages of a FEDNOR grant to replace the rink boards on the Madawaska ice rink. Councillor Florent noted that the proposed rink boards will not use any municipal tax dollars, that the funds will come from Recreation through fundraising.
- There has been requests to extend the hours at the library but not any to change the hours.

Aurel Thom, Fire Chief/CEMC

Verbally reported;

Monthly Fire Report/CEMC Report were circulated in the package.

- Currently, if an ambulance is unable to arrive on scene within 15 minutes, the Fire Department is also dispatched. In most cases—particularly in Madawaska—the Fire Department arrives before the ambulance. A meeting has been scheduled in March with Stephen Kirk, Chief Paramedic, to discuss the response timeframe and consider extending it to 25 minutes.

Steven Ronholm, Works Superintendent

Waste/Works Department Report was circulated in the package.

- The meeting was paused to proceed into a scheduled Closed Session of Committee. Following the Closed Session, S. Ronholm resumed and completed his report.

Moved by: Councillor Florent

Seconded by: Councillor Collins

THAT the Human Resources, Administration & Public Relations Committee for the Corporation of the Township of South Algonquin move into Closed Session in accordance with Part VI, Section 239(1)(f) of the Ontario Municipal Act, being advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and Section 239(1)(b), being personal matters about an identifiable individual, including municipal or local board employees; and that Andrea Risk, Cunningham, Swan, Carty, Little & Bonham LLP will be in attendance to provide advice regarding an employee at 10:00 a.m.

-Carried-

Rising Report from Closed Session

Staff will proceed as discussed in Closed Session, based on the advice of Andrea Risk, Cunningham, Swan, Carty, Little & Bonham LLP and direction provided by the Committee.

Open session of Committee resumed at 10:48 a.m.

UNFINISHED BUSINESS:

Chris Fitzpatrick; Seasonal Workers- Unemployment

- Chris Fitzpatrick provided a written response in the package pertaining to the invitation to a Council meeting regarding Seasonal Workers and Unemployment services. Mayor LaValley will follow back up with C. Fitzpatrick.

NEW BUSINESS:

2026 Budget Presentation

- Council agreed to a 2.1% increase in taxation for 2026. A By-Law for first and second reading will be presented at the March 4, 2026 Council Meeting, allowing a public consultation period.

ADJOURNMENT:

Moved by: Councillor Siydock

Seconded by: Councillor Rodnick

To adjourn the Human Resources, Administration & Public Relations Meeting of February 18, 2026 at 12:27 p.m.

Councillor S. Collins

Bryan Martin, CAO/Clerk-Treasurer

COUNCIL MEETING

March 4, 2026

COMMITTEE/STAFF REPORTS:

- 1) M&L Parks and Recreation, RE: Agenda January 13, 2026 and Minutes of February 10, 2026

**Murchison & Lyell Parks and Recreation Committee of South Algonquin
Minutes for the meeting of Tuesday January 13th, 2026 at 7:10p.m.**

Members present: Terry Levean, Sharon Florent, Rosemary Shalla .

Regrets: Tammy Stoneman, Fiona Girouard and Kathy Foote.

Council Representative: Councillor Joe Florent.

1. Chair called the meeting to order at 7 p.m.

2. Reading and Approval of the Agenda plus any additions.

Motion # 1-2026

Moved by: Rosemary Shalla. Seconded by: Sharon Florent.

"To accept the agenda and any amendments or additions."

Carried

3. Approval and Adoption of December 9th, 2025 minutes and any amendments.

Motion # 2-2026

Moved by: Rosemary Shalla. Seconded by: Sharon Florent

Carried

4. Business arising from minutes: None.

5. Reports: a) Councillor Florent informed us that the Township now owns the dump property on Hwy # 523. He also says that the recycling program is still in the planning stages at Miller Waste and they are now saying that it should be up and running before the end of 2026. The parking lot expansion that we were hoping for at Tom/Mick Murray Park will most likely not go forward because of multiple road blocks that have been put up by MNRF. The swim dock at JR Booth Park has been rebuilt and was made 4 feet longer at the same time. b) No committee reports. c) Financial Report: Balance at the end of December was \$39,031.61 This amount includes our 2 investments that matured in November, and will stay in our account, at a rate that is okay, until the one year interest rates on term deposits, hopefully, get a bit higher than they are right now.

6. Performance Measurement: The sheets were filled out for our events.

7. Resolutions: None.

8. Exercise Classes to change time and day: Classes will change to Wednesdays at 10am starting January 7th.

9. Angel Fundraiser final tally for 2025 campaign: Including the \$180 that was doubled on Giving Tuesday, the Angel Fundraiser raised \$1075.00 to donate to the Tree of Lights Campaign at SFVH Foundation this year. Very exciting! Many thanks to our generous and caring community members!

10. Any New Ideas for 2026?: Nothing at this time.

11. Rosemary Shalla Broomball Tournament; Coming up on January 25th.

12. Set Date for Trivia Night 2026: Date is set at April 27th at 7pm.

13. Rosemary Shalla: Bingo for Church: This date was set for April 19th.

14. Adjournment:

Motion # 3-2026

Moved by: Rosemary Shalla Seconded by: Sharon Florent.

"Motion to adjourn the meeting at 7:45pm."

Next meeting – Tuesday February 10th 2026 at 7pm at the Madawaska Community Hall

Chair Terry Levean

Secretary Sharon Florent
Sharon Florent

CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN

AGENDA

Murchison & Lyell Parks and Recreation Committee

Tuesday February 10, 2026 at 7:00 pm.
At the Madawaska Community Hall

1. Call meeting to order.
2. Reading & approval of the Agenda plus any additions.
3. Approval of January 13th, 2026 minutes and any amendments.
4. Business arising from minutes.
5. Reports: a) Councillor's Report.
 - b) Committee Reports: i) Rosemary Shalla: January Broomball Tournament.
 - ii) Sharon Florent: Funeral Lunches.
 - c) Financial Report- Balance at the end of January 2026 \$xxxxx.

New Business.

6. Performance Measurement – Event tracking sheet for January 2026.
7. Resolutions.
8. Howard Drew to address the Committee.
9. Any new ideas for 2026?
10. Recruiting some new committee members.
11. Bingo set for April 12th now.
12. Adjournment.

Next meeting Tuesday March 10th, 2026 at 7:00 pm at the Madawaska Community Hall.

Sharon Florent

Terry Levan

COUNCIL MEETING**March 4, 2026****ACTION:**

- 1) Resolution of Support; RE: Transportation of High-Level Radioactive Waste on Our Highways.

NORTHWATCH

Date: January 9, 2026

To: Municipalities of Northeastern Ontario

From: Brennain Lloyd, Northwatch

Re: **Transportation of High-Level Radioactive Waste on Our Highways
Register Your Community's Concern by February 4th**

Earlier this week a [federal review](#) of the Nuclear Waste Management Organization's plan to transport, process, bury and eventually abandon all of Canada's high-level nuclear waste in northwestern Ontario was launched, with the first [comment period](#) closing on February 4th. Over these next several weeks it is important that municipalities register their interest with the Impact Assessment Agency of Canada and comment on the [Initial Project Description](#) now posted on the IAAC web site.

Of key importance: the NWMO is seeking to exclude the transportation of the high-level radioactive wastes through from the impact assessment process. In effect, that is excluding the concerns and voices of central and northeastern Ontario from the federal review. For us, it will be all risk, no reward, and not even the opportunity to have the impacts on our communities assessed in the federal review (expected to get underway in 2028).

Brief background: on November 28th 2024, after a multi-year siting process, the Nuclear Waste Management Organization (NWMO) [announced](#) that it had selected the Revell site between Ignace and Dryden as their intended destination for all of Canada's high-level nuclear fuel waste, coming from nuclear power generating stations in southern Ontario, Quebec and New Brunswick.

This may not seem like a pressing issue for municipalities in central and northeastern Ontario, but it is absolutely an issue on your doorstep: The NWMO estimates that transportation of the current waste inventory will require **2-3 trucks per day** for more than 50 years. Those trucks will be travelling through or near your community as they make the (on average) 1,700 km trip from the reactors in southern Ontario (Darlington and Pickering Nuclear Generating Stations just east of Toronto the Bruce station in Kincardine in Bruce County) and the even longer distances from reactors in Quebec and New Brunswick.

There is substantial public concern with nuclear waste transportation because of the ongoing risk from the low levels of radiation that will be emitted from each shipment, and because of the risk of larger releases under accident conditions. The public rightfully expects this major component of the project to be thoroughly evaluated during the public assessment process.

In August 2025, the NWMO made it known that they were seeking to have transportation of the radioactive wastes excluded from the project's impact assessment process. However, for 20 years, the NWMO has been describing transportation as part of their project, and the Impact Assessment Act requires that activities that are integral to - or, in the language of the Act "incidental" to - the project be included in the assessment.

Impact Assessment of NWMO's Project Proposed for the Revell Site

On January 5th the federal review of the NWMO's nuclear waste project was initiated when the Initial Project Description (IPD) was [posted](#) on the Assessment Agency's website and a 30-day comment period began.



Initial Project Descriptions are the first document filed by a proponent in a [federal Impact Assessment Process](#), and the information included must meet specific requirements.

During this first comment period, feedback on the Initial Project Description should focus on whether enough information was provided. This is an initial project description and not a full impact statement (that comes at a later stage, currently expected to be filed in 2028) but should provide a comprehensive description, identifying all project activities and potential impacts (and how impacts are to be avoided or reduced).

Significantly, the NWMO has excluded long distance transportation from their Initial Project Description, consistent with their ambition to have transportation excluded from the impact assessment process.

Next Steps

As part of the current phase of the impact assessment process – referred to as the “planning phase” – comments on the Initial Project Description are the first step. Following that, the Impact Assessment Agency will release a “summary of issues” that should reflect what they heard during the comment period, and the NWMO must respond to that summary. Following that a set of draft guidelines (the guidelines will serve as instructions to the NWMO for their preparation of the Impact Assessment Statement) and there will be a second and final comment period for this phase of the process. We will write again when the comment period on the draft guidelines is announced; we expect it will be in the spring this year.

Here are three steps you can take as a potentially impacted or concerned municipality:

- Email the Impact Assessment Agency and let them know your municipality wishes to be added to the distribution list for the Impact Assessment of the NWMO’s project (Ref. #88774) (email nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca)
- Provide comments on the Initial Project Description by February 4th. We’ll be sharing more analysis in the coming weeks to support you in preparing comments, but your comments do not have to be long or complex; they can simply state that as a potentially impacted municipality you fully expect transportation to be assessed in the federal review process. You can post your comments to the review registry [HERE](#).
- Many municipalities have already passed resolutions opposing the transportation and burial of nuclear waste in northern Ontario, and we encourage all municipalities to take this step (in updated template is [HERE](#)).

Please let us know how we can assist you. We would be pleased to provide you with additional information and analysis, either through presentations to Council or more informally.

Thank you for taking the time to read through this detailed letter and the [backgrounder](#) on nuclear waste transportation.

Sincerely,



Brennain Lloyd
Northwatch

December 2025 Backgrounder on Nuclear Waste Transportation is [HERE](#)

COUNCIL MEETING**March 4, 2026****CORRESPONDENCE RECEIVED FOR INFORMATION:**

- 1) Krista Marson, Regional Relations (A) Regional Services and Relationship Office
RE: Highway 60
- 2) Cassellholme Board of Management Meeting Minutes, December 4, 2025 &
Capital Levy
- 3) 2025 Statement of Council Remuneration
- 4) Municipal Dog Pound Board Meeting Minutes, January 29, 2026
- 5) Renfrew County and District Health Unit – February 24, 2026 Medical Officer of
Health Report to Board

From: [Tracy Cannon](#)
To: [Tracy Cannon](#)
Subject: FW: Highway 60 - Township of South Algonquin
Date: Thursday, February 12, 2026 11:59:58 AM
Attachments: [image001.png](#)

Good morning, Tracy, and Shelley,

My name is Krista Marson, and I am currently backfilling the Regional Relations Specialist role, that you last interacted with Veronique Filion on, in Spring/Summer 2025. Nice to virtually meet you both.

In previous discussions, including a meeting on July 9, 2025, the Ministry of Transportation, in cooperation with the Township of South Algonquin, MTO Maintenance, MTO Corridor Management, Ontario Federation of Snowmobile Clubs and the Opeongo Snowbirds Snowmobile Club agreed to seek the Minister of Transportation's approval for the ministry to amend Ontario Regulation 803, Designations, under the Motorized Snow Vehicles Act, to permit motorized snow vehicles to travel on Highway 60 between Galeairy Lake Road and Ottawa Street in the Township of South Algonquin, village of Whitney. This section of highway is currently used by the Ontario Federation of Snowmobile Clubs (OFSC) Trunk Trail B to cross the Madawaska River via the Highway 60 bridge.

While this change permits the use of the highway road surface, it prohibits the use of the pedestrian sidewalk by motorized snow vehicles.

This change was recommended by ministry staff to address safety and operational concerns, ensure regulatory alignment and aims to enhance public safety by reducing the risk of pedestrian and traffic-related injuries and fatalities along this section of the highway.

We are pleased to advise you that the Minister has signed the regulation and the changes, along with required regulatory signing installations are now complete. Messaging to Club members and the OFSC is requested, advising that use of the sidewalk is prohibited.

Feel free to contact Ryan Herbrand directly at ryan.herbrand@ontario.ca should you have any questions or concerns.

Sincerely,

Krista Marson

Regional Relations Specialist (A) | Regional Services and Relationships Office
North Operations, Area East | Operations Division
Ministry of Transportation | Ontario Public Service
705-345-3396 | Krista.Marson@ontario.ca



Taking pride in strengthening Ontario, its places and its people

THURSDAY, DECEMBER 4, 2025

MINUTES

Date: Thursday, December 4, 2025

Location: Cassellholme 1st Floor (New Build)

Board Members: Dave Mendicino, Chair
 Michelle Lahaye, Vice Chair
 James (Jim) Bruce (ZOOM)
 Chris Mayne
 Mark King
 Peter Chirico
 Robert Corriveau

Staff: Angie Punnett, Administrator
 Camille Bigras, QI Director
 Billy Brooks, CFO
 Tiffany Chapman, Secretary
 Anita Brisson, Project Manager

Regrets:

Guests: Monique Peters, Family Council
 Jamie Lowery (ZOOM)
 Johanne (ZOOM)
 Larry Fuld (ZOOM)

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>MEETING RECORDED “Moved by Robert Corriveau and seconded by Michelle Lahaye that the meeting be called to order at 5:01 p.m.” Res. #125-25</p>	Carried
	1. Approval of Agenda	
	<p>“Moved by Peter Chirico and seconded by Mark King that the Board approved the Agenda for this meeting, as amended.” Res. #126-25</p>	Carried
	2. Conflict of Interest	
	<p>“Moved by Robert Corriveau and seconded by Mark King that no Board Members present have declared a conflict of interest.” Res. #127-25</p>	Carried
	3. Approval of Minutes	
	<p>3.1 Approval of the Minutes of the Regular Board Meeting held on October 23, 2025 “Moved by Michelle Lahaye and seconded by Peter Chirico that the minutes of the Regular Board Meeting, held on October 23, 2025, be adopted as presented.” Res. #128-25</p>	Carried

4. New Business

4.1 Specialized Unit Updated from Ontario Health

Province inquired about 12 beds to 24 beds – resubmitted application Nov 14.25
Hold decision until mid-December
Withdraw is no decision
16 beds indigenous – cultural designation
3 different waitlists
Letter from chair IF needed

5. Redevelopment

5.1 Move Update

142 residents moved – 112 residents to new build and 30 dispersed on 2nd&3rd old build
Move went very well
Fixed a few minor issues from family
Residents adapting well
Staff adapting well to new routine and technology

5.2 Construction Update (Anita Brisson)

Apple/Maple cleared out report by Mon. Dec 8.25
Abatement Apple before Christmas and Maple 2 weeks after
Storm lines 2-3 months primed for build

6. Operations

6.1 Operations Update

Annual surveys to go out
New physician to start – Dr. Steele left and Dr. Laakso to start
RPN Shift change
Education increase for registered staff
Enhanced communication for RPNs/RNs to Physicians

6.2 Financial – 2025 Q3 LTC Reporting Operating Budget

“Moved by Michelle Lahaye and seconded by Jim Bruce that the Board approve the year-to-date Long Term Care operating budget-to-actual results for the period ending September 30, 2025 (Corresponds to page 7-9).”

Res. #129-25

Carried

6.3 Financial – Capital Budget

“Moved by Mark King and seconded by Peter Chirico that the Board approve the redevelopment capital budget-to-actual results from commencement to September 30, 2025, and forecasted capital levy estimates. (Corresponds to Page 10-11).”

Res. #130-25

Carried

6.4 Financial – 2025 Q2 CSS Budget

“Moved by Peter Chirico and seconded by Robert Corriveau that the Board approve the Community Support Services budget-to-actual results for the period of April 1st to September 30th, 2026 (Corresponds to page 12-13).”

Res. #131-25

Carried

6.5 Financial – 2026 Operating Budget

“Moved by Michelle Layhaye and seconded by Robert Corriveau that the Board approve the 2026 Operating Budget as presented.”

Res. #132-25

Carried

7. Finance and Governance Policy Review	
7.1 Update on Term Investment	
8. In-Camera	
<p>Guests left the meeting & Zoom Meeting Ended <i>“Moved by Peter Chirico and seconded by Mark King that the Board proceed to an In-Camera session at 6:27p.m.”</i></p> <p>Res. #133-25 <u>Carried</u></p> <p>8.1 Approval of the In-Camera Minutes – dated October 23, 2025 In-Camera Motion – Res. #134-25</p> <p>8.2 Approval of the In-Camera Minutes – dated October 6, 2025 In-Camera Motion – Res. #135-25</p> <p>8.3 Redevelopment Matters</p> <p>Anita Left the Meeting</p> <p><i>“Moved by Michelle Lahaye and seconded by Robert Corriveau that the Board approve the In-Camera Session to be adjourned at 6:53p.m.”</i></p> <p>Res. #136-25 <u>Carried</u></p>	
B. CORRESPONDENCE	
C. REQUEST FOR FUTURE AGENDA ITEMS	
D. DATE OF NEXT MEETING	
Thursday, January 22, 2026 – Cassellholme 1 st Floor (New Build) – 5:00 p.m.	
E. ADJOURNMENT	
<p><i>“Moved by Peter Chirico and seconded by Robert Corriveau that the meeting be adjourned at 6:54 p.m.”</i></p> <p>Res. #137-25 Carried</p>	

Secretary

Chairman

November 23, 2025

Subject: Cassellholme Redevelopment Update – November 23, 2025

CONSTRUCTION OVERVIEW

Phase 00 - Work complete.
Phase 1-A – Work complete
Phase 1-B - Work complete. Refer to Schedule Status below.
Phase 2 - Site work and Preparations in progress.

SCHEDULE STATUS

Updated milestones have been coordinated with Cassellholme and are as follows:

- The Ministry of Long Term Care in-person visit took place November 4 to November 6.
- All construction related items raised as issues by the Ministry were addressed while the Ministry was on site and on Monday Nov 10.
- Cassellholme move date of November 16, 2025 was delayed as the Ministry did not grant permission to move residents.
- Move in date is confirmed to November 30, 2025 by Cassellholme due to Ministry delay.
- Phase 2 construction start date has been delayed from November 19 to (tentatively) December 3, 2025; Abatement review is scheduled for December 1-2 with report submitted by end of that week.
- Preliminary Phase 2 schedule is included with this report and will be updated to reflect the Phase 2 start date once Ministry occupancy is confirmed.

PHASE 1-B

- Patient lift track placement correction - scope confirmation, planning, coordination and pricing is ongoing.

PHASE 2

- IPAC planning is complete.
- Demolition planning complete
- Staging area preparation

Transition Planning Highlights

An updated summary is attached for reference.

Change Order Log - Please see the attached

Budget Update – To be provided separately

Action	Sub Actions	Due Date
Total Completion Checklist - Ministry Submissions	received occupancy approval Nov 21 2025	2025-11-21
Art Fundraising	ideas have been noted and small WG; including Creative Industries - WG to assemble once individuals are available	ongoing
Wood at mill for purpose		ongoing
P1 Move		
HCR - Movers	Partial move completed Nov 13-14; Continue to move with HCR on site Nov 28-30; Apple and Maple purge Dec 1-3	2025-11-30
Resident Communication	monthly and daily - as required communications have gone out to caregivers, family and residents	ongoing
IT		
ID Access Card	Access cards given to all employees by Nov 28	28-Nov
Phone & TV System	To be installed and ready for residents by Nov 28	
Digital Menus/Boards	TVs to be mounted by Nov 28	
Bed Allocation - Indigenous and Speciality		
Bed Application - Licencing	Continue to have discussions with OH and Ministry on next steps	ongoing
Support Services		
Building Ready	kitchens, med rooms, soap, clinical office furniture, pandemic supplies, balcony furniture, medications, linens, food, laundry flow, elevator usage and timing, housekeeping and cleaning	14-Nov
Storage Areas and supplies	carts all filled and ready for move Nov 30	06-Nov
Emergency Response		
P2 Parking	Need to begin discussions and planning for start of P2 parking (Summer 2027); options to be discussed with SLT	Summer 2027
Staff Training Plan		
Detailed Breakdown	Demo training Oct 14 completed; staff named and training to commence Oct 27 week	10-Nov
P2 Preparation		
IPAC Demolition Plan	signed and sent to the HU	26-Nov
P2 Project Schedule Review	To have team review Nov 27	27-Nov
Quality Review and LL	commenced Nov 24 & Nov 25	Nov 24 & 25
Demolition Fire Plan	in the progress to develop and submit	06-Dec

150	150	112			123	Radiant heater piping enclosures	Coordination	Approved	14-Mar-24	22-Apr-24	22-May-24	\$9,624.86	\$9,624.86
151	151	113			119	Revisions to Resident Washrooms to Accommodate Plumbing Drain	Coordination	Approved	22-Apr-24	22-Apr-24	29-Apr-24	\$5,564.06	\$5,564.06
152	152R1	114			126	Revisions to water room door hardware	Coordination	Approved	20-Mar-24	07-May-24	23-May-24	\$8,929.80	\$8,929.80
156	156	116R			121	Revision to handrails and base bumpers	Coordination	Approved	02-May-24	01-May-24	07-May-24	\$14,213.38	\$14,213.38
153	153				129	Revision to cabinet locks	Owner Requested	Approved	24-Apr-24	24-Apr-24	24-May-24	\$1,540.57	\$1,540.57
154	154			193	Delete Sprinkler Control Valve	Cost Saving	Approved	01-May-24	24-Apr-24	07-May-24	(\$500.00)	(\$500.00)	
158	158	117			124	Add temporary heat trace system to pipes at underside of server 2078 & 2086	Coordination	Approved	08-Apr-24	08-May-24	15-May-24	\$21,541.30	\$21,541.30
157	157	118			128	Phase 1 - Roof level sun control outrigger support	Coordination	Approved	11-Apr-24	06-May-24	24-May-24	\$29,342.14	\$29,342.14
160	160	119R			132	Kill switch for Ground Floor Server 1067	Coordination	Approved	13-May-24	30-May-24	06-Jun-24	\$2,971.10	\$2,971.10
159	159				125	Revise millwork pulls	Cost Saving	Approved	10-May-24	10-May-24	23-May-24	(\$4,132.80)	(\$4,132.80)
163	163	120			133	Additional exit signs at double egress doors	Coordination	Approved	29-May-24	11-Jun-24	23-Jul-24	\$22,341.00	\$22,341.00
162	162	121R			134	Add end enclosures to sneeze guards	AHI	Approved	03-Jun-24	12-Jun-24	23-Jul-24	\$10,373.00	\$10,373.00
		122				Brick support at level 2 balcony/roof	Coordination	Pending					
					130	Delay Claim Settlement	Delay Claim	Approved	04-Jun-24	04-Jun-24	06-Jun-24	\$317,200.00	\$317,200.00
148	149				131	Additional cubicle curtains Phase 2	Coordination	Approved	17-Apr-24	17-Apr-24	29-May-24	\$10,670.00	\$10,670.00
		123				Replace damaged trees by winter salt at highway	Site Condition	Cancelled	08-Jul-24	19-Jul-24		\$34,672.55	
168	168R	124			138	Circuiting and clarifications for pumps P6, P7, P20 & P21	Coordination	Approved	18-Jul-24	09-Aug-24	29-Aug-24	\$1,821.60	\$1,821.60
167	167				136	Revision to hardware on doors 1018a, 1030b, 1165	Coordination	Approved	22-Jul-24	22-Jul-24	29-Jul-24	\$1,056.00	\$1,056.00
169	169R	125			137	Revision to soffit detail at 1064 & 1075	Coordination	Approved	22-Jul-24	07-Aug-24	14-Aug-24	\$5,908.76	\$5,908.76
		126				Add hot water recirculation line to washers	Design Improvement	Cancelled	22-Jul-24		11-Sep-24		\$0.00
		127			140	Generator shore power circuit	Coordination	Approved	07-Aug-24	03-Sep-24	19-Sep-24	\$6,043.40	\$6,043.40
		128			141	Revision to 5th floor Dining Windows & exhaust duct	Coordination	Approved	13-Aug-24	09-Sep-24	19-Sep-24	\$20,700.61	\$20,700.61
		129			142	Rework roof drain above 5th floor balcony	Coordination	Approved	19-Aug-24	11-Sep-24	19-Sep-24	\$4,275.35	\$4,275.35
175	175R	130R			143	Revised - Insulation tie-in at temporary wall to curtainwall	Coordination	Approved	19-Sep-24	24-Sep-24	03-Oct-24	\$5,417.50	\$5,417.50
171	171		135		139	Credit for revisions to PRV valves from SI#135	Cost Saving	Approved	18-Jul-24	15-Aug-24	29-Aug-24	(\$4,964.00)	(\$4,964.00)
		131				Revised - Gas detection in generator room #6011	Regulatory Change	Pending	06-Nov-24				
		132			144	Water room drywall revision	Coordination	Approved	19-Sep-24	29-Sep-24	04-Oct-24	\$1,045.44	\$1,045.44
			137			Clarification to handrail corners	Coordination	Approved	24-Jul-24				
			138			Composity Slab Crack remediation	Coordination	Approved	14-Sep-24				
			142			Ductwork revisions at Chapel 1027	Coordination	Approved	12-Sep-24				
			141			Revised - Location of Electrical Panel in Janitor Rooms	Coordination	Approved	01-Oct-24				
			143			Revision to bulkheads at corridor 1032	Coordination	Approved	17-Sep-24				
		133			146	Revision to balcony ceiling panels at tapered beams	Owner Requested	Approved	21-Oct-24	22-Oct-24	29-Oct-24	\$0.00	\$0.00
			144R(2)			Revised (2) - Temporary link connection details	coordination	Approved	16-Oct-24				
			145			Clarification to boiler breaker feeds and temp link heaters	coordination	Approved	08-Oct-24				
			146			Revise rating at column 12.1-F	coordination	Approved	10-Oct-24				
		177	141R		145	Reframing and hardware revision relative to SI#141R	coordination	Approved	08-Oct-24	15-Oct-24	21-Oct-24	\$1,364.66	\$1,364.66
			147			Clarification to typical windows drainage	coordination	Approved	22-Oct-24				
181	181	134			147	Add Handrails to link	Architect omission	Approved	20-Nov-24	20-Nov-24	20-Nov-24	\$5,268.77	\$5,268.77
			148			Clarification to shaft bottom closure location	coordination	Approved	30-Oct-24				
			149			Clarification to penthouse glycol tank wiring	coordination	Approved	06-Nov-24				
			150			Revision to fireplace hearth stone in 5115	coordination	Approved	19-Nov-24				
			151			Cancelled: Miscellaneous Structural Clarifications	coordination	Approved	02-Apr-25				
180R		144R2			148	Temporary Link Connection details	coordination	Approved	15-Nov-24	02-Dec-24	10-Dec-24	\$10,226.30	\$10,226.30
			152			Revisions breakers and raceway at IT Room 6003	coordination	Approved	20-Nov-24				
			149			Gas detection controller in generator room 6011	coordination	Approved	02-Dec-24	02-Dec-24	10-Dec-24	\$3,942.40	\$3,942.40
			153			Austco Nurse Call alert info	coordination	Approved	09-Dec-24				
			154			Revised FHC location main floor phase 1	coordination	Approved	11-Dec-24				
		135			152	Modify alternating tread ladder construction in penthouse	coordination	Approved	12-Dec-24	30-Jan-25	07-Feb-25	\$5,830.00	\$5,830.00
			155			Revision to dryer surround opening dimensions	coordination	Approved	06-Jan-25				
					150	Add Handrails to link (2nd part)	coordination	Approved	17-Dec-25	15-Dec-25	20-Dec-25	\$4,548.50	\$4,548.50
		136			151	Temporary cladding at lounge bump-out to existing construction	coordination	Approved	06-Jan-25	30-Jan-25	13-Jan-25	\$12,562.00	\$12,562.00
			156			Revisions 2 Clarification to gypsum ceilings in stairwells	coordination	Approved	11-Mar-25				
			157			Clarification to balcony soffit heights	coordination	Approved	14-Jan-25				
			137		154	Provide cricketed backslope insulation between ERV#1 and MUA#2	Percon	Approved	15-Jan-25	30-Jan-25	07-Feb-25	\$1,650.00	\$1,650.00
			138		155	Provide keypad locksets on Resident laundry room doors	Owner Requested	Approved	16-Jan-25	30-Jan-25	07-Feb-25	\$4,455.00	\$4,455.00
			139			Cancelled - Provide range hood in gathering space kitchen 5116a	Owner Requested	Approved	11-Mar-25				
			140		153	Millwork revisions for site coordination issues	coordination	Approved	22-Jan-25	30-Jan-25	07-Feb-25	\$1,670.35	\$1,670.35
			158		159	Furr-out around FA panel in Med room 1070	coordination	Approved	30-Jan-25	11-Mar-25	25-Mar-25	\$1,247.07	\$1,247.07
			159			Revision to ceilings bulkheads in corridor 5082 and 5099	coordination	Approved	03-Mar-25				
			160			Revised - Ceiling height in corridor 5081	coordination	Approved	30-Jan-25				
			141		157	Modify stainless steel count 2078	coordination	Approved	10-Feb-25	05-Mar-25	13-Mar-25	\$0.00	\$0.00
			161			Revision to fireplace hearth stone in 5115	coordination	Approved	12-Feb-25				
		192	142		160	Revised counter support at M60 under counter fridge	Owner Requested	Approved	12-Feb-25	11-Mar-25	25-Mar-25	\$2,694.91	\$2,694.91
		193R1	143		165	Temporary Cladding of columns exposed to exterior in P1	coordination	Approved	12-Feb-25	08-Apr-25	15-Apr-25	\$10,961.13	\$10,961.13
				162		Revision to shower floor drains for sheet flooring	coordination	Approved	12-Feb-25				
		194R1	144		158	Modify rated wall at Room 5115 to suit piping	coordination	Approved	25-Mar-25	25-Mar-25	25-Mar-25	\$4,923.41	\$4,923.41
				163		Revisions to door frame protection	coordination	Approved	01-Feb-29				
				164		Revised 2: Relocate Shower room storage cabinets	coordination	Approved	24-Mar-25				
			145			Cancelled: Add LCD Austco annunciator displays for nurse call in P1	coordination	Approved	15-Apr-25				
			165			Clarifications on IT room 6003 panel terminations and rack equipment locations	coordination	Approved	25-Feb-25				
		196	146		162	Horizontal cable management and access control data drop	coordination	Approved	24-Feb-25	01-Apr-25	01-Apr-25	\$4,105.20	\$4,105.20
			166			Drywall bulkhead control joint locations	coordination	Approved	03-Mar-25				

Board of Management Meeting
December 4, 2025

CLINICAL SERVICES – Mel Cross, RN, Director of Care

This October reporting period underscores our continued dedication to resident safety, staff development and effective communication. These priorities collectively support our goal of delivering resident-centered care that achieves both exceptional quality of life and clinical outcomes.

After receiving some valuable feedback from a family, we have been working diligently on improving communication and clinical handover between staff and across shifts to strengthen continuity and resident-centered care. To support this, we have adjusted RPN start times to stagger with PSW start times, allowing for dedicated shift report and information exchange. Management has also been circulating during handovers to ensure this process is being completed effectively. In addition, education has been provided to staff regarding their professional responsibility to ensure proper handoff as well as the importance of sharing pertinent information aligned with each resident's care needs. In parallel, we continue to prepare diligently for our move into the new building, pending final approval. This transition remains a major organizational priority, with significant efforts directed toward readiness, coordination and compliance with ministry expectations.

Critical Incidents

Since our last report, we have had 6 critical incidents during the month of October.

- ❖ **Alleged Resident-Resident Abuse:** 2 incidents
- ❖ **Alleged Staff-to-Resident Abuse:** 2 incidents
- ❖ **Fall with Injury:** 1 incident
- ❖ **Incident with Injury:** 1 incident

DETAILS & FOLLOW-UP:

- ❖ **Alleged Resident-Resident Abuse:**
In both instances there was no significant physical harm to the residents involved. There was minor first aid required in one of these instances. Each resident was assessed, and care plans were updated to help mitigate future risk.
- ❖ **Alleged Staff-to-Resident Abuse:**
It was alleged a staff member did not support a resident's request to attend the facilities immediately upon request. Staff member was removed from the work place, an investigation ensued, disciplinary action was taken, no further concerns.
It was alleged there was a verbal altercation between a resident and a staff member. The staff member was removed from the work place pending investigation and was subsequently terminated.

❖ **Fall with Injury:**

Resident received appropriate assessment and care. Subsequently transferred to hospital for additional assessment and treatment. Room was rearranged to facilitate safety. Care plan was updated.

❖ **Incident with Injury:**

Resident received appropriate and timely assessment and care. Subsequently transferred to hospital for additional assessment and treatment. Facility wide education was delineated to all staff to help prevent this type of injury in the future.

Other Clinical Updates

❖ **Quality Improvement & Care Delivery**

Our quality team has regrouped and devised a plan to move forward with our required programs in a meaningful way that will best meet the needs of our home. This includes data gathering that will be used to help drive our clinical goals of resident-centered care.

❖ **Staffing & Leadership Updates**

We continue to actively recruit for a second Nurse Practitioner, as well as RN's, RPNs and PSWs to fill a few vacancies we currently have. We will maintain this momentum while prioritizing retention strategies to stabilize our workforce.

❖ **Clinical Practice**

We recently provided education and support to our RPNs as we rolled a new process for them to contact the prescribing team via Secure Conversations without having to first reach out to the RNs. The team has done very well with this new responsibility and resource. This process will further enhance provision of care to our residents.

Looking Ahead

- ❖ We continue to support and mentor our registered staff, with a focus on strengthening decision making, communication, and accountability skills.
- ❖ Education delivery remains a priority; we are exploring more efficient methods of reaching staff while ensuring training content remains meaningful, relevant and aligned with resident care needs.

STAFFING/STUDENTS – Tiffany Chapman, HR Coordinator

Vacancies as of December 1, 2025

- ❖ PSW Vacancies: 2 perm part-time, 11 temp part-time
- ❖ RPN Vacancies: 2 temporary full-time, 7 permanent part-time
- ❖ RN Vacancies: 2 permanent full-time
- ❖ Dietary Vacancies: 1 permanent full-time, 5 temporary part-time
- ❖ Housekeeping Vacancies: 2 permanent part-time, 2 temporary part-time
- ❖ Activities Vacancies: 3 permanent part-time
- ❖ CSS Vacancies: 1 permanent part-time PSW, 1 temporary part-time Homemaker

HOUSEKEEPING & NUTRITION & FOOD SERVICES – Trina Milne, Manager

- ❖ Meal Suite has been implemented in the Kitchen with new menu that started on November 17, 2025.
- ❖ New TV display screens will be installed on the floors in the new building and old building in the weeks to come to display the menus and any menu change made.
- ❖ RD student working on training all NFS staff as well as the Unit Managers on using the handheld tablets to take resident meal orders.
- ❖ Inservice for Housekeeping staff this month on complete cleans cleaning and floor care expectations.

SPIRITUAL CARE/VOLUNTEER/ACTIVITY LEAD – Tracy Davis, Spiritual and Wellness Coordinator

We are pleased to acknowledge the exceptional contributions of our community during the recent resident move. A group of 35 dedicated volunteers offered a warm and gentle presence throughout the transition, providing reassurance, companionship, and practical support to help residents feel comfortable and cared for.

Our co-op students also played an integral role. In the weeks leading up to the move, they devoted significant time to assisting residents with packing and preparing their belongings. They then returned on move day to continue offering support, providing both familiarity and continuity during a period of major change.

We would also like to recognize our Recreation Therapy students, who recently completed their 100-hour practicums with us. Their creativity and commitment enhanced our recreation programming and contributed meaningful engagement for residents. We look forward to welcoming new student cohorts in January 2026.

In addition to this student and volunteer support, we have introduced new spiritual and wellness initiatives. We offered a four-week round of Grief Yoga with selected residents as a new spiritual practice, focusing on emotional expression, grounding, and gentle movement. The program was well-received, and we will continue with additional sessions in January.

We are also pleased to share that we have added a new community of faith to our worship roster, with services beginning in January, expanding the spiritual care and worship options available to residents.

We are grateful for the ongoing dedication, compassion, and collaboration shown by our volunteers, students, and spiritual care partners, all of whom enrich the quality of life within our community.

COMMUNITY SUPPORT SERVICES – Cheryl Hamilton, RPN, Manager of CSS

We are currently minus 1 Homemaker position, however our temporary Homemaker moved into a permanent position after a resignation, and 1 Homemaker will return from Maternity Leave in the coming weeks. Once she has returned, we will be at full staffing for Homemaking. We are minus 1 PSW however, in order to have enough clients on a new schedule, we need more availability on the master schedule with other staff. We have 2 staff away on extended leaves, however are both set to return in the coming weeks. Once they have returned, we can hopefully hire 1 PSW and be able to have availability to add more AL/Respite clients. Our capacities remain status quo for the most part, and upon reviewing the budget for CSS, we are in good shape. We had a difficult summer where we lost 4 PSW's just weeks apart and had multiple AL clients discharge from services for various reasons all at the same time. It left us a bit behind in our number of AL clients served and took a few weeks to get new staff hired and fully trained and able to work on their own. We have been able to recover from this well and have been able to replace AL clients for the most part. No other items to report for CSS.

Number of Assisted Living Clients: 43

Number of Respite clients: 27

Number of Housekeeping: 186

Number of PSW's: 22 (2 of those are on leave)

Number of Homemakers: 7 (1 returning soon)

No concerns with any CSS programs. MOW, ADP, Homemaking, AL, Respite, Home Maintenance, Diners Club and Transportation are all operating well.

INFECTION CONTROL – Hannah Bryant, RN, Manager of IPAC

Audits:

- Staff hand hygiene and personal protective equipment audits continue.
- Resident hand hygiene audits continue
- PPE caddy audits happen bi-weekly to ensure enough PPE supply
- Quarterly IPAC audits continue (will be done weekly when in outbreak)

Outbreaks:

- No recent outbreaks

Immunization

- Resident influenza vaccinations complete
- Staff influenza vaccination continues (one more flu shot clinic date to be announced)
- Preparing for COVID-19 vaccinations for residents

IPAC Construction Audits

- No recent audits

2025 Statement of Council Remuneration

I, CAO/ Clerk-Treasurer for the Township of South Algonquin do solemnly swear that the following statement of Remuneration and Expenses for members of Council of the Township of South Algonquin has been prepared in accordance with the Municipal Act S.O. 2001, S25, Section 284(3), and to the best of my knowledge.

Bryan Martin

Bryan Martin, CAO/Clerk-Treasurer

TWP SOUTH ALGONQUIN-COUNCIL EXPENSES 2025									
		H - Honourarium		SP-Special Meeting		E-Expenses			
<u>DATE</u>	<u>COMP</u>	<u>LAVALLEY</u>	<u>FLORENT</u>	<u>RODNICK</u>	<u>COLLINS</u>	<u>SIYDOCK</u>	<u>KUIACK</u>	<u>PIGEON</u>	
JAN	H	\$1,114.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00
	SP	\$422.00	\$79.50		\$0.00	\$396.00	\$529.00	\$79.50	
FEB	H	\$1,114.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00
	SP	\$79.50	\$159.00	\$79.50	\$79.50	\$159.00	\$318.00	\$0.00	
MAR	H	\$1,114.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00
	SP	\$79.50	\$159.00	\$0.00		\$159.00	\$318.00	\$79.50	
APRIL	H	\$1,114.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00	\$826.00
	SP	\$159.00	\$211.00	\$79.50	\$79.50	\$238.50	\$238.50	\$159.00	
MAY	H	\$1,142.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00
	SP	\$81.50	\$688.00	\$159.00	\$159.00	\$561.00	\$568.50	\$405.50	
JUNE	H	\$1,254.00	\$931.00	\$931.00	\$931.00	\$931.00	\$931.00	\$931.00	\$931.00
	SP	\$126.00	\$405.50	\$81.50	\$108.00	\$294.50	\$414.00	\$116.00	
JULY	H	\$1,142.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00
	SP	\$189.50	\$329.50	\$116.00	\$116.00		\$326.00	\$81.50	
AUG	H	\$1,142.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00
	SP	\$432.00	\$163.00	\$108.00	\$81.50	\$81.50	\$81.50		
SEPT	H	\$1,142.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00
	SP	\$81.50	\$81.50	\$81.50	\$81.50	\$163.00	\$244.50	\$81.50	
OCT	H	\$1,142.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00
	SP	\$81.50	\$244.50	\$81.50	\$81.50	\$163.00	\$244.50	\$326.00	
NOV	H	\$1,142.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00
	SP	\$189.50	\$515.50	\$81.50	\$163.00	\$407.50	\$244.50	\$81.50	
DEC	H	\$1,142.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00	\$847.00
	SP	\$81.50	\$244.50	\$81.50	\$81.50	\$81.50	\$163.00	\$81.50	
									TOTALS
HONORARIUM		\$13,704.00	\$10,164.00	\$10,164.00	\$10,164.00	\$10,164.00	\$10,164.00	\$10,164.00	\$74,688.00
SPECIAL MEETINGS		\$2,003.00	\$3,280.50	\$949.50	\$1,031.00	\$2,704.50	\$3,690.00	\$1,491.50	\$15,150.00
EXPENSES MILEAGE		\$3,627.14	\$6,219.61	\$959.56	\$466.93	\$3,133.33	\$3,916.44	\$1,240.24	\$19,563.25
-OTHER-DNSSAB/		\$15,817.48							\$15,817.48
TOTALS		\$35,151.62	\$19,664.11	\$12,073.06	\$11,661.93	\$16,001.83	\$17,770.44	\$12,895.74	\$125,218.73

OTHER COUNCIL HONOURARIUMS-RENFREW COUNTY/ DNSSAB									
ETHEL LAVALLEY	<u>Honorarium</u>	<u>Mileage</u>		<u>Other</u>	<u>Subtotal</u>				
Renfrew Cty & District Health Unit	\$3,500.00	\$468.72			\$3,968.72				
DNSSAB	\$7,078.06	\$4,770.70			\$11,848.76				
					\$15,817.48				

**Municipal Dog Pound Board
Meeting Minutes**

January 29, 2026

2:00 p.m.

1. Call to order

Meeting was called to order at 2:02 p.m. by current Chairperson – Wayne Wiggins with the following members present:

Wayne Wiggins – Town of Bancroft
 Cecil Ryall – Highlands East
 Sheila Currie – Township of Wollaston
 Tammy Davis – Hastings Highlands
 Joan Kuiack – Township of South Algonquin
 Bob Bridger – Township of Tudor and Cashel
 Cindy Fuerth – Township of Limerick
 Allen Musclow – Township of Carlow/Mayo

Staff Members and By-Law Officers Present:

Ann Shannick – Pound Keeper
 Amelia Dodds – Pound Keeper
 Brenda Vader – Secretary-Treasurer

Absent

Bill Green – Township of Faraday
 Amanda Cox – Township of Madoc
 Wayne Galloway – Canine Control Officer – Highlands East
 Mike Clark – Canine Control Officer – Highlands East
 Dawn Bowers – By-Law Enforcement Officer – Hastings Highlands

3. Nominations for Chairperson for 2026

Board member Tammy Davis nominated Wayne Wiggins, there were no other nominations received.

4. Election of New Chairperson for 2026

Moved by: T. Davis

Seconded by: B. Bridger

Be it resolved that Wayne Wiggins be elected as Chairperson for the Municipal Dog Pound Board for the year 2026.

Non-opposed Resolution Carried

5. Adoption of Agenda

Moved by: B. Bridger

Seconded by: T. Davis

Be it resolved that the Municipal Dog Pound Board approves the Agenda for the January 29, 2026 Municipal Dog Pound Board Meeting as circulated.

Non-opposed Resolution Carried

6. Disclosure of Pecuniary Interest and the General Nature Thereof - None declared

7. **Adoption of Minutes**

Moved by: B. Bridger

Seconded by: J. Kuiack

Be it resolved that the Municipal Dog Pound Board accepts and adopts the minutes from the November 27, 2025 regular meeting of the Municipal Dog Pound Board as circulated.

Non-opposed Resolution Carried

8. **Business arising from minutes**

None

9. **New Business**

(a) Raffle Fundraising Opportunity – Ann Shannick – Pound Keeper

Ann Shannick spoke to the Board regarding her letter and the opportunity to do a Raffle to help raise funds for the Dogs at the Municipal Dog Pound. She asked the Board members for suggestions.

After a brief discussion on the matter, the Board directed Ann Shannick and Brenda Vader to look into options available and to report back to the Board at the next meeting.

10. **Pound Keepers Report**

(a) **Reports for November and December 2025 and Municipal Dog Pound 2025 Dog Activity**

Moved by: T. Davis

Seconded by: S. Currie

Be it resolved that the Municipal Dog Pound Board accept the Pound Keepers Reports for November and December 2025 as prepared and circulated, and That the Municipal Dog Pound Board accept the 2025 Dog Activity Listing as prepared and circulated.

Non-opposed Resolution Carried

(b) **Report on Use of Municipality Dog Pound Facility – January to December 2025**

Moved by: C. Ryall

Seconded by: J. Kuiack

Be it resolved that the Municipal Dog Pound Board accepts for information only the Report on Use of Municipal Dog Pound Facility – January to December 2025 as prepared and circulated.

Non-opposed Resolution Carried

11. **Financial Reports**

(a) **Accounts for November and December 2025**

Moved by: J. Kuiack

Seconded by: B. Bridger

Be it resolved that the Municipal Dog Pound Board accept the accounts for November and December 2025 as circulated.

Non-opposed Resolution Carried

(a) Budget Update for 2025**Moved by:** J. Kuiack**Seconded by:** B. Bridger

Be it resolved that the Municipal Dog Pound Board approves the 2025 Budget Update for the period ending December 31, 2025 as prepared and presented.

Non-opposed Resolution Carried**(b) Surplus from 2025 Budget****Moved by:** T. Davis**Seconded by:** C. Ryall

Be it resolved that the Municipal Dog Pound Board agrees to transfer any Surplus from the 2025 Budget to the Capital Reserve.

Non-opposed Resolution Carried**12. In Camera Session at 2:15 p.m.****Moved by:** B. Bridger**Seconded by:** T. Davis

Be it resolved that the Municipal Dog Pound Board Close the next portion of the meeting to the Public in order to consider a matter pursuant to the Municipal Act S.O. 2001. c 25 Section 239 (2) (d) Labour Relations and Employee Negotiations – For the purpose of discussing Municipal Pound Board Employees **Wage Rate / Salary / Mileage Rate and Other Compensation** and to approve the Closed Meeting Minutes from November 27, 2025.

Non-opposed Resolution Carried

Only the Board Members and the Secretary-Treasurer for the Board remained in the meeting during the Closed portion of the meeting.

Rise from In Camera Session at 2:24 p.m.**Moved by:** B. Bridger**Seconded by:** T. Davis

Be it resolved that the Municipal Dog Pound Board rise from the Closed portion of the meeting dealing with matters pursuant to the Municipal Act S.O. 2001. c 25 Section 239 (2) (d) Labour Relations and Employee Negotiations and resume regular business.

Non-opposed Resolution Carried**13. Direction to Staff after rising from Closed Portion of the Meeting****Moved by:** B. Bridger**Seconded by:** A. Musclow

Be it resolved that the Municipal Dog Pound Board direct the Secretary-Treasurer to proceed with compensation to Ann Shannick – for collection of Beer/Wine Empties as discussed in the Closed portion of the meeting.

Non-opposed Resolution Carried**Moved by:** A. Musclow**Seconded by:** B. Bridger

Be it resolved that the Municipal Dog Pound Board direct the Secretary-Treasurer Implement the new Wage Rate(s); new Salary Rate and new Mileage Rate for Municipal Dog Pound Board Employees as discussed in the Closed portion of the meeting.

Non-opposed Resolution Carried

14. Proposed Draft Budget for 2026

The proposed Draft Budget was reviewed and discussed as presented.

Moved by: T. Davis

Seconded by: B. Bridger

Be it resolved that the Municipal Dog Pound Board approves the 2026 Budget as prepared and presented and agrees to set the Requisition for 2026 at 2.695706 per population.

Non-Opposed – Resolution Carried

15. Meeting Schedule and Dates for 2026

Moved by: C. Ryall

Seconded by: C. Fuerth

Be it resolved that the Municipal Dog Pound Board adopts the following Meeting Dates for 2026: January 29, 2026; April 23, 2026; July 23, 2026; and October 22, 2026

Non-Opposed – Resolution Carried

16. Round Table Discussion

Each member was given an opportunity to bring forward matters for discussion.

17. Direction to Staff from Round Table Discussion

Secretary was directed to provide each member of the Board with a copy of the email that she sent to CAO's/Clerks of municipalities that were owners of the facility – regarding assistance with Grant Applications

18. Date of Next Meeting – April 23, 2026 at 2:00 pm

19. Adjournment

Moved by: T. Davis

Seconded by: C. Fuerth

Be it resolved that the Municipal Dog Pound Board adjourns at 2:50 p.m. to meet again, on April 23, 2026 at 2:00 pm by ZOOM or at the call of the Chairperson.

Non-Opposed – Resolution Carried

**Brenda Vader
Secretary-Treasurer**



Medical Officer of Health Report to the Board

February 24th, 2026

HEALTH PROTECTION

Immunization

Immunization of School Pupils Act (ISPA):

As of February 12th, 2026, the number of students not meeting ISPA requirements has decreased by an additional 909 students. Since the start of the immunization surveillance initiative, this represents an overall reduction of approximately 45%.

As of February 4th, 2026, all 11 ISPA high school clinics were completed, along with 15 community catch-up clinics offered at multiple locations across Renfrew County and District.

Immunizations continue to be available through health care providers or at Renfrew County and District Health Unit (RCDHU) catch-up clinics. Appointments can be booked online through the RCDHU booking system or by calling the Immunization Intake Line. Parents are reminded that immunizations administered by health care providers must be reported to RCDHU through Immunization Connect Ontario (ICON), or by fax, mail, or email.

To expand outreach and ensure families are aware of clinic options and reporting requirements, RCDHU is using social media platforms to share clinic schedules, booking information, and reminders. In addition, staff are conducting direct phone outreach to parents and guardians of students who remain overdue for required immunizations to provide support, answer questions, and facilitate access to vaccination services. As of February 13th, 2026, 415 outreach calls have been completed by staff.

In early March 2026, second notices and suspension orders will be mailed to students who continue to be overdue for mandatory immunizations. This step aims to ensure families are fully informed of the requirements and timelines to avoid school suspensions when possible.

RCDHU continues to work closely with schools, families, and health care providers to ensure students meet ISPA immunization requirements.

RCDHU Farmers' Market Food Safety

Renfrew County and District (RCD) has a strong agricultural base, making local farmers' markets an important venue for accessing fresh, locally produced food. RCDHU's role is to monitor the safety of food offered at these markets and to ensure compliance with provincial food safety standards.

As part of RCDHU's food safety mandate, public health inspectors collaborate with market operators to offer education on provincial legislative requirements, including criteria for farmers' market exemption status. Early contact is made with operators each season to share relevant health unit information, review vendor lists, and offer guidance on food safety best practices.

Public health inspectors conduct at least one annual inspection of each market to verify safe food handling, identify potential risks, and prevent the sale of uninspected high-risk foods that could lead to severe foodborne illness, particularly among vulnerable populations such as older adults.

Infectious Diseases

Respiratory Illness Activity:

Respiratory outbreak activity has shown a weekly decline since the end of December, with the rate of new outbreaks reducing by two thirds between week 50 of 2025 and week four of 2026. A total of 11 respiratory outbreaks were declared in January versus 18 in December. Despite the decline, new respiratory outbreak rates remain high at an average of two per week. RSV and COVID-19 overtook Influenza A as the primary pathogens identified in confirmed outbreaks as January progressed to February.

Very high rates of hospital bed occupancy in weeks 50 through week one (2026) declined to moderate by weeks two and three of 2026. By week four, the hospital bed occupancy rate was low (0).

Community cases of influenza declined drastically, confirming the likely peak at week 52 of 2025. Eighty-eight Influenza A cases were reported in week 52 versus five cases in each of weeks two and three. Influenza A declined from a positivity rate of 44% (week 52) to 6.5% (week three 2026). The incidence rate of RSV increased to a high level by the end of January, with RSV constituting 11.8% of positive cases.

HEALTH PROMOTION

Renfrew County and District Drug Strategy

Renfrew County and District Drug Strategy (RCDDS) Steering Committee members were provided with a comprehensive progress report on 2025 indicators, including the year-over-year reductions in suspect drug toxicity deaths and opioid-related emergency department visits reported to the Board in January. Additional indicator reporting and status updates can be found in the Progress section of the RCDDS [webpage](#).

As reported to the Board in January, RCDDS partners issued an [Overdose Alert](#) following an increase in suspected drug toxicity deaths in the Renfrew and Arnprior areas. Notably, for the first time a text message version of the alert was sent directly to people who use drugs, fulfilling one of the Harm Reduction Pillar Priorities of the RCDDS. RCDHU continues to monitor multiple data sources and communicate with partners as part of the early warning system as defined in the [Drug Toxicity Response Plan](#).

Outreach Team and SPRITE Testing

The Outreach Team continues to bring RCDHU services to clients across Renfrew County and District and forge partnerships with community agencies. In February, the team will complete nine visits to locations across Renfrew County and District to provide STI testing, harm reduction supplies, and information about other services at RCDHU.

As part of an initiative through Health Canada's Substance Use and Addictions Program (SUAP), the RCDHU Outreach Team has partnered with the Mesa Community Paramedics to offer mobile, real-time drug checking. This service will allow individuals to have substances from the unregulated supply analyzed for their contents, helping them make more informed decisions about use and reduce their risk of overdose. The initiative will also provide valuable local data on the unregulated drug supply in Renfrew County and District.

Syphilis Point of Care Rapid Test and Immediate Treatment Evaluation (SPRITE) testing for sexually transmitted and blood-borne infections (STBBIs) continues to be offered at suitable Outreach Team events and at RCDHU's Pembroke office. Since its implementation in August 2024, RCDHU nurses have completed 224 tests for syphilis, HIV, and hepatitis C (HCV) for individuals at high risk of infection.

Nutrition – You're the Chef

Implementation of the You're the Chef program continues to progress steadily during the 2025–26 school year. Since last month's Board of Health update, three additional schools have expressed interest in participating, bringing the total to 22 schools engaged to date and approximately 38 teachers who have expressed interest in delivering the program. An additional training session has been completed with three teachers, with two more planned, further expanding local capacity to implement the program in classrooms. At present, four program cycles are actively running across two schools.

Planning and coordination with participating schools is ongoing to support implementation this spring and into the remainder of the school year. The sustained growth in interest reflects continued enthusiasm among educators for practical, curriculum-connected food literacy programming that supports student skill development and confidence in food preparation. While the school year is still underway, current engagement levels indicate continued expansion, and preliminary planning has begun to support program delivery in the 2026–27 school year.

PRIMARY CARE PILOT PROGRAM

RCDHU is collaborating with the Pembroke Family Medicine Teaching Unit (PFMTU) to deliver Let's Grow public health services onsite to PFMTU patients.

This pilot will assess the effectiveness and operational efficiency of providing onsite services to rostered PFMTU patients one day per week. The intent is to reduce service duplication by co-locating preventive services that public health is well-positioned to deliver, enabling primary care providers to roster additional patients. Anticipated immediate benefits include improved continuity of care for families, improved management of immunization records, enhanced

access to and awareness of public health services, and timely access to primary care providers for consultation and referrals. The pilot also creates operational efficiencies through shared administrative support and streamlined information exchange between providers.

The pilot is expected to launch by the end of March 2026.

SERVICES FOR UNATTACHED PATIENTS

The Services for Unattached Patients program provides a coordinated, system-wide approach that leverages the strengths of Ottawa Valley Ontario Health Team (OVOHT) partners—including RCDHU and the Virtual Triage and Assessment Centre (VTAC)—to support individuals awaiting attachment to a primary care provider.

This integrated model reduces duplication, improves continuity, and enhances patient experience. It offers interim care coordination and navigation for those on the Health Care Connect waitlist, grounded in principles of social prescribing, prevention, and health promotion.

Through a shared coordination structure, partners will deliver aligned clinical, public health, and system navigation support, ensuring accessible and patient-centred services. RCDHU will continue to apply a health promotion and protection approach to support individuals during their wait for primary care attachment.

NURSING STUDENT PLACEMENTS AT RCDHU

RCDHU maintains an affiliation agreement with Algonquin College (Waterfront Campus) to support nursing student placements in the four-year Bachelor of Science in Nursing (BScN) program. Each student is paired with an RCDHU Public Health Nurse (PHN) preceptor for the duration of the placement and may shadow additional programs to broaden their understanding of public health nursing.

From January to April 2026, RCDHU will preceptor three fourth-year consolidation students: one in Outreach and two in Vaccine Preventable Diseases.

Outreach

The student will participate in core program activities, including community site visits, SPRITE, clinic preparation and support, and documentation. The student will also attend team meetings and those with external partners.

Vaccine Preventable Diseases

The students will support community surveillance and assessment of school-aged children who are overdue for immunizations in accordance with ISPA.

They will assist with planning and delivering community immunization clinics (including vaccinating eligible students) and will support communications with community partners and

affected parents/legal guardians related to ISPA enforcement activities.

These placements provide hands-on experience while strengthening key public health nursing competencies, including client education, effective communication, community partnership development, and engagement with vulnerable populations.

Submitted by:

Dr. Jason Morgenstern
Medical Officer of Health
Renfrew County and District Health Unit

**CORPORATION OF THE TOWNSHIP
OF SOUTH ALGONQUIN**

BY-LAW NO: 2026-862

**Being a By-Law to provide for an Interim Tax Levy
and to provide for the payment of taxes**

WHEREAS Section 317(1) of the Municipal Act, 2001, provides that the Council of a local Municipality, before the adoption of the estimates for the year under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

AND WHEREAS Section 317(3), p.(1) of the Municipal Act, 2001, provides that the amount levied on a property, shall not exceed 50% of the total amount of taxes for municipal and school purposes levied on the property for the previous year.

AND WHEREAS Section 317(3), p.(3) of the Municipal Act, 2001, provides that for the purposes of calculating the total amount of taxes for 2026, if any taxes for municipal and school purposes were levied on a property for only part of the previous year, because assessment was added to the tax roll during the year, an amount shall be added equal to the additional taxes that would have been levied on the property if the taxes had been levied for the entire year, 2025.

AND WHEREAS Section 317(9) of the Municipal Act, 2001, provides that if the Council of a municipality is of the opinion that the taxes levied under subsection (1) on a property are too high or too low in relation to its estimate of the total taxes that will be levied on the property, the Council may adjust the taxes on the property to the extent it considers appropriate.

NOW THEREFORE BE IT RESOLVED THAT the Council for the Corporation of the Township of South Algonquin enacts as follows:

1. **THAT** for the year 2026 the interim levy for all property classes shall be calculated at 50% of the total amount of taxes for municipal and school purposes levied on the property for the previous year.
2. **THAT** the amount levied on a property shall not exceed the prescribed percentage, being not more than 50% of the total amount of taxes for municipal and school purposes levied on the property for the previous year.
3. **THAT** the said interim tax levy shall become due and payable in two instalments:
1st instalment: March 31, 2026
2nd instalment: May 31, 2026
4. **THAT** on all taxes of the interim levy, which are in default on the first day after the due date, a 1.25% penalty shall be added and thereafter a penalty of 1.25% per month will be added on the 1st day of each and every month the default continues, until December 31, 2026.
5. **THAT** the collector is hereby authorized to mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
6. **THAT** taxes are payable at the Township of South Algonquin, 7 Third Avenue PO Box 217 Whitney ON K0J 2M0.
7. **THAT** all current tax collection policy and procedure related to penalty and interest charges shall remain in full force and effect.
8. **THAT** this By Law shall come into force and take effect immediately upon the passing thereof.

READ A FIRST AND SECOND TIME on March 4th, 2026.

Ethel LaValley – Mayor

Bryan Martin-CAO/Clerk Treasurer

READ A THIRD TIME, PASSED AND ENACTED on March 4th, 2026.

Ethel LaValley – Mayor

Bryan Martin-CAO/Clerk Treasurer

By signing this by-law, Mayor LaValley has granted approval and will not exercise the power to veto this by-law under Strong Mayor Powers

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH ALGONQUIN**

BY-LAW NO. 2026-863

**Being a By-law to adopt the Expenditure and Revenue
Estimates for the year 2026, also the amount required to be raised through
Taxation to cover the operating and capital costs of the municipality.**

WHEREAS Section 290 (1) of *The Municipal Act, 2001*, (as amended by Bill 130) provides that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality including.

- (a) amounts sufficient to pay all debts of the municipality due within the year;
- (b) amounts required to be raised for sinking funds or retirement funds; and
- (c) amounts required for any board, commission, or other body.

AND WHEREAS Section 312 (2) of *The Municipal Act., 2001*, (as amended by Bill 130) provides that for purposes of raising the general local municipality levy, a local municipality shall, each year, pass a by-law levying a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality for local municipal purposes.

NOW THEREFORE the Council of the Corporation of the Township of South Algonquin **ENACTS AS FOLLOWS:**

1. Pursuant to budget estimates, Council herein determines expenditure estimates to be **\$ 6,066,764** ;
2. Pursuant to budget estimates, Council herein determines revenue estimates other than property taxation to be **\$ 3,078,773** ;
3. Council determines therefore, revenues to be levied through property taxation for general municipal purposes to be **\$ 2,987,991**.

READ A FIRST AND SECOND TIME on March 4, 2026

Ethel LaValley – Mayor

Bryan Martin, CAO/Clerk-Treasurer

READ A THIRD TIME, PASSED AND ENACTED on April 1, 2026

Ethel LaValley – Mayor

Bryan Martin, CAO/Clerk-Treasurer

By signing this by-law, Mayor LaValley has granted approval and will not exercise the power to veto this by-law under Strong Mayor Powers

**CORPORATION OF THE TOWNSHIP
OF SOUTH ALGONQUIN
BY-LAW NO. 2026-864**

**Being a By-Law to adopt the amendments to the 2026
Community Safety and Wellbeing Plan (CSWBP)**

WHEREAS as per On.Reg.414/23 made under the Community Safety and Policing Act, 2019 for the purpose of subsection 255(1) of the Act, a Municipal Council must review and, if appropriate, revise its Community Safety and Well Being Plan(CSWBP) within four years after the day the plan was adopted and every four years thereafter.

NOW THEREFORE the Municipal Council of The Corporation of the Township of South Algonquin hereby enacts as follows:

1. **THAT** the Council of The Corporation of the Township of South Algonquin hereby adopts the amended Community Safety and Wellbeing Plan attached hereto as "Schedule A" to the By-Law.
2. **THAT** this By-Law shall come into effect and force as of the date of enactment.
3. **THAT** the Mayor and CAO/Clerk are hereby authorized to sign this By-law and affix the corporate seal thereto.
4. **THAT** any By-Law or Resolution, being a By-Law to adopt a Community Safety Well Being Plan is hereby rescinded.

READ A FIRST AND SECOND TIME this 4th day of March 2026.

Ethel LaValley, Mayor

Bryan Martin, CAO/ Clerk-Treasurer

READ A THIRD TIME AND PASSED AND ENACTED this 4th day of March 2026.

Ethel LaValley, Mayor

Bryan Martin, CAO/ Clerk-Treasurer

By signing this by-law, Mayor LaValley has granted approval and will not exercise the power to veto this by-law under Strong Mayor Powers



COMMUNITY SAFETY & WELLBEING PLAN: 2026



The Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin



Message From the Coordinating Committee

The Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin have passed resolutions making community safety and well-being (CSWB) a priority and are working collaboratively on a regional approach. The aim is to enhance the provision of services, and quality of life across the area.

Bill 175, the Safer Ontario Act (2018) mandated every municipality to create and implement a CSWB plan. The Act acknowledged local capacity to address risk factors and encouraged multi-sectoral partnerships and innovative forward-thinking approaches to build stronger, healthier communities.

This is a growing, culturally rich, rural area. We used an asset-based approach to planning, identifying our communities' many strengths and building upon their successes. After reviewing local data and consulting the community, the plan identified priority concerns and clear strategies to reduce risk areas. We are now implementing the plan with the help of our community partners.

On behalf of the CSWB Coordinating Committee, I would like to thank the many residents who participated in the consultation, the Advisory Committee, implementation team members, local service providers, and organizations for their significant contributions throughout this initiative. This is truly a collaborative plan, and by working together we strengthen relationships and help make our region safer and healthier.

Meara Lewicki-Sullivan PhD
CSWB Coordinator

ABBREVIATIONS

BBAHS: Barry's Bay and Area Home Support Services

BLR: Brudenell, Lyndoch and Raglan

BV: Bonnechere Valley

CPAN: Renfrew County Child Poverty Action Network

CSWB: Community Safety and Well-being

KHR: Killaloe, Hagarty and Richards

MCCH: Madawaska Communities Circle of Health

MHA: Mental Health and Addictions

MOMH: Moving on Mental Health

MV: Madawaska Valley

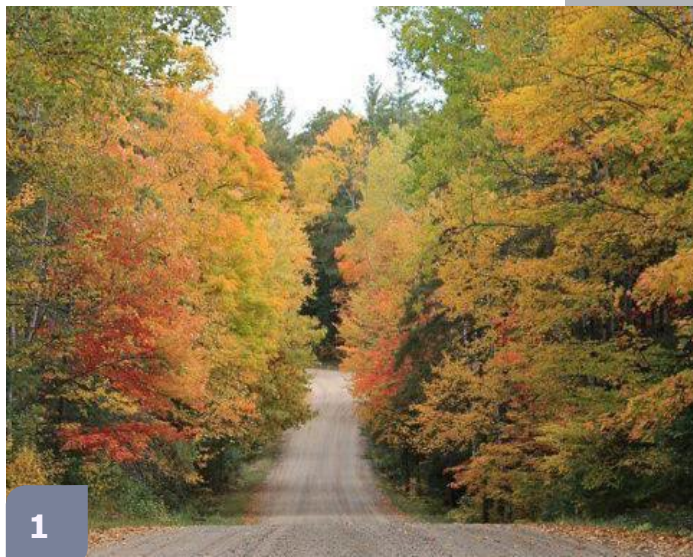
OPP: Ontario Provincial Police

RGHC: Renfrew County Housing Corporation

SA: South Algonquin



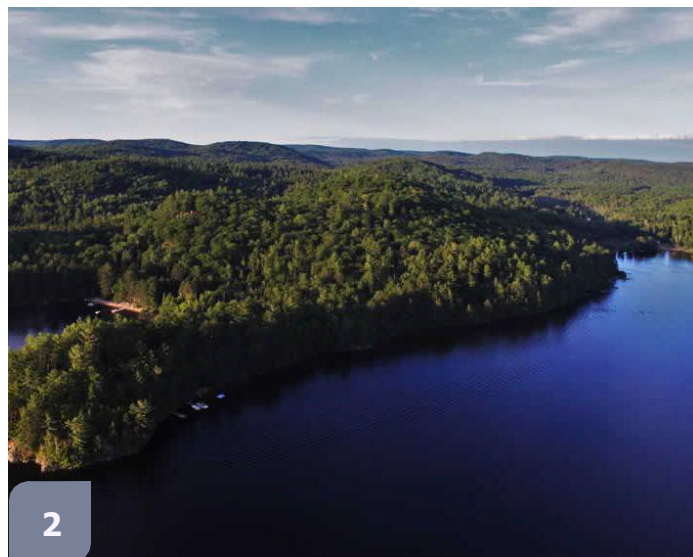
EXECUTIVE SUMMARY



1

MANDATE AND LOCAL COMMITMENT

In response to Bill 175, the Safer Ontario Act (2018), the Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin have passed resolutions making community safety and well-being a priority and have committed to working collaboratively on a regional plan.



2

COMMUNITY CONSULTATION

Twenty-four respondents completed the CSWB Service Providers Survey. Eleven additional agencies simply provided organizational data. Three hundred and five residents completed the regional CSWB Public Consultation Survey. In addition, information was gathered through interviews and discussions with residents and professionals and committee meetings (including Moving on Mental Health (MOMH) and Madawaska Communities Circle of Health (MCCH)).



3

PRIORITY CONCERNS

Four priority concerns were identified for the region,

- ♦ employment,
- ♦ health care,
- ♦ housing, and
- ♦ mental health and addictions.

While other areas were identified, these concerns were prioritized based on their prevalence in local data and consultations and their level of community impact. A fifth area of risk was identified for South Algonquin exclusively (and is considered in Appendix A).



ACKNOWLEDGMENTS

Effective community safety and well-being planning is a collaborative process. Planning and implementation requires residents, service providers, organizations, and municipal governments to all work together to identify local areas of risk and create innovative solutions to increase safety and well-being. We would like to thank everyone who contributed to this initiative, including:

The municipal councils of the Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin for recognizing the importance of CSWB and working collaboratively to make the region a healthier and safer place to live;

The CSWB Coordinating Committee for their vision, guidance and leadership throughout this process;

The members of the CSWB Advisory Committee and their organizations for sharing their insights and data and supporting this initiative;

The four implementation teams who continue to provide creative solutions to priority areas of concern;

The Madawaska Communities Circle of Health (MCCH) and Moving on Mental Health (MOMH) committees for welcoming the CSWB Coordinator to their meetings and sharing their knowledge and data; and

The numerous residents who informed our planning by sharing their thoughts and experiences through surveys and discussions.



INTRODUCTION

The Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin are situated in beautiful Eastern Ontario. These municipalities are all located in Renfrew County and District and within the Killaloe Detachment of the Ontario Provincial Police (OPP). South Algonquin also holds the unique position of being part of the Nipissing District.

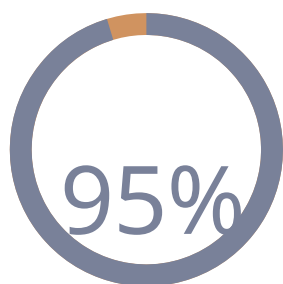
The region has a combined population of 12,842 people and a total area of 3214.81 square kilometers.

The average age in the region is 50.5 years old. Nearly one-third (32%) of the regional population is 65 or older. Nine percent self-identify as Indigenous (range 5.2% to 20.1%).

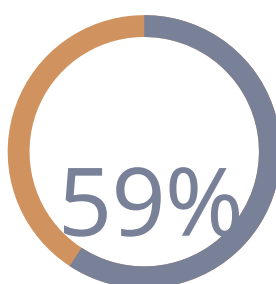
The region has a varied work force. However, regional unemployment rate is 15%, which is higher than the provincial average of 7.9% [1].



With a population density of just 4.4 people per square kilometre [1], the region has an abundance of waterways, woodlands and beautiful scenery. Unsurprisingly, 65% of area residents identified nature as the greatest strength in the CSWB Public Consultation Survey. Other popular community strengths included small town, rural life; peace; and friendliness.



95% of CSWB survey respondents always or often felt safe in their community.



59% CSWB survey respondents had a strong, or very strong sense of community belonging.

In the CSWB Survey respondents also reported very high safety levels. 95% of all respondents said they always, or often felt safe in the area. In addition, nearly 60% of respondents stated they felt a strong or a very strong sense of community belonging.



Visitors from around the world are drawn to the Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin for their outdoor activities, events and festivals, religious and cultural centres and vibrant art scene.

Throughout the region, there are several central population hubs including Barry's Bay, Eganville, Killaloe, and Whitney. In these areas, residents and visitors can enjoy retail shopping at department stores, unique small shops, art galleries, and farmers markets, dining at restaurants, cafes and food trucks and leisure and athletic activities in parks and sporting facilities.



Table 1: Regional Demographics (Census 2021)

TOWNSHIP	BV	BLR	KHR	MV	SA
AREA					
LAND AREA (SQ KM)	588.36	701.29	391.60	665.83	867.73
POPULATION DENSITY (PER KM)	6.6	2.2	6.2	5.9	1.2
POPULATION	3,898	1,552	2410	3927	1055
POPULATION CHANGE 2011-2016	+6.1%	+3.3%	-0.4%	-4.8%	-3.7%
DEMOGRAPHICS:					
AVERAGE AGE	48.5	49.8	48.4	52.0	54.1
65 OR OLDER	30.2%	29.7%	30.1%	35.4%	34.6%
ABORIGINAL IDENTITY	7.8%	5.2%	8.7%	6.2%	20.1%
3RD GEN OR MORE	85.3%	86.3%	84.2%	79.4%	84.7%
AVERAGE HOUSEHOLD SIZE	2.2	2.2	2.2	2.1	2.0
MEDIAN HOUSEHOLD INCOME	\$68,000	\$62,000	\$63,200	\$62,800	\$61,200
UNEMPLOYMENT RATE (ONT AVERAGE 2025 7.9%)	8.9%	19.5%	14.2%	9.4%	23.1%
EDUCATION					
NO HIGH SCHOOL DIPLOMA	18.4%	27.3%	20.4%	23.0%	31.4%
HIGH SCHOOL OR EQUIVALENT	33.2%	34.8%	30.6%	35.4%	34.0%
POST-SECONDARY	48%	37.9%	48.9%	41.5%	34.6%

Community Safety and Well-being

Bill 175, the Safer Ontario Act (2018), was passed to modernize Ontario's approach to community safety. The legislation mandates every municipality in the province to create a community safety and well-being plan.

Traditionally, safety has focused on reactionary incident response. That has left police resources overstretched while responding to an increasing number of calls that are not related to chargeable offences. CSWB planning represents an important shift to proactive social development and prevention.

With local government leadership, community partnerships, and evidence-based community responses the overarching goal is to build communities where members feel safe, belonging and where their needs can be met (including education, housing, food, healthcare, and cultural expression).

The potential benefits of CSWB planning include improved understanding of the priority risks and vulnerable populations, improved use of resources, enhanced community engagement, and communication between citizens and agencies in the region.

Provincial Planning Framework

The Provincial Planning Framework guided the Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin in their regional planning. The framework highlights four key areas of community safety and well-being planning to encourage new solutions to identified local risks. By investing resources in social development, prevention and risk intervention the need for critical incident response is reduced.

Figure 1: . Four Areas of CSWB Planning



Social Development addresses the social determinants of health, areas such as food security and housing that promote safety and well-being.

Prevention involves the implementation of evidence-based strategies to address known priority risks.

Risk Intervention is a multi-disciplinary effort to address a situation of elevated risk of harm.

Incident Response is the immediate and response to an urgent incident.



Regional Approach

In the autumn of 2019, the municipal councils of Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin declared the importance of community safety and well-being and agreed to work collaboratively on a regional plan. This collaboration was inspired by the seven municipalities in North Hastings that originally adopted this unique approach.

In 2022, the Township of Bonnechere Valley was welcomed into the collective. While they did not participate in the initial planning or community consultation, Bonnechere Valley is also a rural municipality located in Renfrew County and local data illustrates shared priority concerns and similar demographics. By working together we can break down barriers, help build community across the region, and ultimately our approach to community safety and well-being is strengthened.

Our regional approach aims to:

- Increase the existing understanding of risk factors, gaps and vulnerable groups.
- Improve communication and collaboration across sectors.
- Enhance community engagement among residents and agencies in local initiatives.
- Direct services to better address risk factors and vulnerable groups.
- Identify new opportunities to share data across agencies.
- Reduce the dependency on incident response.
- Enhance residents' understanding and access to services and supports.
- Increase residents' feelings of safety, belonging and their basic needs are met.

CSWB Planning Committees

To facilitate the planning, the CSWB Coordinating Committee was created with CAO/Clerks from each municipality and the CSWB Coordinator. The Coordinating Committee guided and managed each stage of the planning including recruitment of local advisors, participating in the Advisory Committee, organizing community consultation, reviewing drafts of the plan and ensuring it is publicly available. In the current implementation stage, the committee is active in advising and directing the implementation teams to fulfill their roles.

An advisory committee is an essential component of the CSWB planning process. The regional CSWB Advisory Committee was created in 2019 as a new, dynamic, multi-sector body comprised of local experts who helped inform collaborative planning. Advisors shared their knowledge, experience and data which helped establish local strengths, risks and vulnerable populations.





Advisory Committee

Representatives from the municipal councils of the Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin alongside;

Community:

Barry's Bay and Area Home Support Services
 Bernadette McCann House
 Community Employment Services, Eganville
 Community Resource Centre
 District of Nipissing Social Services Administration Board (DNSAAB)
 Eganville & District Senior Citizens Needs Association
 Family and Children's Services - County of Renfrew
 Madawaska Valley Association for Community Living
 Mashkiizii Manido Foundation
 The Phoenix Centre for Children and Youth
 Renfrew Legal Aid
 Renfrew County Child Poverty Action Network (CPAN)
 Training & Learning Centre of Renfrew County

Education:

Eganville & District Public School
 Killaloe Public School
 Madawaska Valley District School
 Opeongo High School
 Palmer Rapids Public School
 Renfrew District School Board
 St James Catholic School
 Sherwood Public School
 Whitney Public School

Emergency Response:

OPP- Killaloe Detachment

Healthcare:

ConnectWell Community Health
 Madawaska Valley Hospice Palliative Care
 Renfrew County and District Health Unit
 Saint Francis Memorial Hospital
 South Algonquin Family Health Team
 West Champlain Family Health Team

The CSWB Coordinating Committee in 2025 included:

- MVT- Suzanne Klatt, Calvin Stecko, Brittany Tomasini
- KHR-Tammy Gorgerat, Sharlene Lapenskie
- BVT-Annette Gilchrist, Sandra Barr,
- BLR-Tammy Thompson, Virginia Phanenhour
- South Algonquin- Tracy Cannon, Bryan Martin

The Committee meets bi-annually to update the plan with updated census information and available resources.

This document was last updated in January 2026.

Other Education & Healthcare facilities include:

- St Martin of Tours Catholic School
- St John Bosco Separate School
- George Vanier Catholic School
- St Andrew's Catholic School
- Our Lady Seat of Wisdom College
- Valley Manor Long-Term Care
- Champlain Gardens Retirement Home

Community Consultation

Public consultation is an extremely important part of planning and is necessary to ensure that the plan respects the lived experiences and desires of community members. The goals of the community consultation were:

- To hear how residents felt about their safety and well-being;
- To identify risk factors and gaps in services; and
- To continue to keep the public informed about the CSWB planning and to obtain their support.



Three hundred and five residents completed the CSWB Public Consultation Survey; providing a representative response rate of 3%. Twenty-four respondents completed the CSWB Service Providers Survey. Eleven additional agencies exclusively provided organizational data. In addition, information was gathered through interviews and discussions with residents and professionals and committee meetings (including Moving on Mental Health (MOMH) and Madawaska Communities Circle of Health (MCCH)).

KEY STEPS

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Commitment: Fall 2019

Participating townships passed resolutions announcing CSWB as a priority and of cially announcing a collaborative, regional approach to planning.

Creation of Planning Committees



Nov 2019- Coordinating Committee
Jan 2020- Advisory Committee



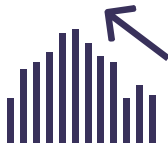
COVID Break: March-July 2020

Planning was temporarily halted to focus on the immediate needs of the COVID-19 pandemic

Community Consultation: 2020



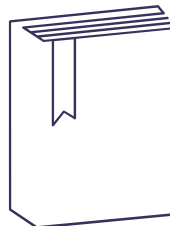
CSWB Service Providers Survey
CSWB Public Consultation Survey



Data Analysis and Plan Design: 2021

Analysis of CSWB data and drafting the plan

Final Plan June 2021



Plan approved by Councils



Implementation & Ongoing updates: April 2023 -

Implementation of CSWB strategies

IDENTIFYING REGIONAL RISK FACTORS

After thoroughly reviewing local data, and the findings from community consultation, multiple risk factors were apparent. This is the first regional CSWB plan. We aim to be detailed, focused and thorough. So rather, than considering multiple areas of risk superficially, we chose to concentrate on four central areas. This strategy ensures that priority risk factors are given significant attention, can be considered comprehensively and that our goals are clear and measurable.

Four priority concerns were identified for the region:

- employment,
- health care,
- housing, and
- mental health and addictions.

The areas of concern were selected based on their prevalence in local data and consultations and their level of community impact. An additional area of risk was identified for South Algonquin exclusively. The need for a South Algonquin service directory is considered in Appendix A.





Employment

Employment offers more than just income, it can increase socialization, bring new learning opportunities and challenges, improve mental and physical health and provide a purpose. Conversely, unemployment brings hardships beyond the financial impact.

Approximately 1.5 million people are unemployed in Canada [1]. Statistics for the Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin show the region has an above-average rate of unemployment. Unemployment in the area is 15.0% (ranging from 8.9% to 23.1%), compared to the provincial average of 7.3% [1].

Residents and service providers also highlighted concerns about regional unemployment. In the CSWB Public Consultation Survey, nearly half of all respondents (45%) identified employment as the number one problem or concern impacting their community. Employment was also listed as the top service needed (47%) in that survey. Equally, in the Service Providers Survey local experts identified employment as one of the top risk factors that have the greatest impact on their clients.

Factors that Increase Risk

- Lack of access and availability
- Lack of education or training
- Stigma and discrimination
- Lack of transportation
- Childcare costs
- Structural shifts in employment
- Economic downturn (recession, depression)
- Pandemics such as COVID-19
- Technological advances
- Extreme weather/seasons

Impact

- Financial hardship and poverty
- Reduced standard of living
- Homelessness
- Reduced physical health
- Increased mental illness
- Lower well-being
- Isolation
- Tension in family relationships
- Divorce
- Reduced social connection
- Social exclusion

Vulnerable Populations

- Youth
- Women, especially those with young children
- People aged over 50
- Racialized and marginalized people
- Individuals with mental health and addiction (MHA) problems
- Individuals with low education or training levels
- Individuals with education or training outside the available fields

Protective Factors

- Secure employment
 - Job creation
 - Education and training
 - Robust economy
 - Employment support and services
 - MHA and addiction services
 - Ability to retrain or gain new skills
 - Supports for self-employed
 - Investment in rural economies
 - Networking
-

Building on Existing Strengths: Employment

Asset mapping identifies our current strengths and resources while highlighting areas for future collaboration. Current employment supports and services include (but are not limited to):

*Added 2025

Access Work Service, Barry's Bay provides employment services for individuals experiencing disabilities/barriers to employment by connecting them with a supportive employer.

Algonquin College Community Employment Services is a new service provider in Barry's Bay. They provide various employment services that support people of all ages who are looking for work or career information.

Learning, Earning and Parenting (LEAP) is available for parents 16 and 17 years of age who are on social assistance. The program helps participants finish high school, improve their parenting skills and prepare for and find work so they can support themselves and their families.

Madawaska Valley Association for Community Living (MVACL) offers community participation support for adults who have a developmental disability including volunteering.

Ontario Works provide financial assistance for food, shelter and other costs to assist people in need.

Whitney Agilec Office - Provides free Employment Services to support both job seekers and employers.

Renfrew County Legal Clinic - Barry's Bay and Killaloe offers free legal advice on employment law, Workplace Safety and Insurance Board (WSIB), Ontario Works, Ontario Disability Support Program and debt and collection agencies.

Training and Learning Centre- Eganville helps adults expand their employability skills for career advancement, new opportunities and personal development.

Plans:

DNSSAB Strategic Plan 2022- 2042

Madawaska Valley Strategic Plan 2020: Progressive and Growing Economy Renfrew County Indigenous Population Community Needs

Analysis: 2021

South Algonquin Strategic Plan 2023-2027

South Algonquin Tourism and Economic Plan – 2025

Employment Strategy

To enhance the integration of services and promote educational opportunities to address unemployment in the region.

Activities:

- Improve integration of services.
- The implementation team will lead community engagement sessions.
- Increase resident's knowledge and awareness of available employment services and supports.
- Identify and target barriers to training and education.
- Meet with local educators to discuss school completion and increased support for youth at risk of early school leaving.
- Identify gaps in the employment market and the necessary skills/training needed.

Immediate Outcomes:

- Increase resident's awareness of available employment supports and services.
- Connect individuals requiring employment support with the services they need.
- Increased collaboration among agencies and organizations providing employment support.
- Expansion of supports and services for at-risk youth.
- By identifying gaps and barriers to employment, work can address local needs and risks.

Intermediate Outcomes:

- Improved graduation rates.
- Job seekers trained in areas where there is an identified employment gap.

Long Term Outcomes:

- Enhance community safety and well-being through increased employment.



HEALTH CARE

Access to free, universal Medicare is part of Canada's national identity. Over 60% of Canadians reported that free healthcare is a source of collective pride [1]. However, access to healthcare in Canada remains a challenge. Many Canadians face long wait times for non-urgent care. In addition, in rural areas, people have to travel greater distances to access care and fewer providers offer service. Therefore, patients can be left "unattached" (without a family doctor). According to the Network 24 Ontario Health Team (which includes all five municipalities in this plan), approximately 12-25% of the catchment area is unattached [2].

Healthcare was also identified in community consultation as a priority concern. In the CSWB Public Consultation Survey, access to healthcare was listed among the top two problems and as a priority need in the community. In the Service Providers Survey, access to close healthcare and a family doctor was listed as primary gaps and risk factors.

1. AbacusData (June 2025). 68% of Canadians Take Pride in Their National Identity. <https://abacusdata.ca/68-percent-of-canadians-take-pride-in-their-national-identity/>

2. Network 24 Ontario Health Team. (2021). Network 24 Ontario Health Team Application. [Online]. Available at: <https://www.sfmhosp.com/userfiles/file/Network%2024%20OHT%20Application%20-%20final.pdf>

Factors that Increase Risk

- Lack of available resources
- No primary care provider
- Distance
- Lack of transportation
- Wait times
- Stigma and discrimination
- Language barriers
- Childcare
- No computer/mobile device or internet connection

Impact

- Difficulty accessing health care
- Lack of access to primary care
- Reduced physical health
- Increased risk of emergency visits
- Lack of continuity
- Undetected medical conditions
- Reduced standard of living
- Financial hardship and poverty
- Increased mental illness
- Isolation
- Reduced social connection
- Lower well-being

Vulnerable Populations

- Rural population
- Seniors
- Unattached patients
- Isolated individuals
- Racialized and marginalized people
- Chronically ill or less able-bodied
- Individuals with mental health and addictions
- Children and pregnant women
- Low income and homeless

Protective Factors

- Healthcare funding
- Accessible healthcare
- Local healthcare
- Family doctor
- Continuity of care
- Transportation
- Virtual care
- Multi-lingual services
- Culturally sensitive services and supports

Building on Existing Strengths: Healthcare

*added 2025

Current healthcare supports and services include, but are not limited to:

Barry's Bay and Area Home Support Services (BBAHS) assists seniors and physically challenged people who need assistance to remain in their homes. Services include assisted living, transportation services, meals on wheels, frozen meals, telephone-based seniors' activity program, care calls and telephone reassurance.

Mashkiizii Manido Foundation a not for profit corporation that focuses on the overall health and well-being of the Urban Indigenous Population of Renfrew County and the surrounding Area

Renfrew County Child Poverty Action Network (CPAN) offers activities related to the elimination of child poverty and minimizing the effects that poverty.

Ontario HealthAtHome Clinic – Eganville* coordinates local home and community care, long-term care placement and help finding services in the community.

Local Health Units and Family Health Teams:

ConnectWell Community Health

Madawaska Valley Family Health Team

Madawaska Valley Hospice Palliative Care

Rainbow Valley Community Healthcare

Renfrew County and District Health Unit

Saint Francis Memorial Hospital

South Algonquin Family Health Team

West Champlain Family Health Team

Plans:

DNSSAB Strategic Plan 2022- 2042

Madawaska Valley Strategic Plan 2020: Healthy and Sustainable Community Network 24 Ontario Health Team Application

Renfrew County Indigenous Population Community Needs Analysis: 2021

South Algonquin Strategic Plan 2023-2027

Healthcare Strategy:

Increase access to healthcare through the integration of services, improved transportation networks and internet connectivity.

Activities:

- Increase communication and collaboration among healthcare agencies in the region.
- Provide community engagement sessions highlighting healthcare services available in the area.
- Increase resident's knowledge and awareness of available healthcare supports, including virtual services.
- Build partnerships with rural internet providers to increase reliable broadband service.
- Build partnerships with transportation providers to address gaps in medical transportation.

Immediate Outcomes:

- Enhance resident's awareness of available healthcare services.
- Connect individuals with the services they need.
- Improved pathways to health and social services.
- Improved collaboration among healthcare agencies.
- Increase access to virtual healthcare through improved broadband service.
- Improved provision of medical transportation.

Intermediate Outcomes:

- Increased access to healthcare services.

Long Term Outcomes:

- Increase community safety and well-being through enhanced access to healthcare services.



HOUSING

Housing is a basic human right in Canada. [1]. However, there is a shortage of available and affordable housing in Ontario. In rural areas such as the municipalities in this plan, housing insecurity and homelessness can often be hidden. However, even within the CSWB Public Consultation Survey, 11% of all respondents indicated that in the past twelve months, they experienced homelessness or housing insecurity.

Affordable housing was one of the main concerns in the CSWB Public Consultation Survey. One-quarter of all respondents reported that the lack of affordable housing is a problem in the community.

1.:Concluding Observations of the Human Rights Committee: Canada, U.N. Doc. CCPR/C/CAN/CO/5. (2006) at para 17.

Factors that Increase Risk

- Lack of availability
- Affordability
- Unemployment or underemployment
- Poverty
- Mental health and addictions
- Trauma
- Family conflict
- Divorce and separation
- Involvement in the criminal justice system

Impact

- Homelessness or housing insecurity
- Reduced standard of living
- Unemployment
- Challenges with child custody
- Difficulty leaving abusive relationships
- Reduced physical health
- Increased mental illness
- Lower well-being
- Isolation
- Social exclusion

Vulnerable Populations

- Marginalized and racialized people
- Youth
- Men
- Women, especially those with young children
- Individuals with mental health and addiction (MHA) problems
- Low income or unemployed

Protective Factors

- Availability of affordable housing
- Housing supports and services
- Social services
- Employment
- Livable wage
- Education
- Homeownership
- Social connections

Building on Existing Strengths: Housing

Current housing supports and services include, but are not limited to:

Barry's Bay and Area Home Support Services (BBAHS) assists seniors and physically challenged people who need assistance to remain in their homes.

Community Resource Centre (CRC) provides programs to support community members learn new skills, build on their strengths, access support and services and work together to build positive individual and community growth. The CRC collaborates with other organizations to increase access to safe, healthy, affordable housing.

District of Nipissing Social Services Administrative Board (DNSSAB) is responsible for the funding and administration of social housing programs and works to prevent homelessness in the district of Nipissing.

Homelessness Prevention Program - Renfrew County works to help residents with low income maintain housing stability.

Killaloe and District Housing is an apartment complex for seniors with market and rent-geared-to-income.

Ontario Works provides financial assistance for food, shelter and other costs to assist people in need.

Renfrew County Child Poverty Action Network (CPAN) offers activities related to the elimination of child poverty and minimizing the effect of that poverty.

Renfrew County Housing Corporation (RCHC) is a community housing provider for Renfrew County. The RCHC provides rent-geared-to-income (RGI) and affordable rental options to low-income households in the County of Renfrew.

Renfrew County Legal Clinic - Barry's Bay and Killaloe offers free legal advice on housing law.

Plans:

A Place to Call Home 2014-2024: Nipissing District's Housing and Homelessness Plan DNSSAB Strategic Plan 2022- 2042

Madawaska Valley Strategic Plan 2020: Healthy and Sustainable Communities

Renfrew County Indigenous Population Community Needs Analysis: 2021

County of Renfrew 10 Year Housing & Homelessness Plan (2019)

DNSSAB Housing Needs and Supply Study-April 2024

South Algonquin Strategic Plan 2023-2027

DNSSAB Homelessness System Review & Feasible Study – 2024

Housing Strategy

- Improve access to housing through coordination of services.

Activities:

- Increase communication and collaboration among agencies providing housing support.
- Promote data sharing among agencies to enhance our knowledge of the local risk factors and vulnerable populations.
- Expand existing knowledge of vulnerable people experiencing housing insecurity.
- Provide community engagement sessions to tackle stigma and highlight local services.
- Increase resident's awareness of housing support.
- Build partnerships with developers to increase the availability of affordable and safe housing.

Immediate Goals:

- Residents have increased awareness of available housing supports and services.
- Increased collaboration among agencies and organizations providing housing support.
- Improved pathways to housing supports and services.
- Improved data on local individuals facing housing insecurity can help inform future services.
- Reduction in stigmatization of individuals experiencing housing insecurity.
- Promotion of affordable housing development in the region.

Intermediate Goals:

- Increase access to housing.

Long-Term Goals:

- Increase community safety and well-being.

Additional Resources

- *County of Renfrew Affordable Housing Summit Report (2024)* discussing Various initiatives are currently in progress to achieve the County's goal of Attainable Housing and Infrastructure, and to contribute to the housing continuum can be found here: <https://www.countyofrenfrew.on.ca/en/county-government/resources/Documents/AffordableHousingSummitReport.pdf>
- County of Renfrew 10 Year Housing & Homelessness Plan (2019) developed to establish a clear picture of housing needs in the community at the time as well as strategies and actions to address these needs can be accessed here: [10 year Housing & Homelessness Plan](#)



MENTAL HEALTH AND ADDICTIONS

Worldwide over 970 million people live with mental illness or addiction. In Canada, this crisis impacts over 6.7 million people. At the age of 40, half of all Canadians have experienced mental illness [1]. In addition, 21% of Canadians meet the criteria for addiction at some point during their lifetime [2]. Previous research has also illustrated that rural residents have unique needs and concerns.

Throughout the community consultation, mental health and addictions were identified as areas of concern by both residents and service providers. The COVID-19 pandemic greatly impacted the lives of residents and these areas of health in particular. Numerous community members reported an increase in mental health symptoms and increased substance use. These increases reflect the wider population, where 75% of Ontario residents reported increased mental health problems during the pandemic.

1. Smetanin et al. (2011). The life and economic impact of major mental illnesses in Canada: 2011-2041. Prepared for the Mental Health Commission of Canada. Toronto: RiskAnalytica

2. Centre for Addiction and Mental Health. (2024) Substance use and addiction. https://ontario.cmha.ca/addiction-and-substance-use-and-addiction/#_edn5

Mental Health and Addictions

Factors that Increase Risk

- Genetic vulnerabilities
- Stress
- Social disadvantage
- Unemployment or underemployment
- Housing insecurity
- Trauma
- Discrimination
- Family conflict or disorganisation
- Community disorganization
- Poor impulse control

Impact

- Low well-being
- Isolation
- Poor relationships
- Stigma
- Increased risk of premature death
- Financial insecurity
- Homelessness or housing insecurity
- Reduced standard of living
- Unemployment or underemployed
- Lower levels of education
- Health-related problems
- Criminal justice involvement

Vulnerable Populations

- Marginalized and racialized people
- Youth aged 15-24
- Individuals with a genetic predisposition
- Individuals with a disability
- Low-income or unemployed people
- Homeless people
- Individuals with physical health conditions
- People convicted of a crime

Protective Factors

- Access to support and services
- Early intervention
- Positive social connections
- Family cohesion
- Safe and supportive community
- Employment
- Education
- Financial security
- Good coping skills
- Healthy eating, sleeping and exercise
- Cultural or religious beliefs

Mental Health and Addictions Strategy

Improve access to mental health and addictions through coordination of services.

Activities:

- Increase communication and collaboration among agencies providing support.
- Promote data sharing among agencies to enhance our knowledge of the local risk factors and vulnerable populations.
- Promote mental health awareness
- Provide community engagement sessions to tackle stigma, reduce isolation and highlight local services.
- Increase residents' awareness of services, particularly for high-risk groups

Immediate Goals:

- Residents have increased awareness of available supports and services.
- Increased collaboration among agencies and organizations.
- Improved pathways to mental health and addiction support and services.
- Improved data on local individuals facing these issues can help inform future services.
- Reduction in stigmatization of individuals experiencing mental health and addictions.

Intermediate Goals:

- Increase access to services and supports and earlier intervention.

Long-Term Goals:

- Increase the mental health and well-being of area residents.

Additional Resources

- A list of Additional Community Resources in Renfrew County can be accessed here: [Community Resources - County of Renfrew](#)

Building on Existing Strengths: Mental Health and Addictions

Current mental health and addiction services include, but are not limited to:

*Added 2025

The Addictions Treatment Service offers confidential assistance to individuals 12 years of age or older who are experiencing problems with alcohol, drugs or gambling.

Bernadette McCann works for change that will end abuse, by providing safety, support and education to all those who experience abuse.

Community Homes for Opportunity – Pembroke* provided by Mental Health Services of Renfrew County in partnership with Carefor Health & Community Services. The program is intended to assist tenants by providing appropriate housing and support services within their own community. Desired outcomes include achieving and maintaining stable, safe and affordable housing, promotion of independence, and increased quality of life.

Connex Ontario* Provides free and confidential health services information and referral for people experiencing problems with alcohol and drugs, mental illness, or gambling.

ConnectWell Community Health provides community-based primary health care and health promotion programs and services and a range of developmental and social services in Renfrew, and surrounding counties.

Family and Children's Services of Renfrew County is responsible for the protection of children and youth; the delivery of developmental services for children, youth and adults; and the facilitation of programs and services to help strengthen families and support their learning, growth and relationships with their children.

Hands The Family Help Network offers mental health services for children and youth in the South Algonquin District of Nipissing area.

Madawaska Valley Alcoholics Anonymous is a fellowship of people who share their experience, strength and hope with each other that they may solve their common problem and help others recover from alcoholism.

Mashkiizii Manido Foundation is a not-for-profit corporation that focuses on the overall health and well-being of the urban Indigenous population of Renfrew County and the surrounding area.

Mental Health Services of Renfrew County offers a range of programs designed to restore personal health, functionality and recovery in the community.

Phoenix Centre offers support to children and youth who are experiencing emotional and behavioural problems.

PFLAG of Renfrew County provides a confidential phone line and monthly peer support meetings for parents of 2SLGBTQ+ children, as well as 2SLGBTQ+ community members and allies.

Renfrew County Geriatric Mental Health Outreach Program services for seniors in Renfrew County and South Algonquin

Renfrew County Youth Wellness Hub is a welcoming, safe space offering integrated youth services for young people aged 12 to 25 and their families in Renfrew County.

Renfrew County Addiction Supportive Housing Program* provides people with supportive housing and the necessary intensive case management to successfully conquer substance abuse in a safe environment. Clients with HIV/AIDS or who are receiving methadone treatment are welcome.

Robbie Dean Centre offers short-term counselling services free to those living in Renfrew County.

24hr Mental Health Crisis Line: 1-866-996-0991

Domestic Violence Support/Crisis Helpline: 1-800-267-4930

Women's Sexual Assault Support and Crisis Line: 1-800-663-3060

Mesa HART Hub is a collaborative between Community Services, Paramedic Services and our Development and Property Department, as well as partner organizations. The HART Hub offers primary care, mental health services, addiction care and support, and employment support. hhh

Local Food Banks Include:

Killaloe Food Bank

Location: 12 North Street, (rear entrance), Killaloe, ON K0J 2A0

Phone: 613 585 3689

Madawaska Valley Food Bank

Phone: 613-756-1014

Location: 8 Martin St, Barry's Bay

The Sharing Place - Enaji Madinamage (Golden Lake)

11185 Highway 60, Golden Lake, Golden Lake (across from the pharmacy)

Phone: 613-635-1904

Eganville and District Community Food Bank

165 John St., Box 164, Eganville, ON K0J 1T0

Phone: 613-401-5785

Plans:

DNSSAB Strategic Plan 2022- 2042

Madawaska Valley Strategic Plan 2020: Healthy and Sustainable Community Network 24

Ontario Health Team Application

Phoenix Centre Strategic Plan: 2023 -2026

Renfrew County Indigenous Population Community Needs Analysis: 2021

South Algonquin Strategic Plan 2023-2027

DNSSAB Housing Needs and Supply Study-April 2024

DNSSAB Homelessness System Review & Feasibility Study – 2024



Implementation

The first regional community safety and well-being plan was finalised and approved by each council in 2021. In April 2023, the Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin reaffirmed their commitment to working collaboratively and commenced the implementation stage.

In July 2023, the five participating municipalities hosted a regional stakeholders meeting. Advisors from across Renfrew County and the District of Nipissing gathered in person at the Madawaska Valley Township of office in Barry's Bay, and via Zoom to discuss the implementation of the CSWB plan. The feedback was overwhelmingly positive. Stakeholders were pleased the regional initiative is moving forward and multiple individuals volunteered to support implementation. Several stakeholders also reported that they had been using the plan as a resource to access information about local services.

Community safety and well-being planning requires collaboration on all levels. To ensure that the burden of work does not fall solely upon municipalities, implementation teams were established for each priority concern. Members of the implementation teams include individuals with lived experience, knowledge and access to data. The implementation teams meet virtually approximately every two months. The teams have already begun to identify gaps and needs in the specific area of concern as well as strategies to combat risk factors.



Implementation Teams

Representatives from the municipal councils of the Townships of Bonnechere Valley; Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin alongside;

Employment:

Bernadette McCann House
 Community Employment Services
 Family & Children's Services of Renfrew County
 Mashkiwizii Manido Foundation
 Training & Learning Centre of Renfrew County

Housing:

The Community Resource Centre
 Bernadette McCann House
 District of Nipissing Social Services Administration Board
 Family & Children's Services of Renfrew County
 Renfrew County Housing
 Mashkiwizii Manido Foundation

Healthcare:

Barry's Bay and Area Senior Citizens
 Bernadette McCann House
 Family & Children's Services of Renfrew County
 Mashkiwizii Manido Foundation
 Ottawa Valley OHT
 South Algonquin Family Health Team
 St Francis Memorial Hospital

Mental Health and Addictions:

Bernadette McCann House
 ConnectWell Community Health
 Family & Children's Services of Renfrew County
 Killaloe Detachment of the Ontario Provincial Police
 Mashkiwizii Manido Foundation
 The Ottawa Valley Ontario Health Team
 The Phoenix Centre
 Robbie Dean Counselling Centre

Implementation teams have begun to create plans that will be submitted to the Coordinating Committee by July 2024. Each plan will detail set tasks, and objectives, identify individuals responsible for tasks, highlight evaluation strategies and provide a timeline. The timeline and indicators of success are key to ensure the team is focused, and goal-orientated (tasks, of course, may be altered as factors change and improve). This information will be reported back to the Coordinating Committee. The implementation teams have already begun developing initial CSWB initiatives (some of which are detailed on page 39). These preliminary initiatives focus on promoting education, awareness, building community connections, engagement and networking.

The CSWB Coordinating Committee plays an important role in the implementation of the community safety and well-being plan. The committee forms an essential bridge between the respective municipal councils and the implementation teams. The Coordinating Committee continues to meet regularly to provide direction and assistance, review action items, and monitor and evaluate the teams' progress.

Throughout our planning, local government, service providers and residents have worked together to build a safer and healthier community. These collaborations continue throughout the implementation stage. Implementation takes the significant effort, caring and commitment embodied in the initial plan and expands them into action to make our region a better place to live, work, and visit.



Appendices

One of the earliest benefits of the implementation teams was bringing professionals together. On multiple occasions, team members formed new connections, expanding their networks and building relationships. These connections will help professionals to share knowledge and work together on areas of concern.





APPENDIX A: South Algonquin Priority Service Directory

The Township of South Algonquin is located along the eastern boundary of Algonquin Provincial Park and borders Renfrew County. Like the other municipalities included in this plan, South Algonquin forms part of the Renfrew County and District Health Unit and is currently served by the Killaloe OPP Detachment. However, effective April 2026, policing services for the Township will transition to the Bancroft OPP Detachment. The township also holds a unique position in the group as it is in Nipissing District. However, South Algonquin is separated from other populated areas of the District by the provincial park and as a result many residents access services in Renfrew County or even North Hastings.

Risk:

Through our planning, it became evident that due to South Algonquin's location, it can be difficult to determine what different services and supports are available to residents, where and how they can be accessed and by whom. In addition, some service providers indicated they support South Algonquin residents, however are not receiving funding or recognition for this work.

Impact:

The risk is that without a clear indication of what services are available and how to access services, residents can fall through the gaps.

Vulnerable populations:

This risk was unique to South Algonquin. The other municipalities within this plan are comprehensively covered by Ontario 211 (Renfrew). Vulnerable populations include residents in South Algonquin looking to access social services or wanting to obtain information on local services available.

South Algonquin Strategic Priority: Service Directory

The creation of a South Algonquin service directory will enable residents and service providers to easily locate community and social supports.

Goals:

- To locate and identify agencies and organizations which serve the area.
- Create a clear and comprehensive directory of community and social supports available to South Algonquin residents.
- Increase resident's knowledge and awareness of available community and social supports.
- Increase collaboration between agencies and organizations serving the area.

Outcomes:

- Increased awareness of services and supports available in the area.
- Connect people with the services they need.
- Organizations and agencies serving South Algonquin receive the recognition that is deserved.
- Identifying services, breaking down silos and increasing collaboration between agencies and organizations serving the area.

Implementation Strategy:

- The South Algonquin CAO/Clerk-Treasurer will determine the best strategy for the Township, in particular, whether this can be completed in-house or an application should be made for outside funding and a consultant hired to complete the work.
- In collaboration with local agencies and organizations, the service directory will be designed and disseminated.
- The service directory should be updated every three years, or as needed.

Evaluation:

- The primary measure of success of this strategic priority will be determined by the creation of a South Algonquin service directory that is comprehensive, accessible and user-friendly. Once the directory is completed user feedback will be solicited.
- Feedback from residents and service providers will be used to update the directory and inform future editions.

APPENDIX B: SERVICE PROVIDER SURVEY



Thursday, March 5, 2020

Dear Service Provider,

The municipal councils of the Townships of Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin have passed resolutions announcing community safety and well-being (CSWB) as a priority, and committing to work together on the design of a regional plan. The aim is to enhance the provision of services, and quality of life across the area.

An important phase in planning is identifying

- community strengths and resources;
- gaps in services; and
- factors that put individuals and communities at risk.

We kindly request that service providers in the region examine their data and information, and then complete this thirteen-question survey. In order to obtain a full picture of the range of services available in Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin, it would be helpful if you could attach any hard, or anecdotal data about your organization.

Please return the survey ASAP. We will compile the results and share them with you in early April. If you have any questions, please contact the CSWB Coordinator Meara Sullivan at mearasullivan@hotmail.com or 613-334-7932. Completed forms can be emailed to Meara, or dropped off at your local municipality.

With Thanks from the members of the Coordinating Committee,

Gwen Dombroski- Deputy Clerk; Madawaska Valley

Tammy Gorgerat- Deputy CAO/Clerk- Treasurer; Killaloe, Hagarty and Richards

Holly Hayes- CAO/Clerk-Treasurer; South Algonquin

Suzanne Klatt- CAO/Clerk; Madawaska Valley

Michelle Mantifel- Clerk/Treasurer; Brudenell, Lyndoch and Raglan

Susan Sheridan- CAO/Clerk-Treasurer; Killaloe, Hagarty and Richards

Meara Sullivan- CSWB Coordinator



7. How do clients hear about your services? (For example, by referral, word of mouth, or advertising.)

8. How do your staff and clients describe your organization's greatest strengths?

9. What gaps in service have your staff and clients identified?

10. What risk factors have the greatest impact on your clients?



11. What population groups (for example age, gender, or socio-economic status) are most vulnerable to each risk factor?

12. What protective factors could help eliminate these risks and improve the lives of vulnerable groups?

13. How would you describe your organization's current funding? (For example, is your current funding stable, partially-stable, or unstable?)

Thank you for completing this survey.

APPENDIX C: PUBLIC CONSULTATION SURVEY



Community Safety and Well-being Public Consultation Survey

The Townships of Brudenell, Lyndoch and Raglan; Killaloe, Hagarty and Richards; Madawaska Valley; and South Algonquin are working together to create a regional community safety and well-being plan.

The goal of planning is to encourage the growth of communities where people feel safe, have a sense of belonging, opportunities to participate, and their needs can be met. Resident input is necessary to ensure that the plan reflects the lived experiences and desires of community members. Completed surveys should be returned to a participating municipal office by November 30, 2020.

We want to hear from you! Please share your thoughts on living in the local area, and help shape the plan. This survey is for adults aged 16 and older, it is voluntary, anonymous, and will take approximately 15 minutes to complete. If you have any questions, please contact the CSWB Coordinator Dr Meara Sullivan at mearasullivan@hotmail.com or your local municipality.

DEMOGRAPHIC INFORMATION

1. How do you identify?

Female Male I identify as: _____

2. How old are you?

16-24 25-34 35-44 45-54 55-64 65-74 75 +

3. Where do you live?

Brudenell, Lyndoch and Raglan Killaloe, Hagarty and Richards Madawaska Valley South Algonquin

4. How often do you reside in the area?

Permanent Seasonal Occasional

5. What type of housing do you live in?

Owned home Rent Other _____

6. What is your highest level of education?

Less than high school High school or equivalent Post-secondary

7. How do you identify your racial or ethnic background?

Black (African/Caribbean) East Asian (Chinese, Japanese) First Nations/Métis
 Hispanic/Latino Middle Eastern Mixed Heritage
 South Asian (Indian, Pakistani) South East Asian (Thai, Filipino) White/Caucasian
 Prefer not to answer Please specify _____

8. What is your total household income?

Under \$40,000 \$40,000-\$99,999 Over \$100,000

9. How long have you resided in your community?

Less than 1 year 2-5 years 6-10 years Over 10 years

COMMUNITY SAFETY AND WELL-BEING

10. How would you describe your sense of community belonging?

Very strong Strong Neutral Weak Very weak

11. What are the top THREE greatest strengths of your community? (Check 3 ONLY)

Affordability Community collaboration Diversity Friendly
 History/heritage Minimal pollution Nature Peace/quiet
 Programs/services Retail Safety Small town/rural life
 Sports/outdoor pursuits Theatre/arts Other _____

12. What local services did you access in the past twelve months? (Check ALL that apply)

- Childcare Community transit Employment support Family services
 Food bank Local retail Mental health Municipal (library, community center)
 Physical health Police service Religious organization Substance Misuse (drugs/alcohol) support
 Seniors programs Training/education Youth programs None
 Prefer not to answer Other (please specify) _____

13. What, if any barriers exist that can prevent you from accessing local services?

14. What are the top THREE problems or concerns impacting your community? (Check 3 ONLY)

- Affordable housing Childcare COVID-19 Crime
 Discrimination Employment opportunities Food insecurity Healthcare access
 Pollution Poverty Public transportation Seniors programs
 Social isolation Substance misuse (alcohol/drugs) Traffic/roads
 Youth activities/programs No concerns Other (please specify) _____

15. In the past twelve months, how often did you feel safe in your community?

- Always Often Sometimes Rarely Never

16. In the past twelve months, how often did you experience homelessness, or housing insecurity?

- Always Often Sometimes Rarely Never

17. What level of impact has COVID-19 had upon your everyday work and family life?

- A great deal A lot A moderate amount A little None

18. How has the COVID-19 impacted your stress levels?

- Much higher stress Higher stress No change Reduced stress Much reduced stress

19. What are the top THREE (3) services needed in your community? (Check 3 ONLY)

- Anti-discrimination Childcare Employment Family programs
 Food security Housing Mental health Physical health
 Police service Public transport Religious Seniors programs
 Sports/outdoor pursuits Substance misuse (drugs/alcohol) support Theatre/arts
 Youth program None Other _____

If you have any other comments about safety and well-being in your community please let us know.

Thank you for taking the time to complete this survey. Your contribution is important and will help shape our community safety and well-being plan.



Plan prepared by Meara Lewicki-Sullivan, PhD.



**CORPORATION OF THE TOWNSHIP
OF SOUTH ALGONQUIN
BY-LAW NO. 2026-865**

**Being a By-Law to authorize the CAO/Clerk-Treasurer
to sign a Contribution Agreement with His Majesty the King in right of Ontario as
represented by the Minister of Rural Affairs**

WHEREAS the Township of South Algonquin was approved for funding for a Boat
Launch & Trails Masterplan.

AND WHEREAS the Township of South Algonquin, deems it expedient to enter into a
Contribution Agreement between the Township and His Majesty the King in right of
Ontario as represented by the Minister of Rural Affairs.

NOW THEREFORE the Municipal Council of The Corporation of the Township of
South Algonquin enacts as follows:

1. **THAT** the CAO/Clerk-Treasurer is hereby authorized to execute the Agreement
in the form attached to this By-Law and affix the Corporate Seal on behalf of the
municipality.
2. **THAT** this By-Law will come into force and take effect on the date of the final
passing thereof.

READ A FIRST AND SECOND TIME this 4th day of March 2026.

Ethel LaValley, Mayor

Bryan Martin, CAO/Clerk-Treasurer

READ A THIRD TIME AND PASSED AND ENACTED this this 4th day of March 2026.

Ethel LaValley, Mayor

Bryan Martin, CAO/Clerk-Treasurer

**By signing this by-law, Mayor LaValley has granted approval and will not exercise
the power to veto this by-law under Strong Mayor Powers**

CONTRIBUTION AGREEMENT
for the Rural Ontario Development Program – Community Development

THE AGREEMENT is effective as of the 1st day of January, 2026

BETWEEN:

His Majesty the King in right of Ontario
as represented by the Minister of Rural Affairs
 (the "Province")

- and -

The Corporation of the Township of South Algonquin
 (the "Recipient")

CONSIDERATION

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 **Schedules to the Agreement.** The following schedules form part of the Agreement:

Schedule "A" -	General Terms and Conditions
Schedule "B" -	Project Specific Information and Additional Provisions
Schedule "C" -	Project
Schedule "D" -	Project Financial Information
Schedule "E" -	Reports

1.2 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 **Conflict or Inconsistency.** In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule "A", the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency

3.0 COUNTERPARTS

3.1 **One and the Same Agreement.** The Agreement may be executed in any number of

counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

- 3.2 **Electronic Signatures.** The Parties accept that their respective electronic signatures, as defined in the *Electronic Commerce Act, 2000* (Ontario), bind them to the terms and conditions of this Agreement.

4.0 AMENDING THE AGREEMENT

- 4.1 **Amending the Agreement.** The Agreement may only be amended by a written agreement duly executed by the Parties.

5.0 ACKNOWLEDGEMENT

- 5.1 **Acknowledgement.** The Recipient acknowledges and agrees that:

- (a) it has read and understands the provisions contained in the entire Agreement;
- (b) it will be bound by the terms and conditions in the entire Agreement;
- (c) by receiving Funds it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);
- (d) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
- (e) The Funds are:
 - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
 - (ii) funding for the purposes of the *Broader Public Sector Accountability Act, 2010* (Ontario) and the *Public Sector Salary Disclosure Act, 1996* (Ontario);
- (f) the Province is not responsible for managing or carrying out the Project;
- (g) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act; and
- (h) the Province is bound by the *Financial Administration Act* (Ontario) ("**FAA**") and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to,
 - (i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the fiscal year in which the payment becomes due; or
 - (ii) the payment having been charged to an appropriation for a previous fiscal year.

- SIGNATURE PAGE FOLLOWS -

The Parties have executed the Agreement on the dates set out below.

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO
as represented by Minister of Rural Affairs**

Date

Name: Scott Duff

Title: Director, Rural Policy and Economic Development
Branch

The Corporation of the Township of South Algonquin

Date

Name: Bryan Martin

Title: CAO/Clerk Treasurer

I have authority to bind the Recipient.

SCHEDULE "A" GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency;
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive;
- (f) any reference to a statute includes all regulations made under that statute, as well as any amendments to the statute or its regulations from time to time. It also includes any successor legislation or regulations that replace or supersede them, unless this Agreement expressly states otherwise; and
- (g) all accounting terms shall be interpreted, and all calculations shall be made and all financial data to be submitted shall be prepared, in accordance with the accounting standards in Canada, as applicable to the Recipient when preparing such data.

A1.2 **Definitions.** In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Advance Payment" has the meaning as set out under Schedule "D" of this Agreement.

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

"Arm's Length" has the meaning as set out in Schedule "C".

"Budget" means the budget in Schedule "C".

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Claim" means a request for Funds in the manner outlined in Schedules "D" and "E".

"Effective Date" means the date set out at the top of the Agreement.

"Eligible Costs" has the meaning as set out in Schedule "C".

"Event of Default" has the meaning ascribed to it in section A11.1.

"Expiry Date" means the expiry date set out in Schedule "B".

"Final Report" means a final Report on the Project in the manner set out in Schedule "E".

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March

31 or the Expiry Date, whichever is first.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Holdback” has the meaning as set out in Schedule “D”.

“Incurred” in relation to costs, means when associated goods, services, or work have been fully delivered or completed, regardless of whether an invoice has been issued and when actual payment was made.

“Indemnified Parties” means His Majesty the King in right of Ontario, and includes His ministers, agents, appointees, and employees.

“Indigenous Communities” include First Nations, Métis, and Inuit communities or peoples of Canada.

“Ineligible Costs” has the meaning as set out in Schedule “C”.

“Maximum Funds” has the meaning as set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A11.3(b), and includes any such period or periods of time by which the Province extends that time pursuant to section A11.4.

“Ontario Builds sign” has the meaning ascribed to it in Schedule “B”.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Proceeding” means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

“Program” means the Rural Ontario Development Program.

“Progress Report” means an interim Report on the Project in the manner set out in Schedule “E”.

“Project” means the undertaking described in Schedule “C”.

“Project Activities” has the meaning ascribed to it in Schedule “C”.

“Project Completion Date” means the date that the Recipient must complete its Project under this Agreement, as set out in Schedule “B”.

“Provincial Cost-Share Funding Percentage” has the meaning as set out in Schedule “B”.

“Records Review” means any assessment the Province conducts pursuant to section A7.4.

“Reports” means the reports described in Schedule “E”.

“Requirements of Law” means all applicable requirements of law as may be set out in statutes, regulations, by-laws, codes, rules, ordinances, official plans, approvals, permits, licenses, authorizations, decrees, injunctions, orders and declarations, or any other similar instrument with all authorities that now or at any time hereafter may relate to the Recipient, the Project, the Funds and this Agreement. Without limiting the generality of the foregoing, if the Recipient is subject to the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario); or any other type of broader public sector accountability legislative provisions, those broader public sector accountability legislative provisions are deemed to be a Requirement of Law.

“Term” means the term of the Agreement as defined in section A3.0.

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be during the Term, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has not, and will not receive funding for this Project during the Term from any other ministry, agency, or organization of the Government of Ontario;
- (c) it has the financial resources necessary to carry out the Project and is not indebted to any person(s) to the extent that that indebtedness would undermine the Recipient's ability to complete the Project by the Project Completion Date;
- (d) it is in compliance with, and will continue to comply with, all Requirements of Law for the Term related to any aspect of the Project, the Funds, or both; and
- (e) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in its application for Program funding, including information relating to eligibility requirements, was true and complete at the time the Recipient provided it and will continue to be true and complete during the Term.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and capacity to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the Recipient's ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully;
- (f) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, and within the time period indicated in the Notice, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A2.5 Additional Covenants. The Recipient undertakes to advise the Province within five (5) Business Days of:

- (a) any changes that affect its representations, warranties and covenants under sections A2.1, A2.2 or A2.3 of this Agreement during the Term of the Agreement;
- (b) any actions, suits or other proceedings which could or would reasonably prevent the Recipient from complying with the terms and conditions of this Agreement; and
- (c) any change in ownership or ownership structure.

A3.0 TERM OF THE AGREEMENT

A3.1 **Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A10.0 or Article A11.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 **Funds Provided.** The Province will:

- (a) provide the Recipient with Funds up to the Maximum Funds, based on the Provincial Cost-Share Funding Percentage, for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with Schedule "D", subject to the Recipient making claims for payment of Funds in accordance with Schedules "D" and "E"; and
- (c) provide funding as long as the total combined amount of provincial and federal assistance for the Eligible Costs actually Incurred and paid by the Recipient do not exceed ninety per cent (90%) of those costs; and
- (d) deposit the Funds into an account the Recipient designates provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 **Limitation on Payment of Funds.** Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A9.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project;
- (c) the Province is not obligated to provide instalments of Funds until it has verified and approved the Recipient's Claim and/or Final Report, as applicable; and
- (d) the Province may adjust the amount of Funds it provides to the Recipient without liability, penalty or costs in any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.2.

A4.3 **Use of Funds and Carry Out the Project.** The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) complete the Project by the Project Completion Date;
- (c) not use the Funds for Ineligible Costs;
- (d) use the Funds only for Eligible Costs that are:
 - (i) necessary for the purposes of carrying out the Project; and
 - (ii) directly related to the Project Activities set out in Schedule "C";
- (e) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

A5.1 **Acquisition.** If the Recipient acquires goods, services, or both with the Funds, it will:

- (a) do so through a process that is transparent, fair and promotes the best value for the money expended and at competitive prices that are no greater than fair market value after deducting trade discounts and/or any other discounts available to the Recipient; and

- (b) comply with any Requirements of Law that may be applicable to how the Recipient acquires any goods or services or both.

A5.2 **Disposal.** The Recipient

- (a) will, where Ontario's contribution to the cost of a physical asset created or purchased using the Funds, exceeds twenty-five hundred dollars (\$2,500.00) at the time of purchase or creation of the asset, retain ownership of the physical asset for at least two (2) years from the Project Completion Date. Within this two (2) year period, the Recipient may ask for the Province's consent to transfer to a third party, or dispose of, such assets; and
- (b) will not, without the Province's prior written consent, lease or otherwise encumber assets referred to under section A5.2(a) for at least two (2) years from the Project Completion Date unless otherwise provided under this Agreement or as the Province directs in writing.

In the event the Recipient does not comply with section A5.2, the Province may recover the Funds provided to the Recipient for the assets referred to under section A5.2.

A6.0 **CONFLICT OF INTEREST**

A6.1 **Conflict of Interest Includes.** For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.2 **No Conflict of Interest.** The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

- (a) the Recipient:
 - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and
 - (ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;
- (b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
- (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

A7.0 **REPORTS, ACCOUNTING, AND REVIEW**

A7.1 **Province Includes.** For the purposes of sections A7.4, A7.5 and A7.6, "**Province**" includes any auditor or representative the Province may identify.

A7.2 **Preparation and Submission.** The Recipient will:

- (a) Provide any information that is requested by the Province as the Province directs and within the timeline set out in the direction;
- (b) submit to the Province at the address set out in Schedule "B":
 - (i) all Reports in accordance with the timelines and content requirements set out in Schedule "E";

- (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;
- (c) ensure that all Reports and other reports are:
 - (i) completed to the satisfaction of the Province; and
 - (ii) signed by an authorized signing officer of the Recipient.

A7.3 Record Maintenance. The Recipient will keep and maintain for a period of seven years from their creation:

- (a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with either international financial reporting standards or generally accepted accounting principles or any comparable accounting standards that apply to the Recipient; and
- (b) all non-financial records and documents relating to the Funds or otherwise to the Project.

A7.4 Records Review. The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:

- (a) the truth of any of the Recipient's representations and warranties;
- (b) the progress of the Project;
- (c) the Recipient's allocation and expenditure of the Funds.

A7.5 Inspection and Removal. For the purposes of any Records Review, the Province may take one or both of the following actions:

- (a) inspect and copy any records and documents referred to in section A7.3;
- (b) remove any copies the Province makes pursuant to section A7.5(a).

A7.6 Cooperation. To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:

- (a) ensuring that the Province has access to the records and documents wherever they are located;
- (b) assisting the Province to copy records and documents;
- (c) providing to the Province, in the form the Province specifies, any information the Province identifies; and
- (d) carrying out any other activities the Province requests.

A7.7 Disclosure. To assist in respect of the rights set out under section A7.4, A7.5, and A7.6 of Schedule "A" of this Agreement, the Recipient will disclose any information requested by the Province, its authorized representatives or an independent auditor identified by the Province and will do so in the form requested by the Province, its authorized representatives or an independent auditor identified by the Province, as the case may be.

A7.8 No Control of Records. No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.

A7.9 **Auditor General.** The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 8.1 of the *Auditor General Act* (Ontario).

A8.0 INDEMNITY

A8.1 **Indemnification.** The Recipient hereby agrees to indemnify and hold harmless the Indemnified Parties from and against any and all direct or indirect liability, loss, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with this Agreement, unless solely caused by the gross negligence or willful misconduct of the Province.

A8.2 **Recipient's Participation.** The Recipient will, at its expense, to the extent requested by the Province, participate in or conduct the defence of any proceeding against any Indemnified Parties and any negotiations for their settlement.

A8.3 **Province's Election.** The Province may elect to participate in or conduct the defence of any proceeding by providing Notice to the Recipient of such election without prejudice to any other rights or remedies of the Province under this Agreement, at law or in equity. Each Party participating in the defence will do so by actively participating with the other's counsel.

A8.4 **Settlement Authority.** The Recipient will not enter into a settlement of any proceeding against any Indemnified Parties unless the Recipient has obtained the prior written approval of the Province. If the Recipient is requested by the Province to participate in or conduct the defence of any proceeding, the Province, as the case may be, will co-operate with and assist the Recipient to the fullest extent possible in the proceeding and any related settlement negotiations.

A8.5 **Recipient's Co-operation.** If the Province conducts the defence of any proceedings, the Recipient will co-operate with and assist the Province, as the case may be, to the fullest extent possible in the proceedings and any related settlement negotiations.

A9.0 INSURANCE

A9.1 **Insurance.** The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) at least 30 days' written notice of cancellation.

A9.2 **Proof of Insurance.** The Recipient will:

- (a) provide to the Province, either:

- (i) certificates of insurance that confirm the insurance coverage required by section A9.1; or
 - (ii) other proof that confirms the insurance coverage required by section A9.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

A10.0 TERMINATION ON NOTICE

A10.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A10.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A10.1, the Province may take one or more of the following actions:

- (a) direct that the Recipient does not incur any costs for the Project that are Eligible Costs under this Agreement without the Province's prior written consent;
- (b) cancel further instalments of Funds;
- (c) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (d) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A10.2(b); and
 - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

A11.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A11.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;
 - (ii) use or spend Funds; or
 - (iii) provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section A7.2(b)(ii); or
 - (iv) the Recipient fails to follow any directions that the Province provides under this Agreement.
- (b) the Recipient's operations, its financial condition, its organizational structure or its control changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or an application is made for the appointment of a receiver, or any mediation or financial review process or other formal or informal process intended to restructure, settle, or compromise debts prior to insolvency proceedings is initiated;
- (d) the Recipient ceases to operate.

- A11.2 Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:
- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
 - (b) provide the Recipient with an opportunity to remedy the Event of Default;
 - (c) suspend the payment of Funds for such period as the Province determines appropriate;
 - (d) reduce the amount of the Funds;
 - (e) cancel further instalments of Funds;
 - (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
 - (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
 - (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient, even though the Project is partially completed; and
 - (i) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.
- A11.3 Opportunity to Remedy.** If, pursuant to section A11.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:
- (a) the particulars of the Event of Default; and
 - (b) the Notice Period.
- A11.4 Recipient not Remediating.** If the Province provides the Recipient with an opportunity to remedy the Event of Default pursuant to section A11.2(b), and:
- (a) the Recipient does not remedy the Event of Default within the Notice Period;
 - (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
 - (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,
- the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A11.2(a), (c), (d), (e), (f), (g), (h), and (i).
- A11.5 When Termination Effective.** Termination under Article A11.0 will take effect as provided for in the Notice.
- A12.0 FUNDS AT THE END OF A FUNDING YEAR**
- A12.1 Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article A12.0, if, by the end of a Funding Year, the Recipient has not spent all of the Funds allocated for that Funding Year as provided for in the Budget, the Province, at its sole and absolute discretion, may adjust the amount of any further instalments of Funds accordingly.
- A13.0 REPAYMENT**
- A13.1 Payment of Overpayment.** If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay to the Province an amount equal to the excess Funds.

A13.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds, an amount equal to any Funds or any other amounts owing under the Agreement; or
- (b) the Recipient owes to the Province any Funds, an amount equal to any Funds or any other amounts owing under the Agreement, whether or not the Province has demanded their payment,

such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

A13.3 Interest Rate. The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

A13.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province at the address set out in Schedule "B".

A13.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

A14.0 NOTICE

A14.1 Notice in Writing and Addressed. Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery, or courier; and
- (c) addressed to the Province or the Recipient as set out in Schedule "B", or as either Party later designates to the other by Notice.

A14.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; and
- (b) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

A14.3 Postal Disruption. Despite section A14.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, or courier.

A15.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A15.1 Consent. When the Province provides its consent pursuant to this Agreement, that consent will not be considered valid unless that consent is in writing and the person providing that consent

indicates in the consent that that person has the specific authority to provide that consent. The Province may also impose any terms and conditions on such consent and the Recipient will comply with such terms and conditions.

A16.0 SEVERABILITY OF PROVISIONS

A16.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

A17.0 WAIVER

A17.1 Condonation not a waiver. Failure or delay by either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

A17.2 Waiver. Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver. Where the Province chooses to waive a term or condition of this Agreement, such waiver will only be binding if provided by a person who indicates in writing that he or she has the specific authority to provide such a waiver.

A17.3 Failure to Comply. If a Party fails to comply with any term or condition of this Agreement that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the Notice provisions in Article A14.0 of this Agreement. Any waiver must refer to a specific failure to comply and will not have the effect of waiving any subsequent failures to comply. Where the Province chooses to waive a term or condition of this Agreement, such waiver will only be binding if provided by a person who indicates in writing that he or she has the specific authority to provide such a waiver.

A18.0 INDEPENDENT PARTIES

A18.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

A19.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A19.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A12.2 Agreement Binding. All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's heirs, executors, administrators, successors, and permitted assigns; and
- (b) the successors to His Majesty the King in right of Ontario

A20.0 GOVERNING LAW

A20.1 Governing Law. The Agreement and the rights, obligations, and relations of the Parties will be

governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A21.0 FURTHER ASSURANCES

A21.1 **Agreement into Effect.** The Recipient will:

- (a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and
- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A22.0 JOINT AND SEVERAL LIABILITY

A22.1 **Joint and Several Liability.** Where the Recipient comprises more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A23.0 RIGHTS AND REMEDIES CUMULATIVE

A23.1 **Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A23.2 **Joint Authorship of Agreement.** The Parties will be considered joint authors of this Agreement and no provision herein will be interpreted against one Party by the other Party because of authorship. No Party will seek to avoid a provision herein because of its authorship through recourse to a third party, court, tribunal or arbitrator.

A24.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A24.1 **Other Agreements.** If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with His Majesty the King in right of Ontario or one of His agencies (a "**Failure**");
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A25.0 SURVIVAL

A25.1 **Survival.** The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the Expiry Date or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), section A4.4, section A5.2, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7,

A7.8, section A10.2, section A11.1, sections A11.2(d), (e), (f), (g), (h), and (i), Article A12.0, Article A13.0, Article A14.0, Article A16.0, section A19.2, Article A20.0, Article A22.0, Article A23.0 and Article A25.0.

- END OF GENERAL TERMS AND CONDITIONS -

SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	\$25 000.00
Provincial Cost-Share Funding Percentage	50.00
Project Completion Date	September 01, 2026
Expiry Date	September 01, 2027
Insurance	\$2,000,000
Recipient's CRA Number	868517798

Contact information for the purposes of Notice to the Province and Submissions Of Reports and Publications For Approval.	
All Reports and Project-related publications requiring approval under this Agreement shall be submitted to:	
Name:	Ontario Ministry of Rural Affairs
Address:	Economic Development Funding Administration Branch 3rd Floor NE, 1 Stone Road West Guelph, Ontario N1G 4Y2
Attention:	Agriculture and Rural Programs Unit
Email:	RODprogram@ontario.ca
or any other person so identified by the Province in writing.	

Contact information for the purposes of Notice to the Recipient	
Name:	Bryan Martin
Position	CAO/Clerk Treasurer
Address:	PO Box 217, 7 Third Avenue Whitney, Ontario K0J 2M0
Phone:	(613) 637-2650 x202
Email:	clerk@southalgonquin.ca

Contact information for the CAO, CFO or other senior financial representative of the Recipient organization – to respond as required to requests from the Province related to the Agreement	
Name:	Bryan Martin
Position	CAO/Clerk Treasurer
Address:	PO Box 217, 7 Third Avenue Whitney, Ontario K0J 2M0
Phone:	(613) 637-2650 x202
Email:	clerk@southalgonquin.ca

ADDITIONAL PROVISIONS:**B1.0 COMMUNICATIONS**

B1.1 Acknowledgement and Support. Unless the Province directs the Recipient to do otherwise, the Recipient will:

- (a) submit all Project-related external or public facing publications, whether intended for written, oral or visual communications and including social media publications, to the Province's contact set out in Schedule "B" for approval at least ten (10) Business Days prior to their intended publication date;
- (b) acknowledge the support of the Province for the Project in the following manner: "This project was funded in part by the Ontario Ministry of Rural Affairs", or as otherwise directed; and
- (c) indicate in all of its Project-related publications, whether written, oral or visual, that any views expressed therein are the views of the Recipient and do not necessarily reflect those of the Province.

The Recipient's internal Project-related communications are not subject to the requirements in sections B1.1 (a), (b) and (c).

B1.2 Ontario Builds Signage Requirements. If the Recipient's Project includes minor capital work with a construction period of 90 days or more, or with a provincial contribution of \$250,000, the Recipient shall produce and display a sign ("**Ontario Builds sign**") at the Project site in accordance with the following rules:

- (a) The Province will provide the Recipient with digital templates, digital artwork, and any guidelines that the Recipient must use to create the Ontario Builds sign.
- (b) The Recipient must submit the Ontario Builds sign to the Province for review and approval prior to production and installation. Following approval by the Province, the Recipient must install the Ontario Builds sign in a timely manner.
- (c) The Recipient shall ensure that the Ontario Builds sign is present before construction work starts and throughout construction, unless directed otherwise by the Province in writing.
- (d) The Recipient shall ensure the Ontario Builds sign remains in place for at least 90 days following completion of construction and shall remove the sign within six months of completion of construction. The Recipient shall ensure that the Ontario Builds sign remains in a good state of repair until it is removed.
- (e) The Recipient must provide the Province with photographs of the Ontario Builds sign once it is on display.
- (f) The Province will monitor compliance with the requirements of this section, and may, at its discretion, advise the Recipient of issues and required adjustments. The Recipient shall promptly implement any adjustments required by the Province.
- (g) All expenses related to Ontario Builds signage, such as design, production, and installation are the responsibility of the Recipient and will be within the Recipient's Budget.

B1.3 Publication by the Province. The Recipient agrees that the Province may, in addition to any obligations the Province may have under the *Freedom of Information and Protection of Privacy Act* (Ontario), publicly release information related to this Agreement, including the name of the Project, name of the Recipient, amount of Funds provided by the Province, and the Project description and location, in hard copy or in electronic form, on the internet or otherwise.

B2.0 THIRD-PARTY CONTRACTS

B2.1 Definition. For the purposes of this Agreement, the term “Third-Party Contract” means an agreement between the Recipient and an Arm’s Length third-party whereby the third-party agrees to provide a good or service for the Project, in return for financial consideration, that may be claimed by the Recipient as an Eligible Cost.

B2.2 Third-Party Contracts. The Recipient will ensure that all Third-Party Contracts:

- (a) are consistent with this Agreement;
- (b) do not conflict with this Agreement;
- (c) incorporate the relevant provisions of this Agreement to the fullest extent possible; and
- (d) require that any parties to those Third-Party Contracts comply with all Requirements of Law.

B3.0 FUNDING

B3.1 Province’s Role Limited to Providing Funds. For greater clarity, the Province’s role under this Agreement is strictly limited to providing Funds to the Recipient for the purposes of the Project and the Province is not responsible for carrying out the Project. Without limiting the generality of the foregoing, the fact that the Province may conduct reviews and/or audits of the Project as provided for in this Agreement, or issues directions, approves changes to the Project or imposes conditions upon an approval in accordance with the terms and conditions of this Agreement, will not be construed by the Recipient as the Province having a management, decision-making or advisory role in relation to the Project. The Recipient further agrees that the Recipient will not seek to include the Province as a decision-maker, advisor or manager of the Project through recourse to a third party, court, tribunal or arbitrator.

B3.2 Funds are Part of a Social or Economic Program. The Recipient acknowledges and agrees that any Funds provided under this Agreement are for the administration of social or economic programs or the provision of direct or indirect support to members of the public in connection with social or economic policy.

B4.0 LIMITED TERMINATION OF AGREEMENT

B4.1 Limited Termination of Agreement. Without limiting the Province’s rights under this Agreement, if the Province exercises its right of termination pursuant to Articles A10.0 or A11.0 of this Agreement, the Province may limit such termination to one or more Project Activities set out under Schedule “C” of this Agreement without terminating this Agreement as a whole.

B4.2 Impact of Limited Termination of The Agreement. If the Province exercises its right under section B4.1 of this Agreement, the Province will adjust the Funds being provided under this Agreement to account for the limited termination and the remainder of the Agreement not terminated will remain in effect.

B5.0 INSOLVENCY

B5.1 Notice of Recipient’s Insolvency. The Recipient will:

- (a) provide the Province with Notice in writing to the address in this Schedule at least ten (10) Business Days prior to making an assignment, proposal, compromise or arrangement for the benefit of its creditors or initiation of any mediation or financial review process or other formal or informal process intended to restructure, settle, or compromise debts prior to insolvency proceedings, and will not incur any additional Eligible Costs for the Project under this Agreement without the Province’s prior written consent from the date the Notice is sent to the

Province; and

- (b) provide the Province with Notice in writing to the address in this Schedule within ten (10) Business Days of a creditor providing the Recipient with a notice of an intent to enforce security or applying for an order adjudging the Recipient bankrupt or the appointment of a receiver, and will not incur any additional Eligible Costs under this Agreement without the prior approval of the Province from the date that the Recipient received notice of the creditor's action.

B6.0 DUTY TO CONSULT

- B6.1 Funding Dependent Upon Province Satisfying Any Duty to Consult Obligations.** The Recipient accepts that the provision of any Funds under this Agreement is strictly conditional upon the Province satisfying any obligations it may have to consult with and, if appropriate, accommodate Indigenous Communities where decisions or actions regarding the Project may adversely impact established or asserted Aboriginal or treaty rights.
- B6.2 Delegation.** The Recipient agrees that the Province may delegate to the Recipient any procedural aspect of any consultation obligations it may have with Indigenous Communities having established or asserted Aboriginal or treaty rights who may be adversely impacted by the Project. Such delegation may require the Recipient to undertake any of the following consultation activities, as directed by the Province:
- (a) providing notice of the Project to the Indigenous Communities identified by the Province;
 - (b) following up, as necessary, in an appropriate manner to ensure that the Indigenous Communities are aware of the opportunity to provide comments about the Project;
 - (c) answering questions from the Indigenous Communities about the Project to the extent of the Recipient's ability;
 - (d) providing the Indigenous Communities with reasonable opportunities to meet with appropriate representatives of the Recipient to discuss the Project;
 - (e) considering comments provided by the Indigenous Communities regarding the potential impact of the Project on Aboriginal or treaty rights, and any potential accommodation or mitigation measures as appropriate.
- B6.3 Report to Province.** Where the Province has delegated any of the procedural aspects of consultation on the Project to the Recipient, the Recipient will provide a report to the Province, within the timeframe directed by the Province acting reasonably, that includes:
- (a) a list of all Indigenous Communities notified by the Recipient of the Project;
 - (b) a summary of all communications between the Recipient and the Indigenous Communities regarding the Project;
 - (c) a summary of all comments or concerns that the Indigenous Communities have provided with respect to the Project;
 - (d) any other information that the Province may deem appropriate.
- B6.4 Direction from Province.** The Recipient agrees to comply with any direction from the Province with respect to the Project, including by prospectively suspending, altering or terminating the Project.
- B6.5 Termination of Agreement.** The Recipient accepts that the Province may, without any liability, penalty or cost, terminate this Agreement in accordance with section A10.1 of Schedule "A" in the

event that the Province determines that it is unable to satisfy any obligations it may have to consult with and, if appropriate, accommodate any Indigenous Communities whose established or asserted Aboriginal or treaty rights may be adversely impacted by the Project. Where the Province terminates this Agreement pursuant to this section, the Province will have the rights set out under section A10.2 of Schedule "A".

B7.0 NO CHANGES TO PROJECT

B7.1 No Changes. The Recipient will not make any changes to the Project, including to the Project Completion Date, without an amending agreement executed by both Parties.

B7.2 Extension of Project Completion Date by Consent. Despite section B7.1, the Project Completion Date may be extended provided that:

- (a) the extension is for a reasonable period and a satisfactory rationale is provided by the Recipient;
- (b) the new Project Completion Date is at least 6 months prior to the Expiry Date;
- (c) the request by the Recipient is made to the Province in writing to the address in this Schedule;
- (d) the Province provides its approval in writing; and
- (e) the Recipient complies with any conditions that the Province imposes as part of its approval.

Any extension of the Project Completion Date shall be at the sole and absolute discretion of the Province. The Recipient acknowledges and agrees that no extension is guaranteed or implied, and that the Province is under no obligation to grant any such extension. The Recipient shall plan and perform all obligations under this Agreement with the objective of meeting the Project Completion Date as initially agreed to by the Parties.

B8.0 PAYMENT OF FUNDS

B8.1 No Payment of Funds until Claims are Approved. The Province will provide the Funds to the Recipient for Eligible Costs upon receipt of proof of the expense and compliance with the other requirements set out in Schedule "D".

B8.2 Advance Payment. Despite section B8.1, the Province may, in its sole discretion, make an Advance Payment to the Recipient in accordance with Schedule "D".

B8.3 No Provincial Payment of Interest. The Province is not required to pay interest on any Funds under this Agreement. For greater clarity, this includes interest on any Funds that the Province has withheld paying to the Recipient.

B8.4 Maximum Funds. The Recipient acknowledges and agrees that the Funds available to it pursuant to this Agreement will not exceed the Maximum Funds.

B9.0 SURVIVAL

B9.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the Expiry Date or termination of the Agreement: Article B1.0, Article B2.0, section B4.2, section B6.5, Article B8.0, and Article B9.0.

SCHEDULE "C"**PROJECT****C1.0 PROJECT NAME**

South Algonquin Boat Launch & Trails Masterplan

C2.0 PROJECT TYPE

Community Development, Strategies and Plans

C3.0 PROJECT OBJECTIVE

The Township of South Algonquin is requesting up to \$25,000 in ROD program funding to complete a boat launch and trails master plan.

C4.0 PROJECT ACTIVITIES

C4.1 Project Activities Eligible for Funding. The following activities form the Project and are eligible for funding by the Province in accordance with Schedule "D" (the "Project Activities"):

1. Undertake public and stakeholder consultation for the Township of South Algonquin boat launch and trails master plan
2. Complete inventory, economic impact and needs analysis for the Township of South Algonquin boat launch and trails master plan
3. Develop the Township of South Algonquin boat launch and trails master plan

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C4.2 Use of Funds. The Recipient is required to use the Funds exclusively for the Eligible Costs that are directly necessary to carry out the Project Activities. Funds must not be used for any activities, services, or purchases that fall outside the scope of the Project Activities. Any expenses that cannot be clearly linked to the Project Activities may be deemed ineligible by the Province in its sole discretion. Only a portion of the Eligible Costs, up to the Maximum Funds, will be funded by the Province, as further set out in Schedule “D”.

C4.3 Completion of Project Activities. All Project Activities shall be fully completed by the Project Completion Date set out in Schedule “B”.

The Province shall determine, in its sole discretion, whether the Project Activities have been completed. In making this determination, the Province may consider whether, in the Province’s opinion, the Project Objective set out in Article C3.0 has been met.

Failure to complete all Project Activities by the Project Completion Date may result in the Project being deemed incomplete. This could lead to the Province exercising its rights of termination pursuant to Article A10.0 of this Agreement, and may affect reimbursement of Claims in respect of the Project or future participation in related provincial programs.

C5.0 ELIGIBLE COSTS

C5.1 “Eligible Costs” means the costs paid by the Recipient that are:

- (a) Incurred by the Recipient in the Province of Ontario between the Effective Date and the Project Completion Date;
- (b) paid by the Recipient to an Arm’s Length third party;
- (c) in the opinion of the Province, reasonable and necessary for carrying out the Project Activities listed in Article C4.0 and properly and reasonably Incurred;
- (d) limited to the eligible cost items set out in section C5.2; and
- (e) if related to travel or meals, consistent with the requirements for travel and meal costs set out in section C7.1 of this Agreement.

C5.2 Eligible Cost Items. For the purposes of subsection C5.1(d), the eligible cost items for the Project are as follows:

Professional Fees	Consulting fees
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C5.3 Incurring Eligible Costs. The Recipient shall Incur the portion of Eligible Costs that are funded by the Province, as outlined Schedule “D,” in accordance with the following Budget.

Notwithstanding sections 4.1 and B7.1, the Budget is intended as a guideline, and adjustments may be made to the Budget without an amending agreement. Adjustments to the Budget that result in changes to the total amount of Funds Incurred by the Recipient in a particular Funding Year shall require the Province’s approval in writing.

The Recipient acknowledges that, notwithstanding the provisional nature of the Budget, it remains bound by the terms of this Agreement and shall make all reasonable efforts to comply with the Budget as set out below, or any revised version thereof as approved by the Province.

PROJECT BUDGET						
FUNDING YEAR	QUARTER 1 (APR.-JUN.)	QUARTER 2 (JUL.-SEP.)	QUARTER 3 (OCT.-DEC.)	QUARTER 4 (JAN.-MAR.)	Maximum Total Eligible Costs per Fiscal Year	Maximum ROD Program Contribution
2025-26	\$0.00	\$0.00	\$0.00	\$9,250.00	\$9 250.00	\$4,625.00
2026-27	\$40,750.00	\$0.00	\$0.00	\$0.00	\$40 750.00	\$20,375.00

C6.0 INELIGIBLE COSTS

C6.1 **Ineligible Costs.** Ineligible Costs are any costs that do not meet the requirements for Eligible Costs in Article C5.0 of this Agreement or were not approved by the Province in writing before the Recipient Incurred the costs. Ineligible Costs include but are not limited to:

- (a) costs to apply to the Program;
- (b) any cost Incurred prior to the Effective Date or after the Project Completion Date;
- (c) costs related to normal business practices such as but not limited to insurance and taxes, meetings not directly related to the Project, office space, utilities, regular or deferred maintenance, office supplies, stationary, business cards, phones, internet and networks not for exclusive use within the Project, and uniforms;
- (d) costs to obtain goods, services or both, where those goods, services or both were not obtained from an entity operating at Arm’s Length from the Recipient;
- (e) any in-kind costs;
- (f) any cost that will be funded or reimbursed through any other agreement with any third party other than other ministries, agencies and organizations of the Government of Ontario;
- (g) any cost associated with providing any Reports to the Province pursuant to Schedule “E” or any other information or reports requested by the Province pursuant to section A7.2; and
- (h) any cost associated with lobbying the Province, including other ministries, agencies and organizations of the Government of Ontario.

C7.0 TRAVEL AND MEAL COSTS

C7.1 **Travel and Meal Costs.** In order to be considered Eligible Costs, travel and meal costs must be:

- (a) identified in Article C5.0 of this Agreement;
- (b) aligned with the most current Travel, Meal and Hospitality Expenses Directive, a copy of which will be provided to the Recipient by the Province upon request.

C8.0 ARM’S LENGTH

C8.1 **Arm’s Length.** For the purposes of this Agreement, the term “Arm’s Length” shall have the same meaning as determined under the *Income Tax Act* (Canada) as it read on the Effective Date of this Agreement. For greater certainty, any ambiguity in the interpretation or application of this term shall be resolved by the Province, in its sole discretion.

C9.0 PROJECT OUTCOMES AND PERFORMANCE MEASURES

C9.1 **Project Outcomes and Performance Measures.** The following project outcomes and performance measures were identified in the Recipient’s application for Program funding as being reasonably attributable to the Project Activities. The Final Report (as outlined in Schedule “E”) must include details on the results of these outcomes and performance measures.

ROD Program Outcome	Performance Measure	Target
Transformed or modernized Community Assets that drive economic growth and resiliency	increased utilization of the Community Asset	575
Economic barriers addressed in rural including those of Indigenous communities	number of economic barriers or opportunities	7
Businesses attracted, retained and expanded	number of businesses attracted, retained and expanded	5

**SCHEDULE “D”
PROJECT FINANCIAL INFORMATION**

The Recipient shall use the Funds exclusively for Eligible Costs that are directly necessary to carry out the Project Activities as outlined in Schedule “C”. Only a portion of the total Eligible Costs will be funded by the Province, in accordance with the Provincial Cost-Share Funding Percentage specified in Schedule “B,” which represents the share of Eligible Costs that the Province will contribute toward the Project.

Schedule “D” sets out the detailed breakdown of funding amounts for the Project and the Recipient’s verification obligations required to support disbursement of the Funds. All payments are subject to the Province’s review and approval of submitted documentation confirming that costs are eligible and properly Incurred and paid.

D1.0 FUNDING INFORMATION

D1.1 **Funding Amount.** The total amount of Funds provided under this Agreement shall be calculated as a percentage of the Eligible Costs, as outlined in Schedule “C,” up to the Maximum Funds as set out in Schedule “B”.

This percentage is referred to as the Provincial Cost-Share Funding Percentage, which represents the portion of Eligible Costs, up to the Maximum Funds, that the Province will contribute toward the Project. The specific Provincial Cost-Share Funding Percentage applicable to this Project is set out in Schedule “B”.

The Recipient shall be responsible for covering the remaining portion of the Eligible Costs not funded by the Province.

D2.0 CLAIMS AND VERIFICATION

- D2.1 Condition Precedent to Funding.** The Province shall have no obligation to provide any disbursement of the Funds to the Recipient until the following:
- (a) the Recipient has provided a Claim and/or a Final Report, as applicable, in accordance with Schedule "E";
 - (b) the Recipient has provided satisfactory supporting documentation as outlined in this Schedule, in a form and substance satisfactory to the Province, including:
 - (i) copies of invoices or such other documentation evidencing costs Incurred and paid relating to the Eligible Costs claimed in the submitted Claims;
 - (ii) any other information, including accounts, data, and projections, as the Province may request from time to time; and
 - (c) the Province has verified and approved the Claim and/or Final Report, in writing.
- D2.2 Submission of Claims.** The Recipient shall submit Claims for reimbursement only after Eligible Costs are Incurred and paid in full. Each Claim must include:
- (a) a detailed invoice or financial statement outlining the Incurred costs;
 - (b) proof of payment (e.g., receipts, bank statements, cleared cheques);
 - (c) a description of the goods or services procured; and
 - (d) confirmation that the costs comply with the requirements in Schedule "C".
- D2.3 Supporting Documentation.** All Claims must be accompanied by supporting documentation satisfactory to the Province, which may include but is not limited to:
- (a) supporting documentation as described in section D2.1(b);
 - (b) contracts, purchase orders, or service agreements;
 - (c) timesheets or payroll records (if applicable); and
 - (d) photographic or other evidence of deliverables or milestones achieved.
- Proof of payment must set out in detail:
- (a) who paid for the goods, services, or both and the relationship with the Recipient;
 - (b) who received the payment;
 - (c) the good, services or both that were provided; and
 - (d) the date of payment.
- D2.4 Verification.** All Funds are provided by the Province on a reimbursement-basis. No payments shall be made until the Province has verified proof of payment, subject to the Holdback Payment as detailed below.
- The Recipient must submit appropriate documentation demonstrating that Eligible Costs have been Incurred and paid in accordance with the terms of this Agreement. No payment shall be made unless the Province is satisfied that the submitted costs are Eligible Costs and properly supported.
- D2.5 Consequences of Incomplete or Unsatisfactory Claims.** If a Claim is found to be incomplete,

inaccurate, or unsupported:

- (a) the Province may reject the Claim in whole or in part;
- (b) the Recipient may be required to resubmit the Claim with additional documentation; and
- (c) repeated submission of unsatisfactory Claims may result in suspension or termination of funding.

D3.0 ADVANCE PAYMENT

D3.1 Advance Payment. Where the Recipient has made a request at the time of its application for Program funding for a one-time advance payment, the Province may, in its sole discretion, disburse up to 20 percent of the Maximum Funds as an advance payment ("**Advance Payment**"), prior to the Recipient incurring Eligible Costs, subject to the following conditions:

- (a) the Recipient indicated, in its application for Program funding, a need for immediate access to a portion of the Funds within the first Funding Year (from the Effective Date until March 31, 2026); and
- (b) the Recipient provided an undertaking in its application for Program funding that the Advance Payment will be used exclusively for Eligible Costs, as outlined in Schedule "C".

D3.2 Use of Funds and Supporting Claims. Following receipt of the Advance Payment, the Recipient shall:

- (a) use the Advance Payment exclusively for Eligible Costs as outlined in Schedule "C";
- (b) submit a Claim within three (3) months of the Province providing the Recipient with a copy of the fully executed Agreement. Claims must include:
 - (i) a detailed breakdown of the expenses,
 - (ii) supporting documentation demonstrating that the Advance Payment was used solely for Eligible Costs, and
 - (iii) any other evidence reasonably required by the Province, in accordance with the verification provisions set out in section D2.1 above; and
- (c) not submit any further Claims for additional Funds until the Province has verified and approved the Claim for the Advance Payment.

D3.3 Verification. No additional Funds shall be disbursed by the Province until all Claims related to the Advance Payment have been satisfactorily verified.

D3.4 Non-Compliance. If the Province determines, in its sole discretion, that the verification cannot be completed to its satisfaction, the Recipient shall:

- (a) repay the full amount of the Advance Payment;
- (b) reimburse the Province for any costs incurred in recovering the Funds; and
- (c) pay interest on the amount to be repaid, calculated in accordance with applicable provincial guidelines or legislation.

D3.5 One-Time Approval. The Advance Payment, if granted, is a one-time approval by the Province and does not establish any precedent, intention, or expectation of continued or future funding in a similar manner. No additional requests for Advance Payment for the Project shall be considered by the Province.

D4.0 HOLDBACK

D4.1 **Limitation on Payment of Funds.** Despite section A4.1, the Province shall hold back a portion of the Funds payable to the Recipient equal to 10 percent of the Maximum Funds (“**Holdback**”), to be released to the Recipient only after all of the following have occurred:

- (a) receipt and approval by the Province of the Final Report required pursuant to Schedule “E”;
- (b) receipt by the Province of the final Claim for the Project in accordance with Schedule “E”;
and
- (c) confirmation from the Recipient that the Project has been completed in accordance with the terms of this Agreement.

D4.2 **No Interest.** The Province is not obligated to pay interest on the Holdback as described in D4.1 or any other payments under this Agreement.

**SCHEDULE “E”
REPORTS**

CLAIMS

E1.1 **Claim Submission Requirements.** The Recipient shall submit Claims electronically using the Province’s claims portal, as outlined in the instructions provided to the Recipient by the Province at the time of Project approval.

E1.2 The Recipient shall submit a minimum of one Claim each Funding Year (which begins April 1 and ends March 31). No Claim will be required to be submitted during the first Funding Year from the Effective Date to March 31, 2026.

E1.3 The Province may waive any Claim requirement at its sole and absolute discretion.

E1.4 The Recipient shall submit Claims to the Province as set out in the following table:

Name of Claim		Reporting Period*	Due Date
(a)	The Advance Payment Claim	Covering the period up to 3 months following the Province providing the Recipient with a copy of the fully executed Agreement	Within 3 months of the Province providing the Recipient with a copy of the fully executed Agreement
(b)	Final Claim	Up to the Project Completion Date.	The final claim is to be completed and submitted to the Province within three (3) months following the Project Completion Date.

* Expenses incurred between March 1 and March 31 are part of the subsequent year’s claim.

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REPORTS

E1.5 **Reporting Requirements.** For Projects lasting more than 12 months, the Recipient shall submit a minimum of one Progress Report each Funding Year (April 1 to March 31), unless the Project Completion Date falls within that particular Funding Year. No Progress Report will be required for the first Funding Year from the Effective Date to March 31, 2026.

E1.6 The Province may waive any reporting requirement at its sole and absolute discretion.

E1.7 A Progress Report shall contain, at a minimum, the following details:

- (a) information on Eligible Costs Incurred to date;
- (b) progress on Project Activities; and
- (c) information on any significant risks or impediments to the successful completion of the project on or before the Project Completion Date.

E1.8 Reports shall be provided as set out in the following table. Reports are not considered delivered until reviewed and approved by the Province:

Name of Report		Due Date
(a)	2026-2027 Progress Report	A minimum of one Progress Report must be submitted in Funding Year 2026-27, no later than July 2, 2026.
(b)	Final Report	The Final Report is to be completed and submitted to the Province on or before: Project Completion + 4 months A copy of the Final Report Template will be provided to the Recipient upon request. Receipt and approval of the Final Report by the Province is one of the conditions required for the release of the Holdback to the Recipient.
(c)	Other Reports Any other Report regarding the Project or evidence of project completion that the Province requests.	As directed by the Province.

**CORPORATION OF THE
TOWNSHIP OF SOUTH ALGONQUIN
BY-LAW NO. 2026-866
BEING A BY-LAW TO CONFIRM
THE PROCEEDINGS OF COUNCIL**

WHEREAS Section 5(1) of the Municipal Act 2001, Chapter 25 and amendments thereto provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS Section 5(3) of the Municipal Act 2001 Chapter 25 and amendments thereto provides that the powers of every council shall be exercised by By-Law;

AND WHEREAS it is deemed necessary and expedient that the proceedings and actions of the Council of the Corporation of the Township of South Algonquin be confirmed and adopted by By-Law, for the regular meeting held on:

March 4, 2026

THEREFORE, the Council of the Corporation of the Township of South Algonquin enacts as follows:

1. THAT the action of the Council of the Corporation of the Township of South Algonquin in respect to each recommendation contained in the reports of the Committees and in respect to each motion, resolution and other action passed and taken by the Council at its said open meeting, is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. The Mayor or in her absence, the Presiding Officer of the Council and the proper officials of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required.
3. The Mayor or in his/her absence the Presiding Officer and the Clerk or in his/her absence the other designated signing officer, are hereby directed to execute all documents required by Statute to be executed by them, as may be necessary in that behalf and to affix the Corporate Seal of the Municipality to all such documents.
4. THAT in the event any provision or provisions of this By-Law be deemed illegal or not enforceable, it or they shall be considered separate and severable from the By-Law, and its remaining provisions shall remain in force and be binding as though the said provision or provisions had never been included.

READ A FIRST AND SECOND TIME on March 4, 2026.

Ethel LaValley- Mayor

Bryan Martin-CAO/Clerk Treasurer

READ A THIRD TIME, PASSED AND ENACTED on March 4, 2026.

Ethel LaValley- Mayor

Bryan Martin-CAO/Clerk Treasurer

By signing this by-law, Mayor LaValley has granted approval and will not exercise the power to veto this by-law under Strong Mayor Powers