



THE TOWNSHIP OF SOUTH ALGONQUIN

Regular Council Meeting

April 1, 2026

Ethel LaValley

Mayor

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mayor@southalgonquin.ca

Sandra Collins

Councillor Lyell Ward
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Joe Florent

Councillor - Murchison Ward
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Councillor - Airy Ward
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Shawn Pigeon

Councillor - Sabine Ward
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Bill Rodnick

Councillor - Dickens Ward
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Laurie Siydock

Councillor - Airy Ward
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CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN

AGENDA

REGULAR COUNCIL MEETING

Wednesday, April 1, 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 April 1, 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 March 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 March 4, 2026 as circulated.

- Adopt the Minutes of the Economic Development Committee Meeting of February 26, 2026

Moved by:

Seconded by:

Res. # 26-

THAT: Council for the Corporation of the Township of South Algonquin adopts the minutes of the Economic Development Committee Meeting of February 26, 2026 as circulated.

- 3 • Adopt the Minutes of the Economic Development Committee Meeting of March 18, 2026

Moved by:

Seconded by:

Res. # 26-

THAT: Council for the Corporation of the Township of South Algonquin adopts the minutes of the Economic Development Committee Meeting of March 18, 2026 as circulated.

- Adopt the Minutes of the Asset Management Committee Meeting of March 18, 2026

Moved by:

Seconded by:

Res. # 26-

THAT: Council for the Corporation of the Township of South Algonquin adopts the minutes of the Asset Management Committee Meeting of March 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”:

Moved by:

Seconded by:

Res:# 26-

THAT Council for the Corporation of the Township of South Algonquin move into Closed Session pursuant to Section 239(2)(k) of the Municipal Act, 2001, to discuss a matter related to a position, plan, procedure, criteria, or instruction to be applied to negotiations carried on or to be carried on by or on behalf of the municipality or local board regarding discussion on procedures and negotiations for housing development at _____; and

FURTHER THAT Council will consider the approval of the Closed Session minutes of the Closed Council meeting held June 4, 2025, and the Closed Session minutes of the Human Resources/Administration/Public Relations Committee meeting held February 18, 2026.

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 April 1, 2026 at _____.

March 4, 2026**COUNCIL MEETING – MINUTES**

On Wednesday, March 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 Joan Kuiack
 Councillor Shawn Pigeon
 Councillor Bill Rodnick
 Councillor Laurie Siydock

Staff: Bryan Martin, CAO/Clerk-Treasurer
 Tracy Cannon, Deputy CAO/Deputy Clerk-Planner
 Jennifer Baragar, Deputy Treasurer

1. OPEN MEETING/CALL MEETING TO ORDER:

Mayor LaValley called the meeting to order at 9:03 a.m.

2. ROLL CALL: All Present**3. LAND ACKNOWLEDGEMENT****4. ADDITIONS/AMENDMENTS TO THE AGENDA:**

- Unfinished Business-Chris Fitzpatrick Letter RE: Unemployment Insurance Framework.
- Petition, Delegation and/or Presentation: Trevor Pitts, A/Sergeant Bancroft OPP Detachment – Update of Transition of Services.

5. ADOPTION OF THE AGENDA

Moved by: Councillor Florent Seconded by: Councillor Kuiack Res. # 26-627

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

-Carried-

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

None

7. PETITION, DELEGATION AND/OR PRESENTATIONS:

- Trevor Pitts, A/Sergeant with the Bancroft OPP Detachment, provided an update regarding the transition of O.P.P. services from the Killaloe Detachment to the Bancroft Detachment. A/ Sergeant Pitts advised that two O.P.P. officers will be working out of the Whitney Station, and efforts are underway to recruit additional officers for the area. Shifts are currently being briefed, and meetings with local stakeholders are planned for the coming month. Radio training is also being arranged to bring the Bancroft Detachment in line with the system currently in operation at the Whitney Station. April 8, 2026, is the anticipated date for the transition. A/ Sergeant Pitts also noted that his goal is to increase awareness in the area through school visits and a greater police presence in South Algonquin.
 A/Sergeant Trevor Pitts left the meeting.

8. MINUTES OF PREVIOUS MEETING

Moved by: Councillor Siydock Seconded by: Councillor Kuiack Res. # 26-628

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.

-Carried-

Moved by: Councillor Florent Seconded by: Councillor Collins Res. # 26-629

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.

-Carried-

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

M&L Parks & Recreation Committee

M&L Parks and Recreation, RE: Minutes of January 13, 2026 and Agenda February 10, 2026 were provided in the Council package.

- Brenda Drew has offered to volunteer as a recreation volunteer her time three nights a week to keep the Mervin Dupuis Building open for the remainder of the season for the kids. The rink has been well used and positively received by the community this year.
- Staff will request a site visit from MNR staff regarding the Tom & Mick Murray Boat Launch parking lot expansion request. The current low water levels make this an ideal time to assess the area in relation to MNR's concerns and the studies they require.

Councillor Pigeon

- The Property Owners' Association held its 5th annual Crocacurl event on McKenzie Lake over Family Day Weekend. Crocacurl is a game combining elements of crokinole and curling. The event continues to grow and has become a popular event.
- The 30th annual Fish Derby will take place on March 14th, weather permitting, on McKenzie Lake, in honour of Norman Easto and to support the Alzheimer's Society.

10. BUSINESS ARISING FROM THE MINUTES: None

11. UNFINISHED BUSINESS:

- Chris Fitzpatrick Letter RE: Unemployment Insurance Framework -Staff to draft a letter to MP Cheryl Gallant in addition to a resolution of support for April Meeting.

12. CORRESPONDENCE-Action Items;

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

13. CORRESPONDENCE-Information Items Received and Filed;

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

14. NEW BUSINESS:

- Mayor LaValley, Councillor Pigeon and staff attended an exploratory meeting with MNR staff regarding the disposition of Crown lands for potential housing. MNR provided staff with their Disposition of Lands Policy and township staff provided MNR Staff with the Housing Needs Study. Continued dialogue with MNR will continue.
- OPG Freshet Zoom meeting is rescheduled for March 12th. Councillor Florent will be attending.

15. MOTIONS OF COUNCIL:

Moved by: Councillor Collins Seconded by: Councillor Pigeon Res # 26-630

THAT: Council for the Corporation of the Township of South Algonquin hereby accepts Lucas Pordonick, Ashton Etmanski, and Marcus Filiatrault as Firefighters for the Whitney Station, pending favourable Police record checks.

-Carried-

Moved by: Councillor Florent Seconded by: Councillor Collins Res. # 26-631

THAT: Council for the Corporation of the Township of South Algonquin hereby accepts Justin Hunter as a Firefighter for the Madawaska Station, pending a favourable Police record check.

-Carried-

Moved by: Councillor Siydock Seconded by: Councillor Kuiack Res. # 26-632

THAT: Council for the Corporation of the Township of South Algonquin hereby accepts the Jackie Findlay as a Member of the South Algonquin Library Board, pending a favourable Police record check.

-Carried-

Moved by: Councillor Siydock Seconded by: Councillor Pigeon Res. # 26-633

THAT: Council for the Corporation of the Township of South Algonquin hereby appoints Cheryl Summers and Steve Gravefell as community members for the Killaloe Police Service Board for the remainder of this term of Council.

-Carried-

Moved by: Councillor Florent Seconded by: Councillor Pigeon Res. # 26-634

WHEREAS when Highway 17 is closed within the North Bay–Mattawa–Pembroke corridor due to weather conditions or motor vehicle collisions, traffic is redirected to Highway 60, which passes through the Township of South Algonquin, resulting in substantially increased traffic volumes within the municipality;

AND WHEREAS such diversions raise serious concerns regarding public safety, emergency response capacity, environmental protection, and infrastructure impacts within the Township;

THEREFORE, BE IT RESOLVED THAT the Corporation for the Township of South Algonquin urges the federal government to direct the owners of high-level nuclear waste (Ontario Power Generation, Hydro Quebec and New Brunswick Power) to establish secure storage solutions for the nuclear waste in the vicinity of their reactor stations where the waste has been generated and is currently stored, as an alternative to the Nuclear Waste Management Organization (NWMO) project; and

FURTHER BE IT RESOLVED THAT the federal government ensure that the impact assessment and regulatory and licensing processes for the NWMO project are comprehensive and include the impacts and risks of nuclear waste transportation and processing, and the long-term safety of the project, including alternative means of carrying out the project activities including nuclear waste transfers, transportation and processing; and

That this resolution be forwarded to We the Nuclear Free North.

-Carried-

16. BY-LAWS:

Moved by: Councillor Collins Seconded by: Councillor Florent Res. # 26-635

THAT:

- 1) By-Law 2026-862 to provide an Interim Tax Levy and to provide for Payment of Taxes.
- 2) By-Law 2026-863 to adopt the Expenditures and Revenue Estimates for 2026 and the amount required to be raised through Taxation to Cover Operation and Capital Costs.
- 3) By-Law 2026-864 to adopt the amendments to the 2026 Community Safety and Wellbeing Plan.
- 4) By-Law 2026-865 to authorize the signing of a Contribution Agreement for a Boat Launch & Trails Masterplan.
- 5) By-Law 2026-866 to Confirm the Proceedings of Council.

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

-Carried-

Moved by: Councillor Florent Seconded by: Councillor Pigeon Res. # 26-636

THAT:

- 1) By-Law 2026-862 to provide an Interim Tax Levy and to provide for Payment of Taxes.
- 2) By-Law 2026-864 to adopt the amendments to the 2026 Community Safety and Wellbeing Plan.
- 3) By-Law 2026-865 to authorize the signing of a Contribution Agreement for a Boat Launch & Trails Masterplan.
- 4) By-Law 2026-866 to Confirm the Proceedings of Council.

BE READ A THIRD TIME AND PASSED

-Carried-

17. CLOSED SESSION: None

Prior to adjournment, Mayor LaValley thanked staff for their efforts, particularly over the past few months. Staff have been managing numerous tasks outside their usual responsibilities, including an increased number of MFIPPA requests, as well as Ombudsman. While the public has the right to submit such requests, staff are currently stretched thin, and both Council and the public should understand that responses may take longer than usual. Staff will provide a follow-up report. Councillors Pigeon and Collins echoed Mayor LaValley's remarks.

18. ADJOURNMENT:

Moved by: Councillor Rodnick Seconded by: Councillor Siydock Res. # 26-637
THAT: Council for the Corporation of the Township of South Algonquin adjourns the Regular Council Meeting of March 4, 2026 at 10:24 a.m.
-Carried-

The next regular council meeting is scheduled for Wednesday, April 1, 2026 at 9:00 a.m.

Mayor Ethel LaValley

CAO/ Clerk-Treasurer Bryan Martin

DRAFT

February 26, 2026

ECONOMIC DEVELOPMENT COMMITTEE MEETING – MINUTES

On Thursday February 26, 2026, at 9:00 am the Economic Development Committee held an in-person and Zoom Meeting, livestreamed to YouTube.

Present:

- Mayor LaValley
- Councillor Collins
- Councillor Joe Florent
- Councillor Joan Kuiack
- Councillor Shawn Pigeon, Chair
- Councillor Laurie Siydock
- Jim Hollett
- Councillor Bill Rodnick - Zoom
- Leah Geddes-Zoom
- Kimberly Gorman- Zoom

Staff Present:

- Bryan Martin CAO/Clerk-Treasurer - Zoom
- Stephanie Russell, Community Development Intern

Barney Baker – Absent

Chair of the Economic Development Committee, Councillor Pigeon called the meeting to order at 9:03 a.m.

ROLL CALL:

LAND ACKNOWLEDGEMENT

ADDITIONS/AMENDMENTS TO THE AGENDA: Mayor LaValley motioned to move the Housing development update to the last topic discussed as she was awaiting some information.

ADOPTION OF THE AGENDA

Moved by: Councillor Kuiack
To adopt the agenda as circulated.

Seconded by: Councillor Florent

DISCLOSURE OF PECUNIARY INTEREST or a General Nature Thereof: None

PETITIONS, DELEGATIONS AND/OR PRESENTATIONS: None

UNFINISHED BUSINESS:

Update – Key Initiatives

Advertising

- The focus of our next meeting will be the brochure and having it completed. Staff will send a copy of the draft brochure to committee members through email, and they can email any suggestions or ideas back to staff.

Trails-ATV/Snowmobile Trails and Trestle Bridge

- Councillor Pigeon asked for an update on a trail bypass out between Madawaska and Mackenzie Lake, Leah will reach out as this is a different snowmobile group.
- There was enquiry about creating a snowmobile trail to be able to access the Iron Moose. Part of this trail is on DNSSAB property and private property. Leah requested the landowner's information but due to privacy laws the township is unable to provide them. She would be able to come into the Chambers and look at the Roll book. It was suggested that this issue wait until we make our Boat Launch and Trails official plan.
- Creating this trail would give service access to 3 separate businesses in the area and would benefit economic growth.
- Staff will be in contact with Ontario Parks and DNSSAB in regard to the walking trail to see if we can get some answers on our roadblocks and how to make this become a connecting trail

South Algonquin Business Alliance – Park Bus / Shuttle Service within South Algonquin

- Councillor Pigeon and Stephanie attending an online meeting in regard to this opportunity about having a shuttle all year round. It's still in very early discussion stages but the committee is in agreement it's a good idea. Stephanie will send Angela an email in how she can assist with spreading the idea to the community non digitally and collecting data.

The use of Spectacle Lake Road for snowmobiles

- This issue has been resolved, and we can clear it from the list.

Facebook Page and RTO 12

- Staff have been updating Facebook weekly
- Reached out to RTO 12 regarding the interest in being part of distributing our brochure once its completed (x2) with no response. Once the actual brochure is complete, staff will reach out again.

Updating the business directory / website

- Staff have been working on the business directory and website. Stephanie is meeting with our web developer next week to update the programming as there is a version upgrade.

NEW BUSINESS:

Draft Brochure

- Stephanie circulated a draft of a brochure she has been putting together for our advertising and will send it out by email for the committee to look at and add suggestions to.

Strategic Focus Areas/Action

- A laminated copy of our goals and objectives was handed out to the committee members that did not have a copy for reference

Advertising in Zine, "One Fine Day"

- The committee is in general agreement that we should put an advertisement in Zine as previous years. The previous advertisement will be emailed to committee members and a recommendation will be sent to council.
- Councillor Florent called a point of order regarding remarks made during debate.
- Leah Geddes left the meeting after point of order.

Affordable housing in South Algonquin Presentation

- Mayor LaValley gave a wonderful update that NDHC has received funding approval for the first ADU within the district. They received seed money for predevelopment studies of 4 social housing units with one of them being in South Algonquin.

NEXT MEETING: March 18, time to be determined but will happen once the Asset Management meeting is adjourned.

ADJOURNMENT:

Moved by: Councillor Collins

Seconded by: Councillor Siydock

To adjourn the Economic Development Committee Meeting of February 26, 2026, at 10:45 am.

Councillor S. Pigeon

Bryan Martin, CAO/Clerk-Treasurer

DRAFT

March 18, 2026**ECONOMIC DEVELOPMENT COMMITTEE MEETING – MINUTES**

On Thursday March 18, 2026, at 9:00 am the Economic Development Committee held an in-person and Zoom Meeting, livestreamed to YouTube.

Present:

Mayor LaValley
 Councillor Collins
 Councillor Joe Florent
 Councillor Joan Kuiack
 Councillor Shawn Pigeon, Chair
 Jim Hollett
 Barney Baker – SABA Representative
 Councillor Laurie Sydock - Zoom
 Councillor Bill Rodnick - Zoom
 Kimberly Gorman- Zoom

Staff Present:

Bryan Martin CAO/Clerk-Treasurer
 Tracy Cannon, Deputy CAO, Deputy Clerk-Planner
 Stephanie Russell, Community Development Intern

1.OPEN MEETING/CALL TO ORDER

Chair of the Economic Development Committee, Councillor Pigeon called the meeting to order at 9:03 a.m.

2.ROLL CALL:**3.LAND ACKNOWLEDGEMENT****4.ADDITIONS/AMENDMENTS TO THE AGENDA: None****5.ADOPTION OF THE AGENDA**

Moved by: Councillor Florent
 To adopt the agenda as circulated.

Seconded by: Mayor LaValley

6.DISCLOSURE OF PECUNIARY INTEREST or a General Nature Thereof: None**7.PETITIONS, DELEGATIONS AND/OR PRESENTATIONS: None****8.UNFINISHED BUSINESS:**

- ParkBus Tour Update
 - Councillor Pigeon meets with the team in charge of this tomorrow and will bring an update back to the next meeting.
 - There is a meeting being held with SABA at the Senior's Center on Thursday, March 19th around housing/transportation. The Township was not formally invited.

- **Update – Key Goals**
 - Brochure/Advertising
 - Draft Brochure, QR code, Advertising with Raven
 - Staff will subscribe to an annual QR code.
 - Staff will standardize the font on the brochure to ensure legibility.
 - Staff will change the Motto to “Play, live, work, grow here”
 - Staff will add the Logo to a sign to match the signs around the Township
 - Staff will find costs to print brochure and vinyl QR code stickers to distribute for signs
 - Trails/Boat Launch
 - Staff Meeting with Jason Dwyer, Superintendent Algonquin Park RE: Trestle trail and update will be brought to next meeting.
 - Staff will mention that there is a seat to fill on our committee and see if Algonquin Park has a local staff that is interested in filling a seat, as it is part of our Tourism and Economic Development Master Plan.
- Housing Development
 - Mayor LaValley shared the press release from DNSSAB regarding Seed Funding for early-stage planning and technical work for 6 Galeairy Rd She emphasized that this does not guarantee building but it is a vital stage of finding out if we are able to or not.

9.NEW BUSINESS:

- South Algonquin Business Alliance Report -2025 Grant Funding
 - Barney expressed the conversation on the shuttle bus and said a lot of questions will be answered tomorrow.
- Changes to Committee Structure
 - Committee discussed a committee member that is no longer on the committee due to not residing in South Algonquin. Staff will do a media release, so the community is aware that there is an empty seat on the Committee. Interested citizens may contact Councillor Pigeon or Stephanie.
 - New Website Page
 - Staff will add a local business page to the website.

10.NEXT MEETING: April 15th, time to be determined at a later date.

11.ADJOURNMENT:

Moved by: Councillor Florent

Seconded by: Councillor Kuiack

To adjourn the Economic Development Committee Meeting of March 18, 2026, at 10:05am.

Councillor S. Pigeon

Bryan Martin, CAO/Clerk-Treasurer

TOWNSHIP OF SOUTH ALGONQUIN
ASSET MANAGEMENT COMMITTEE MEETING – MINUTES

On Wednesday, March 18, 2026 the Asset Management Committee held an in-person and Zoom Meeting, livestreamed to YouTube.

Council Present:

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

Township Staff Present:

Bryan Martin, CAO, Clerk-Treasurer
 Tracy Cannon, Deputy CAO/Deputy Clerk-Planner, Recording Secretary
 Steven Ronholm, Works Superintendent
 Charlene Alexandar, CEO/Head Librarian/Grant Writing
 Aurel Thom, Fire Chief/CEMC

Chair of the Asset Management Committee, Councillor Florent called the meeting to order at 10:19 a.m.

ROLL CALL: All Present

ADDITIONS/AMENDMENTS TO THE AGENDA: None

ADOPTION OF THE AGENDA

Moved by: Councillor Kuiack
 To adopt the agenda as circulated.

Seconded by: Councillor Pigeon

DISCLOSURE OF PECUNIARY INTEREST or a GENERAL NATURE THEREFORE:
 None

PETITIONS, DELEGATIONS and/or PRESENTATION:

- Stephen Kirk attended the meeting to address questions regarding the draft Tiered Response Agreement between the Fire Department and the Nipissing District Paramedic Services. Housing availability remains a challenge for staff in the area, and new hires are encouraged to secure local accommodation. The by-law and agreement will be brought forward to the April 1 Council meeting for consideration.

S. Kirk left the meeting.

STAFF REPORTS:

Charlene Alexander, CEO/Head Librarian/Grant Writer provided a Library Report, Minutes of January 27, 2026 Board Meeting and the Grant Writing Report.

Verbally Reported;

- The total grant hours stated in the Grant Writing Report are hours for 2025.

Aurel Thom, Fire Chief/CEMC provided a Monthly Fire/ CEMC Report

Verbally Reported;

- Chief Thom and Captain Courneyea will be attending the Northeastern Fire Education Conference and Trade Show (NEFEC).
- The First Aid/CPR Training for the Fire Department is full. S. Ronholm is looking at dates for the Works Department and will let Recreation Committees know if there is availability for other attendees.
- A. Thom will research procedure/policy around Warming/Cooling Centres.
- Members of the McKenzie Lake Property Owners Association purchased their own water pumps.
- A decision on the Firehouse Subs Public Safety Foundation grant for an automatic generator at the Ambulance Bay and Whitney Fire Department is anticipated by the end of March or early April.

Steve Ronholm, Works Superintendent provided a Works Department Report

Verbally Reported;

- The surplus grader was posted this morning on GovDeal and closes April 1st.

- Sabine Ward will be prioritized for road gravelling for 2026.
- S. Ronholm will explore the purchase of a brusher head attachment for the grader, provided it can be accommodated within the existing budget allocation.
- With rising fuel costs, staff will likely need to take steps to minimize the potential shortfall in the fuel budget.
- The new tandem is expected to be delivered in April or May.

The Committee expressed appreciation to the rink attendants for their excellent work throughout the season in both Whitney and Madawaska.

UNFINISHED BUSINESS:

The phishing emails to staff and Councillors, which appear to be coming from Mayor LaValley, have resurfaced.

NEW BUSINESS: None

Moved by: Councillor Collins

Seconded by: Councillor Pigeon

To adjourn the Asset Management Committee meeting of March 18, 2026, at 11:21 a.m.

-Carried-

Bryan Martin, CAO/Clerk Treasurer

Councillor Joe Florent/Chairperson

DRAFT

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COUNCIL MEETING

April 1, 2026

COMMITTEE/STAFF REPORTS:

- 1) M&L Parks and Recreation, RE: Minutes of February 10, 2026 and
Agenda of March 10, 2026
- 2) Whitney Recreation, RE: Minutes of February 3, 2026

**Murchison & Lyell Parks and Recreation Committee of South Algonquin
Minutes for the meeting of Tuesday February 10th, 2026 at 7:00p.m.**

Members present: Terry Levean, Sharon Florent, Rosemary Shalla, Tammy Stoneman, Fiona Girouard and Kathy Foote.

Regrets: None.

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 # 4-2026

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

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

Carried

3. Approval and Adoption of Febuary 10th, 2026 minutes and any amendments.

Motion # 5-2026

Moved by: Rosemary Shalla. Seconded by: Sharon Florent

Carried

4. Business arising from minutes: None.

5. Reports: a) Councillor Florent said if anybody notices an excessive amount of smoke in the area, the AFA is using a pyrolysis machine which is burning wood waste at a high temperature to produce a carbon product. b) i) Rosemary Shalla reported that the Broomball tournament on January 25th was well attended and all seemed to have a great time. ii) Sharon Florent reported that we had 2 funeral lunches in a 2 week span and the community donations as well as our helpers for the meals were ready and able to help out where needed. c) Financial Report: Balance at the end of January was \$39,099.49.

6. Performance Measurement: The tracking sheets were filled out for January.

7. Resolutions: None.

8. Howard Drew to address the Committee: Mr. Drew came to the Committee to let us know that the boards that go around the rink are in need of replacement. He looked into both wooden boards and Teflon boards. It was decided that the Teflon would be the better decision because they are much more durable and last a lot longer. He got a quote for the cost of the material which came to approximately \$15,000.00. He and his wife, Brendia, spoke to the families that regularly use the rink in the winter and they are more than willing to do some extensive fundraising to make this project possible for their rink. He will come back to us with more information as he gets it.

9. Any New Ideas for 2026?: Fiona Girouard will put out a request for how many kids would be interested in the Kids' Club starting back up soon. She also has a couple of people interested in helping out with kids' activities in the future.

10. Recruiting some new committee members: This is a work in progress.

11. Bingo set for April 12th now.

12. Adjournment:


Motion # 6-2026

Moved by: Rosemary Shalla Seconded by: Fiona Girouard.

"Motion to adjourn the meeting at 8:00pm."

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

Chair 
Terry Levean

Secretary 
Sharon Florent

**CORPORATION OF THE
TOWNSHIP OF SOUTH ALGONQUIN**

AGENDA

Murchison & Lyell Parks and Recreation Committee

Tuesday March 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 February 10th, 2026 minutes and any amendments.
4. Delegations.
5. Business arising from minutes.
6. Reports: a) Councillor's Report.
b) Committee Reports: None.
c) Financial Report- Balance at the end of February 2026 \$xxxxx.

New Business.

7. Performance Measurement – Event tracking sheet for February 2026.
8. Resolutions.
9. Kids' Easter Party plans.
10. Discussion on request letters for sponsors/donations for Trivia Night.
11. Any new ideas for 2026?
12. Recruiting new committee members/helpers.
13. Change the date of May Recreation meeting.
14. Safe Food Handlers Course.
15. Adjournment.

Next meeting Tuesday April 14th, 2026 at 7:00 pm at the Madawaska Community Hall.

Whitney Recreation Meeting Minutes

Tuesday, February 3, 2026

Present: Laurie Siydock, Theresa Kramer, Robert Craftchick, Adam Holmberg, Lynne Lepage, Joe Avery, Gloria Beauclair. Regrets: Joan Kuiack

1. Welcome to all, Land Acknowledgement done by Gloria, Chair Joe, Minute Taker Theresa

2. Agenda approved

3. Minutes approved

4. Financial reports, bingo report, sponsorship letter

\$75,706.96 in bank. First bingo with Seniors Club a success. Seniors will donate \$213.94 to recreation committee. Sponsorship letter designed, an implementation plan to be designed.

5. Community Centre Updates: storage room cleared out, kitchen cupboards washed and reorganized, back storage room partially cleared still need to work on filing cabinets and wooden cupboards

6. Update on Grant – 2 drawings presented for playground equipment grant. Committee voted yes for Option 2, and asked to try to keep existing equipment where possible.

7. Events - Festival of outdoor rinks/family day Saturday Feb 146 from 11am to 3pm.

Schedule of Events, 11am – 1:30pm - Public skating, then 2 to 4pm Family hockey, Township running these, 1`pm - Cardboard Sled races, Adam to organize, 2pm hotdogs, soup, hot and cold beverages, smores, indoor use of table games, Theresa coordinating kitchen

Bingos – next one Wednesday, February 25 @ 6:30pm, Sunday March 29 @ 1pm, April 29 @ 6:30pm and May 27 @6:30pm

St Patrick's dance, music booked (Red Rock Music), Recreation hall booked, Adam to get alcohol permit and alcohol, \$20.00 entry fee, includes snacks and light refreshments, cash bar.

8. New business: we received a letter from a soccer camp provider offering his services for the summer. At this time, we do not know of any interest so we declined the offer. It was a business proposal

Pickleball/Volleyball: going well

Township Newsletter due, Theresa to submit and include follow us on Facebook for updated information.

9. Next meeting Tuesday March 3, 2026 at 6:30 at Bobs office.

10. Meeting adjourned at 7:45pm

COUNCIL MEETING**April 1, 2026****ACTION:**

- 1) Resolution of Support; RE: FONOM, Calls for Urgent Action Following Another Fatal Collision on Northern Highway.
- 2) Resolution of Support; RE: City of Ottawa, Proposed New Regulation under the Restricting Public Consumption of Illegal Substances Act.
- 3) Resolution of Support; RE: The Regional Municipality of York, Provincial Intervention on Blue Box Program/ Circular Materials Ontario
- 4) Resolution of Support; RE: Township of McNab/Braeside, Ontario Heritage Organization Development Grant Advocacy.
- 5) Resolution of Support; RE: Town of Whitby, Request for a Comprehensive Review of the Provincial-Municipal Fiscal Framework.
- 6) Resolution of Support; RE: Prince Edward County, OPP- Sustainable Police Service Funding.

March 8, 2026

For Immediate Release

FONOM Calls for Urgent Action Following Another Fatal Collision on Northern Highway

March 2026 – Smooth Rock Falls, Ontario

The Federation of Northern Ontario Municipalities (FONOM) is expressing deep concern and growing frustration following another fatal collision on Northern Ontario’s highway system.

On March 7, a serious collision near **Smooth Rock Falls** involving four tractor-trailers and a passenger vehicle claimed the life of a **Kapuskasing resident**, marking the **tenth highway fatality this winter on Northern highways**. FONOM extends its sincere condolences to the family, friends, and community affected by this tragic loss.

“These tragedies are becoming far too common on Northern Ontario highways,” said **FONOM President Dave Plourde**.

“Northern Ontario families should not have to live with the constant fear that a routine trip on the highway could end in tragedy. When we see collision after collision and closure after closure, it becomes painfully clear that the current situation is unacceptable. Northern Ontarians deserve the same level of highway safety that people in southern Ontario expect every day.”

FONOM notes that in **April 2023**, the **Northern Ontario Transportation Task Force**, co-chaired by former FONOM President **Danny Whalen** and **Wendy Landry**, delivered a comprehensive report to the Province of Ontario outlining recommendations to improve transportation safety, reliability, and economic connectivity across Northern Ontario.

While FONOM appreciates that some improvements have been made, many of the recommendations—particularly those related to highway safety, passing opportunities, rest areas, and improved road design—have yet to be fully implemented.

“Northern leaders have already done the work. The Transportation Task Force delivered clear recommendations to improve safety on Highways 11 and 17, yet too few of those recommendations have been implemented,” Plourde said. “Every serious collision is another reminder that improving this corridor is not just a transportation issue—it is a matter of public safety for the people who live, work, and travel in Northern Ontario.”

FONOM continues to advocate for meaningful improvements to **Highways 11 and 17**, including expanding passing opportunities through four-laning where feasible and using **the 2+1 highway model** in appropriate sections.

“These highways are part of the Trans-Canada system and carry billions of dollars in goods every year,” Plourde added. “They connect our communities, support our resource economy, and move essential supplies

across the country. Improving safety on these corridors is not just a Northern issue—it is a national one.”

FONOM is calling on the Province of Ontario to accelerate the implementation of the **Northern Ontario Transportation Task Force recommendations** and to work collaboratively with Northern municipalities and the federal government to modernize this critical corridor.

Despite frequent collisions and heavy truck traffic, much of Highway 11 and 17 is a two-lane, undivided roadway with no alternative route. FONOM continues to advocate for meaningful improvements to **Highways 11 and 17**, including expanding passing opportunities through four-laning where feasible and using **the 2+1 highway model** in appropriate sections.

“Northern Ontarians should not have to accept a higher level of risk simply because of where we live,” Plourde said. “Our communities deserve the same commitment to safe and reliable transportation infrastructure as any other part of the province.”

FONOM will continue to work with municipal partners, Indigenous leaders, and governments at all levels to advance solutions that improve safety and reliability on Northern Ontario’s highways.

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | fonom.info@gmail.com

FONOM Resolution**Urgent Action on Highway Safety – Highways 11 and 17**

WHEREAS Highways 11 and 17 form the backbone of the Trans-Canada Highway through Northern Ontario and are essential corridors for the movement of people, goods, and emergency services across Canada;

AND WHEREAS these highways support Northern Ontario's resource economy, connect communities to health care and services, and carry significant national supply chains;

AND WHEREAS Northern Ontario continues to experience a troubling number of serious collisions and highway closures each year;

AND WHEREAS the tragic fatal collision near Smooth Rock Falls on March 7, 2026 involving four tractor-trailers and a passenger vehicle, resulted in the death of a Kapuskasing resident and marked the **tenth highway fatality in Northern Ontario so far in 2026**;

AND WHEREAS in April 2023, the **Northern Ontario Transportation Task Force**, co-chaired by representatives of FONOM and the Northwestern Ontario Municipal Association (NOMA), delivered a comprehensive set of recommendations to the Province of Ontario aimed at improving safety, reliability, and economic connectivity across Northern Ontario's transportation network;

AND WHEREAS Northern leaders, Indigenous partners, and transportation experts invested significant time and effort developing practical and achievable recommendations, many of which have yet to be fully implemented;

AND WHEREAS Northern Ontario residents should not have to accept a higher level of risk simply because they live, work, or travel in the North, and every preventable highway fatality underscores the urgent need for action;

THEREFORE BE IT RESOLVED that the Federation of Northern Ontario Municipalities (FONOM) call upon the Province of Ontario to urgently accelerate the implementation of the recommendations contained within the **Northern Ontario Transportation Task Force Final Report**;

AND FURTHER THAT the Province of Ontario prioritize meaningful safety improvements along **Highways 11 and 17**, including increased passing opportunities through four-laning where feasible and expanded implementation of the **2+1 highway model** in appropriate sections;

AND FURTHER THAT the Province work collaboratively with Northern municipalities, Indigenous communities, and the Government of Canada to modernize this critical national transportation corridor;

AND FURTHER THAT the Province provide an update to Northern municipalities on the status of the Task Force recommendations and the timeline for their implementation;

AND FURTHER THAT copies of this resolution be forwarded to the Premier of Ontario, the Ontario Minister of Transportation, the Minister of Northern Economic Development and Growth, Northern Ontario Members of Provincial Parliament, Northern Members of the Canadian Parliament, and the Northwestern Ontario Municipal Association.



Mark Sutcliffe
Mayor | Maire

**Office of the Mayor
City of Ottawa**
110 Laurier Avenue West
Ottawa, Ontario K1P 1J1
Tel.: 613-580-2496
Fax: 613-580-2509
Email: Mark.Sutcliffe@ottawa.ca

**Bureau du maire
Ville d'Ottawa**
110, avenue Laurier Ouest
Ottawa (Ontario) K1P 1J1
Tél. : 613-580-2496
Télec. : 613-580-2509
Courriel : Mark.Sutcliffe@ottawa.ca

February 26th, 2026

The Honourable Michael Kerzner
Solicitor General
Ministry of the Solicitor General
George Drew Building
25 Grosvenor St. Toronto, ON M7A 1Y6
SOLGEN.Correspondence@ontario.ca

By electronic submission

Re: Proposed New Regulation under the Restricting Public Consumption of Illegal Substances Act

Dear Solicitor General,

Please be advised that Ottawa City Council, at its meeting of February 25, 2026, considered and approved the following motion:

MOTION

Moved by / Motion de: Councillor S. Plante
Seconded by / Appuyée par: Mayor M. Sutcliffe

WHEREAS the *Restricting Public Consumption of Illegal Substances Act, 2025* (RPCISA) was brought into force on June 5, 2025; and

WHEREAS the Ministry of the Solicitor General (SOLGEN) is considering regulatory amendments to the RPCISA to prescribe special constables employed by authorized public transit agencies, including OCTranspo special constables for the purpose of the Act, thereby granting them the same enforcement powers as police officers, and is seeking public input on this proposal until March 1st; and

WHEREAS the City of Ottawa has invested significant resources to improve public safety in the downtown core and the ByWard Market; and

WHEREAS OC Transpo deploys on average approximately 4 special constables in the downtown daily, and 13 deployed across the city-wide transit network, who are already present in high-traffic transit environments, including stations, platforms, and bus stops throughout the downtown core and across the city; and



Mark Sutcliffe
Mayor | Maire

**Office of the Mayor
City of Ottawa**

110 Laurier Avenue West
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Tel.: 613-580-2496
Fax: 613-580-2509
Email: Mark.Sutcliffe@ottawa.ca

**Bureau du maire
Ville d'Ottawa**

110, avenue Laurier Ouest
Ottawa (Ontario) K1P 1J1
Tél. : 613-580-2496
Télééc. : 613-580-2509
Courriel : Mark.Sutcliffe@ottawa.ca

WHEREAS public transit riders include workers, students, seniors, people with disabilities, youth, and low-income residents who rely on transit as their primary or only mode of transportation and require a safe environment at all times; and

WHEREAS restoring ridership is essential to the financial sustainability of Ottawa's public transit system, to achieving the City's climate and transportation goals, and to ensuring equitable access to employment, education, healthcare, and community services; and

WHEREAS enabling OCTranspo special constables to enforce the RPCISA would allow for timely, proportionate, and location-specific interventions focused on transit spaces, while reducing reliance on police response for matters that occur primarily within the transit system; and

WHEREAS any extension of authority under the RPCISA would be accompanied by appropriate training and would operate alongside existing public health, outreach, and harm reduction services, recognizing that enforcement alone does not address substance use but that clear rules and safe public spaces remain necessary;

THEREFORE BE IT RESOLVED that the City of Ottawa endorse the proposed regulatory amendments under the *Restricting Public Consumption of Illegal Substances Act, 2025*; and

BE IT FURTHER RESOLVED that the Mayor write to the Solicitor General of Ontario in support of the proposal before March 1st, 2026; and

BE IT FURTHER RESOLVED that the Clerk share this motion with other Municipalities in Ontario, prior to March 1st, 2026; and,

BE IT FURTHER RESOLVED that the Mayor write the Solicitor General of Ontario to renew or extend the funding associated with the Ontario-Ottawa agreement.

Should you have any questions in this regard, please do not hesitate to contact the undersigned.

Yours truly,

Mark Sutcliffe
Mayor
City of Ottawa

cc. All Ontario Municipalities
Association of Municipalities of Ontario (AMO)

From: [Bryan Martin](#)
To: [Tracy Cannon](#)
Subject: FW: Regional Council Decision - Proposed Motion from Mayor Lovatt
Date: Friday, March 6, 2026 9:24:29 AM
Attachments: [image001.png](#)

Bryan Martin, CMMIII
CAO/Clerk-Treasurer
Township of South Algonquin
7 Third Avenue
PO Box 217, Whitney ON, K0J 2M0
Cell: 613-334-5923



Notice of Collection/Use/Disclosure: All information about municipal services is collected in accordance with the *Municipal Act, 2001*, under s.8 and for Council's purposes under s.239(1) and may be used in Council deliberations, and disclosed in full, including email, names, opinions and addresses to other persons requesting access to records, or as part of a public agenda. All information submitted to the municipality is subject to the Municipal Freedom of Information Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk 613-637-2650 extension 202.

From: Regional.Clerk <regional.clerk@york.ca>
Sent: Friday, March 6, 2026 8:05 AM
Subject: Regional Council Decision - Proposed Motion from Mayor Lovatt

On February 26, 2026 Regional Council adopted the following motion:

Whereas the Province of Ontario has implemented the Blue Box Extended Producer Responsibility (EPR) framework, transferring responsibility for municipal recycling to producer responsibility organizations and their contractors, including Circular Materials Ontario;

And Whereas Circular Materials Ontario has engaged multiple private collection contractors to deliver recycling services to municipalities across Ontario, including those within the Regional Municipality of York;

And Whereas municipalities throughout Ontario are experiencing inconsistent recycling collection service levels under the new EPR model, including differences in collection frequency, missed collections, accepted materials, cart provision, contamination management, customer service response times, and contractor accountability;

And Whereas residents in some municipalities are receiving reduced or inferior recycling collection services compared to others, despite participating in the same provincial Blue Box program;

And Whereas these service level inequities have resulted in increased resident complaints, confusion, reduced participation in recycling programs, and declining public confidence in Ontario's recycling system;

And Whereas upper- and lower-tier municipalities, including York Region, no longer have direct operational control over Blue Box recycling collection, yet continue to experience the impacts of service disruptions and resident dissatisfaction;

And Whereas the intent of Extended Producer Responsibility was to improve environmental outcomes, efficiency, and accountability, not to create unequal treatment of Ontario residents based on municipal boundaries;

And Whereas access to reliable and effective recycling collection is an essential public service and should be fair, consistent, and equitable for all residents of Ontario, regardless of where they live;

Therefore Be It Resolved That the Council of The Regional Municipality of York calls upon the Province of Ontario to intervene to ensure that Circular Materials Ontario and its contractors provide fair, consistent, and equitable recycling collection service levels across all municipalities in Ontario;

And That the Province be requested to establish, enforce, and publicly report on consistent province-wide service standards for Blue Box recycling, including collection frequency, missed-collection recovery, accepted materials, cart provision, customer service response times, and contractor performance;

And That the Province require Circular Materials Ontario to promptly address collection service level inequities and performance gaps between municipalities, including those impacting York Region;

And That this resolution be circulated to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, all Ontario Members of Provincial Parliament, the Association of Municipalities of Ontario (AMO), and Circular Materials Ontario and all Mayors of Ontario

Regards,

Christopher Raynor (he/him) | Regional Clerk, Regional Clerk's Office, Corporate Services Department

The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1
O: 1-877-464-9675 ext. 71300 | christopher.raynor@york.ca | york.ca

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

From: [Tracy Cannon](#)
To: [Tracy Cannon](#)
Subject: FW: Request for Support - Ontario Heritage Organization Development Grant Advocacy
Date: Friday, March 20, 2026 8:49:21 AM
Attachments: [Motion - Ontario Heritage Organization Development Grant Advocacy.pdf](#)
[HODG Advocacy.docx](#)

Subject: Request for Support - Ontario Heritage Organization Development Grant Advocacy

Good afternoon,

Please consider supporting the Township of McNab/Braeside in their effort to advocate for the modernization of the Ontario Heritage Organization Development Grant (HODG).

The Heritage Organization Development Grant (HODG) is the only provincial operating grant available to grassroots, non-profit heritage organizations, including community archives. The maximum annual grant of \$1,545 has remained effectively unchanged for more than 15 years and has not been adjusted for inflation, significantly eroding its real value. Municipalities are legislated to preserve records of enduring value, and community archives are a practical and cost-effective means of fulfilling this responsibility, particularly in rural and smaller communities. As operating costs continue to rise, the stagnant HODG funding envelope places increasing pressure on municipal budgets to absorb the gap.

Mandy Cannon

Interim CAO/Clerk, Dipl. M.M, Dipl. M.A.

My work hours and your work hours may differ; please do not feel obligated to reply outside of your normal working hours.

T: 613-623-5756 ext. 234

F: 613-623-9138

Toll Free: 1-800-957-4621

mcannon@mcnabbraeside.com

mcnabbraeside.com

2473 Russett Drive, Arnprior, ON K7S 3G8



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Regular Council Meeting Resolution Form

Date: February 17, 2026 No: RESOLUTION - 56-2026
 Moved by Councillor Kevin Rosien Disposition: CARRIED
 Seconded by Deputy Mayor Scott Brum Item No: 14.2

Description: Ontario Heritage Organization Development Grant Advocacy

RESOLUTION:

WHEREAS Ontario municipalities are legislated to preserve records of enduring and historical value, and community archives play a critical role in fulfilling this responsibility, particularly in rural and smaller municipalities; and

WHEREAS The Heritage Organization Development Grant (HODG) is the only provincial operating grant available to grassroots, non-profit heritage organizations, including community archives and historical societies across Ontario; and

WHEREAS The maximum annual HODG grant of \$1,545 per organization has remained effectively unchanged for more than 15 years, resulting in a significant erosion of its real value due to inflation, such that its current purchasing power is approximately two-thirds of what it was in 2010; and

WHEREAS Rising operating costs related to insurance, utilities, records preservation, digitization, accessibility, and volunteer coordination have increased financial pressure on heritage organizations, often requiring municipalities to absorb additional costs to ensure continuity of service; and

WHEREAS Strengthening HODG would represent a modest but high-impact provincial investment that would help stabilize community archives, reduce pressure on municipal budgets, and safeguard Ontario's public records and local heritage for future generations;

NOW THEREFORE BE IT RESOLVED THAT Council formally support a review and modernization of the Heritage Organization Development Grant, including restoring its real purchasing power through inflationary adjustment and exploring options for increased or multi-year operating stability; and

BE IT FURTHER RESOLVED THAT This resolution be forwarded to the Minister of Tourism, Culture and Gaming, local Members of Provincial Parliament, AMO, and Ontario municipalities for consideration and support.

MAYOR

Recorded Vote Requested by: _____	Yea	Nay
Mayor Lori Hoddinott	_____	_____
Deputy Mayor Scott Brum	_____	_____
Councillor Kevin Rosien	_____	_____
Councillor Robert Campbell	_____	_____
Councillor Jill Campbell	_____	_____

Declaration of Pecuniary Interest: _____
 Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote

March 13, 2026

Via Email

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

Re: Request for a Comprehensive Review of the Provincial-Municipal Fiscal Framework

Please be advised that at its meeting held on March 9, 2026, the Council of the Town of Whitby adopted the following as Resolution # 41-26:

Whereas current provincial–municipal fiscal arrangements are undermining the Town of Whitby’s economic prosperity and the quality of life of its residents;
Whereas nearly one third of all municipal spending in Ontario is directed toward services in areas of provincial responsibility, with expenditures outpacing provincial contributions by approximately \$4 billion annually;

Whereas the Association of Municipalities of Ontario (AMO) has emphasized that the ongoing requirement for municipalities to fund provincial responsibilities—such as social housing, health related capital obligations, and social services—results in at least \$1.5 billion annually in net municipal expenditures for social housing alone, a problem unique to Ontario;

Whereas municipalities are further required to contribute 10% of capital funding for new provincial hospitals, diverting local revenue away from essential municipal infrastructure;

Whereas municipal revenue sources, primarily property taxes, do not grow at the same rate as the economy or inflation, yet municipalities—including the Town of Whitby—are responsible for managing major growth related infrastructure such as roads, transit, water, sewer, fire, and parks;

Whereas only 34 cents of every residential property tax dollar collected in Whitby remains with the Town, while 55 cents flows to the Region of Durham and 11 cents to school boards;

Whereas AMO has highlighted that provincial housing related revenues—including \$5.8 billion in Land Transfer Tax revenues in 2021/22, which exceeded the provincial budget plan by \$2 billion, as well as billions in HST revenue from new home construction—are not currently shared with municipalities, despite being generated by housing activity that requires significant local infrastructure investment;

Whereas AMO has stated that allocating a portion of these housing related provincial revenues to municipalities would provide a predictable, growth linked revenue stream necessary to support housing targets and the expansion of critical public infrastructure;

Whereas AMO has cautioned that proposals to reduce or limit development charges shift costs away from growth and onto existing property taxpayers, threatening the ability of municipalities to finance essential infrastructure, given that most municipal reserves are already allocated to specific projects or required for responsible asset management practices; and,

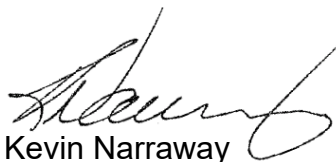
Whereas municipal staff have already identified \$2.5 million in expenditure reductions for 2026 and continue to identify efficiencies through the ongoing 2026 Core Services Review.

Therefore, be it resolved that:

1. The Council of the Town of Whitby once again calls upon the Province of Ontario to work collaboratively with the Association of Municipalities of Ontario (AMO) and Ontario Big City Mayors (OBCM) to undertake a comprehensive Social and Economic Prosperity Review to modernize and realign the provincial–municipal fiscal framework, ensuring that municipal revenues are aligned with the actual costs of today’s service delivery and growth;
2. The Town of Whitby requests that this review specifically address the \$4 billion annual gap where municipal property taxes are currently used to fund provincial responsibilities, including social housing, health, and transit, and further evaluate:
 - the \$1.5 billion annual municipal burden created by the provincial download of social housing costs;
 - the requirement for municipalities to fund 10% of provincial hospital capital projects; and,
 - the opportunity to allocate a portion of provincial Land Transfer Tax and HST revenues generated by housing activity to municipal infrastructure supporting growth.

3. The Province be urged to establish a predictable, housing linked revenue stream for municipalities that reflects the economic, social, and infrastructure demands associated with growth, including addressing the financial impacts of changes to development charges; and,
4. A copy of this resolution be forwarded to:
 - The Honourable Doug Ford, Premier of Ontario
 - The Honourable Sylvia Jones, Deputy Premier and Minister of Health;
 - The Honourable Peter Bethlenfalvy, Minister of Finance;
 - The Honourable Rob Flack, Minister of Municipal Affairs and Housing
 - The Honourable Kinga Surma, Minister of Infrastructure;
 - The Honourable Michael Parsa, Minister of Children, Community and Social Services;
 - Lorne Coe, MPP (Whitby);
 - The Region of Durham;
 - The Association of Municipalities of Ontario (AMO);
 - The Federation of Canadian Municipalities (FCM); and,
 - All Ontario Municipalities.

Should you require further information, please do not hesitate to contact the Office of the Town Clerk at 905.430.4300.



Kevin Narraway
Sr. Manager of Legislative Services/Deputy Clerk
clerk@whitby.ca

Copy: C. Harris, Director of Legislative Services/Town Clerk - clerk@whitby.ca
F. Wong, Commissioner of Financial Services/Treasurer - wongf@whitby.ca

The Honourable Sylvia Jones, Deputy Premier and Minister of Health -
Sylvia.Jones@ontario.ca

The Honourable Peter Bethlenfalvy, Minister of Finance - minister.fin@ontario.ca

The Honourable Rob Flack, Minister of Municipal Affairs and Housing -
minister.mah@ontario.ca

The Honourable Kinga Surma, Minister of Infrastructure -
Minister.MOI@ontario.ca

The Honourable Michael Parsa, Minister of Children, Community and Social
Services - MinisterMCCSS@ontario.ca

Lorne Coe, MPP (Whitby) - lorne.coe@pc.ola.org

Alexander Harras, Regional Clerk, The Regional Municipality of Durham -
clerks@durham.ca

Lindsay Jones, Executive Director, Association of Municipalities of Ontario
(AMO) - ljones@amo.on.ca

The Federation of Canadian Municipalities (FCM) – info@fcm.ca

All Ontario Municipalities

March 13, 2026

Please be advised that during the regular Council meeting of March 10, 2026 the following resolution regarding OPP - Sustainable Police Services Funding was carried.

RESOLUTION NO. 2026-111

DATE: **January 29, 2026**

MOVED BY: **Councillor Roberts**

SECONDED BY: **Councillor Hirsch**

WHEREAS Ontario municipalities are required to maintain a police service or detachment board; and

WHEREAS policing is a provincially legislated responsibility, yet municipalities are bearing the brunt of rising costs to implement provincial mandates;

WHEREAS the Association of Municipalities of Ontario (AMO) has asserted that the fiscal framework enabling municipalities provided critical policing and public safety services is broken, and AMO requests an urgent update of the provincial-municipal fiscal relationship;

WHEREAS double digit increases in municipal annual Ontario Provincial Police (OPP) budgets are unsustainable, especially as Ontario municipal police services tackle provincial responsibilities such as mental health, addictions, and homelessness challenges that place police resources under enormous financial strain;

WHEREAS municipalities across Ontario are experiencing increased police operating and capital costs directly related to new compliance and operational standards required under the Community Safety and Policing Act, 2019 (the Act);

WHEREAS the costs of other measures such as providing provincial court security are increasing and are not part of providing core, adequate and effective municipal policing; and

WHEREAS rural municipalities are especially negatively impacted by these developments;

NOW THEREFORE BE IT RESOLVED THAT the Council of the County of Prince Edward (Council) requests that the Province provide financial assistance to municipalities to offset all additional costs directly and demonstrably incurred as a result of compliance with the Act and not general increases to police budgets; and

THAT Council urges the Province of Ontario to expeditiously review and reform its current police grant programs to ensure a more equitable distribution of funding to municipalities, so that communities with changing populations and expanding service demands receive fair and sustainable provincial support; and



From the Office of the Clerk
The Corporation of the County of Prince Edward
T: 613.476.2148 x 1021 | F: 613.476.5727
clerks@pecounty.on.ca | www.thecounty.ca

THAT this resolution of Council be forwarded to the Premier of Ontario, the Solicitor General of Ontario, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), Eastern Ontario Wardens' Caucus (EOWC), the Ontario Association of Police Services Boards (OAPSB), and all Ontario municipalities for endorsement.

CARRIED

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Hirsch



COUNCIL MEETING**April 1, 2026****CORRESPONDENCE RECEIVED FOR INFORMATION:**

- 1) Inspection of 2026-2027 Annual Work Schedule for Algonquin Park Forest.
- 2) Agriculture Development Branch – Weed Inspector Appointments.
- 3) Integrity Commissioner Annual Report 2025.
- 4) Cassellholme Board of Management Meeting Minutes January 29, 2026.
- 5) Ministry of Seniors and Accessibility: 2026 Ontario Senior of the Year Award.

Inspection

Inspection of 2026 – 2027 Annual Work Schedule for Algonquin Park Forest

The **April 1, 2026 – March 31, 2027** Annual Work Schedule (AWS) for the **Algonquin Park Forest** is available for public viewing by contacting the **Algonquin Forestry Authority**, during normal business hours and on the Natural Resources Information Portal at ontario.ca/ForestPlans beginning **March 15, 2026** and for the one-year duration of the AWS.

Scheduled Forest Management Operations

The AWS describes forest operations such as road construction, maintenance and decommissioning, forestry aggregate pits, harvest, site preparation, tree planting and tending that are scheduled to occur during the year.

More Information

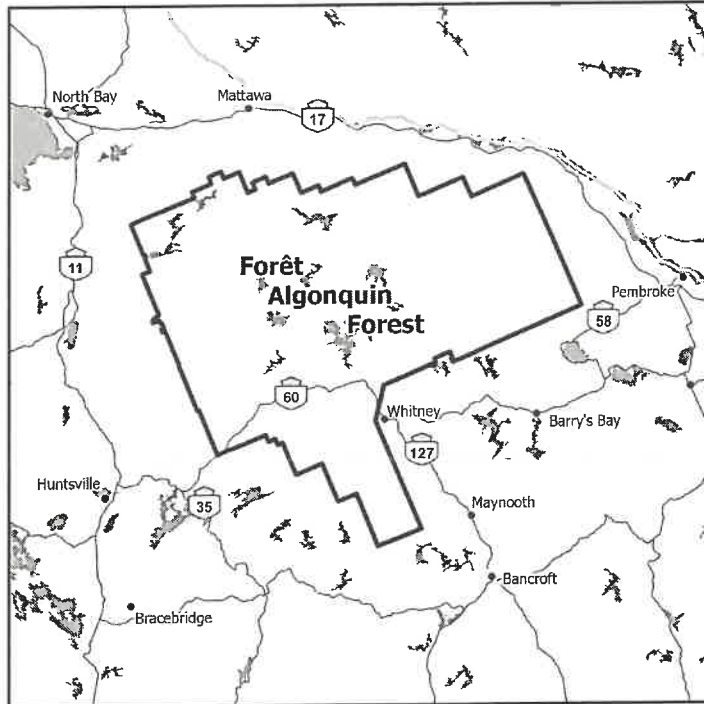
To learn more about the AWS, you can arrange a virtual or in-person meeting, or request AWS summary information by contacting the MNR staff listed below:

For information on the rules for obtaining wood for personal use, please visit: ontario.ca/CrownLandWood. For commercial fuelwood opportunities, please contact the Forest Company listed below.

Meena Gurung, R.P.F.
 Management Forester
 Ministry Of Natural Resources
 31 Riverside Drive
 Pembroke, ON K8A 8R6
 tel: 705-465-6193
 e-mail: meena.gurung@ontario.ca

Andrew Schafer, R.P.F.
 A/Chief Forester
 Algonquin Forestry Authority
 Huntsville Office
 8 Crescent Road
 Unit B3-1
 Huntsville, ON P1H 0B3
 tel: 705-690-8732
 e-mail: andrew.schafer@algonquinforestry.on.ca

Tom Dolan, R.P.F.
 Area Forester
 Algonquin Forestry Authority
 Pembroke Office
 84 Isabella Street
 Pembroke, ON K8A 5S5
 tel: 613-735-0173 ext. 225
 e-mail: tom.dolan@algonquinforestry.on.ca



Stay Involved

Further information on how to get involved in forest management planning and to better understand the stages of public consultation please visit:

ontario.ca/ForestManagement

Renseignements en français : Normand Genier, 613 219-7508, normand.genier@ontario.ca.

From: [Tracy Cannon](#)
To: [Tracy Cannon](#)
Subject: FW: 2026 Municipal Clerk Instructions – Weed Inspector Appointments
Date: Tuesday, March 3, 2026 2:04:18 PM

From: noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** Ag Info (OMAF)
Sent: Tuesday, March 3, 2026 10:25 AM
To: Bryan Martin <clerk@southalgonquin.ca>
Subject: 2026 Municipal Clerk Instructions – Weed Inspector Appointments



Agriculture Development Branch

Date:

February 27th, 2026

To:

Clerks of County, District, Regions and other Municipalities

From:

Mike Cowbrough

Chief Weed Inspector

Subject: Municipal Clerk Instructions – Weed Inspector Appointments

Under the *Weed Control Act*, municipalities have several responsibilities. The following summarizes what **you**, as a municipal clerk, need to do.

1. Appointment of Area Weed Inspectors

- Every upper-tier and single-tier municipality must appoint **one or more Area Weed Inspectors** by by-law. This appointment is done by municipal council. Council must also set the inspector's pay or other compensation.

2. Reporting Area Weed Inspectors

- As the clerk, you must **report the names of all Area Weed Inspectors** for your municipality. **Deadline: April 1, 2026**

3. Appointment of Municipal Weed Inspectors (Optional)

- Municipalities may also appoint **Municipal Weed Inspectors** by by-law, if they choose.

4. Reporting Municipal Weed Inspectors

- If your municipality appoints any Municipal Weed Inspectors, you

must report their names by April 1st, 2026.

What you need to do now? Go to the following link and review the information that is on file for Weed Inspector appointments in your municipality. Either confirm that the information is correct or revise to reflect any new appointments.

<https://omafra.my.site.com/weeds/s/?recordId=0013200001G5wiP>

Weed Inspector Training:

There are two options that provide continuing education related to Weed Inspection and the Weed Control Act. First, there is an online course that can be accessed at: <https://adb-omafra.thinkific.com/> Please contact me if you have any issues regarding the online training.

Secondly, we are hosting an in-person meeting for Weed Inspectors on Wednesday April 8th. Please note that the venue for this event has changed from past years. This year's meeting will be hosted at the University of Guelph Arboretum Centre.

You can register for our annual meeting on Wednesday April 8th at the University of Guelph Arboretum Centre [here](#).

I look forward to hearing from you,



Mike Cowbrough
Chief Weed Inspector



Caution: This is an external email and may be malicious. Please take care when clicking links or opening attachments. Do not enter your password into web pages you are not familiar with.

Tony E. Fleming
Direct Line: 613.546.8096
E-mail: tfleming@cswan.com

March 18, 2026

BY E-MAIL: clerk@southalgonquin.ca

Township of South Algonquin
7 Third Avenue
P.O. Box 217
Whitney, ON
K0J2M0

Dear Mayor and Members of Council:

**Re: Integrity Commissioner Services - Annual Report – 2025
Our File No. 35965-8**

This report summarizes the services provided by the Integrity Commissioner to the Township of South Algonquin in 2025, in accordance with section 223.6 (1) of the *Act*. The purpose of this report is to highlight the mandate of the Integrity Commissioner and to inform Council and the public about changes to the Act that affect the process of the Integrity Commissioner and subsequently, Councils and Local Boards.

Role of the Integrity Commissioner

The Act mandates that the Integrity Commissioner is responsible for providing the following functions:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* (“MCIA”) to members of council and of local boards.

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TEL: 613-544-0211
FAX: 613-542-9814
EMAIL: [INFO@CSWAN.COM](mailto:info@cswan.com)
WEB: WWW.CSWAN.COM

4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the MCIA.
7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the MCIA.¹

Integrity Commissioner Activity

If Council requires ongoing training under the Code of Conduct and the MCIA, Mr. Fleming is available upon request. Individual members may request advice from the Integrity Commissioner at any time. Council or members may contact Mr. Fleming in the following ways:

- 1) Council may pose a question to the Integrity Commissioner in writing regarding the broad obligations of all members (not specific to any one member);
- 2) Individual members may request advice in writing from the Integrity Commissioner in accordance with the Act.

Requests for Advice

We received one request for advice in 2025 under the Code of Conduct, relating to potential conflicts of interests either general or under the *Municipal Conflict of Interest Act*.

We continue to encourage members of Council and Local Boards for the Township of South Algonquin to contact us in writing should they find themselves unsure of their obligations under the Code or the *Municipal Conflict of Interest Act*. If a member requests and follows our advice, that advice may be relied on should there be a complaint to the Integrity Commissioner on the same facts in the future.

¹ *Municipal Act*, section 223.3(1).

Complaints/Applications for Inquiry

There were no complaints submitted to the Integrity Commissioner for the Township of South Algonquin.

With respect to the advice and investigations:

1. Costs associated with Advice provided was \$175.00; and
2. Costs associated with Complaints was \$0.00.

Strong Mayor Powers

In 2025, a number of municipalities started to navigate the complexities of strong mayor powers. The latest round of legislation broadened the list of municipalities subject to strong mayor powers and we saw first-hand the law of unintended consequences from some of our clients. We thought it would be helpful to share some lessons learned to assist council and staff to better understand the limits of these powers.

Provincial Priorities

A number of strong mayor powers can only be exercised if they advance a Provincial Priority. O. Reg 580/22 has only created two provincial Priorities at present: building additional housing and creating infrastructure to support this new housing.

Strong mayors may not add matters or by-laws to agendas on topics other than those that advance a provincial priority. The decision as to what will advance a Provincial Priority is left to the opinion of the strong mayor, but this does not mean that simply saying something might advance a Provincial Priority invests the mayor with unlimited powers. The matter being proposed must still reasonably relate to supporting a Priority.

Direction to Staff

A strong mayor may direct staff, but only for matters where a strong mayor power exists. For example, if a strong mayor wants to bring forward a by-law to advance a housing development, staff can be directed to prepare a report and a draft by-law and put that matter on an agenda. Staff can also be directed to implement a re-organization of internal departments or prepare the mayor's budget.

The strong mayor powers do not assign mayors any general administrative powers over the municipality or any operational authority.

Dealing with Uncertainty

What strong mayor powers have done in some cases we have been involved with is create uncertainty. Staff and Council must now (in some cases) deal with a strong mayor who issues a written directive that may be outside of their authority as a strong mayor.

The language of the Act gives strong mayors considerable leeway in how they determine what may advance a Provincial Priority. However, where staff or Council believe that the mayor has exceeded their authority, the municipality is in a difficult position. In our opinion, it is unreasonable to expect that a municipality will simply agree with every direction if the direction appears on its face to be outside the strong mayor powers. In those situations, we recommend that municipalities obtain legal advice as to the validity of the direction, and act accordingly. This may mean that a municipal Council decides to ignore a strong mayor's direction; but it is preferable to following an otherwise illegal direction and exposing the municipality to legal action from aggrieved parties.

Integrity Commissioner and Municipal Solicitor

2025 also saw a few of our clients receive letters from the Ontario Ombudsman that were critical of our firm's dual role of Integrity Commissioner and municipal solicitor (for municipalities where we hold both roles). While this circumstance represents less than a quarter of our clients for whom we act as Integrity Commissioner, it is an interesting analysis of conflict of interest that may be of interest to all.

The Ombudsman published a "Best Practices Guide" for Codes of Conduct and Integrity Commissioners for municipalities in 2024. The Guide states:

An integrity commissioner's independence, both real and perceived, from the council, local boards and municipal staff should be maintained to the greatest degree possible. Integrity commissioners should be prevented from taking on other roles or responsibilities for the municipality during the time they serve as commissioner, including acting as legal counsel, municipal clerk, workplace harassment investigator or policy advisor.

This is not the law; it is not found in legislation and is simply a recommendation from the Ombudsman.

We agree that fulfilling both municipal solicitor and Integrity Commissioner roles has the potential for conflicts of interest. We assess the potential for conflicts with every new complaint and decline to act where actual conflicts exist (where we have provided legal advice in advance of receiving a complaint where that advice is relevant to the complaint).

We disagree that fulfilling both roles creates a general conflict that disqualifies a municipal solicitor from also being that municipality's Integrity Commissioner.

We come to this conclusion based on a principled assessment of the nature of conflict. As both solicitor and Integrity Commissioner our client is the same – the municipal corporation. Our client is neither Council, staff nor any individual council member. Only a majority of Council can retain our firm, instruct our firm or delegate its authority to retain or

instruct. Therefore, investigating an individual member of Council is not a conflict as no individual member of Council is our client (as solicitor or Integrity Commissioner).

If the Ombudsman were correct, every Integrity Commissioner in Ontario has a conflict – as they are all retained by Council and their role is to investigate individual members of Council. This is not a conflict, provided that your Integrity Commissioner has integrity and fearlessly investigates members of Council regardless of the fact that their retainer exists at the pleasure of Council. We take this role seriously and expect that Council will respect our independence and impartiality.

Closing Remarks

As Council is no doubt aware, the government continues to propose changes to the *Municipal Act* to change the Integrity Commissioner regime. We are not aware of when the changes are expected.

One of the changes that would impact elected officials most is the proposal to impose a province-wide code of conduct. No details are yet available, but we encourage all municipalities to participate in consultation on any amendments that might be implemented so that you have some input when this occurs.

The amendments will also create an Ontario Integrity Commissioner whose role would be to provide advice to municipalities about removing a member from council in certain circumstances.

The ability to remove a member from council is the other significant change that members of Council should be aware of. The amendment would establish rules to allow the new Ontario Integrity Commissioner to recommend to Council that it remove a member if they meet four criteria:

1. The member must contravene the Code;
2. The contravention must be of a serious nature;
3. The conduct resulted in harm to health, safety or well-being of persons; and
4. Existing penalties are insufficient to address the contravention or ensure that it is not repeated.

We thank the Township of South Algonquin for the opportunity to act as its Integrity Commissioner. We remind members that the Integrity Commissioner is available to provide advice in accordance with the Act regarding a member's obligations. We note that this service provides members with the proactive ability to avoid potential complaints by requesting and acting on advice which may apply to the circumstances of the member.

Members are held to the highest standards of office in their elected positions, and we thank members for their continued attention to the ethical obligations expected of them.

Please contact us with any follow-up questions.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP



Tony E. Fleming, C.S.
LSO Certified Specialist in Municipal Law
(Local Government / Land Use Planning)
Anthony Fleming Professional Corporation
TEF:sw

MINUTES

Date: Thursday, January 29, 2026

Location: Cassellholme 1st Floor (New Build)

Board Members: Dave Mendicino, Chair
Michelle Lahaye, Vice Chair
James (Jim) Bruce
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 (ZOOM)
Jamie Lowery (ZOOM)

	ITEM	ACTI ON
A.	CALL TO ORDER	
	MEETING RECORDED <i>“Moved by Jim Bruce and seconded by Peter Chirico that the meeting be called to order at 5:01 p.m.”</i> Res. #001-26 <u>Carried</u>	
	1. Approval of Agenda	
	<i>“Moved by Jim Bruce and seconded by Michelle Lahaye that the Board approved the Agenda for this meeting, as amended.”</i> Res. #002-26 <u>Carried</u>	
	2. Conflict of Interest	
	<i>“Moved by Robert Corriveau and seconded by Dave Mendicino that no Board Members present have declared a conflict of interest.”</i> Res. #003-26 <u>Carried</u>	
	3. Approval of Minutes	
	3.1 Approval of the Minutes of the Regular Board Meeting held on December 4, 2025 <i>“Moved by Mark King and seconded by Michelle Lahaye that the minutes of the Regular Board Meeting, held on December 4, 2025, be adopted as presented.”</i> Res. #004-26 <u>Carried</u>	

4. Election Officers

4.1 Chairperson

⁴⁷
“Moved by Michelle Lahaye and seconded by Peter Chirico that Dave Mendicino be elected Chairperson of the Cassellholme Board of Management.”

Res. #005-26

Carried

4.2 Vice Chairperson

“Moved by Peter Chirico and seconded by Robert Corriveau that Jim Bruce be elected Vice-Chairperson of the Cassellholme Board of Management.”

Res. #006-26

Carried

4.3 Treasurer

“Moved by Peter Chirico and seconded by Jim Bruce that Robert Corriveau be elected Treasurer of the Cassellholme Board of Management.”

Res. #007-26

Carried

4.4 Chairperson, Charitable Foundation Committee

“Moved by Peter Chirico and seconded by Robert Corriveau that Jim Bruce be elected Chairperson of the Cassellholme Charitable Foundation Committee.”

Res. #008-26

Carried

4.5 Secretary

“Moved by Peter Chirico and seconded by Jim Bruce that Michelle Lahaye be appointed Secretary of the Cassellholme Board of Management”

Res. #009-26

Carried

5. New Business

5.1 Specialized Unit Updates

24 Bed Specialized Unit Approved for March 2026-2028
Notification to be sent out after meeting to advise
A lot of back work to be done potential of April 1, 2026 to open
Admission list – up staffing *waiting on Provincial Announcement
Indigenous – 5th Floor – Application Sent in

6. Redevelopment

6.1 Move Update

Demo of Apple/Maple to begin – temp. external walls completed
Expected Move in date of June 2028 mentioned
Re-testing lifts and Millwork touchups being completed

7. Operations

7.1 Operations Update

7.1.1. Transitional Operations Update

The initial transition/move itself went well, but now a challenge after the fact
Resident increased falls and behaviors (was to be expected)
Staff having a rather difficult transition period – staff & residents moved everywhere/all different areas
Staffing levels are being evaluated/staffing model being looked at
Staff absenteeism and WSIB claims increased
Higher number of baths missed
Water temp issues. Elevator issues. A lot of changes all at once.

48	<p>7.1.2 Quality Update Implementation of Quality Assurance Annual satisfaction surveys sent out awaiting results Tentatively to be presented at next meeting</p> <p>7.1.3 Operations Update Operations update in package – detailed with 2025 overview and 2026 goals Dietitian Resigned and new one to start (not mentioned in Operations Update attached)</p> <p>7.2 October–December 2025 Capital Levy Interest cost indication in package – to be sent out January 31, 2026 to municipalities</p> <p><i>“Moved by Peter Chirico and seconded by Michelle Lahaye that the board approve the Capital Levy as presented \$448, 778.81 issued January 31, 2026.”</i></p> <p>Res. #010-26 <u>Carried</u></p> <p>7.3 Insurance Renewal For redevelopment to stay within same Company Email vote – Plan for 2027</p>	
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8. Finance and Governance Policy Review

	<p>8.1 2027 Insurance RFP* Policy geared to non-profit In depth review every 3 years – possible to bring in 3rd party Cyber Policy with same broker</p>	
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9. In-Camera

	<p>Guests left the meeting & Zoom Meeting Ended <i>“Moved by Peter Chirico and seconded by Robert Corriveau that the Board proceed to an In-Camera session at 5:59p.m.”</i></p> <p>Res. #011-26 <u>Carried</u></p> <p>9.1 Approval of the In-Camera Minutes – dated December 4, 2025 In-Camera Motion – Res. #012-26</p> <p>9.2 Redevelopment Matters</p> <p>9.3 Legal Matter – Redevelopment</p> <p>Anita Left the Meeting</p> <p>9.4 Cassellholme Governance Structure</p> <p><i>“Moved by Peter Chirico and seconded by Michelle Lahaye that the Board approve the In-Camera Session to be adjourned at 7:08p.m.”</i></p> <p>Res. #013-26 <u>Carried</u></p>	
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B. CORRESPONDENCE

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C. REQUEST FOR FUTURE AGENDA ITEMS

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D. DATE OF NEXT MEETING

	<p>Thursday, February 26, 2026 – Cassellholme 1st Floor (New Build) – 5:00 p.m.</p>	
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E. ADJOURNMENT	
49	<p><i>“Moved by Robert Corriveau and seconded by Michelle Lahaye that the meeting be adjourned at 7:09p.m.”</i></p> <p>Res. #014-26 Carried</p>

Secretary

Chairman

January 16th 2026

Subject: Cassellholme Redevelopment Update – January 2026

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

Refer to schedule notes of previous reports for comments on Draft Finishing Schedule and comments on Rev. 4 Schedule.

Schedule risks outlined in the March 2025 and other previous reports have materialized.

Phase 1: CH's move in date was moved from November 12-16, 2025 to November 26-30, 2025 due to MOLTC delays. The revised dates were coordinated with Cassellholme and the move was completed November 30, 2025. Phase 2 construction start date was then revised to December 3, 2025.

Phase 2 schedule is included with this report and is updated to reflect the Phase 2 start date of December 3, 2025, and includes progress up to the date of this report.

PHASE 1-B

Patient lift track placement correction - scope has been confirmed, shop drawings have been processed. Scheduling is currently in progress and pricing will be submitted within the next 2 weeks.

Millwork deficiencies to be completed in February

PHASE 2

IPAC separations complete.
Demolition in progress.

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
Resident Communication	Create plan for P2 piling and demolition; discuss opening of P1	February
Bed Application - DSU & Indigenous	Continue to have discussions with OH and Ministry on next steps	ongoing
FF&E Review	monthly review as P2 commences; Inventory List Review for P2	ongoing
Ministry submissions	monthly progress reports, draws, ministry financials and insurances - submissions monthly	ongoing
P1 Millwork deficiencies	some servery work and ongoing maple wood deficiencies; scheduled for end of Jan, early Feb	February
IPAC Demolition Plan	signed and sent to the HU	26-Nov
P2 Project Schedule Review	further review Jan 24	24-Jan
P2 Parking		Summer 2027
Quality Review and LL	commenced Nov 24 & Nov 25	Nov 24 & 25
Demolition Fire Plan	in the progress to develop and submitted	06-Dec
Storage Area list	to do a post move review of any changes to be added to P2; need to still get shelving for storage spaces	February
Hose Cabinets	hose cabinets in the new building - tbd	January
Art Fundraising	ideas have been noted and small WG; including Creative Industries - WG to assemble soon to allow for art in the	Spring
Art Work - RHA and P1	Artwork underway and will provide updates as artist submits	ongoing
Wood at mill for purpose		2027
Outdoor Space	to purchase furniture in the spring that was not purchased in November	May
HCR - Movers	to be reviewed 6 months prior to move	winter 2027
IT	to review P1 and any additions for P2 - FF&E	
Furniture	all itemized and pre-selected and ready for order	
Digital Menus/Boards	will be in full rollout as part of regular operations	ongoing
Nurse Call	Austco and Percon and Clinical to do a post move review of any changes to be added to P2	March
Medication Safety & Room Review	to do a post move review of any changes to be added to P2	March
Nursing Station	to do a post move review of any changes to be added to P2	March
Office Review	to do a post move review of any changes to be added to P2	March
Activity Rooms planning	to do a post move review of any changes to be added to P2	March
Clinical Staffing Plan	to be reviewed 6 months prior to move	
Door and Keypad Locks	to do a post move review of any changes to be added to P2	March
Wayfinding	to do a post move review of any changes to be added to P2	March
Miller waste process	to do a post move review of any changes to be added to P2	March
Kitchen Planning	to do a post move review of any changes to be added to P2	March
Trina's staffing plan	to be reviewed 6 months prior to move	
Storage Areas and supplies	to do a post move review of any changes to be added to P2	March
Inventory Management Solution and Process	to do a post move review of any changes to be added to P2	March
Medleds	order; to do a post move review of any changes to be added to P2	March
Remar strips	order; to do a post move review of any changes to be added to P2	March
Fire plan	to do a post move review of any changes to be added to P2	July

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		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		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		Millwork revisions for site coordination issues	coordination	Approved	22-Jan-25	30-Jan-25	07-Feb-25	\$1,670.35	\$1,670.35	
			191		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		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	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					

CLINICAL SERVICES – Mel Cross, RN, Director of Care

2025 was a year of significant transition, stabilization and system-level improvement within our Clinical Department, with focused efforts to align clinical practices and oversight with the requirements of the FLTCA. The year included important leadership changes, deliberate restructuring and focused efforts to strengthen clinical oversight, accountability and regulatory compliance.

Being appointed as the Director of Care March 31st, 2025 marked a key transition point for the Clinical Department. From that time forward, efforts were concentrated on assessing existing practices, addressing long-standing gaps, stabilizing leadership and frontline staff and establishing more clear accountability structures across clinical services.

Despite operating within a complex regulatory environment, meaningful progress was achieved in strengthening resident safety, improving interdisciplinary communication, enhancing infection prevention and control and reinforcing continuous quality improvement processes. The changes implemented throughout 2025 have positioned the Clinical Department to move forward with greater consistency, transparency and preparedness in 2026.

Clinical Leadership

In alignment with FLTCA requirements related to clinical oversight, leadership accountability and governance, significant changes were undertaken in 2025 to strengthen the clinical management structure and clarify roles and responsibilities.

Following the leadership change as the Director of Care, a focused review of clinical leadership roles, reporting relationships and accountabilities was conducted. This review identified opportunities to address role ambiguity, duplication of work and gaps in ownership of key clinical and regulatory functions.

The clinical leadership team focused on strengthening leadership practices and leading by example in alignment with our organizational values. These efforts have contributed to improved trust, consistency and professionalism across the department.

We have been able to strengthen clinical leadership and oversight, enhance communication and accountability and have improved leadership presence and decision-making across units. These changes have supported a more structured, compliant and transparent clinical leadership framework.

Infection Prevention and Control (IPAC)

IPAC remained a critical regulatory priority for us in 2025. Recognizing the importance of strong IPAC leadership, the department undertook targeted changes to strengthen program oversight and education capacity.

We were able to onboard a new IPAC manager in August following the retirement of our previous IPAC Manager. We also introduced an IPAC assistant / Clinical Educator role to strengthen education, auditing and staff competency and development. Our IPAC policies, procedures and surveillance practices have been overhauled to align with FLTCA and Public Health Guidelines. We have been successful in strengthening our outbreak preparedness and response processes. These initiatives have improved consistency, regulatory alignment and staff support related to IPAC practices across the home.

Quality Assurance

A significant effort was directed toward strengthening Quality Assurance and embedding a more structured quality improvement framework within clinical operations. We worked to strengthen the Quality Committee process, documentation and follow up. We made efforts to improve tracking, analysis and review of critical incidents to improve our policy and procedures within the clinical department.

Consistent with FLTCA requirements for critical incident reporting and risk management, focused efforts were undertaken in 2025 to strengthen oversight, investigation and follow-up processes. Consistency in the identification, reporting, investigation and review of critical incidents was strengthened. We also strengthened our investigation process and documentation including ensuring the prompt updating of applicable care plans which facilitate improved safety for our residents.

Statistically, we finished 2025 with 90 reported critical incidents (CIs). This is down from 122 CIs in 2024 or a 27% reduction in CIs.

Clinical Operations

Throughout 2025 efforts were made to stabilize and standardize clinical operations while addressing legacy issues that had contributed to inconsistency and risk. These efforts were aligned with the FLTCA expectations for safe, effective and resident-centered care.

We were able to review and strengthen clinical workflows, documentation practices and care planning processes. Medication management has been improved, and we targeted falls prevention and responsive behaviours with a focus of harm reduction for our residents. These actions have supported improved consistency in care delivery and more clear expectations for frontline clinical staff.

Staff Education, Competency & Workforce Stabilization

Staff competency and training in 2025 included strengthened onboarding and orientation processes, improved tracking of mandatory and role specific education, and continued efforts to stabilize frontline staffing through recruitment, retention and leadership support initiatives. We have improved our tracking and oversight of staff training and competency requirements including an increased focus on mandatory role-specific education. Clinical continues our ongoing efforts to stabilize frontline staffing through recruitment, retention and leadership support initiatives. These efforts have supported improved safety in delivery of our care, improved staff confidence and greater leadership support initiatives.

Pharmacy Services & Medication Safety

2025 saw a comprehensive Request for Proposal process take place to review our pharmacy services with a focus on medication safety, clinical support and regulatory compliance. Following this diligent review, the pharmacy services contract was renewed with CareRx. This process ensured continuity of service while reinforcing expectations related to medication management, clinical oversight and partnership in quality improvement initiatives.

Looking Ahead to 2026

The leadership transitions and system-level improvements implemented in 2025 have established a stronger foundation for clinical governance, regulatory compliance and resident safety. The Clinical Department enters 2026 with clearer accountability structures, improved oversight mechanisms and greater operational stability.

Key priorities moving forward include continued strengthening of clinical leadership and accountability; ongoing stabilization and support of the frontline workforce; further integration of quality, risk and performance data into decision-making; successful implementation of new clinical tools and system enhancements; and a sustained focus on resident safety, regulatory compliance and continuous quality improvement.

The transition into the new building represented a significant operational and clinical change in 2025. The move itself was completed successfully, and while there were expected growing pains, these were addressed through ongoing collaboration with staff and by incorporating resident and family feedback. Throughout this transition, staff demonstrated considerable resilience and adaptability, continuing to deliver safe, high-quality care while adjusting to new environments, workflows and systems. The learning opportunities identified through this process have informed refinements to clinical operations and will continue to support ongoing improvements as the home settles fully into the new space.

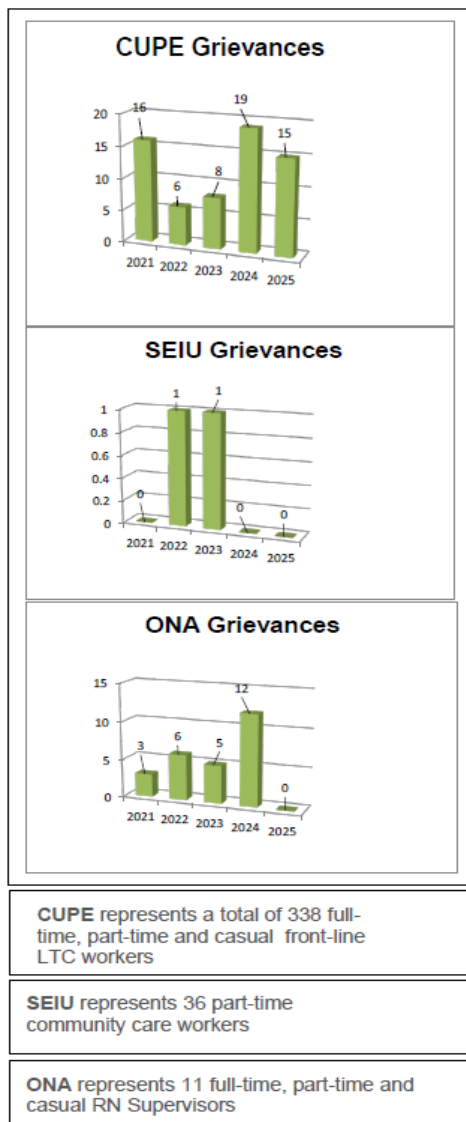
In addition, the Clinical Department will continue its collaboration with the research group out of Toronto to support frontline staff through initiatives focused on building

psychological safety in long-term care through enhanced equity and trauma-informed organizational capacity. This work is intended to enhance staff resilience, promote safe and supportive work environments, and strengthen staff capacity to deliver compassionate, resident centered care in complex clinical situations.

The progress achieved in 2025 reflects a committed and disciplined approach to meeting FLTCA requirements while building a resilient, transparent and quality driven clinical program that is positioned to respond effectively to both regulatory expectations and resident needs in the year ahead.

HUMAN RESOURCES – Shani Giroux, Director of HR

LABOUR RELATIONS



KEY CHALLENGES AND OPPORTUNITIES

The persistent provincial shortage of Registered Nursing (RN) and Registered Practical Nursing (RPN) staff continues to impact our stability. Throughout 2025, we relied heavily on agency staffing to bridge critical vacancies. This practice that remains necessary for resident safety but is financially unsustainable. Consequently, recruitment and retention stands as our highest strategic priority for 2026.

On the labour relations front, we are entering a period of high activity. We are currently navigating interest arbitration with CUPE for the renewal of the collective agreement and are preparing to commence bargaining with ONA. While our SEIU agreement remains in force until March 31, 2027, our overall grievance activity remains high. We currently have three significant matters advancing to rights arbitration in 2026 and 2027, covering critical disputes regarding the Adult Day Program PSW wage enhancement, RPN Lead role redeployment, and the expansion of the Activity Assistant master schedule.

To address the growing volume and complexity of workplace accommodation requests, we have adopted a third-party medical adjudication model in December 2025. While we recognize that this shift has caused some employee apprehension regarding medical privacy, it is a necessary step to ensure an objective, expert-led process. As an employer, we lack the clinical expertise to evaluate medical necessity; this partnership provides a 'privacy firewall' that protects sensitive data while ensuring we meet our legal duty to accommodate.

The move to our new facility has been a milestone achievement for Casselholme. However, we recognize that a transition of this magnitude brings a myriad of operational challenges. Our staff are currently navigating new job routines, caring for new residents, and mastering updated medical equipment. We understand that change on this scale can be difficult, and we remain committed to working closely with our Union partners to identify and address concerns arising from our new staffing models. We believe that both residents and staff benefit when our team is comfortable, supported, and appropriately staffed.

In addition to recruitment and retention priorities, our objectives also include :

Revitalizing Our Orientation & Onboarding Program

- Redesigning our onboarding experience to ensure new hires receive the comprehensive information and hands-on learning they need to feel confident at Casselholme from day one. By maximizing the quality of our initial training, we provide our staff with the tools to succeed, which in turn enhances our ability to retain top talent in a competitive market.

Data and Analytics

- Transforming HR data into actionable insights to better understand and improve the employee experience. By shifting from anecdotal feedback to evidence-based metrics, we will more accurately identify staffing pressures, anticipate turnover trends to refine our onboarding, and measure the success of initiatives designed to enhance staff satisfaction, competency, and well-being.

STAFFING/STUDENTS – Tiffany Chapman, HR Coordinator

New Hires/Terminations December 2025

- ❖ **8 New Hires:** 1 RN, 3 RPNs, 1 Housekeeper, 3 PSWs
 - **Additionally Onboarded:** 2 Agency RNs and 3 Agency RPNs
- ❖ **4 Terminations/Resignations:** 1 RPN, 1 Activity Assistant, 1 RPN, 1 FSW

Vacancies as of January 16, 2026

- ❖ PSW Vacancies: 5 temp. full-time, 2 perm part-time, 9 temp part-time
- ❖ RPN Vacancies: 2 perm full-time, 3 temporary full-time, 7 permanent part-time
- ❖ Dietary Vacancies: 5 perm part-time, 3 temporary part-time
- ❖ Housekeeping Vacancies: 2 permanent part-time, 4 temporary part-time
- ❖ Activities Vacancies: 3 permanent part-time
- ❖ CSS Vacancies: 1 permanent part-time PSW, 1 temporary part-time Homemaker

Students starting in January 2026

- ❖ Near North District School Board PSW Living Classroom (group of 17 Students)
- ❖ Nipissing BScN Students (21 students)
- ❖ Canadore PN Students (7 Students)
- ❖ Canadore and CTS PSW Students starting in February

HOUSEKEEPING & NUTRITION & FOOD SERVICES – Trina Milne, Manager

Review of 2025:

Some challenges for the year have been navigating and setting up Meal Suite. The Dietary department had some challenges with replacing cooks. We have also had some challenges in housekeeping being short staffed.

Move transition- the Support Services department has been settling into their new routines in the current and new building. The 4th floor had some equipment issues at the beginning and are now resolved.

HR Status- recent interviewed and hired a new RD as the current one resigned effective January 1, 2026. During our transition to the new building, observed where we are short staffed in some areas and require creating more lines and hire more housekeepers to maintain cleanliness of the home. We also observed in the Dietary department that we need to create new lines and hire more staff to maintain operations and contingency when short staffed. We currently have 5 permanent vacancies in Dietary and 4 temporary vacancies (this week had one resign and another transfer to helping hands). Interviews have been scheduled this week for NFS. one new hire for NFS this week. We currently have 2 permanent vacancies in housekeeping and 4 temporary lines.

ACTIVITY DEPARTMENT – Mandy Gilchrist, Activities Manager

Review of 2025 – Challenges, Changes, and Overall Operations

The Activity Department experienced a year of significant change and adaptation in 2025, most notably due to the organizational move and the ongoing realities of staffing pressures in long-term care.

Operational Highlights:

- Despite the disruption and added complexity of the move, Activity staff remained optimistic, resident-focused, and flexible throughout the transition.
- Programming continued with minimal interruption, demonstrating strong commitment to residents' emotional, social, and cognitive well-being.
- Staff worked collaboratively to adapt activities to new physical spaces, learning in real time what worked well and what required adjustment.
- The department continued to offer meaningful community outings for residents, supporting autonomy, social connection, and quality of life, while maintaining Cassellholme's visible presence in the wider community.
- The trishaw bike program remained a highly valued offering during the spring to fall months, providing residents with accessible outdoor experiences and increasing positive community visibility. The program also created meaningful shared experiences for families who were able to accompany their loved ones, strengthening relationships and generating consistently positive engagement from residents, families, staff, and community members.

Challenges:

- Staffing shortages impacted scheduling, program consistency, and staff workload.
- The physical move created temporary barriers to ease of programming, including room layout, storage access, and shared space availability.
- Balancing meaningful engagement for residents while navigating fatigue and change for staff remained an ongoing challenge.

Overall, 2025 was a year marked by resilience, creativity, and care, even under pressure.

Move Transition – Activity Department Perspective

The move was a significant transitional period for the Activity Department.

- Activity staff approached the transition with a positive and solution-focused attitude, supporting residents emotionally and practically throughout the change.
- Staff were proactive in helping residents orient to new spaces and routines, recognizing that transitions can be especially difficult for residents living with dementia.
- The move highlighted the importance of purpose-built, accessible, and flexible activity spaces that are easy for staff to use and meaningful for residents.

As expected, a transition of this scale required ongoing adjustment. Staff continue to refine how spaces are used to best support inclusive, engaging, and resident-centred programming.

HR Status – Staffing Challenges and Retention

Current Staffing Status

- One (1) Day Line – Vacant
- Two (2) Evening Lines – Vacant

These vacancies place pressure on:

- Program coverage across the week
- Staff workload and scheduling flexibility
- The department’s ability to consistently offer a full range of activities

Retention Challenges

- Recruitment and retention continue to be a challenge within the Activity Department, reflecting broader sector-wide pressures in long-term care.
- Evening shifts are particularly difficult to staff, impacting resident engagement during later hours.

Strengths

- Despite vacancies, the current team remains engaged, supportive of one another, and committed to residents.
- Staff morale during the move was notably positive, demonstrating a strong sense of teamwork and adaptability.

Looking Ahead – 2026 Pressures and Priorities

Anticipated Pressures

- Ongoing recruitment challenges, particularly for evening positions
- Maintaining staff well-being while vacancies remain
- Ensuring equitable activity access for residents living in two separate buildings

Program Development & Innovation

The department is actively exploring global activity models using technology to:

- Ensure inclusion of all residents across both buildings
- Reduce duplication of effort while maintaining quality engagement
- Create shared experiences that foster connection and community

This work is still in development and will require:

- Technological support and infrastructure
- Staff training and adjustment time
- Ongoing evaluation to ensure accessibility for residents with varying cognitive and physical abilities

Items for Board Awareness

The Board is asked to be aware of the following:

- Current staffing vacancies (1 day line, 2 evening lines)
- Recruitment and retention pressures within the Activity Department
- The ongoing impact of staffing shortages on program delivery
- The need for continued flexibility and support as the department refines programming across two buildings using technology

The Activity Department continues to demonstrate resilience, compassion, and innovation in the face of change. Staff navigated a major physical transition while maintaining a positive presence for residents, sustaining community engagement, and supporting one another through uncertainty. Addressing staffing challenges and supporting retention will be essential to sustaining this work into 2026, alongside continued investment in inclusive programming, community-facing initiatives, and adaptable activity spaces.

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

Over the past month, my work has focused on pastoral presence, spiritual care, and support during several important transitions within the home.

A significant portion of my time has been spent supporting residents through the transition to the new building. This has included offering emotional and spiritual support, being present with residents experiencing anxiety, grief, or disorientation related to the move, and working closely with staff to ensure residents felt seen, heard, and accompanied during this period of change.

During the Christmas season, I offered a range of opportunities to support and nourish residents' spiritual and religious needs. This included, one-to-one pastoral visits, and informal conversations that allowed residents to reflect, pray, and connect with familiar traditions in ways that were meaningful to them.

I have also been supporting our co-op students as they begin reflecting on and assessing their placement experience in preparation for their return to school in late January. This has involved check-ins, guidance around learning outcomes, and helping students name skills and insights gained through their time with us.

This work continues to focus on presence, relationship-building, and supporting both residents and learners through times of transition.

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

Review of 2025:

- ❖ Had some staffing challenges throughout the year (sick leaves etc) and prolonged hospitalizations with Assisted Living client which made our number of clients fall and difficult to recover. In order to cover shifts, we had to pay out significant OT. We are now getting our AL client numbers increased again and staffing issues are resolving.
- ❖ Upon reviewing our budget from 2025, we remained in decent parameters with this
- ❖ Many changes with Ontario Health Teams and community referral sources etc.
- ❖ Much longer wait times to get clients in need of LTC placed appropriately. Crisis placements are last months before these clients are placed in LTC putting much strain and pressure on families and staff.
- ❖ New Home2LTC program launched which allows care coordinator from hospital put additional supports in place so that clients remain at home while waiting for LTC as opposed to the hospital. This new and still looking at ongoing challenges with this program and whether or not it is making an impact.
- ❖ Overall, operations are running smoothly enough and numbers of active AL clients remains around 40, Respite around 26, housekeeping around 180, Supportive Housing is at 4 clients.
- ❖ We have 23 PSW's (1 is on Maternity Leave) and 7 Homemakers (1 just returned from her Maternity Leave)

- ❖ The transition to moving to the new had the anticipated minimal impact on CSS staff given that they work in community, however our Transport Porter and Manager assisted with packing clients and moving belongings to new build for several days and assisting with feeding residents during lower staffing times.

HR:

- ❖ We lost 4 PSW staff within weeks so this created immense pressure on being able to operate, however, with staff's dedication and many overtime hours, we got through and are back to normal staffing capacity. I am very proud to say that there was no impact in client care or visits being completed!
- ❖ We are at full staffing capacity for Homemakers
- ❖ Recruitment has not been too difficult, although with our last hiring, we did not receive much interest. We received enough and were able to hire but moving forward, this may pose as a challenge as it always has.

All in all, 2025 was a successful and productive year and are hopeful to carry this same scenario into 2026!

INFECTION CONTROL – Hannah Bryant, RN, Manager of IPAC

New Information: Universal masking went into effect on Dec 19th due to current Influenza A outbreak, multiple outbreaks in the community, and numerous staff illnesses. Will re-assess universal masking in February. Most health care facilities have universal masking in place as well.

Audits: Hand hygiene audits of staff and visitors continue, resident hand hygiene audits continue, PPE audits and IPAC self-assessment audits continue.

Outbreaks:

- No outbreaks declared in October or November
- Recent outbreak: Influenza A
 - Declared Dec 9th and resolved by Dec 28th
 - 8 staff affected – 1 positive influenza case reported
 - 16 residents affected – 12 confirmed positive influenza cases
 - 1 resident death

Immunization

The collection of staff Measles immunization is ongoing.

Influenza vaccines:

- 176 residents consented and received the vaccine
- Roughly 296 staff members vaccinated (roughly 389 staff currently)

Covid vaccines:

- 136 residents consented and received the vaccine
 - Roughly 10 more residents to vaccinate (due to not being on the unit or sick)

IPAC Construction Audits

Recent audits – first floor and basement hoarding, no issues. On-going inspection to ensure IPAC preventative measures are being followed for the demolition phase. Still attending bi-weekly construction meetings.

QUALITY ASSURANCE – Kathy MacDonald, RN, Manager of Clinical Quality Assurance

From a Quality Improvement (QI) lens, several initiatives were successfully completed, creating a strong foundation for continuous improvement in 2026.

Wound Care Documentation System

In November, the home successfully launched and migrated to a new wound documentation application. This was a significant QI initiative that improves the reliability, timeliness, and usability of clinical data. The system allows for standardized documentation and secure image capturing. This enhancement supports consistency in practice and strengthens our ability to evaluate outcomes over time.

RAI-MDS / InterRAI Transition

Effective January 1st, the home successfully transitioned to the InterRAI assessment system. This initiative is foundational to the home's quality framework. This data drives how we measure up provincially and nationally (benchmarking). Accurate and timely data entry supports meaningful comparison, trend analysis, and performance measurement. Successful implementation ensures the home remains well positioned to use standardized data to inform quality improvement planning and monitor outcomes.

Falls Trends

In November, the home recorded 62 falls. Following the transition to the new building on November 30th, falls increased to 102 in December.

Environmental transitions, resident relocation are known risk factors during periods of significant change. Ongoing analysis and education will support targeted interventions and continuous monitoring as residents acclimate to their new surroundings.

2026 Quality Improvement Focus and Roadmap

The clinical leadership team is actively developing a 2026 Quality Improvement roadmap, with a deliberate focus on proactive risk identification, data driven decision making, and sustainable improvement.

Cassellholme remains committed to resident safety, quality of care, and compliance with regulatory requirements.

HEALTH AND SAFETY – Julie Pilkey, Manager of Occupational Health, Safety, and Wellness

Emergency Preparedness

As per the Fixing Long-Term Care Act, 2021, Cassellholme is required to provide annual Emergency Preparedness Training. Angie signed the annual Attestation and submitted to the Ministry on Dec 31, 2025, that all required training has been completed for 2025.

All staff have been trained on the new fire procedures and Med Sleds in the new building, as well as completing a training module on Safety 24/7. Training is ongoing with all new hires during orientation.

Fire Drills will increase, on all shifts, to provide more training to staff as we transition into the new building.

The North Bay Fire Department completed their Annual Inspection on Oct 23/25.

3 violations were noted:

1. Remove power bars powering mini-fridges and/or other high energy appliances
2. Install a bracket to hang and secure the fire extinguisher in the Penthouse
3. Remove carpet rolls and wood pieces on shelving, in close proximity to the sprinkler head in the basement carpenter shop so it is 18" clear according to the fire code.

All violations were corrected. Photos of all corrections were sent to the Fire Department. The Fire Department confirmed completion with a letter dated Dec 2/25.

Our Annual Timed Fire Drill with the North Bay Fire Department was held on Oct 29, 2025. No concerns noted.

WSIB – Staff Currently on Modified Duties, as of January 15, 2026

6 PSWs – 2 are working within compliment

1 FSW

1 CSS

Health & Safety

The next Joint Health & Safety Committee meeting will be held on Jan 28/26 @ 2:00pm. There are currently 8 worker members and 5 management members on the committee. 3 members completed their 3-year refresher training in December 2025. This is mandatory training to maintain their certification.

The Ministry of Labour completed a Workplace Violence Prevention Campaign Field Visit on Nov 5/25. The Inspector reviewed the following documents - no concerns:

- Detailed incident reports for all workplace violence incidents in the past 1-2 years
- Procedures for reporting and investigating incidents of workplace violence
- WPV policy and program (including measures and procedures for summoning immediate assistance, code whites, flagging, provision of information, creating and updating safety plans)
- Training for WPV (workplace specific, GPA, NVC)
- Risk assessments and risk re-assessments of WPV (most recent)
- Minutes from the last 3 JHSC meetings
- Last workplace inspection

A building walk-through inspection followed the review.

One Forthwith Order was issued. A Tim Horton's cup, bottle of Pepsi and an iced coffee were observed in the medication room on Apple Street. Items were removed at time of visit. Administrator and the DOC were notified, and an email went out immediately to all registered nursing staff.

ADMISSIONS – Alysia Loyer, Resident and Family Navigator

2025 marked my first year serving as the Resident and Family Navigator at Cassellholme, and it proved to be a year of significant growth, change, and celebration for this role. Stepping into this established role during a period of major transition required adaptability, initiative, and a strong commitment to supporting residents and their families.

Throughout the year, I focused on building a solid foundation for the position while integrating myself into the daily operations of the home. With the support of the clinical team and support services team, I was able to learn about LTC and contribute meaningfully to residents and family experiences.

Vacancies fluctuated significantly throughout 2025. Upon stepping into the Resident and Family Navigator role in the spring, I focused on learning the full admissions process as well as the day-to-day workings of the home. During this period, I worked closely with families and the interdisciplinary team to begin preparations for Phase 1 of the move to the new build.

By summer 2025, the home experienced a period of stability, with nearly three consecutive weeks of no vacancies. As Phase 1 approached, I dedicated extensive time to coordinating with staff and families to ensure a smooth and well-organized transition.

Following the move, our focus shifted to rebuilding occupancy. We are currently admitting approximately 3-4 residents per week to return to an appropriate and sustainable vacancy level within the home.

**Ministry for Seniors
and Accessibility**

**Ministère des Services aux
aînés et de l'Accessibilité**



Minister

Ministre

College Park
777 Bay Street
5th Floor
Toronto ON M7A 1S5

College Park
777, rue Bay
5e étage
Toronto (Ontario) M7A 1S5

March 2026,

Dear Mayor, Reeve and Members of Council:

I am writing to invite you to [nominate](#) an exceptional local senior for the 2026 Ontario Senior of the Year Award.

This award provides each municipality the opportunity to honour one outstanding senior for their contributions to enriching the social, cultural, and civic life of their community.

The deadline for nominations is April 15, 2026.

For more information on how to submit a nomination online, please visit the [Ontario Senior of the Year](#) webpage. Once your nomination is submitted, a personalized certificate with your nominee's name will be sent to you. I encourage you to present this certificate to your nominee in June during Seniors Month.

The Ontario government is proud to celebrate Seniors Month with municipalities across the province. Seniors generously give their time, knowledge and expertise making Ontario the best place in this country to live and work. It is important to take the time to celebrate our older population and acknowledge their invaluable contributions.

If you have any questions regarding the 2026 Ontario Senior of the Year Award, please contact Ontario Honours and Awards at OntarioHonoursAndAwards@ontario.ca.

Thank you for supporting the civic engagement of your local seniors.

Sincerely,

Raymond Cho
Minister for Seniors and Accessibility

**Ministry for Seniors
and Accessibility**

**Ministère des Services aux
aînés et de l'Accessibilité**



Minister

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Mars 2026

Monsieur le Maire/Madame la Mairesse, Préfet/ Préfète et Membres du Conseil :

Je vous écris pour vous inviter à [soumettre une candidature](#) pour le Prix ontarien de la personne âgée de l'année 2026.

Ce prix donne à chaque municipalité l'occasion d'honorer une personne âgée exceptionnelle de sa localité pour les contributions qu'elle a apportées à l'enrichissement de la vie sociale, culturelle et civique de sa communauté.

La date limite de soumission des candidatures est le 15 avril 2026.

Pour obtenir de plus amples renseignements concernant la façon de soumettre une candidature en ligne, veuillez visiter la page Web du [Prix ontarien de la personne âgée de l'année](#). Une fois que vous aurez soumis une candidature, un certificat personnalisé avec le nom de votre candidat(e) vous sera envoyé. Je vous encourage à le présenter à votre candidat(e) en juin pendant le Mois des aînés.

Le gouvernement de l'Ontario est ravi de célébrer le Mois des aînés avec les municipalités de toute la province. Les personnes âgées ont généreusement donné leur temps, leurs connaissances et leur expertise pour faire de cette province le meilleur endroit au pays où vivre et travailler. Il est important que nous prenions le temps de célébrer nos aînés et leurs précieuses contributions.

Si vous avez des questions au sujet du Prix ontarien de la personne âgée de l'année 2026, veuillez communiquer avec l'Unité de la reconnaissance des bénévoles à l'adresse suivante : OntarioHonoursAndAwards@ontario.ca

Merci d'avance pour votre soutien à l'engagement civique de vos aînés locaux.

Sincèrement,

Raymond Cho
Ministre des Services aux aînés et de l'Accessibilité

MOTIONS OF COUNCIL

April 1, 2026

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

THAT: Council for the Corporation of the Township of South Algonquin hereby proclaims May 3 to May 9, 2026 Emergency Preparedness Week.

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

WHEREAS the Township of South Algonquin is a rural municipality within the Nipissing District that serves as an important gateway to Algonquin Provincial Park; and

WHEREAS tourism is a foundational component of the local economy in South Algonquin and across surrounding Northern Ontario communities, supporting accommodations, restaurants, outfitters, guiding services, and seasonal park operations that rely on a stable seasonal workforce; and

WHEREAS according to the 2021 Census, approximately 105 residents of South Algonquin are employed in the accommodation and food services sector, with an estimated additional 50 residents working seasonally within Algonquin Provincial Park; and

WHEREAS many of these positions are inherently seasonal due to the nature of tourism activity associated with Algonquin Provincial Park and the seasonal operations of tourism-related businesses across Northern Ontario; and

WHEREAS under the current framework of the Employment Insurance Program, many seasonal tourism workers experience a gap between the end of their Employment Insurance benefits—often in February or March—and the resumption of seasonal tourism employment in late May or June when visitor activity returns to the region; and

WHEREAS this gap creates financial hardship for workers who reliably return to seasonal employment each year and creates workforce instability for tourism operators and small businesses across the region; and

WHEREAS recognition of tourism-dependent rural communities within the framework of the Employment Insurance Program would help stabilize the regional workforce, support tourism businesses, and contribute to the economic sustainability of rural municipalities that depend on seasonal tourism; and

WHEREAS municipalities across Northern Ontario experience similar workforce challenges associated with seasonal tourism economies and would benefit from federal policies that better reflect the realities of seasonal employment in rural regions; and

WHEREAS regional municipal organizations such as the Federation of Northern Ontario Municipalities play a key role in advocating for policy solutions that address the unique economic conditions of Northern Ontario communities;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Algonquin formally request that the Government of Canada review and consider adjustments to the Employment Insurance Program to better recognize the realities of seasonal tourism employment in Northern Ontario and communities within the Nipissing District. Council further requests the support and advocacy of the local Member of Parliament, Cheryl Gallant, in bringing this matter forward to the Government of Canada. Additionally, Council requests that

the Government of Canada, including the Honourable Steven MacKinnon and the Honourable Gary Anandasangaree, review potential policy measures or pilot programs that address the seasonal Employment Insurance gap affecting tourism-dependent rural communities. Council also calls upon the Federation of Northern Ontario Municipalities and municipalities across Northern Ontario to support advocacy efforts aimed at ensuring federal Employment Insurance policies reflect the economic realities of tourism-dependent communities.

BE IT FURTHER RESOLVED THAT copies of this resolution be circulated to M.P. Cheryl Gallant, M.P. Pauline Rochefort, the Honourable Steven MacKinnon, the Honourable Gary Anandasangaree, the Federation of Northern Ontario Municipalities, the Association of Municipalities of Ontario, and all municipalities within the Nipissing District and Northern Ontario for endorsement and support.

Moved by: **Seconded by:** **Res. # 26-**
 THAT: Council of the Corporation of the Township of South Algonquin hereby authorizes the placement of a one-quarter page advertisement in Zine magazine at a cost of \$325.00.

Moved by: **Seconded by:** **Res # 26-**
 THAT: Council for the Corporation of the Township of South Algonquin supports the resolution from FONOM regarding Calls for Urgent Action Following Another Fatal Collision on Northern Highway; and
 THAT this resolution along with the resolution from FONOM be forwarded to Premier Doug Ford; the Minister of Transportation; the Minister of Northern Economic Development and Growth; Billy Denault, MPP for Renfrew-Nipissing-Pembroke; Cheryl Gallant, MP for Algonquin-Renfrew-Pembroke; and FONOM.

Moved by: **Seconded by:** **Res # 26-**
 THAT: Council for the Corporation of the Township of South Algonquin supports the resolution from City of Ottawa regarding proposed new Regulation under the Restricting Public Consumption of Illegal Substances Act; and
 THAT this resolution along with the resolution from the City of Ottawa be forwarded to Solicitor General of Ontario.

Moved by: **Seconded by:** **Res # 26-**
 THAT: Council for the Corporation of the Township of South Algonquin supports the resolution from The Regional Municipality of York regarding Provincial Intervention on Blue Box Program/ Circular Materials Ontario; and
 THAT this resolution along with the resolution from The Regional Municipality of York be forwarded Doug Ford, Premier of Ontario; the Minister of the Environment, Conservation and Parks; Billy Denault, MPP for Renfrew-Nipissing-Pembroke; the Association of Municipalities of Ontario (AMO); and Circular Materials Ontario.

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

THAT: Council for the Corporation of the Township of South Algonquin supports the resolution from the Township of McNab/Braeside regarding Ontario Heritage Organization Development Grant Advocacy; and

THAT this resolution along with the resolution from the Township of McNab/Braeside be forwarded Doug Ford, Premier of Ontario; the Minister of Tourism, Culture and Gaming; Billy Denault, MPP for Renfrew-Nipissing-Pembroke; the Association of Municipalities of Ontario (AMO).

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

THAT: Council for the Corporation of the Township of South Algonquin supports the resolution from the Town of Whitby regarding a request for a Comprehensive Review of the Provincial-Municipal Fiscal Framework; and

THAT this resolution along with the resolution from the Town of Whitby be forwarded to Doug Ford, Premier of Ontario; Sylvia Jones, Deputy Premier and Minister of Health; Peter Bethlenfalvy, Minister of Finance; Rob Flack, Minister of Municipal Affairs and Housing; Kinga Surma, Minister of Infrastructure; Michael Parsa, Minister of Children, Community and Social Services; Billy Denault, MPP for Renfrew-Nipissing-Pembroke; the Association of Municipalities of Ontario (AMO); and The Federation of Canadian Municipalities (FCM).

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

THAT: Council for the Corporation of the Township of South Algonquin supports the resolution from Prince Edward County regarding OPP sustainable services funding; and

THAT this resolution along with the resolution from Prince Edward County be forwarded Doug Ford, Premier of Ontario; the Solicitor General of Ontario; the Minister of Municipal Affairs and Housing; Billy Denault, MPP; the Association of Municipalities of Ontario (AMO); the Rural Ontario Municipal Association (ROMA); Eastern Ontario Wardens' Caucus (EOWC); the Ontario Association of Police Services Boards (OAPSB).

COUNCIL MEETING

April 1, 2026

By-Laws:

Moved by:

Seconded by:

Res. # 26-

THAT:

- 1) By-Law 2026-867 to Adopt Tax Ratios for 2026.
- 2) By-Law 2026-868 to Adopt Tax Rates for 2026 and to Establish Penalty and Interest on Overdue Taxes.
- 3) By-Law 2026-869 to Authorize a Tiered Response Agreement between South Algonquin Fire Department and Nipissing District Paramedic Services.
- 4) By-Law 2026-870 to Confirm the Proceedings of Council.

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

Moved by:

Seconded by:

Res. # 26-

THAT:

- 1) By-Law 2026-863 to Establish 2026 Expenditures and Revenues
- 2) By-Law 2026-867 to Adopt Tax Ratios for 2026.
- 3) By-Law 2026-868 to Adopt Tax Rates for 2026 and to Establish Penalty and Interest on Overdue Taxes.
- 4) By-Law 2026-869 to Authorize a Tiered Response Agreement between South Algonquin Fire Department and Nipissing District Paramedic Services.
- 5) By-Law 2026-870 to Confirm the Proceedings of Council.

BE READ A THIRD TIME AND PASSED

**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: 2026-867

BEING A BY-LAW TO ADOPT TAX RATIOS FOR THE YEAR 2026

WHEREAS it is the desire of the Corporation of the Township of South Algonquin to Adopt the Tax Ratios for the Taxation year 2026.

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

“To adopt the following Tax Ratios for the Taxation Year 2026: Residential 1.000000, Multi-Residential 1.000000, Commercial 1.980000, Commercial Excess/Vacant Lands 1.386000, Industrial 2.630000, Industrial Excess/Vacant Lands 1.709500, Farmlands / Managed Forest 0.250000, Aggregate Extraction 2.140048, Landfill 3.131836.”

READ A FIRST AND SECOND TIME on April 1, 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

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

BY-LAW NO. 2026-868

**BEING A BYLAW TO ADOPT TAX RATES FOR THE YEAR 2026 AND
TO ESTABLISH PENALTY AND INTEREST ON OVERDUE TAXES.**

WHEREAS Section 290 and 312 of *The Municipal Act, 2001*, provides that for purposes of raising the general local municipal 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, and

WHEREAS the 2026 Tax Levy for all purposes has been set at \$ 3,467,237
AND WHEREAS certain regulations require reductions in certain tax rates for certain classes of subclasses of property:

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN ENACTS AS FOLLOWS:

1. **THAT** the following sums be hereby levied for the year 2026

General Municipal Purposes	\$ 2,987,991
Education Purposes	\$ 479,246

2. **THAT** the following tax rates be, and they are hereby adopted to be applied against the whole of the assessment for real property in the following classes:

YEAR 2026 TAX RATES			
PROPERTY CLASS	MUNICIPAL RATE	EDUCATION RATE	TOTAL TAX RATE
PROPERTY CLASS	MUNICIPAL RATE	EDUCATION RATE	TOTAL TAX RATE
Residential (RT)(RG)(RP)(RH)	0.01005660	0.00153000	0.01158660
Commercial Occupied (CT)(CF)(CG)(CP)(XT)	0.01991207	0.00496193	0.02487400
Commercial Excess Land (CU)	0.01393845	0.00496193	0.01890038
Commercial Vacant Land (CX)	0.01393845	0.00496193	0.01890038
Industrial Occupied (IT)	0.02644886	0.00880000	0.03524886
Industrial Occupied PIL (IH)	0.02644886	0.00980000	0.03624886
Industrial Excess Land (IU)	0.01719176	0.00880000	0.02599176
Industrial Excess Land PIL (IK)	0.01719176	0.00980000	0.02699176
Industrial Vacant Land (IX)	0.01719176	0.00880000	0.02599176
Farmlands (FT)	0.00251415	0.00038250	0.00289665
Managed Forest (TT)	0.00251415	0.00038250	0.00289665
Aggregate Extraction (VT)	0.02152161	0.00511000	0.02663161
Landfill (HF)(HP)	0.03149562	0.00766612	0.03916174

3. **THAT** every owner shall be taxed according to the tax rates in this By-Law and such tax shall become due and payable as follows:

Residential, Multi-Residential, Commercial Occupied, Commercial -Vacant /Excess Land, Industrial Occupied, Industrial-Vacant/Excess Land, Farmlands, Managed Forest, and Landfill;

The first 50% installment of the final levy shall become due and payable on August 31, 2026, the second 50% installment of the final levy shall become due and payable on October 31, 2026 and non-payment of these amounts in full, on the dates stated in accordance with this section shall constitute default.

4. A penalty shall be charged as follows: 1.25% on the first day of default plus an additional 1.25% on the first day of every calendar month thereafter in which the taxes remain unpaid.
5. Penalties and interest added on all taxes of the Final Tax Levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid Final Tax Levy.
6. The Tax Collector may 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.
7. Taxes are payable through the Township e-services portal or at the Township of South Algonquin Municipal Office, 7 Third Ave. P.O. Box 217, Whitney Ontario, K0J 2M0, or by means of telephone and internet banking services. Payment of taxes shall be applied first to interest/penalty and arrears if any. All taxes shall be deposited to the credit of the Township of South Algonquin.

READ A FIRST AND SECOND TIME on April 1, 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

THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN BYLAW # 2026-869

Being a bylaw to authorize a Tiered Response Agreement between The Township of South Algonquin Fire Department and Nipissing District Paramedic Services.

WHEREAS The *Municipal Act, 2001* Subsection 10(2) 6 and 8 authorizes a Municipality to pass bylaws respecting the health, safety and well-being of persons and the protection of persons and property;

AND WHEREAS the Council of the Corporation of the Township of South Algonquin deems it necessary to have an agreement in place between the Nipissing District Paramedic Services and the Township of South Algonquin Fire Department for Tiered Response Agreement for Medical Emergencies;

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

1. SHORT TITLE

This Bylaw may be cited as the "Tiered Medical Response Bylaw."

2. DEFINITIONS

Ambulance Service means the District of Nipissing Social Services Administration Board (DNSSAB) - Paramedic Services

Code 4 (Life and Limb) Emergencies means any emergency where the patient may die without timely medical intervention

Fire Department means the Township of South Algonquin Fire Department

MVC means Motor Vehicle Collision and includes any collision between a motorized vehicle including but not limited to cars, trucks, and motorcycles

Off Road means ATV and snowmobile trails, and/or any response where the patient is not accessible by land ambulance and response requires additional equipment or personnel

Patient Lift Assist means paramedics have requested Fire Department assistance with patient lifting and/or extrication

3. AGREEMENT

The CAO/Clerk- Treasurer, Paramedic Chief / Manager, and South Algonquin Fire Chief are hereby authorized to execute the Tiered Response Agreement for Medical Emergencies attached hereto as Appendix "A" to and forming part of this bylaw.

That the executed agreement be forwarded to Northern911 for implementation.

That the CAO/Clerk-Treasurer of the Municipality of South Algonquin be authorized to make minor modifications or corrections of a grammatical or typographical nature to this bylaw or appendix, after the passage of this bylaw, where such modifications or corrections do not alter the intent of the bylaw.

This bylaw will come into force and take effect upon final passing thereof.

READ A FIRST AND SECOND TIME on April 1, 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

Medical Tiered Response Agreement

Between

District of Nipissing Social Services Administration Board
Paramedic Services
(Herein known as DNSSAB)

and

Township of South Algonquin Fire Department
(Herein known as the Fire Department)

The DNSSAB and the Fire Department wish to enter into a Medical Tiered Response Agreement for the mutual benefit of each agency and to assist community residents. The development of a Medical Tiered Response Agreement is not intended to place undue hardship or pressure on any emergency service, rather Medical Tiered Response Agreements are intended to provide a rapid response of trained personnel to specified events and within specified times and as specified in this document.

The Medical Tiered Response Agreement will be reviewed by both organizations annually and when required, amended to reflect evolving community needs, or capacity. Where no amendments are brought forward by either party, this agreement shall remain in full force and effect.

The Medical Tiered Response Agreement may be cancelled by any of the participating agencies with a minimum of three months written notice to participating agencies. All participating agencies will be subject to all legislated responsibilities including but not limited to maintenance of patient confidentiality as provided in the Personal Health Information Protection Act.

The Medical Tiered Response Agreement is not intended to alter the assignment of participating agencies from those incidents that they would wish to respond to under their mandate for specific service delivery. As an example, Fire Services may wish to respond to all motor vehicle collisions to provide agency specific activities. Such a response would not be part of a Medical Tiered Agreement but would be managed within their organization.

Whereas the parties have expressed their desire to participate in a tiered response for specified medical emergencies, the parties agree as follows:

Medical Tiered Response Activation Criteria

1. The activation of a tiered response may occur at any time for the following criteria:
 - a. All motor vehicle collisions (MVC).
 - b. Unconscious (does not include seizures)
 - c. VSA
 - d. Multiple Casualty incidents that may overwhelm the ambulance service
 - e. Instances where the Fire Department is able to respond to a Code 4 emergency in a more timely fashion (due to location of call), than the ambulance service. (30 minutes response time)
 - f. When an Off-Road Rescue is required to reach a patient. An Off-Road response is defined as a patient that cannot be accessed by ambulance and will require additional equipment or personnel to

complete

- g. All confirmed structure fires
 - h. Patient Lift Assists – at the request of the paramedics on-scene the Fire Department will be sent to provide assistance in lifting/extricating patients.
2. The Fire Department will only respond to calls within the municipal boundaries unless otherwise authorized.
 3. Dispatch shall notify the Fire Department within **one (1) minute** of the receipt of a call when able, for any emergencies that meet the criteria as listed in section 1.
 4. The Ambulance Service and Fire Department shall have in place the necessary Liability Insurance.
 5. **This agreement recognizes that the Fire Department may not be able to respond when occupied with a fire emergency, or for any other reason as determined by an on-duty fire official.**
 6. Appendix “A” to this agreement is the operational guidelines for activating this tiered response agreement.
 7. This agreement may be reviewed, revised, and maintained by the Fire Department, Ambulance Service on an annual basis or at the request of any parties to this agreement.
 8. Will not respond to calls where OPP or Ontario Parks will respond, unless requested by Paramedics.

Appendix A

Operational Guidelines

Northern911 Responsibilities:

- Activate the Township of South Algonquin Fire Department to emergencies located within their normal response areas when these emergencies/requests fall into the criteria that has been mutually agreed upon.

DNSSAB - Paramedic Services Guidelines:

- Upon responding to the closest, most appropriate, ambulance to the scene, will advise the ambulance crew if a tiered response has been activated.
- All available information should be relayed to the Fire Department with updates as they are received.
- Advise of **any potential hazardous situations**.

Fire Department Responsibilities:

- Prevent, control, and/or extinguish fires
- Control the safety of the scene when hazards are identified.
- Provide extrication as needed.
- Control and coordinate incidents involving spills, leaks, or dangerous goods.
- Providing patient care as necessary, including First Aid, CPR, AED and O2 Therapy.
- Make decisions involving the potential for evacuations at the scene of an emergency.

Fire Department Guidelines:

- Firefighters are responsible for activities in areas subject to hazardous environmental conditions or where exposure to fire may occur. Ambulance crews, unless equipped with adequate protective equipment and supervised by firefighters, will remain in a staging area.
- Firefighters should position their vehicles so as to not block access or egress for the responding ambulance.
- Ambulance will cancel the Fire Department if it is obvious that they are not needed.

Ambulance Responsibilities:

- Ambulance personnel are responsible for the care and transportation of patients.
- Ambulance personnel will assist other emergency services as required, secondary to patient care and transport.
- The Paramedics should be aware of the local tiered response agreement(s) in place and upon arrival at the scene should determine whether or not the Fire Department is needed for further assistance.
- The Ambulance crew will evaluate injuries of patients, perform triage if necessary and notify dispatch immediately if any further assistance is required, i.e. Air Ambulance response.
- The Ambulance crew may request assistance from the Fire Department at the scene with regards to patient removal or further patient care.
- Replenish of first aid supplies to Fire department.

Shared Responsibilities:

- Scene safety is everyone's responsibility. Should a hazard be identified anyone on scene can call a "STOP" to all activities.
- Wherever possible, allied agencies should encourage their respective staff to meet after calls, at a mutually agreed site in order to discuss the events of the call in such a way as to improve the handling of such a call in the future.
- Return equipment as required.
- Maintain a high level of respect and a professional rapport with one another.

- Participate in inter agency training whenever possible.
- Participate in Critical Incident Stress Debriefing as necessary.

For: _____ Date _____
Township of South Algonquin Fire Department

For: _____ Date _____
District of Nipissing Social Services Administration Board

**CORPORATION OF THE
TOWNSHIP OF SOUTH ALGONQUIN
BY-LAW NO. 2026-870
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:

April 1, 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 April 1, 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