

# TOWN OF KEARNEY

## AGENDA

### REGULAR COUNCIL MEETING

Council Chambers

Thursday, April 9<sup>th</sup>, 2026 – 6:00 p.m.

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**1. Call the Meeting to Order**

**2. Approval of Agenda**

**3. Disclosure of Interest**

[At this time, Members of Council shall declare pecuniary interest, if any, with items on the agenda.]

**4. Delegations/Presentations/Public Meetings**

4.1. Zoning By-law Amendment – Peace Valley Drive (Schaefer) Pg.3

**5. Consent List**

5.1. DRAFT Regular Council Meeting Minutes Pg.11

5.2. Staff 2026 Quarterly Reports Pg.15

5.3. Payment Register Pg.27

5.4. 2025 Council Honorarium & Expenses Pg.40

5.5. *AHHC Meeting Minutes December 2025, January 2026 & February 2026* Pg.41

5.6. *Southeast Planning Board Meeting Minutes February 2026* Pg.47

**6. Items Referred from the Consent List**

**7. Items for Discussion**

7.1. Almaguin Minor Softball Association In-Kind Request Pg.53

7.2. DRAFT Bylaw to Regulate Dogs Pg.56

7.3. DRAFT Administrative Monetary Penalties System Bylaw Pg.63

7.4. SR2026-24 Report on Council Committee Structure Re: Notice of Motion Pg.100

7.5. MEMO: Legal Opinion on Section 228(4) of the Municipal Act Pg.103

**8. Notice of Motion**

**9. Correspondence for Information**

9.1. Support Resolution – Ontario Veterinary College Enrollment Capacity Pg.105

9.2. FONOM – key northern investments in Ontario and NORDS Extension	Pg.109
9.3. Integrity Commissioner – Annual Report for Kearney 2024-2025	Pg.111
9.4. KWEF Newsletter – March 20226	Pg.113
9.5. Support Resolution – “Elbows Up for Climate Action”	Pg.118
9.6. Support Resolution – Ontario Property Tax Reform	Pg.137
9.7. Support Resolution – Motion to Reassess – Unfreeze Ontario	Pg.138
9.8. <i>Candidate Night Poster – Almaguin Clerks and Treasurer’s Group</i>	Pg.139

## **10. Bylaws**

- 10.1 Being a By-law to Amend By-law 2022-20 (Schaefer)
- 10.2 Being a By-law to Adopt an Investment Policy
- 10.3 Being a By-law to Regulate Dogs in the Town of Kearney

## **11. Closed Session**

Under Section 239 of the Municipal Act, Council will move into closed session under the following subsections:

- 2(b) Personal Matters about an Identifiable Individual
- 2(d) Labour Relations or Employee Negotiations

## **12. Confirming Bylaw**

By-law 2026-XX Being a by-law to confirm the proceedings of Council

## **13. Adjournment**

# Report to Council

**To:** Mayor and Council, Town of Kearney

**From:** Kent Randall and Jessica Rae Reid (EcoVue Consulting Services Inc.)  
Town Planning Consultants

**Subject:** Application for Zoning By-law Amendment  
RZ-01-26 (Schaefer)

**File:** 82 Peace Valley Drive and 0 Peace Valley Drive  
Part of Lots 1, 2, and 3, Concession 6, Town of Kearney (Bethune)  
EcoVue Project No: 26-2095-04

**Date:** March 31, 2026

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## Recommendation

It is recommended that Council receive the report dated March 31, 2026 from EcoVue Consulting Services regarding application RZ-01-26 (Schaefer).

It is recommended that Council approve the proposed amendment to Zoning By-law No. 2022-20, which will have the following effects:

1. Rezone a portion of the subject lands from the Rural Exception-16 (RU-16) Zone to a new site-specific Rural Exception-XX (RU-XX) Zone, as a condition of SEPSDPB Consent File B-004/26; and
2. Rezone a portion of the subject lands from the Rural (RU) Zone to the Rural Exception-16 (RU-16) Zone, as a condition of SEPSDPB Consent File B-004/26.

## Subject Lands

The lands subject to this application are known municipally as 0 Peace Valley Drive and 82 Peace Valley Drive, located at Part of Lot 1, 2, and 3, Concession 6, in the former geographic Township of Bethune, now in the Town of Kearney, District of Parry Sound.

A summary of the lands proposed to be rezoned are as follows:

	<b>Severed Lands (Lot Addition Lands)</b>	<b>Benefitting Lands (Prior to Lot Addition)</b>	<b>Retained Lands (Following Lot Addition)</b>
<b>Lot Area</b>	21.04 hectares (52 acres)	8.09 hectares (20 acres)	7.12 hectares (17.59 acres)
<b>Lot Frontage</b>	0 metres	~160 metres	~167 metres
<b>Lot Depth</b>	~280 metres	~425 metres	~425 metres
<b>Current Zone</b>	Rural-16 (RU-16)	Rural (RU)	Rural-16 (RU-16)
<b>Current Uses</b>	Vacant	Vacant	Rural/Residential
<b>Proposed Uses</b>	Rural/Residential	Rural/Residential	Rural/Residential
<b>Existing Buildings/ Structures</b>	Vacant	One (1) Residential Dwelling	Vacant
<b>Proposed Buildings/ Structures</b>	Vacant	N/A	One (1) Residential Dwelling
<b>Municipal Address</b>	(Part of) 0 Peace Valley Drive	82 Peace Valley Drive	0 Peace Valley Drive
<b>Road Access</b>	N/A	Peace Valley Drive	Peace Valley Drive
<b>SEPSDPB Consent File Nos.</b>	B-004/26		

## Purpose of Application

The Zoning By-law amendment (ZBA) application has requested to rezone portions of the retained and benefitting lands from the Rural Exception-16 (RU-16) and Rural (RU) Zones to a new site-specific Rural Exception-XX (RU-XX) Zone and Rural Exception-16 (RU-16) Zones, as a condition of final approval for Consent File No. B-004/26. The

RU-16 and RU-XX Zones will recognize new lot areas of each the benefitting lands and retained lands, following the proposed lot addition, while also acknowledging the existing site-specific provision of the RU-16 Zone (addressed later in this Report). No new lots are being created by the Application for Consent; each existing lot will continue to be used for residential/rural purposes.

Therefore, an amendment to the Town of Kearney Zoning By-law is required to rezone the subject lands in order to permit the proposed Consent.

## Pre-Consultation with the Town of Kearney

The applicant submitted a Pre-Consultation application to the Town of Kearney in February 2026, which proposed the aforementioned Application for Consent (Lot Addition). In summary, the Town’s Planning Consultants were supportive of the Applications for Consent and subsequent Zoning By-law Amendment to permit the lot addition.

The Planning Consultants have reviewed the application, and can confirm that the findings from the February 2026 Pre-Consultation review can still be supported.

## Analysis

### Provincial Planning Statement (2024)

The subject lands are not located within a settlement area and are therefore subject to Section 2.5 (Rural Areas in Municipalities) and 2.6 (Rural Lands in Municipalities) of the Provincial Planning Statement, 2024 (PPS). Specifically, Section 2.6.1 outlines permitted uses on *rural lands*, which includes “c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services; [...]”.

Although the aforementioned Consent application does not create a new residential/rural lot, the application does result in the decreased lot area for the retained lands, specifically putting them further into non-compliance than what the RU Zone permits. The proposed ZBA is therefore required to acknowledge the new lot area following the lot addition. Notwithstanding, it is our opinion that the amendment is appropriate for the surrounding residential and rural characteristic of the area as the lands are currently zoned RU-16 and the amendment will be acknowledging the deficient lot area of the lands.

The proposed lots are consistent in size and proposed future use compared to other parcels on Peace Valley Drive and the surrounding rural area and are therefore locally appropriate.

The proposed ZBA is required as a condition of final Consent approval, in order to permit the creation of two (2) new rural/residential lots. The subject lands will be appropriate for the surrounding rural and residential characteristic of the area as the (RU) Zone allows for a single-detached dwelling and ancillary (i.e. accessory) structures. The proposed development on the retained lands is consistent in size and future use compared to other parcels on Peace Valley Drive, and the surrounding rural area and are therefore locally appropriate.

Policies contain in Section 4.1 of the PPS prohibit development and site alteration within or on lands adjacent to natural heritage features including, but not limited to: wetlands, significant wildlife habitat, fish habitat, etc. Development or site alteration is only permitted if it has been determined that there will be no negative impact on these features.

Although the subject lands are not located on a shoreline, they are located within 100 metres of Emsdale Lake, which has been identified in Schedule 'C' of the Town of Kearney Official Plan as Lakes at or near capacity. Discussed in greater detail later in this Report, the RU-16 Zone (which is recommended to be applied to the retained lands) prohibits sewage and septic works within 300 metres of Emsdale Lake. This distance aligns with provincial direction related to at capacity lakes.

Notwithstanding the above, the benefitting lands already contain existing development in the form of a single detached dwelling on private servicing (well and septic). No additional development will be permitted on the benefitting lands as a result of this amendment. Furthermore, all future development on the retained lands will be subject to the applicable Provincial and local policies, and specifically the site-specific provisions of the RU-16 Zone. As such, it is our opinion that the proposed Zoning By-law Amendment conforms to Section 4.1 of the PPS.

As such, it is our opinion that the proposed application and requested amendments conform with Chapter 5 of the PPS. Furthermore, it is our opinion that, based on the above analysis, the proposed rezoning is consistent with the policies of the PPS.

## Town of Kearney Official Plan

Policies related to the Rural designation are contained in Section 4.0 of the TKOP. Within this designation, Section 4.2.1 states that although the Rural area is not intended to be the primary focus for development, *"a variety of*

*land uses will be permitted such as limited rural residential, limited commercial, limited industrial, and limited outdoor recreation uses which are sustainable.”* Subsection 4.2.2a. goes on to state that “[t]he following uses are permitted within the Rural designation [...] single detached residential dwellings; [...]”. As such, the future residential use on the retained lands, and existing residential use on the benefitting lands, is permitted under the Rural designation.

As stated, Emsdale Lake is considered to be a Lake at or Near Capacity, as per Schedule ‘C’ to the Town of Kearney Official Plan. Section 6.4.5 of the Town’s Official Plan states:

*New lot creation and other planning approvals to a more intensive use should only be allowed within 300 metres of the shoreline of these at-capacity lake trout lakes under the following special circumstances, which would not result in decreased water quality:*

- *all new residential, commercial, or industrial development is connected to a municipal sewage treatment facility;*
- *all new tile fields are set back at least 300 metres (1,000 feet) from the shoreline of the lake, or such that drainage from the tile fields would flow at least 300 metres to the lake;*
- *all new tile fields are located such that they would drain into the drainage basin of another waterbody that is not at capacity; or*
- *to separate existing habitable dwellings, each of which is on a lot capable of supporting a Class 4 sewage system, provided that the land use would not change.*

The previously approved consent application does not result in lot creation. Furthermore, the RU-16 Zone, as well as the new site-specific RU-XX Zone, will prohibit any septic/sewage development within 300 metres of Emsdale Lake, in accordance with the above noted policy.

Based on the above, it is our opinion that the proposed rezoning conforms to the policies of the Town of Kearney Official Plan.

## Town of Kearney Zoning By-law No. 2022-20

According to Schedule 'A' of the Town of Kearney Zoning By-law, the subject lands are currently zoned Rural Exception-16 (RU-16) and Rural (RU) in the Town of Kearney Zoning By-law No. 2022-20. The Severed and Retained Lands are entirely zoned RU-16; the Benefitting Lands are entirely zoned RU.

The RU Zone has a minimum lot area of 10 hectares, with 100.0 metres of municipal frontage. Although the severed lands will meet the required area and frontage of the RU Zone, the retained lands will not. As such, the retained lands should be rezoned to acknowledge the deficient lot area of the RU Zone.

Additionally, the RU-16 Zone has the following Special Provision under Section 4.4.5.16 of the Town's Zoning By-law:

*Notwithstanding the provisions of Section 4.4 of this By-law to the contrary, on lands within the Rural Exception Sixteen (RU-16) Zone:*

- i) The tile field for the sewage disposal system shall be located such that it is set back at least 300 metres (1,000 feet) from the shoreline of Emsdale Lake, or such that drainage from the tile field will flow at least 300 metres (1,000 feet) to the lake.*

It is recommended that the subject lands be rezoned to the following:

1. Rezone the Retained Lands to a site-specific RU-XX Zone which identifies the undersized lot area and the provisions currently contained in the Town's Zoning By-law; and
2. Rezone the Severed and Benefitting Lands to the RU-16 Zone to acknowledge the provisions currently contained in the Town's Zoning By-law.

As such, this rezoning will be required to permit the proposed residential use, as a condition of final Consent approval. The rezoning would do the following:

### Summary

Therefore, it is our opinion that the proposed ZBA is consistent with the 2024 PPS, conforms to the Town of Kearney Official Plan, and meets the intent of the Town of Kearney Comprehensive Zoning By-law No. 2022-20.

## Budget Implications

The Zoning By-law Amendment application was submitted with the application fee of \$650.00 + HST and the deposit fee of 1,200.00.


## Next Steps

Once a decision has been made by Council, the decision will be in an appeal period for 20 days.

## Notice and Communications

Public Notices for the Zoning By-law Amendment applications are issued by the Town. Notice of Complete Application and Public Meeting has been circulated to neighbouring properties within 120 metres of the subject lands, as well as the applicable agencies.

Respectfully Submitted,  
**ECOVUE CONSULTING SERVICES INC.**

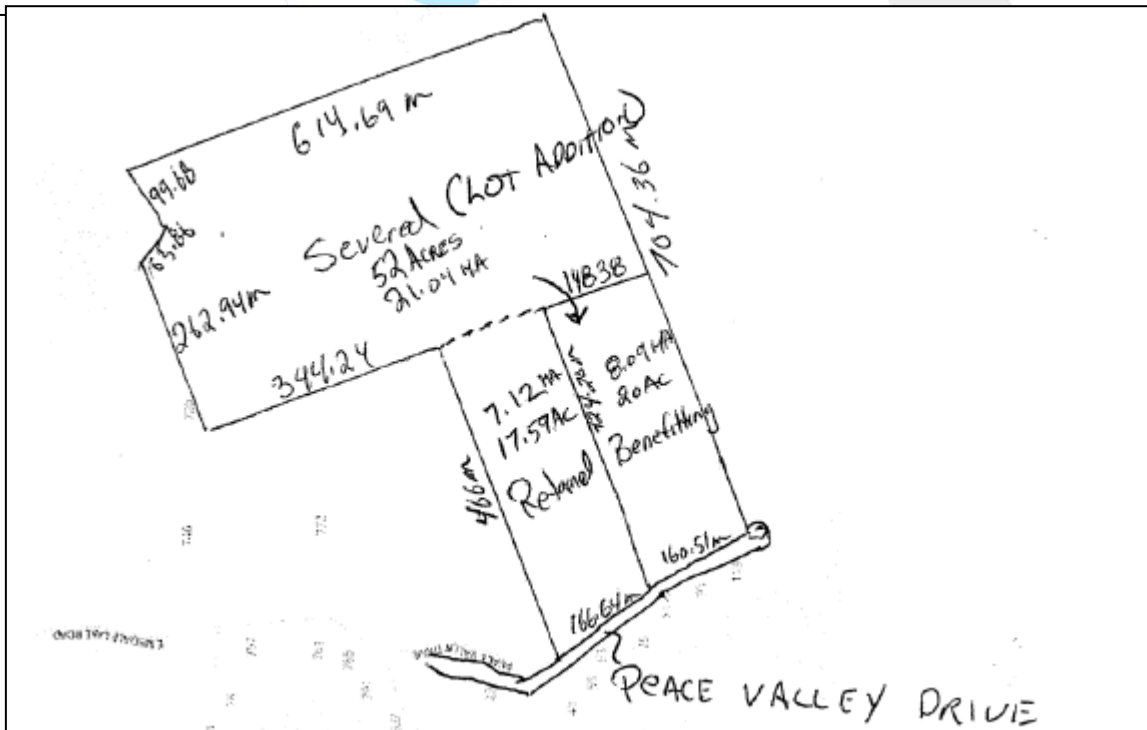
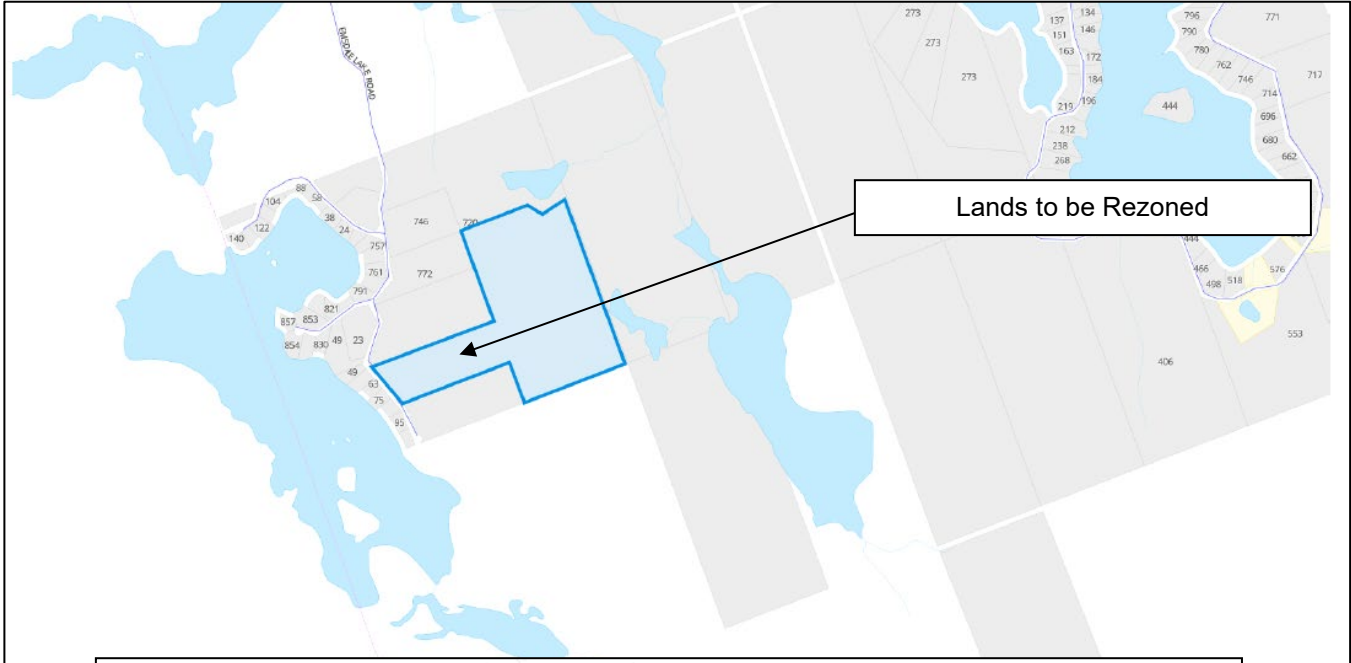
  
\_\_\_\_\_  
J. Kent Randall B.E.S. MCIP RPP  
Town Planning Consultant



  
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Jessica Rae Reid, B.A  
Town Planning Consultant

**Lands Affected by the By-law**

The lands affected by this By-law are shown in the key map below.



0 & 82 Peace Valley Drive; Part of Lots 1, 2, and 3, Concession 6, Bethune  
Town of Kearney, District of Parry Sound

**The Corporation of the Town of Kearney**  
**REGULAR COUNCIL MEETING MINUTES**  
**Council Chambers**  
**Thursday, March 19, 2026 – 6:00 p.m.**

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**Council Members Present:** Mayor: Cheryl Philip  
Deputy Mayor: Michael Rickward  
Councillors: Keven Beaucage, Heather Pateman, Jill Sharer

**Staff Present:** Nicole Gourlay, CAO-Clerk (CAO)  
Cindy Filmore, Deputy Clerk (DC)  
Paul Schaefer, Fire Chief/Chief Building Official (FC/CBO)  
Tom Young, Public Works Superintendent

The CAO, FC/CBO and the DC were present for the entirety of the meeting. The PWS was present during their portion of the meeting.

1. **Call the Meeting to Order**  
The meeting was called to order at 6:00 p.m.
2. **Approval of Agenda**  
Resolution 2026-057  
Moved by: Councillor Pateman; Seconded by: Councillor Sharer  
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney adopts the Agenda of March 19, 2026, as circulated  
CARRIED
3. **Disclosure of Interest – None noted**
4. **Delegations/Presentations/Public Meetings - nil**
5. **Consent List**  
Resolution 2026-058  
Moved by: Deputy Mayor Rickward; Seconded by: Councillor Sharer  
BE IT RESOLVED that the Consent List from the Council Meeting of Thursday, March 19, 2026, be accepted and that all recommendations or support contained therein be adopted and approved as resolutions of Council.  
CARRIED
6. **Items Referred from the Consent List**
7. **Items for Discussion**
  - 7.1 Staff Report Public Works Building repairs  
Resolution 2026-059  
Moved by: Councillor Pateman; Seconded by: Councillor Beaucage  
WHEREAS the Council of the Corporation of the Town of Kearney receives and accepts SR2026-16 regarding the Public Works building; AND WHEREAS the work involved in repairs to the building may represent expenses above the current budgetary limits; NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney directs Staff to obtain 3 quotations for the necessary repairs and/or replace the structure and have Tatham complete a building condition assessment.  
CARRIED
  - 7.2 Staff Memo: Surplus Fire department vehicle  
Resolution 2026-060  
Moved by: Councillor Beaucage; Seconded by: Councillor Sharer  
WHEREAS the Council of the Corporation of the Town of Kearney supported the purchase of a new Emergency Services vehicle; AND WHEREAS this purchase means that former ambulance 317 can be taken out of service; NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney declares that the 2011 Ford 3500 CTV as surplus; AND

FURTHER directs Staff to list this vehicle on GovDeals.com.  
CARRIED

7.3 Staff Memo: Building Department Revenue & Expenses 2025

Resolution 2026-061

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts the Staff Memo from the CAO Clerk regarding Building Department Revenue & Expenses 2025 Unaudited.

CARRIED

7.4 Staff Report: Building Fees Review for 2026

Resolution 2026-062

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Pateman

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts SR2026-17 from the CBO regarding Building Fees Review for 2026; AND FURTHER that Council directs that building permit prices shall remain stable for 2026.

CARRIED

7.5 DRAFT Agreement for One Investment

Resolution 2026-063

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts the Staff Report from the Treasurer regarding the Draft By-law for One Investment; AND FURTHER that Council supports the passing of the bylaw in this regard, which will take place later in the meeting.

CARRIED

7.6 DRAFT Investment Policy Update to Bylaw 2015-55

Resolution 2026-064

Moved by: Councillor Sharer; Seconded by: Deputy Mayor Rickward

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts the Staff Report from the Treasurer regarding the Draft Investment Policy; AND FURTHER that Council supports the passing of the bylaw in this regard, which will take place at the next Council meeting.

CARRIED

7.7 FONOM Convention 2026

Resolution 2026-065

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports the following Staff and Council members attending the FONOM Conference taking place May 11 to 13, 2026, in Timmins, Ontario: Councillor Beaucage; Mayor Cheryl Philip

CARRIED

7.8 DPSMA Spring Meeting – Kearney to host May 29, 2026

Resolution 2026-066

Moved by: Councillor Beaucage; Seconded by: Deputy Mayor Rickward

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports the following Staff and Council members attending the DPSMA Spring Meeting taking place May 29, 2026 in Kearney: All of Council and Admin. Staff

CARRIED

7.9 Staff Memo: Canada Day Celebration Road Closure Request

Resolution 2026-067

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts the Staff Report from the Community Engagement & Recreation Coordinator regarding the closure of Main Street on July 1, 2026 to allow for Canada Day Celebrations; AND FURTHER that Council supports the closure of Main Street on July 1, 2026, from 11 am until 5 pm from the intersection of Lakeview Avenue and Main Street to the parking lot of the LCBO near the intersection of Rain Lake Road and Main Street.

CARRIED

7.10 Verbal Update re SEPSDPB and associated Fees

Resolution 2026-068

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives the updated fee schedule from the Southeast Parry Sound District Planning Board  
CARRIED

7.11 Discussion: Burk's Falls Request for Almaguin Highlands Health Centre- deficit 2024 & 2025

Resolution 2026-069

Moved by: Councillor Beaucage; Seconded by: Deputy Mayor Rickward

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives the request from the Village of Burks Falls regarding the request to contribute to funding of the Almaguin Highlands Health Centre 2024 and 2025 deficit; AND FURTHER THAT Council directs Staff to NOT pay the additional funds requested until such time as we have entered into a fuller discussion with the Village of Burks Falls and AHHC regarding costs.

CARRIED

8. **Notice of Motion**

Resolution 2026-070

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

WHEREAS the Council of the Corporation of the Town of Kearney has hired a Community Engagement and Recreation Coordinator to fulfill the key responsibilities associated with the organization of any and all events, programming, and community engagement initiatives for the Town; AND WHEREAS Council has traditionally had appointed Committees of Council to facilitate some of these job functions that are now solely a Staff role; AND WHEREAS these committees of Council in their current function bear a large procedural responsibility due to the committee structure which does not provide the members the ability to make a greater impact; AND WHEREAS the success of the Community Engagement and Recreation Coordinator to bring quality programming and multifaceted community events will rely on coordination and collaboration between community volunteers and the Town; AND WHEREAS the Council of the Corporation of the Town of Kearney feels it is necessary to change the structure of its Committees of Council to a volunteer resource to provide the volunteers with flexibility to assist in a less structured manner, reducing red tape; NOW THEREFORE BE IT RESOLVED the Council of the Corporation of the Town of Kearney requests Staff bring back a report to the next regular meeting of Council removing the following Committees of Council from a Committee of Council structure, to a volunteer resource on a per event or programming basis:

1. the Regatta Committee
2. the Kearney Community Centre Committee
3. the Recreation Committee
4. the Economic Development Committee
5. the Dog Sled Race Committee
6. the Creative Changes Art Show Committee
7. the Seniors Committee

AND FURTHER THAT this report includes some process/procedure on what or how the volunteer groups make look in a more informal way to be more impactful for the Town of Kearney and its residents.

CARRIED

9. **Correspondence for Information**

Resolution 2026-071

Moved by: Councillor Beaucage; Seconded by: Deputy Mayor Rickward

BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney receives correspondence list from March 19, 2026, for information; AND FURTHER THAT Council directs staff to write letters of support for the following items:

9.7 Letter of Support – Provincial Bail Notification

9.9 Letter of Support – Protect our Food Act

CARRIED

10. **By-laws**

Resolution 2026-072

Moved by: Councillor Pateman; Seconded by: Deputy Mayor Rickward

BE IT RESOLVED that the following by-laws be read a first, second and third time, be passed by the Council of the Corporation of the Town of Kearney, signed by the Mayor and Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book:

- 10.1 By-law 2026-12 being a By-law to Amend Zoning By-law 2022 – 20  
112 Ostick Rd. (Rusnak)
- 10.2 By-law 2026-13 being a By-law to Amend Zoning By-law 2022 – 20  
1046 Echo Ridge Rd (Bennett)
- 10.3 By-law 2026 -14 being a By-law to regulate Election Signs

10.4 By-law 2026-15 being a By-law to enter into an agreement for One Investment  
CARRIED

11. **Closed Session - nil**

12. **Confirming By-law**

Resolution 2026-073

Moved by: Councillor Pateman; Seconded by: Deputy Mayor Rickward

BE IT RESOLVED that By-law 2026-16 being a by-law to Confirm the Proceedings of the Regular Meeting of March 19, 2026, be read a first, second and a third time, passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book.

CARRIED

13. **Adjournment**

Resolution 2026-074

Moved by: Councillor Sharer Seconded by: Deputy Mayor Rickward

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney adjourn at 7:36 pm

CARRIED

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

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Mayor

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Clerk

DRAFT



## Staff Report

**Staff Report No.** SR2026-19  
**Date:** April 1, 2026  
**To:** Mayor, Deputy Mayor, and Members of Council  
**From:** Becky Logan, Community Engagement & Recreation Coordinator  
**Subject:** Q1 2026 Activity Report

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### **Recommendation:**

That Council receive SR2026-19 2026 Q1 Activity Report from the Community Engagement & Recreation Coordinator as information only.

### **Background:**

The Community Engagement & Recreation Coordinator was onboarded in the first quarter of 2026 and has since begun supporting a range of recreational programming, community events, and broader engagement initiatives within the Town. Early efforts have focused primarily on advancing key community priorities, including support for the Lions Park Pavilion Fundraiser and preparations for the upcoming annual Kearney Regatta. Through these activities, the Coordinator has started to establish operational familiarity, build community relationships, and contribute to the planning and promotion of initiatives and events that are currently underway.

### **Recreation:**

The Coordinator has begun serving as Secretary for the Recreation Committee, assisting with coordination, communication, and program planning. Recreation programming continues to see strong participation, with Tuesday and Thursday morning fitness classes with Lisa Bugelli and Monday evening fitness classes with Amanda Mashinter; Monday night was recently renewed for another 8-week session. There is consistent pickleball participation three times per week. The yoga session with Joshua Webster has recently concluded and he is taking a spring hiatus. The SPACE Upstairs with Jillian Peever has returned to offer a 7-week spring session of Kids Dance and is also booked for an early summer session beginning in May.

The Committee also coordinated a successful March Break Community Play Days program, in conjunction with the library's programming, with approximately 20 children attending each open gym session under parental supervision. New equipment was purchased to support these activities, including four plasmacars, which were very popular with the kids.

Looking ahead, the Committee has organized musicians for the return of Music at Mirror Bay, booked the outdoor movie screen for a September Move Night, and is planning their Canada Day Celebration at Mirror Bay for Wednesday, July 1. Additional initiatives for the summer are in development, including a weekly youth drop-in sports program for the summer and the return of swimming lessons at McManus Beach.

### **Lions Park Pavilion Fundraiser:**

The Coordinator has begun supporting the Lions Park Pavilion Fundraiser through social media outreach and regular updates to promote fundraising efforts and community awareness. The first fundraising event organized by the Coordinator was the Family Day Pancake Breakfast, held at the Kearney Community Centre on Monday, February 16, which brought together the Lions Club, Firefighters Association, and several local volunteers to support the event.

The next fundraising initiative is the upcoming Good Friday Fish Dinner, hosted by the Town in partnership with Silver Sand Resort. The dinner is anticipated to see a strong turnout, with a high number of pre-registrations already confirmed.

**Regatta:**

Regatta Committee meetings officially resumed in March, with the Coordinator collaborating closely with the Committee to advance planning for the upcoming Regatta weekend. In preparation, the Coordinator has secured several returning events and services, and also published a call-out for vendors in February to submit their applications to participate in the vendor market; returning vendors were given priority placement. The vendor market is currently in the final stages of confirmation, with the majority of vendor spaces filled; a continued focus for this year is to increase the number of food vendors to help further diversify offerings and support effective crowd management.

The Committee has also launched two t-shirt logo design contests—one for youth and one for adults—with winning designs to be featured on this year's Regatta merchandise. Outreach was made with the Near North District School Board and the Trillium Lakelands District School Board to help further promote youth participation in the contest. Overall, planning continues to progress through strong collaboration with the Regatta Committee, with a number of community partners actively engaged and contributing to preparations for the event. Sponsorship outreach is also currently underway.

**Preliminary Initiatives:**

The Coordinator is currently engaging with a number of local conservation organizations to explore potential partnership opportunities for April/May programming, such as a guided hike for kids and families or other activities to commemorate the spring season, subject to availability and participation of external partners. In addition, tentative planning is underway for further youth-focused engagement initiatives, including the development of a passive summer BINGO card activity for little ones, and an outdoor challenge activity aimed at encouraging youth to spend more time outdoors over the summer months, inclusive of a prize pack draw to encourage participation.

**Other Highlights:**

The Coordinator is scheduled to attend the Ontario Business Improvement Area Association (OBIAA) conference in St. Catharines from Monday, April 20 to Wednesday, April 22. The conference will provide an opportunity to explore new approaches to community and economic development, take part in educational workshops, and gain insights into current trends, programming ideas, and operational strategies that can support ongoing development and enhancement within the Town of Kearney.

**Conclusion:**

Having completed the first quarter with the Town of Kearney, the Coordinator has experienced a period that has been both exciting and full of meaningful challenges, including the opportunity to meet key community figures and begin exploring ways to build upon Kearney's strong sense of community spirit. The enthusiasm demonstrated by volunteers at every opportunity has been both astounding and encouraging when planning initiatives that require support.

The ongoing Regatta planning process has provided a valuable opportunity to connect with and engage local businesses and organizations, all of whom play an essential role in fostering community relationships and rapport. Moving forward, the Coordinator remains committed to working collaboratively with community groups, partners, and stakeholders to support initiatives that contribute to a positive and forward-looking path for the Town.

**Prepared by: Becky Logan, Community Engagement & Recreation Coordinator**



## Staff Report

**Staff Report No.** SR2026-20  
**Date:** April 9, 2026.  
**To:** Mayor, Deputy Mayor, and Members of Council  
**From:** Paul Schaefer, Fire Chief (FC)  
**Subject:** Q4 2025 Activity Report

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### **Recommendation:**

That Council receive SR2026 -20 2026 Q1 Activity Report from the Fire Chief (FC) as information only.

### **Background:**

Kearney Fire and Emergency Services' current calls are as follows.

Fire Calls year to date: 11

6 of those being Automatic Aid

3 stood down on route. 1 received Automatic Aid stood down FD

Medical calls to date: 31

Along with calls for service Kearney Fire has participated in the following events:

- Support to a junior hockey team in the way of an expired helmet (Player of the Game)
- Northeastern Fire and Education Conference trade show Huntsville.

### Training:

Our regular training nights were well attended throughout the quarter. Also, the recruit training has been well attended and is starting to wind down. We have trained in the following areas: search and rescue; air management; auto extrication; ATV training; water rescue; ice auger; ladders; PPE; pumps; dry hydrants; snowmobile MVC scenario; medical skills training including hypothermia; wound management; transport; snowmobile specific training; St Johns CPR; AED training and recertifications. The recruit training is nearly complete and soon they will be writing their FF1 practical test.

### Maintenance, Community Engagement & Meetings:

Kearney Firefighters have started their planning for our upcoming summer fire education days at the Firehall including participation in the new Canada day celebrations.

All equipment is in good working order and checked regularly. Maintenance and cleaning of all Kearney Fire gear trucks and firehall are ongoing.

The FC is attending Officer and Firefighter Webex meetings, SIR reports. The FC has also attended Council meetings as required, Chiefs meetings, mutual aid meetings and PIARS.

We are still promoting CodeRED which alerts the public for any alert messaging information. Review and updating all SOG's and SOPs as required. We have also applied for the Firehouse Subs Grant for additional Thermal Imaging Cameras.

The department works diligently to maintain the Kearney Fire Facebook page to provide up-to-date public education information, weather events, safety tips and formal public education material. The feedback provided from the public has been that people find our page very engaging and informative.

The FC in the capacity of CEMC has been working with the CAO/Clerk and Office Staff in updating the structure of our Emergency Response Plan after receiving some feedback from the Ministry. The Ministry is recommending a complete revamp of structure for municipalities in the area to make the document more user friendly and therefore, it will be easier to locate the needed sections quickly. Along with this updated plan

structure, the Ministry is recommending a comprehensive by-law which will be brought to Council in Q2 of 2026.

We have also been updating and maintaining our “Who is Responding” app, which assists with our paging resiliency.

Within this first quarter, Staff worked diligently on a capital budget to have approved by Council to begin purchasing the necessary equipment and starting any capital projects required by the department. The most notable capital purchase in 2026 is the new pick-up truck. It was quoted, approved, picked up and outfitted and is already in service, responding to calls. The vehicle it replaced has recently been deemed surplus by Council and will be placed on GovDeals. Since the vehicle in surplus was acquired through the ambulance program, the Town will not be able to keep any of the revenues generated from this sale but will need to provide that back to the Ambulance Service. All trucks are receiving their maintenance and annual safety checks. All bunker gear has gone out for third party testing and any repairs required have been completed.

Key information for Q2:

Spring Fire season is on its way, and we are preparing our equipment accordingly. The FC/CEMC is working with the Senior Management Team to monitor the weather fluctuations to try to anticipate disruptive events before they happen.

Recruitment is ongoing and always forefront in our daily interactions around the Town. There have been a few requests for fire inspections and occupant load calculations as well as day-to-day Firehall tasks as they are required.

As mentioned above, Q2 will see the newly structured Emergency Response Plan and Bylaw come to Council along with the Operating Budget for fire along with the entire Town Budget. The department will continue to work with community groups and Town Staff to build up community engagement and public education sessions where we can. The team is continuing to work on our upcoming Fire Safety Days for the summer as well.

We continue to work with other Town departments to form a strong cohesive team for the Town of Kearney to move forward on a positive path.

**Prepared by:**

**Paul Schaefer, Fire Chief**



## Staff Report

**Staff Report No.** SR2026-21  
**Date:** April 9, 2026  
**To:** Mayor, Deputy Mayor, and Members of Council  
**From:** Cindy Filmore, Deputy Clerk (DC)  
**Subject:** 2026 Q1 Activity Report – Planning Department

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### **Recommendation:**

That Council receive SR2026-XX Q1 Activity Report from the Deputy Clerk as information only.

### **Background:**

The first quarter of 2026 has moved quickly!

The Official Plan is awaiting the Province's review in order to ensure compliance. Due to the legislative requirements, and the length of delay from the Ministries involved, Staff have brought an opportunity for further Public input in the form of a Virtual Open House to the forefront to allow the public to (again) submit their thoughts and concerns. Once this stage is passed, a Final Official Plan document will be scheduled for Council approval.

### **Shore Road Allowances**

So far this year, we have brought one Shore Road Allowance to Council for approval in principle. It is too early in the year to have a full understanding of what people's goals are for the season, but we will continue to support people in this manner.

### **Pre-consultation Requests**

While not mandatory Staff continues to recommend the pre-consultation process to allow the applicant to get a full understanding of potential issues. As more new property owners are considering different projects and undertakings, we are finding many are more receptive to the recommendation and increasingly glad they followed through with the process. Some pre-con findings have resulted in NOT completing their desired severance or planning application, while others have provided a more fulsome appreciation for the studies necessary to complete their project.

### **Zoning By-law Amendments**

The 2 ZBLA in Feb 26 helped showcase the main reasons for these exercises: the first provided the necessary zoning to acknowledge the reduced lot sizes and change in uses of lots created through severance while the second allowed for a reduced setback for a residence in order to allow the owner to build where he needed to build due to the shape and challenges of his lot. As density increases, Staff feel we will see more of these sorts of ZBLAs in the future.

### **Consents/Severances**

Consents and Severances continue to move forward (2023, 2024 and 2025), with 2 being completed within the past 3 months and 2 new applications being received already in 2026.

### **Official Plan (OP) & Official Plan Amendments (OPA)**

Staff are excited to provide the Virtual Open House on April 8<sup>th</sup>, giving residents and ratepayers an opportunity to have input into this important document. As well, Staff awaits word from the Ministries per their review of the Official Plan.

No new OP amendment applications have been received.

**Conclusion:**

Staff have had opportunity to increase their knowledge through training in this first quarter, and appreciate the chance to meet with municipal staff in similar roles from across Ontario. A better understanding of the implications of liability for the municipality was enlightening if not a little alarming, but well worth the time!

Staff continue to look forward to the work involved in the Official Plan and Zoning Bylaw Update project and being able to bring the project to completion soon!

**Prepared by:**

**Cindy Filmore, Deputy Clerk**



**Staff Report**

**Staff Report No.** SR2026-22  
**Date:** April 9, 2026  
**To:** Mayor, Deputy Mayor and Members of Council  
**From:** Paul Schaefer  
**Subject:** 2026 Q1 Building Department Report

**RECOMMENDATION**

THAT Council receives SR2026-22 being the 2026 1<sup>st</sup> quarter building department report for information purposes only.

**BACKGROUND**

Staff continue working together to keep on top of all building department needs and requests. Chief Building Official Paul Schaefer has been providing CBO (Management) services, reviewing plans and applications, issuing permits, completing inspections, with the assistance of CBO Tom Hookings who has provided reviewing of plans and applications, issuance of permits, completing inspections and review/update of past files to prepare for next steps. Deputy Clerk Cindy Filmore continues to provide administrative assistance to the department and to liaison with planning to ensure a common understanding of any issues.

**ANALYSIS/OPTIONS**

2026 is off to a slower start, with a total of 3 Building Permits being issued in 2026 plus 1 from 2025. See summary of permits below.

Permit Number	Application #	Current Status	Current Status Date	Purpose of Permit	Work Description
2026-004	2026-003	Approval Granted	2026-03-05	New Building Construction	Wood framed structure on pier foundation. No heat, running water or electricity
2026-003	2026-002	Approval Granted	2026-02-10	Addition	Addition for bathroom
2026-002		Approval Granted	2025-12-10	Addition	Finish basement to make bedroom/bathroom
2026-001	2026-001	Approval Granted	2026-01-14	Addition	To construct addition to existing log sleeping cabin

The 1<sup>st</sup> quarter permits bring in just over \$4,160 in building permit fees. As per a new accounting regulation some of this revenue will be deferred to cover the expenses of inspections in future years.

Staff are continuing to ensure completion of permits both from past years and going forward. Typically, this will trigger a re-assessment of the properties in question and increase our total assessed values overall.

**CONCLUSION**

The current temporary process of the building department will continue as needed. Management are working toward the hiring of a Deputy CBO to ensure effective succession planning will be enabled.

**Prepared by:**

Paul Schaefer, Chief Building Official

Encl.: 1<sup>st</sup> Quarter Inspection Report

Permit Number	Current Status	Current Status Date	Purpose of Permit	Work Description
2026-001	Approval Granted	2026-01-14	Addition	To construct addition to existing log sleeping cabin
30-21	Occupancy Granted	2026-01-19	New Building Construction	New SFD
13-22	Occupancy Granted	2026-01-19	New Building Construction	New Dwelling
02-17	Cancelled	2026-02-05	New Building Construction	
2026-003	Approval Granted	2026-02-10	Addition	Addition for bathroom
27-21	File Closed	2026-02-17	New Accessory Structure	New Garage
03-18	Work Completed	2026-02-19	Change Of Use	Change of use - garage
57-18	Work Completed	2026-02-19	Renovation/Alter/Repair	
44-22	Occupancy Granted	2026-02-24	Addition	This permit does not contain HVAC or plumbing
19-18	Occupancy Granted	2026-03-02	New Building Construction	
2026-004	Approval Granted	2026-03-05	New Building Construction	Wood framed structure on pier foundation. No heat, running water or electricity
11-31	Work Completed	2026-03-12		
34-18	Work Completed	2026-03-12	New Accessory Structure	
023-25	Work Completed	2026-03-16	Renovation/Alter/Repair	Enclose back deck to become 3 season porch, extend front porch to enlarge area.



## Staff Report

**Staff Report No.** SR2026-23  
**Date:** April 9, 2026  
**To:** Mayor, Deputy Mayor, and Members of Council  
**From:** Nicole Gourlay, CAO/Clerk  
**Subject:** 2026 Q1 Activity Report – Administration & Facilities

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### **Recommendation:**

That Council receive this SR2026-23 as information only from the CAO/Clerk

### **Background and Analysis:**

By-laws & Policies – As stated in the 2025 Q3 report “*Staff have continued to work through old policies and by-laws to bring them up to date.*”

By-laws and Policies brought to Council in Q1:

- Entrance By-Law – passed
- Authorize the Levying of Interim Tax Rates – passed
- Amend 2024-46 to Add additional Map to MOU for ADSC – passed
- Close and Sell SRA Lot 5 Con 8 Bethune (Rusnak) – passed
- Regulate and Control Parking and Traffic By-law – passed
- ZBA – 112 Ostick Road (Rusnak) – passed
- ZBA – 1046 Echo Ridge Road (Bennett) – passed
- Regulate Election Signs – passed
- Agreement with CHUMS Financing AKA One Investment - passed

HR – Performance review processes have been completed for all management team members. Union performance reviews are still in progress. Management Staff intention is to have these completed in November 2026 for the 2027 calendar year start. Postings and interviews for one position were completed in Q1. One new position started in early Q1.

Lions Pavilion Update project – the management team has been working diligently with other stakeholders to host meetings with members of the community, get draft imagery completed and provide communications with the public to raise funds to facilitate this new build. Staff have passed stage 1 funding approvals with the Ministry and are working on the stage 2 application.

Official Plan/ Zoning Bylaw Review – Staff provided the DRAFT Official Plan to MMAH in Q1 of 2026 and with the 90-day provision, we are hosting our third and final Open House virtually early in Q2. If no major comments are received from the Public during that time, we will have our statutory public meeting for the OP in April at a regular Council meeting. This provides the Public with an opportunity to formally comment or any other public body wishing to. After that, we are to pass the OP and await the Ministry approval before the new OP will be in full force and effect.

Council Strategic Priorities – Council has put many large strategic priorities on the agenda for 2026. The CAO/Clerk continues to work in conjunction with the mayor to obtain more information for Council on some key issues within the Almaguin region. Topics such as the Almaguin Highlands, Health Council, Almaguin Highlands Health Centre, MAHC’s new hospitals and local share contributions, Kearney’s removal from the local Planning Board, major road improvements “the 8-road project” and the existing Echo Ridge subdivision road.

Facilities – The facilities Staff have worked hard to prepare and maintain our facilities for many on-going recreation programming and events. We have seen a very busy first quarter in 2026 with free uses of the Community Centre and Seniors Room especially. Staff ensured that annual maintenance checks were completed on HVAC and furnace systems. As well, Staff have worked with Five Point Landscaping and Waterloo to find a solution to the sewage backup problem that we seem to have on a semiannual basis. Staff have engaged a couple of plumbing companies to provide some options for us moving forward to remove this on-going issue.

Recreation – The new position of Community Engagement and Recreation Coordinate will start reporting on Recreation and Events starting Q1 and going forward.

Parks – The Parks Department has been taken on by the Public Works Superintendent. The PWS will continue to report on the Parks department moving forward.

**2026 Initiatives for Administration & Facilities Department:**

1. Increased applications for Grants/servicing – on-going
2. Official Plan and Zoning By-law Updates/Review Completed – in progress (explanation above)
3. CUPE Contract negotiations – on-going (the Committee has completed 6 in-person negotiation dates)
4. Recreation programming for youth – completed (full 2026 plan to be scheduled with budget discussions)
5. Standard Operating Procedures across all Departments – in progress
6. Election Processes & Procedures – in progress

**Conclusion:**

Staff have worked diligently to continue to maintain the great service level that we have in the Town of Kearney in the first quarter of 2026. We are all continuing to work together on large projects and build our team even stronger than before. Staff continue to increase our service level and communication throughout the Town departments. With preparing as well for an Election, the Town of Kearney will continue to be busy moving through Q2 of 2026.

**Prepared by: Nicole Gourlay, CAO/Clerk**



## Staff Report

**Staff Report No.** SR2026-25  
**Date:** April 9, 2026  
**To:** Mayor, Deputy Mayor and Members of Council  
**From:** Jenny Leblond Treasurer  
**Subject:** Treasury 2026 Q1 Activity Report

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### **Recommendation:**

That Council receive SR 2026-25 Treasury 2026 Q1 Activity Report from Treasurer as information only.

### **Background:**

The first quarter continues to be busy because of budgets and the audit. Council has approved the 2026 Capital Budget. Staff have been working on the operating budget for 2026.

### **Operational Updates:**

Treasurer spent time with the new Community Engagement and Recreation Coordinator position that started in early January 2026. Treasurer is also supporting this new position by attending some of the first committee meetings for introductions and process.

Tax registrations that were started in 2025 were actually registered in early March. These properties have 1 full year to pay all outstanding taxes, interest and fees to keep out of property sale status.

Treasurer met with MPAC on Q1 statistics. Treasury, MPAC and Building department have been working closely together to review building files to confirm assessment values correct.

Final reports for OCIF, CCBF and NORDS are complete.

The following grants have been applied for:

- Canada Summer Jobs – approvals announced in April
- Pothole Prevention – approved, second part of the requirement complete
- Senior's grant – waiting for approvals
- NOHFC – received first stage approval for the Lions Pavilion project – working on stage 2 application
- Fire Protection Grant – received approval

Treasurer has been spending time on the Lion's Pavilion Fundraising efforts with other staff. It was a slow start but we are now over \$185,000 that has either been received or pledged.

Staff are working on a couple of new/updated policies – Investment Policy, Communications Policy and Community Engagement Policy.

The Town is using new auditors for the 2025 Audit. Things are going well.

Treasurer recreated custom report 'Statement of Revenues and Expenses' in Munisoft that was lost with the major GL upgrade in December.

Employee Benefits experience review from September 2025 to February 2026 was done by our broker. For both Health and Dental we are under our target ratio. This could be just about timing and using services and

submitting for reimbursement. Our semi annual review will be in July and I anticipate that we will be closer to our target ratios.

**Budget - Statement of Revenues and Expenses**

Attached to this report is the statement of revenues and expenses to March 31, 2026. This report compares the actuals to March 31, 2026 to the prior year actuals at the same time. The Town is very much on track to where we were at the same time last year.

Management Team is working on the 2026 Operating budget. The first draft will be to Council sometime in April.

**Conclusion:**

Focus is on finishing up 2025 and starting with everything 2026!

**Prepared by:**

Jenny Leblond, Treasurer

Town of Kearney  
**Statement of Revenues and Expenses**

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		Prior Year	Current Year Budget	Current Year	CY Variance to Budget
<b>Revenues</b>					
<b>Taxation and Payments in Lieu</b>					
020-001	Tax Levy-Set Up Taxes	2,317,231.78	0.00	2,377,592.12	2,377,592.12
020-002	Supplementaries	0.00	0.00	3,920.07	3,920.07
<b>Total Taxation and Payments in Lieu:</b>		<b>2,317,231.78</b>	<b>0.00</b>	<b>2,381,512.19</b>	<b>2,381,512.19</b>
<b>Grants</b>					
021-715	WSIB Rebate Revenue	0.00	0.00	26,190.24	26,190.24
021-009	Donations: Lions Pavilion Project (202	0.00	0.00	18,929.80	18,929.80
021-403	Emergency Preparedness Grant	41,272.00	0.00	0.00	0.00
021-401	Fire Protection Grant	8,164.00	0.00	0.00	0.00
021-823	NOHFC - KCC renovation	65,838.46	0.00	0.00	0.00
021-023	OPP Detachment Revenue	369.00	0.00	767.06	767.06
021-901	NOHFC-Youth Intern	16,826.92	0.00	0.00	0.00
021-001	OMPF Grant	200,075.00	0.00	229,325.00	229,325.00
021-421	Provincial Offences Act (P.O.A.)	1,145.00	0.00	0.00	0.00
021-502	Aggregate Resources Trust	238.82	0.00	5.45	5.45
021-711	Elderly Persons Operating Grant (SAL	10,000.00	0.00	0.00	0.00
<b>Total Grants:</b>		<b>343,929.20</b>	<b>0.00</b>	<b>275,217.55</b>	<b>275,217.55</b>
<b>User Fees</b>					
022-815	Community Engagement & Events	0.00	0.00	1,073.50	1,073.50
022-321	Tax Certificates	325.00	0.00	650.00	650.00
022-322	Photocopy & Fax Services Revenue	0.62	0.00	9.86	9.86
022-401	Fire Dept Misc. Revenue	5,000.00	0.00	0.00	0.00
022-441	Zoning Compliance Letter	400.00	0.00	0.00	0.00
022-491	911 Civic Number Signs	90.00	0.00	200.00	200.00
022-601	Tipping Fees / Other	1,327.00	0.00	608.00	608.00
022-811	Kearney Dog Sled Revenue	13,850.00	0.00	17,148.00	17,148.00
022-812	Regatta Revenue	500.00	0.00	1,475.00	1,475.00
022-813	Recreation Programs (Fitness & Other	4,351.89	0.00	6,449.88	6,449.88
022-821	KCC Committee Revenue	260.00	0.00	0.00	0.00
022-841	Art Show Revenue	78.72	0.00	42.79	42.79
022-901	Planning Revenue	3,200.00	0.00	1,350.00	1,350.00
<b>Total User Fees:</b>		<b>29,383.23</b>	<b>0.00</b>	<b>29,007.03</b>	<b>29,007.03</b>
<b>License and Permits</b>					
023-001	Lottery Licence. Revenue	187.00	0.00	181.50	181.50
023-002	Trailer Annual Permit	0.00	0.00	1,400.00	1,400.00
023-003	Marriage License Revenue	150.00	0.00	0.00	0.00
023-441	Building Permits Revenue	13,108.00	0.00	4,160.00	4,160.00
023-461	Dog Tags	82.00	0.00	30.00	30.00
023-501	Driveway/Entrance/Oversize/Permits	800.00	0.00	0.00	0.00
<b>Total License and Permits:</b>		<b>14,327.00</b>	<b>0.00</b>	<b>5,771.50</b>	<b>5,771.50</b>

Town of Kearney  
Statement of Revenues and Expenses

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End date: 2026-03-31

		Prior Year	Current Year Budget	Current Year	CY Variance to Budget
<b>Rental Income</b>					
024-821	Gym Rentals (Community Hall)	-150.00	0.00	600.22	600.22
<b>Total Rental Income:</b>		<b>-150.00</b>	<b>0.00</b>	<b>600.22</b>	<b>600.22</b>
<b>Other Revenue</b>					
025-501	SOES-Scarborough School Brd Rd M	6,080.76	0.00	0.00	0.00
026-001	Bank Interest	24,164.13	0.00	7,625.40	7,625.40
026-002	Interest On Taxes	13,698.54	0.00	9,979.39	9,979.39
028-001	Miscellaneous Revenues	13,986.86	0.00	383.71	383.71
<b>Total Other Revenue:</b>		<b>57,930.29</b>	<b>0.00</b>	<b>17,988.50</b>	<b>17,988.50</b>
<b>Transfer from Reserve</b>					
<b>Total Transfer from Reserve:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenues:</b>		<b>2,762,651.50</b>	<b>0.00</b>	<b>2,710,096.99</b>	<b>2,710,096.99</b>

**Expenses**

**General Government Expenses**

030-001	Council Honorariums	15,300.00	0.00	19,200.00	-19,200.00
030-010	Council EHT & CPP	716.37	0.00	860.85	-860.85
030-020	Council Sundry Expenses	136.70	0.00	508.80	-508.80
030-040	Council Training, Dues & Mileage	200.00	0.00	88.80	-88.80
031-020	Election Expenses	1,424.64	0.00	1,424.64	-1,424.64
032-001	Administration - Wages & Benefits	184,019.21	0.00	133,476.45	-133,476.45
032-020	Office Postage, Supplies and Sundries	5,805.86	0.00	1,949.91	-1,949.91
032-023	Computer and Equipment Maint	16,836.55	0.00	11,679.77	-11,679.77
032-025	CGIS Expenses / SCOOP	5,272.79	0.00	2,954.83	-2,954.83
032-027	Association Dues	3,490.57	0.00	3,071.40	-3,071.40
032-030	Telephone	686.46	0.00	801.55	-801.55
032-031	Hydro	1,414.70	0.00	1,469.48	-1,469.48
032-035	Insurance-Administration	189,610.80	0.00	198,154.08	-198,154.08
032-040	Training & Professional Development	452.30	0.00	2,551.12	-2,551.12
032-050	MPAC - Property Assessment	14,587.39	0.00	15,109.28	-15,109.28
032-051	Contracted General Legal/Title Search	13,038.09	0.00	19,062.69	-19,062.69
032-065	Bank Charges & Interest	639.86	0.00	237.80	-237.80
032-100	Mileage Expenses	0.00	0.00	72.83	-72.83
032-800	General Government Capital	1,429.73	0.00	2,025.03	-2,025.03
032-057	CUPE Negotiation Costs-Legal/other	25,916.29	0.00	13,994.05	-13,994.05
032-045	Community Engagement/Events	0.00	0.00	189.21	-189.21
<b>Total General Government Expenses:</b>		<b>480,978.31</b>	<b>0.00</b>	<b>428,882.57</b>	<b>-428,882.57</b>

**Protective Services Expenses**

040-001	KVFD - Fire Wages & Benefits	34,317.28	0.00	36,788.71	-36,788.71
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Town of Kearney  
**Statement of Revenues and Expenses**

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End date: 2026-03-31

		Prior Year	Current Year Budget	Current Year	CY Variance to Budget
040-003	KVFD - Volunteer Pay/Training/Health	4,617.64	0.00	-15,393.94	15,393.94
040-020	KVFD - Administrative Expenses	1,169.68	0.00	5,087.81	-5,087.81
040-022	KVFD - Public Education	29.48	0.00	245.69	-245.69
040-023	KVFD-Repeater Tower/PS Dispatch	881.87	0.00	2,580.02	-2,580.02
040-025	KVFD - Equipment Maintenance	3,495.52	0.00	243.76	-243.76
040-030	KVFD - Telephone	279.87	0.00	186.56	-186.56
040-031	KVFD - Hydro/Heat	2,543.12	0.00	2,629.07	-2,629.07
040-032	KVFD - Building Expenses	1,879.93	0.00	2,471.62	-2,471.62
040-041	KVFD - Joint Training Officer (Ryerson	4,170.40	0.00	4,270.40	-4,270.40
040-100	KVFD - Vehicle Expenses	7,558.29	0.00	5,019.73	-5,019.73
040-800	KVFD - Capital Purchases Equipment	4,446.92	0.00	102,281.53	-102,281.53
041-021	1st Response - Medical Supplies	200.00	0.00	351.77	-351.77
042-020	Policing (Realignment)	26,290.00	0.00	29,182.00	-29,182.00
044-001	Building Dpt Wages & Benefits	41,473.28	0.00	15,077.67	-15,077.67
044-020	Bldg Dept Office Expense	1,481.03	0.00	262.54	-262.54
045-020	By-Law Exps / Mileage (Monthly Invoic	9,593.36	0.00	5,493.16	-5,493.16
046-020	Animal Control Costs	-90.00	0.00	0.00	0.00
049-020	Emergency Measures Expenses/911	546.41	0.00	546.41	-546.41
044-040	Bldg Dept Training & Misc	4,025.33	0.00	445.71	-445.71
040-042	KVFD - Uniforms	2,359.57	0.00	0.00	0.00
044-027	Bldg Dept Memberships	565.45	0.00	25.00	-25.00
044-058	Bldg Dept Legal	1,022.69	0.00	0.00	0.00
044-100	Bldg Dept Mileage&Vehicle exp	430.77	0.00	481.66	-481.66
045-021	B/L Enfor-Prop. Cleanup/Impound/Leg	61.06	0.00	0.00	0.00
040-026	KVFD - Small Equipment Purchases	2,938.24	0.00	0.00	0.00
040-101	Fire Protection Grant Expenses	6,301.64	0.00	11,979.81	-11,979.81
040-024	Emergency Preparedness Grant Expe	8,891.81	0.00	0.00	0.00
040-027	KVFD Bunker Gear Testing & Repairs	0.00	0.00	1,105.12	-1,105.12
	<b>Total Protective Services Expenses:</b>	<b>171,480.64</b>	<b>0.00</b>	<b>211,361.81</b>	<b>-211,361.81</b>

**Public Works Expenses**

050-020	PW Garage - Bldg & Equip Supplies/R	6,420.02	0.00	12,043.37	-12,043.37
050-030	PW Telephone/Radio	1,523.41	0.00	451.24	-451.24
050-031	PW Garage - Hydro/Heat	13,696.28	0.00	7,216.99	-7,216.99
050-035	Municipal Insurance - Roads	0.00	0.00	602.64	-602.64
050-040	Employee Expenses & Training	165.00	0.00	1,108.88	-1,108.88
050-100	PW All Vehicles - Fuel	22,029.70	0.00	29,119.25	-29,119.25
050-110	2023 Dodge Ram 1500 License/Rprs/	2,513.46	0.00	194.85	-194.85
050-120	2008 Sterling Tandem #6	129.90	0.00	194.85	-194.85
050-125	1 Ton Ford 550 Sanding Unit/Repairs	389.74	0.00	341.74	-341.74
050-155	Equip # 6 - Grader Repairs	79,185.15	0.00	2,841.77	-2,841.77
050-160	CAT Backhoe Repairs/Lic (420F2IT)	73.93	0.00	737.73	-737.73
050-170	Public Works Trailer (Float)	793.73	0.00	0.00	0.00
050-801	PW Capital Building & Equipment	6,017.60	0.00	200,976.39	-200,976.39

Town of Kearney  
**Statement of Revenues and Expenses**

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End date: 2026-03-31

		Prior Year	Current Year Budget	Current Year	CY Variance to Budget
050-802	Capital Road Construction	0.00	0.00	24,086.64	-24,086.64
054-021	Roadside - Signs	766.49	0.00	0.00	0.00
055-021	Carillion/Fowler Winter Road Agmts	1,592.57	0.00	2,733.93	-2,733.93
056-020	Street Lights	301.53	0.00	295.39	-295.39
059-001	PW-Wages & Benefits Holding Accoun	169,807.07	0.00	119,068.60	-119,068.60
050-050	PW- Roads Needs Study	1,210.58	0.00	0.00	0.00
052-023	Armour/Joly Road Mtce Agreements	3,663.37	0.00	3,663.37	-3,663.37
050-121	2016 Freightliner Plow Truck	4,542.77	0.00	5,794.83	-5,794.83
050-122	2019 Ford 550 - License and repairs	3,120.77	0.00	320.34	-320.34
050-123	2020 Freightliner License and Repairs	2,685.21	0.00	69.90	-69.90
050-124	2024 Freightliner Licence and Repairs	6,385.48	0.00	433.99	-433.99
050-106	2021 Dodge #9 fuel, license, repairs	221.04	0.00	61.06	-61.06
050-111	2024 Dodge Ram 2500 Licence/Repai	2,478.03	0.00	194.88	-194.88
050-113	Trk 13 (Tom)Dodge Ram - Lic/Repairs/	0.00	0.00	2,522.37	-2,522.37
	<b>Total Public Works Expenses:</b>	<b>329,712.83</b>	<b>0.00</b>	<b>415,075.00</b>	<b>-415,075.00</b>
<b>Environmental Services</b>					
060-001	Transfer Station Wages & Benefits	22,832.65	0.00	11,135.13	-11,135.13
060-022	BFI - Recycling	16,208.03	0.00	2,853.18	-2,853.18
060-023	BFI - Shingles & Metal	20.36	0.00	0.00	0.00
060-024	Trans. Stn Operating Expense	503.64	0.00	1,770.52	-1,770.52
060-031	Trans. Stns - Hydro & Phones	840.06	0.00	621.64	-621.64
060-100	Landfill Closure and Post-Closure	6,054.73	0.00	1,274.55	-1,274.55
060-800	Transfer Station Capital	18,805.28	0.00	0.00	0.00
060-061	2014 Ford F150 Operating Costs	588.20	0.00	2,407.40	-2,407.40
	<b>Total Environmental Services:</b>	<b>65,852.95</b>	<b>0.00</b>	<b>20,062.42</b>	<b>-20,062.42</b>
<b>Health Services</b>					
070-020	North Bay/Parry Sound Dist. Health U	0.00	0.00	10,163.88	-10,163.88
070-021	Ambulance Levy	139,095.35	0.00	148,764.17	-148,764.17
070-022	V of B Almaguin Hiinds Health Ctre Co	6,007.00	0.00	6,007.00	-6,007.00
	<b>Total Health Services:</b>	<b>145,102.35</b>	<b>0.00</b>	<b>164,935.05</b>	<b>-164,935.05</b>
<b>Social and Family Service Expenses</b>					
071-022	Eastholme - Levy	35,708.50	0.00	0.00	0.00
071-033	Seniors One Time Grant Expenses	992.79	0.00	0.00	0.00
	<b>Total Social and Family Service Expenses:</b>	<b>36,701.29</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Parks and Recreation</b>					
080-020	Parks & Trails Maintenance and Suppli	270.98	0.00	100.57	-100.57
080-025	Parks - Town Dock Hydro	29.66	0.00	25.36	-25.36
080-090	Parks - Lions Park/Rink	450.95	0.00	574.96	-574.96
081-020	Recreation Program Expenses	3,076.31	0.00	3,301.80	-3,301.80
081-021	Swimming Program Expenses	-95.59	0.00	0.00	0.00
081-501	Dog Sled Races Expenses	31,114.48	0.00	24,327.32	-24,327.32

Town of Kearney  
Statement of Revenues and Expenses

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End date: 2026-03-31

		Prior Year	Current Year Budget	Current Year	CY Variance to Budget
081-502	Regatta/Fireworks Expenses	2,294.18	0.00	12,162.13	-12,162.13
082-001	KCC - Wages & Benefits	33,391.24	0.00	28,895.97	-28,895.97
082-020	KCC - Supplies & Maintenance	6,763.19	0.00	4,908.39	-4,908.39
082-021	KCC - Water Operations & Maint.	829.19	0.00	78.90	-78.90
082-031	KCC - Hydro/Heat	5,856.65	0.00	4,992.87	-4,992.87
082-800	KCC - Capital Expenses	178.08	0.00	0.00	0.00
083-020	Library Levy	23,172.50	0.00	28,600.00	-28,600.00
083-021	Library - Operating Expenses	377.25	0.00	391.86	-391.86
082-040	KCC - Employee Expenses and Traini	325.62	0.00	389.83	-389.83
081-051	Recreation Special Events	77.53	0.00	1,403.01	-1,403.01
080-100	Parks veh. 2021 Dodge Operating Exp	620.90	0.00	792.34	-792.34
080-035	Parks & Recreation Insurance	3,399.26	0.00	0.00	0.00
	<b>Total Parks and Recreation:</b>	<b>112,132.38</b>	<b>0.00</b>	<b>110,945.31</b>	<b>-110,945.31</b>
<b>Planning and Development</b>					
090-020	Planning Misc. Expenses	314.18	0.00	0.00	0.00
090-021	Official Plan & Zoning	10,968.06	0.00	0.00	0.00
091-020	Economic Development Misc. Expens	1,129.54	0.00	0.00	0.00
	<b>Total Planning and Development:</b>	<b>12,411.78</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Expenses:</b>	<b>1,354,372.53</b>	<b>0.00</b>	<b>1,351,262.16</b>	<b>-1,351,262.16</b>
<b>Net Income</b>		1,408,278.97	0.00	1,358,834.83	4,061,359.15

*formula  
issue*





## Staff Report

**Staff Report No.** SR2026-26

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Date: April 9, 2026  
To: Mayor, Deputy Mayor and Members of Council  
From: By-Law Enforcement  
Subject: First Quarter Report

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### **Recommendation:**

That Council receives this SR2026-26, for information only.

### **Background:**

By-Law services continue to grow and develop within the Town of Kearney. We have now completed the First Quarter of 2026 and this report will reflect the current recording period from January 1<sup>st</sup>, 2026– March 31<sup>st</sup>, 2026.

First quarter trends were typical in that call volume was down after the holidays and is beginning to pick up with the nicer weather.

By-Law legislation updates have continued over the winter to ensure the most current legislation prior to the adoption of the Administrative Monetary Penalties.

Accompanied tonight on this agenda you will see the proposed Administrative Monetary Penalties By-Law for adoption. Historically we have tabled this legislation in order to address more pressing matters within the community.

Presently, there has been transition in Provincial Acts to be included in Municipal Administrative Monetary Penalties. Most recently the Fire Prevention and Protection Act has provided opportunity to be enforced in these measures.

This is indicative of future trends and a step forward in making efficiencies in enforcement. It is soon anticipated, The Ontario Building Code Act will follow in similar methods.

This has been a significant undertaking, and although By-Law Enforcement is reporting these changes, it is imperative to recognize that this has been a team effort with many contributors. Thank you to all departments, staff and management for your contributions.

### **Training:**

Traditional training methods have proven costly and of minimal benefit to our service. To address this we have spearheaded a group of rural By-Law Officers, whom met in Sundridge in early February. Our focus was on sharing expertise and expenses and sourcing more relevant training for our needs vs. those in bigger centers.

As a group we agreed to meet again in April 2026. There will be some media promotion to recognize these efforts in the near future.

## **Legal**

At this time there are no outstanding applications before the courts. Our service is supporting some Provincial matters and will continue to cooperate as requested.

**Student Placement**

The Town of Kearney has taken on a high school CO-OP student, whom is here tonight for introduction. Please welcome him. We are looking forward to sharing this experience with him and teaching him about the world of Municipal Law Enforcement.

**Goals and Objectives:**

Continuing into 2026 we look forward to continuing the service and support to the community in By-Law Enforcement.

We also are preparing for the return and increase in the seasonal population.

We remain committed to working with advocacy groups such as Sand Lake Property Owners Association (SLPOA), Clam Lake Property Owners Associations and others. These relationships have been mutually beneficial and ultimately brought positive change in the community and the resources they are intended to protect.

**Conclusion:**

We continue to enjoy working with the Staff and Council in the Town of Kearney and identifying and overcoming challenges as they are identified.

The continued support from Council, Management and Staff is appreciated and we look forward to continuing to provide and grow these services within your community.

**Prepared by: Bryan Austin and Jason Newman**



## **Staff Report**

**Staff Report No.** SR2026-27  
**Date:** April 9, 2026  
**To:** Mayor, Deputy Mayor and Members of Council  
**From:** Tom Young, Public Works Superintendent  
**Subject:** Public Works & Parks 2026 Q1 Activity Report

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### **Recommendation:**

That Council receive SR 2026-27 Public Works 2026 Q1 Activity Report from the Public Works Superintendent (PWS) as information only.

### **Background and Analysis**

In this first quarter of 2026, Public Works department was busy with a lot of winter maintenance, transitions with the producer responsibility coming into full effect (Jan 1 2026). Mother nature kept the roads crew busy so far this year.

- Staff have been engaged in winter operations with this year's snow fall keeping them busy.
- With ongoing winter maintenance, down time of equipment was minimal.
- The new recycling program at the transfer stations continues to be received well with no issues. From what we understand the door-to-door program has further declined in participation.
- PWS attended the Almaguin superintendents meeting and it was very informative. Some topics were half load season with all municipalities being on the same page and the group tender of calcium. Networking with other municipalities and suppliers is very important.

### **Operational Updates:**

Public works and parks crews worked with the dog sled race organizers setting up staging areas, heating and PA equipment. Also helping set the track. This was a huge success and according to organizers the largest attended Dog Sled in the event's history.

Public works dept worked with the two local snowmobile clubs to make sure they had safe trails and the clubs did an incredible job keeping them groomed well.

The Transfer Station temporary full-time position became vacant over the first quarter. Currently, the Parks and Facilities Department is facilitating this role as outlined in their job description. Management is working with Council in order to Staff this service.

The PWS had identified some water issues at the Public Works Garage. The PWS prepared a report for Council and presented some options for quotations at the regular Council meeting of repairing the issue, and/or getting a building assessment from the town engineering firm.

Due to ditching some key washout locations in 2025, the Roads department didn't have to revisit this location to fix any washouts due to heavy fall rains or spring run-off. Roads department Staff have continued to monitor the spring melt for flooding and so far, there has been no major issues.

Staff have started to get equipment ready for the sweeping season.

Patching season is upon us, and staff have managed to stay ahead of any major potholes. Patching is more than just throwing black stuff into holes. When crews are patching they make sure there's no water in the holes or any kind of debris that would hinder the cold patch from adhering to the bottom and then they pack it to make sure it's compacted well for stability and smoothness.

The PWS is working with the Treasurer on the operating budget. Some things they are taking into consideration is removing the high shoulder on HWY 518 to let water run into the ditch. More ditching of roads so water can run away from the road to keep the road base dry, which in turn will limit movement and extend the life of the road. Brushing of roads to create a better sight line for safety of the traveling public but also to let the wind and sun in to help keep the road dry.

Seeing the need, Council approved purchasing a 621-case loader to add to the fleet. The addition of this loader was a welcome asset. It is instrumental in loading trucks safer and faster, it also made moving snow downtown and at the KCC parking lot more efficient. This summer it will be utilized when the backhoe is at one end of the municipality and work is needed at the other end, this will save the life of both machines, by cutting down on road travel, and staff time can be utilized doing more productive work.

The PWS provides comment on planning applications, facilitates entrance permits and 911 permits. Staff look at the properties and determine where the safest location for an entrance is, measure the distance between driveways to determine what the 911 number will be and then install the post and number plate.

Parks– The Parks department is now under the supervision of the PWS. The crew worked diligently on snow removal around our facilities and kept the walkways clear and sanded for residents to utilize. They did a fantastic job of working with the weather this season to have a great outdoor rink for all to enjoy. They continued to ensure that all garbage was collected around the municipal receptacles and assisted with the set up and take down of the Kearney Dog Sled Races.

**Capital Projects:**

The PWS and Treasurer have finalized the capital budget and some of 2026 projects are double surface treating Clam Lake Rd, Ostick Rd. and Echo Ridge Rd. Island Lake Rd will be resurfaced with 6' of granite granular A gravel. Granite is a superior granular product to the brown crushed pit run. Granite is a harder quarried granular that has sharp edges and packs much better than other gravel.

**Update on Resolutions:**

Council have directed staff to enter into an agreement with the town engineers to get a building assessment done on the public works building to see what the best direction is moving forward in regards to the roof leaking.

Town of Kearney hired KPK Surveying to survey the 8 roads to be upgraded as directed by Council and the surveying has been completed. Staff will assess the information and prepare a report to council on its findings if existing roads are on road allowances, whether any deviations are needed and whether there will be any costing changes.

**Conclusion:**

Winter operations are winding down with spring operations gearing up. Even with all the snow this year, Staff did a great job keeping the roads open and safe for all users of the Town of Kearney roads.

**Prepared by:**

Tom Young, Public Works Superintendent

**Town of Kearney**  
**A/P Batch Report ((March 1 - March 31)**  
Batch: 2026-00023 to 2026-00023

Bank Code - AP - GENERAL AP

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
35462	3/19/2026	Burk's Falls Building Ctr Ltd 2270951	2 x 2 - 08 Premium SPF KD	50.58	50.58
35463	3/19/2026	Doucette, Terry TD 2026 Medical	Reimburse Medical Exp.	40.00	40.00
35464	3/19/2026	Glen Martin Ltd. 431226 431225 -Credit	Cleaning Supplies Credit to inv. 430962 (Returns)	435.58 -51.34	384.24
35465	3/19/2026	KPK Surveying 261012-2	Gray Jay / Colonization Road Surv	12,481.98	12,481.98
35466	3/19/2026	McKay, Scott SM 2026 Medical	Reimburse Driver's Medical Exp	160.00	160.00
35467	3/19/2026	Ministry of Finance - Ontario 102502261143087 102602261535173	January OPP LSR Policing Service OPP LSR Revenues (Oct-Dec/25)	29,182.00 -767.06	28,414.94
35468	3/19/2026	Moore Propane Ltd. 6027656	Furnace Fuel (Mar 6)	1,105.12	1,105.12
35469	3/19/2026	Muskoka Springs Inc 264181	Water Jugs	70.19	70.19
35470	3/19/2026	Near North Lab Inc. 2600400 KCC 2600400 PW 2600400 FD	March Water Sample Testing March Water Sample Testing March Water Sample Testing	29.21 29.21 29.21	87.63
35471	3/19/2026	Pyroworld 626	Firework Event August 2/26	11,300.00	11,300.00
35472	3/19/2026	Rogers Wireless Feb 26/26 Feb 20/26 INT	March Internet Pro February Late Payment	90.40 2.48	92.88
35473	3/19/2026	Schmidt Dispute Resolution Inc. 2025-1531E	CUPE Matters	2,825.00	2,825.00
35474	3/19/2026	Township Of Ryerson RTO 2026-004	S.E.P.S.Regional Fire Training 1st	4,270.40	4,270.40
35475	3/19/2026	Tulloch Engineering Inc 1022080	Echo Ridge Road Project 253100	9,944.00	9,944.00
35476	3/19/2026	Webster, Joshua 4	Yoga Instructor Fees (Dec - Mar)	960.50	960.50
35477	3/19/2026	Zylstra Home Solutions INV1889	Clean up & repair of shop wall	2,695.05	2,695.05
				Total Computer Cheque:	<u>74,882.51</u>

**EFT**

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
269	3/20/2026	Bowman Fuels Ltd.			

**Town of Kearney**  
**A/P Batch Report ((March 1 - March 31)**  
Batch: 2026-00023 to 2026-00023

EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			838485	Diesel Fuel - March 9	953.34	
			837709	Diesel Fill - March 2	2,340.55	
			837710	Diesel Fill - March 2	835.93	
			838466	Diesel Fill - March 9	1,412.25	
			763847	Diesel Fill	526.83	
			762398 - Rep	Diesel Fuel - Replace void chq.343	197.37	
			762399 Rep	Diesel Fuel - Replace void Chq. 34	1,793.43	
			761292 Rep	Diesel Fuel - Replace chq. 34377	2,170.01	
			761293 Rep	Diesel Fill - Replace void chq.3437	426.62	10,656.33
270	3/20/2026	Bugelli, Lisa				
		026		February Fitness Instructor Fees	960.00	960.00
271	3/20/2026	Canadian Microwave				
		15670		March Pevensey Tower Rental	395.50	395.50
272	3/20/2026	Champion Commercial Products				
		599252		Shop Supplies	3,730.94	3,730.94
273	3/20/2026	Fetterley's Gas & Convenience c/o				
		Mar2-14/26 FD		Vehicle Fuel	208.94	
		Mar2-14/26 T13		Vehicle Fuel	222.01	
		Mar2-14/26 BD		Vehicle Fuel	46.22	
		Mar2-14/26 Tr9		Vehicle Fuel	110.00	587.17
274	3/20/2026	Hydro One Inc.				
		Mar 4/26 Admin		January Hydro	1,680.53	
		March 4/26 Lib		January Hydro	448.14	
		March 4/26 KCC		January Hydro	3,473.10	
		Mar 4/26 LPark		January Hydro	354.96	
		Mar 4/26 KWTS		January Hydro (King William)	221.12	
		Mar 4/26 StLts		January Hydro	337.25	
		Mar 4/26 PDock		January Hydro	29.00	
		Mar 4/26 KTS		January Hydro (Kallio)	88.83	
		Mar 4/26 PW		January Hydro	851.66	
		Mar 4/26 FD		January Hydro	360.74	7,845.33
275	3/20/2026	Lake Country Office Solutions				
		117649		March Fax Service	33.90	
		117877		February Photocopier Fees	354.10	388.00
276	3/20/2026	Mathews, Dinsdale, & Clark				
		511971		January 26 Negotiations	15,000.75	
		512149		January General Employment Mat	2,562.84	17,563.59
277	3/20/2026	NorthBay ParrySound District Health U				
		April Levy		April Levy Payment	2,599.14	2,599.14
278	3/20/2026	Novexco Inc				
		94350436		Photocopy Paper	112.98	
		94375147		Office Supplies	24.41	
		94345920		Office Stationary Supplies	216.94	354.33
279	3/20/2026	Russell Christie LLP				
		52097451 Dec16		Consent Agreement - Dallaire	487.62	
		52097447 Jan6		SRA Closure - Tab Corp	4,613.49	
		52097419 CR		Credit to File #52-097-419 (Duplica	-1,541.72	3,559.39
280	3/20/2026	SDB Truck & Equipment Repairs				
		14113		Safety Inspection	2,186.55	2,186.55
281	3/20/2026	Spectrum Telecom Group Ltd.				

**Town of Kearney**  
**A/P Batch Report ((March 1 - March 31))**  
Batch: 2026-00023 to 2026-00023

EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			INV-57784-H2S2	Digital two way Mototurbo	8,251.53	
			INV-57839-Q6Y6	Install radio & accessories in new t	1,741.87	9,993.40
282	3/20/2026	TransCanada Safety	77177	Bunker Gear	2,253.97	2,253.97
283	3/20/2026	Trackmatics Inc.				
			44745 Trk4	March GPS Monitoring	72.13	
			44745 Trk 6	March GPS Monitoring	72.13	
			44745 Trk 10	March GPS Monitoring	72.13	
			44745 Trk 11	March GPS Monitoring	72.13	
			44745	March GPS Monitoring	72.14	
			44745 Grader	March GPS Monitoring	72.14	
			44745 BD	March GPS Monitoring	66.67	
			44745 FD	March GPS Monitoring	287.02	
			44745 Parks	March GPS Monitoring	110.73	
			44745 TS	March GPS Monitoring	66.67	963.89
					Total EFT:	64,037.53
					Total AP:	138,920.04

Report Prepared for Council Meeting of April 9, 2026

**THE CORPORATION OF THE TOWN OF KEARNEY**

**MEMORANDUM**

**TO:** Mayor & Council  
**FROM:** Leslie Harvie, Deputy Treasurer  
**SUBJECT:** 2025 Council Honorarium & Expenses  
**DATE:** April 9, 2026

In compliance with Section 284(1) of the Municipal Act, this annual report is to serve as notification of the total Honoraria and Expenses paid to Council members in 2025.

<b>Council Jan. 01 – Dec. 31, 2025</b>	<b>Honourarium</b>	<b>Expenses Conferences &amp; Mileage</b>
Cheryl Philip Councilor/Mayor	\$17,700	0
Keven Beaucage Councilor	\$13,150	0
Heather Pateman Councilor	\$13,150	0
Michael Rickward Councilor/Deputy Mayor	\$11,950	0
Jill Sharer Councilor	\$13,150	\$417.72
<b>TOTALS</b>	<b>\$69,100.00</b>	<b>\$417.72</b>

All Council members received a set rate monthly honourarium in 2025, regardless of the number of meetings attended.



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

## **ALMAGUIN HIGHLANDS HEALTH COUNCIL MINUTES**

Thursday, December 4, 2025, at 10:00 am in person at the Township of Perry Municipal Office and via Zoom

Present: Jim Ronholm, Shawn Jackson, Margaret Ann MacPhail, Vickey Roeder-Martin (Vice-Chair), Rod Ward (Chair), Delynne Patterson, Sean Cotton, Deb Duce (Secretary), Norm Hofstetter, Cheryl Philip, Tom Bryson, Dr. Sarah MacKinnon.

Guests: Courtney Metcalfe, Sandy Zurbrigg, Shelly van den Heuvel, David Gravelle

Regrets: Brad Kneller, Cheryl Harrison, Deb Raynard,

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

1. 2025-33 Moved by Tom Bryson. Seconded by Jim Ronholm.  
**THEREFORE IT BE RESOLVED THAT** the Almaguin Highlands Health Council adopt the minutes from the meeting of November 6, 2025.

2. **DECLARATION OF PECUNIARY OF INTEREST:** None

3. **DELEGATIONS:** None

4. **RESOLUTIONS TO BE PASSED:** None

### **5. ITEMS FOR DISCUSSION**

a) Updates from Building and Space Sub-Committee – N. Hofstetter  
The focus of discussion at the meeting was the future, the need to determine what is needed, and to start building relationship between municipalities. It was decided there is no emergency situation, not to reduce anything, to work together, and to explore a funding formula. V. Roeder-Martin noted that her tax dollars are going to go healthcare in Ontario and what is important is to be able to access healthcare when needed.

Future conversations will include the most reasonable way forward, strategies, and means to positively influence municipalities to accept a regional path.

b) Updates

David Gravelle – Recruiter

- Physician recruitment and HHR Task Force update included information including the FMX event in California, a NOSM learner two-day event, and engagement with physicians who are considering moving to our region. A highlight was the news that a primary care physician is opening a practice in Port Carling. Also, information on the ON Auditor's report and [Health Care Connect](#) next steps,

Sandy Zurbrigg – PFCPAC

- MAOHT PFCPAC has a new partner who brings experience as a caregiver. PFCPAC partners participated in the Gravenhurst Health Fair on Nov. 18<sup>th</sup> which included representatives from local family health teams, pharmacies, paramedicine, hospital, and mental health. At the last PFCPAC meeting, Greg Stevens presented his role, PCAT submissions, and primary care funding proposals.

Courtney Metcalfe

- Information on her new role as AH EDO effective January 1, 2026. Deb Raynard – AHFHT

Deb Raynard - AHFHT

- Update on the patient waitlist, plans for rostering unattached patients, collaboration with Algonquin FHT and the NM NPLC for a funding initiative to help with processes such as virtual supported intake and patient attachment,

c) Progress Report

In the discussion of the next steps in the inventory of services, the following was agreed:

- AAHC administrative assistant will maintain the list with information shared by AHHC members.
- The MAOHT website will be a central information location. [LINK](#)
- D. Duce will connect with the MAOHT communications team to discuss the addition of the inventory to the MAOHT website community & primary care resources webpages, social media, and PC (Dec. 2025) and community (Jan. 2026) newsletters. The content on the website and social media will be downloadable.
- When posted, an access link will be shared.

**6. ADJOURNMENT**

**2025-32** Moved by Jim Ronholm. Seconded by Sean Cotton.

**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 12:04 pm to meet again, on December 4, 2025, at 10:00 am at the Township of Perry Municipal Office and via Zoom.



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

## **ALMAGUIN HIGHLANDS HEALTH COUNCIL MINUTES**

Thursday, January 8, 2026 at 10:00 am via Zoom.

Present: Rod Ward (Chair), Margaret Ann MacPhail, Brad Kneller, David Gravelle, Deb Raynard, Shawn Jackson, Jim Ronholm, Delynne Patterson, Sandy Zurbrigg, Courtney Metcalf, Sarah Cooke, Vickey Roeder-Martin (Vice-Chair), Sean Cotton, Dr. Sarah MacKinnon, Deb Duce (Secretary)

Regrets: Cheryl Philip, Tom Bryson, Cheryl Harrison, Norm Hofstetter, Shelly van den Heuvel.

1. 2026.01 Moved by Margaret Ann MacPhail. Seconded by Jim Ronholm  
**THEREFORE IT BE RESOLVED THAT** the Almaguin Highlands Health Council adopt the minutes from the meeting of December 5, 2025.
2. **DECLARATION OF PECUNIARY OF INTEREST:** None
3. **DELEGATIONS:** None
4. **RESOLUTIONS TO BE PASSED:** None
5. **ITEMS FOR DISCUSSION**
  - a) Update – Muskoka Algonquin Healthcare – Deferred - C. Harrison unable to attend.
  - b) Update – Almaguin Highlands FTH – D. Raynard, Executive Director
    - The AHFHT is fully staffed as of Jan.7<sup>th</sup> welcoming a new Nurse Practitioner.
    - Coordinating a surplus funding project with \$9,000 to be used to hire two contractors to assist with the waitlist management project of adding 200 patients in 2026.
    - With AFHT, SDMC on March 4<sup>th</sup> will participate in a full day customer facing trauma training on how to understand difficult patient situations/problems how to work with them. Fire and paramedics have found this fascinating and beneficial. Space is available and the event can be shared with municipalities.
  - c) Update – Sundridge & District Medical Centre – Dr. S. MacKinnon
    - 12 new patients were onboarded last month.
    - Recommendation of LifeStyleRx a free, OHIP covered, 12 week program for patients in Ontario [LifestyleRx - Diabetes Reversal Program](#)

d) Update – MAOHT Recruiter – D. Gravelle

- December was very active with confirmation of 3 FT Family Physicians starting in the new year as well as 3 locums in the last two weeks.
- Since beginning his goal has been developing a pipeline for recruitment. The pipeline is approximately 400 and building with 46 active candidates.
- Has started creating a 2026 calendar – based on 2025 successes and also some new events
- Will be presenting a 2025 budget to MAOHT leadership with recommendations for 2026.
- Upcoming presentations to SMMH Foundation, Huntsville Hospital Foundation and also to the MAOHT CSC
- Nov. 1<sup>st</sup> his contract was expanded to include recruitment of GIM for MAHC
- Working on a couple of projects with Dr. Sarah MacKinnon for SDMC.
- Discussion points included community connections, recruitment from the Quebec, and the foundation of recruitment is about where to settle/live long term as well as interpersonal relationship rather than incentives.

e) Progress Report

f) Other Business

- V. Roeder-Martin shared information on denture business in Cambridge that does dentures in people's homes. They are investigating the Almaguin region and do work a lot with RH/LTC. She will call the business to gather more information. The brochure will be scanned and shared with AHHC members.

**6. ADJOURNMENT**

2026-02 Moved by Jim Ronholm. Seconded by Shawn Jackson.

**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 10:33 am to meet again, on February 5, 2025, at 10:00 am at the Township of Perry Municipal Office and via Zoom.



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

## ALMAGUIN HIGHLANDS HEALTH COUNCIL MINUTES

Thursday, February 5, 2026, at 10:00 am, in person & via Zoom.

Present: Margaret Ann MacPhail, Brad Kneller, David Gravelle, Deb Raynard, Shawn Jackson, Jim Ronholm, Delynne Patterson, Tom Bryson, Norm Hofstetter, Cheryl Philip, Sandy Zurbrigg, Courtney Metcalf, Vickey Roeder-Martin (Vice-Chair), Sean Cotton, Dr. Sarah MacKinnon, Cheryl Harrison, David Gravelle, Sarah Cooke, Deb Duce (Secretary).

Regrets: Rod Ward (Chair)

1. **2026.03** Moved by Brad Kneller. Seconded by Tom Bryson.  
**THEREFORE IT BE RESOLVED THAT** the Almaguin Highlands Health Council adopt the minutes from the meeting of January 8, 2026.
2. **DECLARATION OF PECUNIARY OF INTEREST: None**
3. **DELEGATIONS: None**
4. **RESOLUTIONS TO BE PASSED: None**
5. **ITEMS FOR DISCUSSION**
  - a) Updates
    - i. Recruiter – D. Gravelle - Highlights
      - The plan for recruitment of a physician who is leaving SDMC. Patients will not be orphaned.
      - Dr. Brenda Martin launched her clinic in Port Carling on February 6<sup>th</sup>.
      - Has presented to the MAOHT Collaboration Steering Committee, MAHC Board, and South Muskoka Hospital Foundation.
    - ii. SDMC – Dr. S. MacKinnon
      - Additional information on the physician recruitment plan including a pause in the opportunity for area residents receiving care outside of Almaguin to return to SDMC.
      - [HCC](#) has been notified that patients are not being attached at this time.
    - iii. Patient Family Caregiver Partner Advisory Committee – S. Zurbrigg
      - Dr. Cross, Co-Chair of the MAOHT primary care network, presented an overview to PFCPAC on January 22<sup>nd</sup>.
      - Two new partners joined the PFCPAC include a past director of Burk's Falls FHT.
      - In February the SCOPE Nurse Navigator and Mental Health Social Worker will be presenting on the services they offer to primary care providers (PCPs).
      - Dr. MacKinnon shared the value of SCOPE to PCPs include a referral for virtual mental health counselling.

- iv. Muskoka Algonquin Healthcare – C. Harrison
    - High volumes of ER patients and record setting admissions due to influenza.
    - No news on capital development from the Treasury Board – continued successful fundraising including a special upcoming event in Port Sydney with the Premier.
  - v. Almaguin Highlands Family Health Team – written report from D. Raynard.
    - No questions on content.
- b) AHHC Financial Statement – January 2026 – Information shared. No questions/comments.
- c) State of X-Ray Equipment in Burk’s Falls – Discussion
  - C. Harrison shared that the lifetime of equipment is 15 to 20 years. The Burk’s Falls equipment was installed in 2001 but the volume (2000 x-rays per year – approx. 1/10 of the total for Bracebridge & Huntsville) and condition of parts (good with regular service).
  - Need to plan for the next 5 years: amount to fundraise, plan for downtime of installation.
  - **Action Items**
    - **Coordinate a second meeting of the Building Planning Subcommittee.**
    - **Connect with D. Raynard to investigate the strategic plan to address the needs/desires for AHFHT.**
    - **Determine funding restrictions due to mapping.**
- d) Building & Space Subcommittee – Schedule New Meeting
  - Discussed in above item. Will be scheduled.
- e) Need for Growth in Almaguin Highlands Family Health Team
  - Discussed in above item. Will connect with D. Raynard.
- f) Kearney & McMurrich Monteith Catchment Areas Discussion
  - Overview of feedback (email/phone calls) following letter sent to MPP Graydon Smith. No formal response received.
  - **Action Items**
    - Ask D. Raynard to share the letter sent by AHFHT to MPP Graydon Smith.
    - At the next meeting, create a resolution for all councils in Almaguin Highlands to advocate re-mapping.
    - Invite MPP G. Smith to a future AHHC meeting to speak about the issue.
    - Investigate if MAOHT has sent a letter.
  - S. MacKinnon noted that any decision regarding mapping would be from the Ministry of Health rather than Ontario Health. The AHHC will explore roles of each group.
- g) AHHC Progress Report – Quarterly
  - Following discussion it was decided to create an infographic with achievements/milestones of the AHHC. The infographic will be a part of the ‘Road Show’ to Local Councils to Provide Updates & Answer Questions
- h) Other Business - None

## 6. ADJOURNMENT

**2026-04** Moved by Sean Cotton. Seconded by DeLynne Patterson.

**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 11:33 am to meet again, on February 5, 2025, at 10:00 am at the Township of Perry Municipal Office and via Zoom.

## **Southeast Parry Sound District Planning Board**

Regular Meeting

Wednesday, February 25, 2026

Via Zoom

**(ATTACHMENT)**

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**Attending Members:** R. Ward  
D. O'Halloran  
N. Hofstetter  
C. Philip  
C. Hope  
G. Miller (alternate)

**Attending Staff:** L. Moyer  
J. Ross

### **APPLICATIONS TO BE HEARD:**

The meeting for the hearing was opened at 6:30 p.m. The meeting was Chaired by R. Ward. At the commencement of the hearing R. Ward provided introductory comments and prior to the completion of the hearing, L. Moyer advised the applicant(s) and/agent that the Notice of Decision would be forthcoming by mail/email.

#### **B-055/25**

#### **D. Douglass**

The Applicant , Darlene Douglass was present.

Consent application B-055/25 is a proposed consent to create one new lot for residential purposes. The subject lands are located in Part Lot 35, Concession 12 (Parts 1, 42R-5583) within the Township of Perry. The parcel to be severed will have an approximate frontage of 104.7 m. (343.5 ft.) on Cherry Hill Road, an approximate depth of 155 m. (508.53 ft.), an approximate area of 1 ha. (2.47 ac.) and is presently vacant. The parcel to be retained will have an approximate frontage of 74.2 m. (243.44 ft.) on Cherry Hill Road and 230.9 m. (757.55 ft.) on 12th Concession Road, an approximate depth of 230.9 m. (757.55 ft.), an approximate area of 3.7 ha. (9.14 ac.) and has a dwelling and outbuildings located on it.

L. Moyer informed the Board Members that there is no report from the Planning Board's planner for consent application B-055/25 (Douglass) as L. Dennis is acting as the agent for the applicant.

The members were circulated comments from the Township of Perry. The Township advised that they have no objection to the application subject to standard conditions.

L. Moyer reported that the requirement for comment from the North Bay-Mattawa Conservation Authority was not included in the draft conditions but should be added. No issues were raised.

L. Moyer reported that there were no concerns or objections received from the public or agencies circulated.

#### **MOTION 10/26**

**Moved by:**

**C. Hope**

**Seconded by:**

**D. O'Halloran**

**"BE IT RESOLVED THAT Consent Application B-055/25 be approved subject to the amended conditions presented to the Board. Provisional consent is given for the following reasons:**

- The application complies with the approved Zoning By-law in effect for the municipality.**
- The application conforms to the Provincial Planning Statement.**
- The municipality supports the subject application." – CARRIED**

The hearings were concluded.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary-Treasurer

# SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD

Regular Meeting

Wednesday, February 25, 2026

VIA ZOOM

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**Attending Members:** R. Ward  
D. O'Halloran  
N. Hofstetter  
C. Philip  
C. Hope  
G. Miller (alternate)

**Attending Staff:** L. Moyer  
J. Ross

## MINUTES:

The meeting opened at 6:30 p.m. The meeting was chaired by R. Ward. The administrative portion of the meeting was held after the hearings. The Status of Applications agenda items were moved up on the agenda to accommodate those present.

### 5. Status of Applications

L. Moyer reported that there are 4 consent applications in progress and 4 consent applications in stages of completion.

#### **Request for exemption from Archaeological Assessment**

Members discussed a requested exemption from the requirement of an Archaeological Assessment for a Subdivision Application. W. Semple, President of Entelechy Corp. presented the Board with a Ministry of Tourism, Culture and Sport Checklist for the Criteria for Evaluating Archaeological Potential. The completed checklist identifies no concerns.

N. Hofstetter noted that an exemption to the Archaeological Assessment was requested and approved last year for Subdivision Application S-01/25. W. Semple's proposed subdivision is in a similar location to Subdivision Application S-01/25.

**MOTION 11/26**

**Moved by:**

**G. Miller**

**Seconded by:**

**N. Hofstetter**

***"BE IT RESOLVED THAT the Planning Board does not require an Archaeological Assessment to be submitted as part of the complete application requirement for the proposed plan of subdivision on the subject lands being Part Lot 31, Concession 2, Township of Perry (Entelechy Corp.)" – CARRIED***

#### **Complete application requirement – Hydrogeological Assessment**

Members discussed a request from L. Dennis to accept a preliminary hydrogeological study as part of a complete subdivision application. L. Moyer noted that the Planning Act requires a full hydrogeological study for a complete subdivision application with five or more lots proposed.

L. Dennis commented in an email to L. Moyer that a full hydrogeological study could not be completed due to winter conditions and an inability to complete all monitoring of wells. Members





**(8.) Adjournment cont'd.**

**MOTION 17/26**

**Moved by: N. Hofstetter**  
**Seconded by: D. O'Halloran**

**"BE IT RESOLVED THAT we do now adjourn at 7:45 p.m. until the next regular meeting on March 25, 2026 at 6:30 p.m. or at the call of the chair." – CARRIED**

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Chairperson

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Secretary-Treasurer

March 14, 2026



Almaguin Minor Softball Association

Town of Kearney  
Attn: Council and Municipal Administration

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

Dear Mayor and Members of Council,

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

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

In previous years, the softball program has been successfully operated through the Town of Kearney, supporting the Kearney Kids/Koyotes. Other municipalities, including Perry, McMurrich/Montieth, Sundridge, Burk’s Falls, and Magnetawan, have also operated programs and participated in a shared league over the past four years. This regional participation highlights both the demand for and the value of a coordinated, cross-community youth sports program.

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

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

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

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

The season is expected to include approximately eight to ten (8–10) home games and up to twelve (12) practices for a co-ed team, ages 8 to 13. Access to these facilities and resources is critical to maintaining safe playing conditions and keeping participation costs accessible for families within the municipality and across the region.

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

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

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

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

Respectfully submitted,



**Jeff Marshall**

Secretary

Almaguin Minor Softball Association

705-704-9113

secretary@almaguinsoftball.ca

### Summary of Support Requested

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

# THE CORPORATION OF THE TOWN OF KEARNEY

## By-Law No.2026-XX

### Being a By-law to Regulate Dogs Within the Town of Kearney

**WHEREAS** *The Municipal Act, 2001, S.O. c.25*, as amended, Section 103 authorizes the Council of a municipality to pass By-laws regulating or prohibiting with respect to the being at large or trespassing of and control of dogs in the municipality;

**AND WHEREAS** *The Municipal Act, 2001, S.O. c. 25*, as amended, Section 10(2) authorizes the Council of a municipality to pass By-laws respecting health, safety and well-being of persons;

**AND WHEREAS** *The Municipal Act, 2001, S.O. c.25*, as amended, Section 105 authorizes the Council of a municipality to pass By-laws for the muzzling of dogs;

**AND WHEREAS** *The Municipal Act, 2001, S.O. c.25*, Section 128 authorizes the Council of a municipality to pass a By-law to prohibit and regulate public nuisances;

**AND WHEREAS** *The Municipal Act, 2001, S.O. c.25*, as amended, Section 391(1) authorizes the Council of a municipality to impose fees and charges for services provided;

**AND WHEREAS** *The Municipal Act, 2001, S.O. c.25, Section 434.1 (1)* authorizes the Council of a Municipality without limiting sections 9, 10 and 11, that a Municipality may require a person, subject to such conditions as the Municipality considers appropriate, to pay an administrative penalty if the Municipality is satisfied that the person has failed to comply with a By-law of the Municipality passed under this Act. 2017, c. 10, Sched. 1, s. 75.

**AND WHEREAS** The Council for The Corporation of the Town of Kearney wishes to regulate dogs and noise from dogs in the Town of Kearney;

**NOW THEREFORE THE CORPORATION OF THE TOWN OF KEARNEY ENACTS AS FOLLOWS:**

1.0 **DEFINITIONS:**

In this By-law:

- 1.1 **Animal Control Officer** shall mean the Municipal By-Law Enforcement Officer, and any person so designated by Council;
- 1.2 **At Large** shall mean a dog found on any property other than the premises of the owner and not restrained or under the physical control of any person;
- 1.3 **Bite** shall mean a puncture of the skin with teeth;
- 1.4 **Dog** shall mean any member of the species *canis familiaris* be it a male or female over the age of 12 (twelve) weeks;
- 1.5 **Menace** shall mean a dog that would cause a person being chased or approached to reasonably believe that the dog will cause physical injury to that person or their domestic animal;
- 1.6 **Harbour** shall mean owning, having care, custody or control of a dog;
- 1.7 **Muzzle** shall mean a humane fastening or covering device of adequate strength and design and suitable to the breed of the dog that fits over the mouth of a dog and cannot be removed by the dog, to prevent a dog from biting or attacking a person or domestic animal;

- 1.8 **Municipal Law Enforcement Officer** shall mean a municipal By-law Enforcement Officer appointed under Section 15 of the Police Services Act by the Corporation of the Town of Kearney and shall include any person appointed as an Animal Control Officer by the Town for the purposes of this By-law;
- 1.9 **Owner** shall mean any person including the tenant or occupant of land or premise who possesses or harbours a dog and where the owner is a minor the person responsible for the custody of the minor and owns or owned have a corresponding meaning;
- Pound** shall mean such premises and facilities designated by the municipality for 1.10 the safe keeping of impounded dogs;
- 1.11 **Leash** shall mean a strap, cord, chain or like that is securely attached to a dog and firmly grasped by a person and which is capable of holding and controlling a dog;
- 1.12 **Service Animal** shall mean an animal which is trained to assist in the movements of a person with a physical, visual, or neurological impairment and shall include a Police Dog in which a dog is trained for law enforcement for the police or other person duly appointed as a peace officer;
- 1.13 **Town** shall mean the Corporation of the Town of Kearney. Municipality shall have the same meaning;
- 1.14 **Pound keeper** shall mean the Muskoka Animal Centre;
- 1.15 **Pit Bull** shall mean: a Pit bull terrier; a Staffordshire bull terrier; an American Staffordshire bull terrier; an American pit bull terrier and a dog that has an appearance and physical characteristics that are substantially similar to those of dogs referred to in Section 8.

## 2.0 **LICENSING**

- 2.1 No person shall, within the Town of Kearney, own any dog over the age of six (6) months without first having obtained a license for the dog and registering the dog at the Town Office.
- 2.2 Every person who owns or harbors any dog shall pay a license fee:  
(i) annually on January 1st of each calendar year.
- 2.3 The owner shall register their dog with the town, and provide particulars pertaining to the dog and the owner of the dog.
- 2.4 Cost of the dog licensing fees shall be set out in the Fee and Charges By-law for the Corporation of the Town of Kearney.
- 2.5 Upon payment of the license fee, the owner shall be furnished with a dog tag bearing a serial number and the year of the issue and said tag shall be securely affixed on the dog at all times until renewed or replaced.
- 2.6 Every person who owns a dog shall notify the Clerk, or Animal Control Officer when the contact information changes from the information provided at the time of the purchase of the tag.
- 2.7 A new resident of the Corporation of the Town of Kearney shall be required to obtain a license for their dog within fifteen (15) days of becoming a new resident.

- 2.8 The owner shall upon request supply written confirmation that the dog have been immunized against rabies and or proof of spay or neuter.
- 2.9 All licenses and tags issued pursuant to this By-law shall be serially numbered and a record shall be kept by the Clerk showing the name and address of the owner, serial number of the dog tag and the fees paid in respect of each dog.
- 2.10 In the event the dog license is lost, the dog owner shall upon satisfying the license issuer that the license is lost shall be entitled to receive a replacement license upon payment as indicated in the fees and charges by-law.
- 2.11 No owner of a dog shall use a license issued for any dog other than the dog for which the license was issued.
- 2.12 Where a certificate is produced from the Canadian National Institute for the Blind stating that the dog is being used as a guide dog for a blind person, no licensing fee shall be charged.

### 3.0 **RESPONSIBILITIES OF THE DOG OWNER**

- 3.1 No owner or owners living at the same address shall keep more than four (4) dogs in any one household over the age of six months:
  - (i) This section does not apply to the operation of a licensed kennel.
- 3.2 Every person who owns or harbors a dog shall, in a sanitary manner, remove forthwith and dispose of any excrement left by such a dog anywhere within the Municipality.
- 3.3 Every person who owns or harbors a dog shall upon leaving their property, ensure the dog is properly restrained and if stipulated muzzled.
- 3.4 No person shall allow a dog to run at large or otherwise create a nuisance within the Municipality. Any dog found running at large may be seized and impounded by the Animal Control Officer or their designate. An animal control officer or their designate may enter on any public or private property for the purpose of impounding or otherwise detaining any dog found running at large pursuant to the provisions of this By-law.
- 3.5 If the Animal Control Officer or their designate is unable to seize any dog found to be running at large, and the owner of such a dog is known, the owner is guilty of an offence and shall be subject to a penalty in accordance with the provisions of this By-law.
- 3.6 No person shall permit a dog to trespass on private property at any time even when the dog is equipped and restrained with a leash.
- 3.7 No person shall permit a dog to persistently bark or create noise.
- 3.8 No person shall permit a dog to be in any area designated as a public swimming area.
- 3.9 No person shall permit a dog to be within a park or on a trail within the Municipality unless the dog is leashed.
- 3.10 No person shall permit a dog to be within a municipally owned or operated facility or building used by the public at any time unless during an event where dogs have been approved.

3.11 A Service Animal shall not be restricted by the provisions in Sections 3.2, and 3.10.

#### 4.0 **SEIZE AND IMPOUND**

4.1 Any person shall be entitled to take charge of any dog found running at large and deliver same to the to the Pound Keeper as designated.

4.2 The Municipal Law Enforcement Officer may seize and impound any dog that is found running at large and deliver to Pound Keeper.

4.3 The Pound Keeper or Municipal Law Enforcement Officer shall, within twenty-four (24) hours from the seizure of any dog bearing a municipal license notify the owner that the dog has been impounded and conditions whereby the dog can be reclaimed.

4.4 The Pound keeper may keep any impounded dog for a redemption period of three (3) days, excluding:

- i) the day on which the dog is impounded;
- ii) statutory holiday; and
- iii) days on which the pound is not open.

4.5 During the redemption period, the Pound Keeper:

- i) may inoculate the impounded dog to provide immunization against distemper or any other contagious or infectious disease;
- ii) shall provide veterinary care of an injured or ill impounded dog as may be necessary to sustain its life.

4.6 During the redemption period, the Pound keeper may euthanize a dog without delay where, in the opinion of the Pound Keeper, this is warranted for humane reasons.

4.7 The Pound Keeper shall be entitled to recover from the owner of the dog, the cost of inoculating or providing veterinary care during the redemption period in addition to any other applicable fees for the redemption of the dog.

4.8 During the redemption period, the owner of an impounded dog may redeem it if the owner:

- i) pays the applicable fees for redemption of the dog;
- ii) provides evidence satisfactory to the Pound Keeper that they own the dog
- iii) provides evidence satisfactory to the Pound Keeper that the dog is licensed under this By-law.

4.9 After three (3) days of a redemption period for an unclaimed dog, the Pound Keeper may keep, sell or dispose of, including euthanize the dog, subject to applicable provisions of the Animals for Research Act.

4.10 Where a Municipal Law Enforcement Officer captures or otherwise detains a dog found running at large contrary to provision of this By-law, and said dog has a current municipal dog license, the Municipal Law Enforcement Officer may return the dog to the owner without transporting said dog to the Pound. Where the dog is returned to the owner, the Municipal Law Enforcement may issue an Animal Control Service Fee Notice to the owner of the dog and the owner of the dog shall pay an Animal Control Service Fee as set out in the fees and charges by-law.

4.11 Where a Municipal Law Enforcement Officer captures or otherwise detains a dog found running at large contrary to provision of this By-law and said dog is injured the Officer may euthanize said dog without delay where, in the opinion of the Officer that it is warranted for humane reasons.

## 5.0 **MUZZLING AND LEASHING OF DOGS**

5.1 Where a dog has bitten a person or domestic animal or has behaved in a manner that poses a menace to the safety of persons or domestic animals, the Municipal By-law Enforcement Officer, at their discretion, may Order the dog to be muzzled or leashed or both, for a period of time to be determined by the Officer. Further, the owner of said dog shall comply with the Order.

## 6.0 **KENNELS**

6.1 All Kennels must be licensed annually. No person shall operate a Kennel without first obtaining a license.

6.2 A KENNEL LICENSE may be issued to areas zoned with permitted uses as pursuant to the Town's Zoning By-law, that may be amended from time to time, for keeping, breeding or boarding of dogs.

6.3 An applicant for a kennel license must satisfy the town Council that this kennel operation will not disturb neighboring properties. The cost of the license shall be as prescribed in the "fees and charges by-law".

6.4 Provisions of this By-law shall not apply to prevent the use of any existing, licensed kennel that was lawfully used and legally established for such purpose on the date of passing of this By-law. So long as it continues to be used for that purpose, the use is not discontinued for any length of time and that the existing dogs cannot be replaced when they are given away or die.

## 7.0 **PENALTIES**

7.1 Any person who is contravenes any provision of this By-law is guilty of an offense and upon conviction is liable to a fine up to a maximum of \$5,000.00 as provided for under the provisions of the Provincial Offences Act, R.S.O. 1990, C.P. 33, as amended.

7.2 Every person guilty of an offence under this By-law may, if permitted under the Provincial Offences Act, pay a set fine and the Chief Judge of the Ontario Court (Provincial Division) shall be requested to establish, pursuant to the Provincial Offences Act, set fines in accordance with *Schedule "A"* of this By-law.

## 8.0 **PIT BULL REGULATIONS**

8.1 Owners of pit bulls shall comply with all requirements of Ontario Regulation 157/05, including leashing, muzzling, confinement, and any other conditions set out under provincial law. If the owner of a pit bull refutes that the dog is a pit bull as defined, the burden of proof that the dog is not a pit bull is the owner's.

9.0 **REPEAL**

9.1 That By-law No. 2021-04 is hereby repealed in its entirety and any other by-law in contravention with this by-law shall not be inforcable.

10.0 **ENFORCEMENT**

10.1 Nothing herein shall be deemed to limit the ability of the Ontario Provincial Police to enforce this By-law at any time.

10.2 That the set fines in *Schedule "A"* for By-law No. 2026-XX shall come into force and effect upon approval by the Chief Judge of the Ontario Court (Provincial Division).

11.0 **SEVERABILITY**

11.1 All sections of this By-law shall be deemed to be separate and independent and the invalidity of any section or provision thereof shall not affect the remaining sections.

That this By-law shall come into force and effect on the date of passing

**READ A FIRST, SECOND AND THIRD TIME**, passed, signed and the Corporate Seal attached hereto, this \_\_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2026.

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

SCHEDULE "A"  
UNAPPROVED

ITEM #	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Fail to obtain dog license	Section 2.1	\$300.00
2.	Fail to secure dog tag	Section 2.5	\$300.00
3.	Keep more than 4 dogs	Section 3.1	\$300.00
4.	Fail to clean-up and dispose of excrement	Section 3.2	\$300.00
5.	Fail to properly restrain or muzzle	Section 3.3	\$300.00
6.	Allow dog to run large	Section 3.4	\$300.00
7.	Permit dog to trespass on private property	Section 3.6	\$300.00
8.	Permit dog to bark or make excessive noise	Section 3.7	\$300.00
9.	Permit dog in swimming area	Section 3.8	\$300.00
10.	Permit dog to be unleashed on park or trail	Section 3.9	\$300.00
11.	Fail to comply with muzzle order	Section 5.0	\$300.00
12.	Fail to obtain kennel license	Section 6.1	\$300.00

DRAFT

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

**BY-LAW 2026-XX**

**A By-law to Implement an Administrative Monetary Penalty System  
in the Town of Kearney**

**WHEREAS** the Town of Kearney is authorized under section 434.1 (1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, to establish a system of Administrative penalties for contraventions of Municipal By-laws;

**AND WHEREAS** section 102.1 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, provides that a Municipality may require a Person(s) to pay an Administrative Monetary Penalty if the Municipality is satisfied that the Person(s) has failed to comply with any By-laws respecting the parking, standing or stopping of vehicles;

**AND WHEREAS** section 391 of the *Municipal Act*, 2001 enables the Municipality to pass By-laws imposing fees or charges on any class of Person(s) for services or activities provided or done by or on behalf of it;

**AND WHEREAS** section 434.2 of the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that an Administrative Monetary Penalty imposed by the Municipality on a Person(s) constitutes a debt of the Person(s) to the Municipality;

**AND WHEREAS** Ontario Regulation 333/07, *Administrative Penalties*, made under the *Municipal Act*, 2001, authorizes the designation of provincial legislation and regulations for the purposes of an administrative monetary penalties system;

**AND WHEREAS** Ontario Regulation 260/25 prescribes and modifies certain requirements, duties, and obligations under the *Fire Protection and Prevention Act*, 1997;

**AND WHEREAS** the Council of the Corporation of the Town of Kearney deems it appropriate to designate provisions of the *Fire Protection and Prevention Act*, 1997, including those provisions as prescribed, supplemented, or modified by Ontario Regulation 260/25, for enforcement through the Administrative Monetary Penalties System;

**AND WHEREAS** sections 23.2, 23.3 and 23.5 of the *Municipal Act*, 2001 authorizes the Municipality to delegate its Administrative and Hearing Powers;

**AND WHEREAS** Ontario Building Code section 15.4.1 (1) A Municipality may require a Person(s), subject to such conditions as the Municipality considers appropriate, to pay an Administrative Penalty if the Municipality is satisfied that the Person(s) has failed to comply with,

- a) a By-law of the Municipality passed under section 15.1; or
- b) an order of an Officer under subsection 15.2 (2) as deemed confirmed or as confirmed or modified by the committee or a judge under section 15.3. 2017, c. 34, Sched. 2, s. 10.

**AND WHEREAS** the Council for the Municipal Corporation of the Town of Kearney considers it desirable and necessary to provide for a system of Administrative Penalties and Administrative Fees for the designated Municipal By-laws, or portions of the designated Municipal By-laws;

**NOW THEREFORE** the Council for the Municipal Corporation of the Town of Kearney enacts as follows:

1. That the following schedules attached hereto form part of this By-law:
  - Schedule A – Designated By-laws
  - Schedule B – Administrative Monetary Penalty Amounts & Administrative Fees
  - Schedule C – Administrative Monetary Penalty System (AMPS) Request Form
2. That the Conflict of Interest in Relation to the AMPS Policy #ADM-009 for the Town of Kearney, attached hereto as Schedule ‘D’ and forming part of this By-law be adopted.
3. That the Prevention of Political Interference to the AMPS Policy #ADM-010 for the Town of Kearney, attached hereto as Schedule ‘E’ and forming part of this By-law be adopted.
4. That the Public Complaints Respecting Administration of the AMPS Policy #ADM-011 for the Town of Kearney, attached hereto as Schedule ‘F’ and forming part of this By-law be adopted.
5. That the Financial Management and Reporting in relation to the AMPS Policy #ADM-012 for the Town of Kearney, attached hereto as Schedule ‘G’ and forming part of this By-law be adopted.
6. That the Financial Hardship in relation to the AMPS Policy #ADM-013 for the Town of Kearney, attached hereto as Schedule ‘H’ and forming part of this By-law be adopted.
7. That this By-law may be cited as the “AMPS By-law”.
8. That this By-law shall come into full force and effect upon its final passing.

## **Definitions**

1.1 In this By-law:

**“Administrative Fee”** means any fee specified in this By-law or set out in Schedule ‘B’;

**“Administrative Penalty”** means an administrative penalty established by this By-law or set out in the attached Schedule(s) for a contravention of a designated By-law;

**“AMPS”** means Administrative Monetary Penalty System;

**“Clerk”** means the Municipal Clerk, their delegate, or anyone designated by the Clerk to perform duties pursuant to the Administrative Monetary Penalty System;

**“Council”** means the Council for the Municipal Corporation of the Town of Kearney

**“Day”** means any calendar day;

**“Designated By-law”** means a By-law, or a part or provision of a By-law, that is designated under this or any other By-law, and is listed in the attached Schedule ‘A’ to which the AMPS applies;

**“Hearing Non-Appearance Fee”** means an administrative fee established by the Municipality from time to time in respect of a person’s failure to appear at the time and place scheduled for a review before a Hearing Officer and listed in Schedule ‘B’;

**“Hearing Decision”** means a notice that contains a decision made by a Hearing Officer;

**“Hearing Officer”** shall mean a person who performs the duties of Hearing Officer as set out in section 5 of this By-law and meeting the requirements that a Hearing Officer cannot be a member of Council or a Municipal employee. The Hearing Officer shall have knowledge of and experience in administrative law; such as a lawyer, retired lawyer, paralegal, retired paralegal, retired Police Officer, retired Municipal Clerk or retired Municipal Deputy-Clerk;

**“Holiday”** means a Saturday, Sunday, any statutory Holiday in the Province of Ontario or any day the offices of the Municipality are officially closed for business;

**“Late Payment Fee”** means an administrative fee established by the Municipality from time to time in respect of a person’s failure to pay an administrative penalty within the time prescribed in this By-law and listed in Schedule ‘B’;

**“Municipality”** means the Municipal Corporation of the Town of Kearney;

**“NSF Fee”** means an administrative fee established by the Municipality from time to time in respect of payment by negotiable instrument received by the Municipality from a person for payment of any administrative penalty or administrative fee, for which there are insufficient funds available in the account on which the instrument was drawn, as listed in Schedule ‘B’;

**“Officer”** means a Municipal By-law Enforcement Officer, Police Officer, Fire Chief or designate appointed by the Municipality to administer and enforce this By-law;

**“Penalty Notice”** means a notice given to a person pursuant to section 3.0 of this By-law;

**“Penalty Notice Date”** means the date of the contravention specified on the penalty notice, in accordance with section 3.2 of this By-law;

**“Penalty Notice Number”** means the reference number specified on the penalty notice that is unique to that penalty notice, in accordance with section 3.2 of this By-law;

**“Person”** includes an individual or a business name, sole proprietorship, corporation, partnership, or limited partnership, or an authorized representative thereof;

**“Request for Review by Hearing Officer”** means the request which may be made in accordance with section 5 of this By-law for the review of a screening decision;

**“Request for Review by Screening Officer”** means the request made in accordance with section 4 of this By-law for the review of a penalty notice;

**“Review by Hearing Officer”** and **“Hearing”** means the process set out in section 5 of this By-law;

**“Review by Screening Officer”** and **“Screening Review”** means the process set out in section 4 of this By-law;

**“Screening Decision”** means a notice which contains the decision of a screening officer, delivered in accordance with Section 4.11 of this By-law;

**“Screening Non-Appearance Fee”** means an administrative fee established by the Municipality from time to time in respect of a person’s failure to appear at the time and place scheduled for a review before a screening officer and listed in Schedule “B”;

**“Screening Officer”** means a person from time to time appointed pursuant to this By-law who performs the duties of screening officer as set out in section 4 of this By-law and meeting the requirements that a screening officer cannot be a member of Council; a screening officer may

be a staff member provided that they have no jurisdiction in their job duties that relate in any type of enforcement capacity.

“**Vehicle**” includes a motor vehicle, automobile, bicycle, motorcycle, boat, motor vehicle trailer, traction engine, farm tractor, road building machine and any vehicle propelled or driven by any kind of power including muscular power and such additional definitions as set out in the *Highway Traffic Act*.

### **Application of this By-law**

- 2.1 The Municipal By-laws, or portions of Municipal By-laws, listed in the attached Schedule ‘A’ of this By-law shall be designated By-laws for the purposes of Sections 102.1 and 151 of the *Municipal Act* and paragraph 3(1)(b) of the Regulation. The attached Schedule ‘B’ sets out the administrative penalty and may include short form language to be used on penalty notices, for the contraventions of designated By-laws.
- 2.2 Schedule ‘B’ of this By-law shall also set out administrative fees imposed for the purposes of this By-law.
- 2.3 The *Provincial Offences Act* applies to all designated By-laws except to a designated By-law respecting the parking, standing or stopping of vehicles.

### **Penalty Notices**

- 3.1 Every person(s) in contravention of a designated By-law shall upon issuance of a penalty notice be liable to pay the Municipality an administrative penalty in the amount specified in the attached Schedule ‘A’ to this By-law.
- 3.2 An officer who has reason to believe that a person(s) has contravened any designated By-law may issue a penalty notice as soon as reasonably practicable.
- 3.3 A penalty notice may include the following information:
  - a) the vehicle license plate number or vehicle identification number;
  - b) the penalty notice date;
  - c) a penalty notice number;
  - d) the date on which the administrative penalty is due and payable;
  - e) the identification number and signature of the Officer;
  - f) the name of the person penalized;
  - g) The contravention wording as listed in the attached Schedules, or other particulars reasonably sufficient to indicate the contravention;
  - h) the amount of the administrative penalty;
  - i) such additional information as the Clerk determines is appropriate, respecting the process by which a person(s) may exercise the right to request a screening review of the administrative penalty; and;
  - j) a statement advising that an unpaid administrative penalty, including any applicable administrative fee(s), will constitute a debt of the person(s) to the Municipality unless cancelled pursuant to screening review or hearing

process.

- 3.4 In addition to the service methods provided in section 6 "Service of Documents" of this By-law, an Officer may serve the penalty notice on a person(s) by delivering it personally to the person(s) contravening the By-law at the time of the offence.
- 3.5 No Officer may accept payment of an administrative penalty or administrative fee.
- 3.6 A person(s) who is served with a penalty notice and who does not pay the amount of the administrative penalty on or before the date on which the administrative notice is due and payable, shall also pay the Municipality any applicable administrative fee(s).

#### **Review by Screening Officer**

- 4.1 A person(s) who is served with a penalty notice may request that the administrative penalty be reviewed by a screening Officer and shall do so on or before the date on which the administrative penalty is due and payable, and in accordance with the process set out in Section 4.3.
- 4.2 If a person(s) has not requested a screening review on or before the date on which the administrative penalty is due and payable, the person(s) may request that the screening Officer extend the time to request a screening review to a date that is no later than forty-five (45) days after the penalty notice date, in accordance with the process set out in Section 4.3.
- 4.3 A person's right to request an extension of time for a screening review expires, if it has not been exercised, on or before forty-five (45) days after the penalty notice date, at which time:
  - a) the person(s) shall be deemed to have waived the right to request a screening review or request an extension of time for a screening review; and,
  - b) the administrative penalty shall be deemed to be confirmed on the sixteenth (16th) day following the penalty notice date; and,
  - c) the administrative penalty shall not be subject to any further review, including a review by any Court.
- 4.4 A person's request for review by a screening Officer or request for an extension of time to request a screening review is exercised by:
  - a) a submission in writing to the Clerk or designate of a request for review by a screening Officer or request for an extension of time to request a screening review; in the prescribed form and in accordance with the directions on the prescribed form, attached as Schedule 'C'.
- 4.5 A request for review by screening Officer of an administrative penalty or a request for an extension of time to request a screening review shall include the penalty notice number and the person's contact information.
- 4.6 A request for review by screening officer or a request for an extension of time to request a screening review shall only be scheduled by the By-law Enforcement department if the person(s) makes the request on or before the dates established by Sections 4.1 of this By-law.
- 4.7 On a request for an extension of time to request a screening review, the By-law Enforcement department may only extend the time to request a screening review where

the person demonstrates, on a balance of probabilities, the existence of extenuating circumstances that warrant the extension of time.

- 4.8 Where an extension of time to request a screening, review is not granted by the By-law Enforcement department, the administrative penalty and any applicable administrative fee(s) are deemed to be confirmed.
- 4.9 Where a person(s) fails to attend at the time and place scheduled for a screening review of an administrative penalty:
- a) the person(s) shall be deemed to have abandoned the request for a screening review of the administrative penalty;
  - b) the administrative penalty as set out in the penalty notice shall be deemed to be confirmed on the sixteenth (16th) day following the penalty notice date;
  - c) the administrative penalty shall not be subject to any further review, including a review by any Court; and
  - d) the person(s) shall pay to the Municipality a screening non-appearance fee and any other applicable administrative fee(s).
- 4.10 On a review of an administrative penalty, the screening Officer may:
- a) affirm the administrative penalty; or
  - b) cancel, reduce or extend the time for payment of the administrative penalty, including any administrative fee(s), on the following grounds:
    - i) where the person(s) establishes on the balance of probabilities that they did not contravene the designated By-law(s) as described in the penalty notice; or
    - ii) where the person(s) establishes on a balance of probabilities that the cancellation, reduction or extension of time for payment of the administrative penalty, including any administrative fee(s), is necessary to relieve any undue hardship.
- 4.11 On a screening review of an administrative penalty, before making a decision, a screening Officer shall conduct an interview with the person(s).
- 4.12 After a review by a screening Officer, the screening Officer shall deliver a screening decision to the person(s), in accordance with Section 6 of this By-law.
- 4.13 A screening Officer has no authority to consider questions relating to the validity of a statute, regulation or By-law or the constitutional applicability or operability of any statute, regulation or By-law.

### **Review by Hearing Officer**

- 5.1 A person(s) may request a review by hearing Officer during the screening review.
- 5.2 If a person(s) has not made a request for review by hearing Officer at the time of the screening review, the person(s) may make a request for review by hearing Officer before the due and payable date for the administrative penalty listed on the screening decision.
- 5.3 The person's right to request for review by hearing Officer expires if it has not been exercised on or before the due and payable date for the administrative penalty listed on

the screening decision, at which time:

- a) the person(s) shall be deemed to have waived the right to request for review by hearing Officer;
- b) the screening decision and the administrative penalty and any administrative fee(s), if applicable, as modified in the screening decision, shall be deemed to be confirmed; and
- c) the screening decision and administrative penalty shall not be subject to any further review, including a review by any Court.

5.4 A person's request for review by hearing Officer is exercised by:

- a) a submission in writing to the Clerk for a request for review by a hearing Officer, or request for an extension of time to request a hearing; or
- b) attending in person at the location listed on the screening decision to make request for review by a hearing Officer or request an extension of time to request a hearing; or
- c) calling the telephone number listed on the screening decision to make a request for review by hearing Officer or request an extension of time to request a hearing.

5.5 A request for review by hearing Officer shall only be scheduled by the By-law Enforcement Department if the person(s) makes the request within the time limits set out in Section 5 of this By-law.

5.6 Where a person(s) fails to appear at the time and place scheduled for a hearing:

- a) the person(s) shall be deemed to have abandoned the hearing for review of a screening decision;
- b) the screening decision and the administrative penalty and any administrative fee(s) shall be deemed to be confirmed;
- c) the screening decision and the administrative penalty and any administrative fee(s) shall not be subject to any further review, including a review by any Court; and
- d) the person(s) shall pay to the Municipality a hearing non-appearance fee, late payment fee(s) and any other applicable administrative fee(s).

5.7 On a review of a screening decision, the hearing Officer may:

- a) confirm the screening decision; or
- b) cancel, reduce or extend the time for payment of the administrative penalty, including any administrative fee(s), on the following grounds:
  - i) where the person(s) establishes on a balance of probabilities that they did not contravene the designated Bylaw(s) as described in the penalty notice; or
  - ii) where the person(s) establishes on a balance of probabilities that the cancellation, reduction or extension of time for payment of the administrative penalty, including any administrative fee(s), is necessary to relieve any undue hardship.

- 5.8 A hearing Officer shall not make any decision respecting a review of a screening decision unless the hearing Officer has given the person(s) and a representative of the Municipality an opportunity to be heard at the time and place scheduled for the hearing.
- 5.9 All hearings by a hearing Officer shall be conducted in accordance with the *Statutory Powers and Procedures Act*, R.S.O. 1990, c. S.22, as amended.
- 5.10 A hearing Officer has no authority to consider questions relating to the validity of a statute, regulation or By-law or the constitutional applicability or operability of any statute, regulation or By-law.
- 5.11 After a hearing is complete, the hearing Officer shall deliver to the person(s) a hearing decision, in accordance with Section 6 of this By-law.
- 5.12 The decision of a hearing Officer is final.

### **Service of Documents**

- 6.1 The service of any document, notice or decision, including a penalty notice, pursuant to this By-law, when served in any of the following ways, is deemed effective:
- a) immediately, when a copy is delivered to the person(s) to whom it is addressed;
  - b) on the seventh (7th) day following the date a copy is sent by registered mail to the person's last known address;
  - c) immediately upon sending a copy by electronic mail (i.e. e-mail) to the person's last known electronic mail address.
- 6.2 For the purposes of subsections 6.0 (b), (c) and (d) of this By-law, a person's last known address and electronic mail address includes an address and electronic mail address provided by the person(s) to the Municipality as may be required by a form, practice or policy under this By-law.

### **Administration**

- 7.1 The Clerk, their delegate, or anyone designated by the Clerk shall administer this By-law and establish any additional practices, policies and procedures necessary to implement this By-law and may amend such practices, policies and procedures from time to time as they deem necessary, without amendment to this By-law.
- 7.2 The Clerk, their delegate, or anyone designated by the Clerk shall prescribe all forms and notices, including the penalty notice, necessary to implement this By-law and may amend such forms and notices from time to time as they deem necessary, without amendment to this By-law.
- 7.3 An administrative penalty, including any administrative fee(s), that is confirmed or reduced, or in respect of which the time for payment has been extended, remaining unpaid after the date when it is due and payable, constitutes a debt to the Municipality owed by the person(s).
- a) Pursuant to subsections 398 (1) and (2) of the *Municipal Act*, where an administrative penalty, including any administrative fees(s) remain unpaid after the final date on which it is payable as specified in the penalty notice, the administrative penalty including any administrative fees(s) shall be deemed to be unpaid taxes and the outstanding amount shall be added to the tax roll and collected in the same manner as Municipal taxes.

- 7.4 Where an administrative penalty is not paid by the date on which the administrative penalty is due and payable; the person shall pay to the Municipality a late payment fee(s), in addition to the administrative penalty and any applicable administrative fee(s).
- 7.5 Where a person makes a payment to the Municipality of any administrative penalty, administrative fee or late payment fee, by negotiable instrument, for which there are insufficient funds available in the account on which the instrument was drawn, the person shall pay to the Municipality the NSF fee set out in the Municipality's Fees and Charges By-law.
- 7.6 Where an administrative penalty is cancelled by a screening Officer or hearing Officer, any administrative fee(s) are also cancelled.
- 7.7 Any time limit that would otherwise expire on a Holiday is extended to the next day that is not a Holiday.
- 7.8 A person(s) claiming financial hardship under this By-law shall provide documented proof of the financial hardship to the Clerk, their delegate, or anyone designated by the Clerk, the screening Officer or the hearing Officer, as applicable.
- 7.9 Any schedule attached to this By-law forms part of this By-law.

#### **Severability**

- 8.0 Should any provision, or any part of a provision, of this By-law be declared invalid, or to be of no force and effect, by a court of competent jurisdiction, it is the intent of Council that such a provision, or part of a provision, shall be severed from this By-law, and every other provision of this By-law shall be applied and enforced in accordance with its terms to the extent possible according to law.

#### **Interpretation**

- 9.0 The provisions in Part VI of the *Legislation Act, 2006*, S.O. 2006, c.21, Sched. F, shall apply to this By-law.

#### **Short Title**

- 10.0 This By-law may be referred to as the AMPS By-law.

#### **Effective Date**

- 11.0 That this By-law shall come into effect on the day it was passed.

**Administrative Corrections**

The Clerk of the Town of Kearney is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the By-law and schedule(s) as may be deemed necessary after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

**SCHEDULE “A”  
BY-LAW 2026-XX**

**Administrative Monetary Penalty By-law for  
Non-Parking Offences Designated By-laws**

**Designated By-laws:**

Regulate Dogs within the Town of Kearney By-law  
Waste Management By-law  
Fireworks By-law  
Noise By-law  
Open Air Burning By-law  
Trailer By-law  
Road Damaging By-law  
Entrance By-law  
Depositing of Snow on Municipal Highways

1. For the purposes of Section 2 of this By-law, Column 1 in the following Table lists the provisions in the designated By-law identified in the Schedule, as amended.
2. Column 2 in the following Table sets out the short form wording to be used in a penalty notice for the contravention of the designated provisions listed in Column 1.
3. Column 3 in the following Table sets out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 1.

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

**SCHEDULE "A"  
BY-LAW 2026-XX**

**Administrative Monetary Penalty By-law for  
Non-Parking Offences Designated By-laws**

**BY-LAW 2026-XX**

**REGULATE DOGS WITHIN  
THE TOWN KEARNEY**

ITEM #	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Fail to obtain dog license	Section 2.1	\$300.00
2.	Fail to secure dog tag	Section 2.5	\$300.00
3.	Keep more than 4 dogs	Section 3.1	\$300.00
4.	Fail to clean-up and dispose of excrement	Section 3.2	\$300.00
5.	Fail to properly restrain or muzzle	Section 3.3	\$300.00
6.	Allow dog to run large	Section 3.4	\$300.00
7.	Permit dog to trespass on private property	Section 3.6	\$300.00
8.	Permit dog to bark or make excessive noise	Section 3.7	\$300.00
9.	Permit dog in swimming area	Section 3.8	\$300.00
10.	Permit dog to be unleashed on park or trail	Section 3.9	\$300.00
11.	Fail to comply with muzzle order	Section 5.0	\$300.00
12.	Fail to obtain kneel license	Section 6.1	\$300.00
13.	Possess own or harbor pit bull	Section 8.1	\$300.00

**BY-LAW 2025-37  
WASTE MANAGEMENT**

ITEM #	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Dump or dispose refuse on a highway	Section 5.1	\$300.00
2.	Dump or dispose refuse on municipal, provincial, or federal lands	Section 5.2	\$300.00
3.	Dump or dispose refuse on private lands	Section 5.3	\$300.00
4.	Store compost permit escape noxious gases	Section 5.4	\$300.00
5.	Dispose refuse at Transfer Station without consent	Section 5.6	\$300.00
6.	Dispose refuse at Transfer Station gates	Section 5.7	\$300.00
7.	Dispose prohibited substances	Section 5.8	\$300.00
8.	Dispose recycling not properly sorted	Section 5.10	\$300.00
9.	Conceal prohibited items	Section	\$300.00

**BY-LAW 2018-24**  
**FIREWORKS**

ITEM #	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Causing or permitting fireworks to be set off during a fire ban or extreme conditions	Section 2.1	\$300.00
2.	Set off consumer fireworks	Section 3.1	\$300.00
3.	Set off display fireworks on public property without permission	Section 3.1	\$300.00
4.	Discharge, fire, set off, or cause to be set off, any firecrackers	Section 4.1	\$300.00
5.	Set off display fireworks without approval	Section 5.1	\$300.00
6.	Set off display fireworks in unsafe manner	Section 5.5	\$300.00
7.	Hinder or obstruct any Officer performing a duty under this By-law	Section 7.1	\$300.00

**BY-LAW 2025-72**  
**NOISE CONTROL**

ITEM #	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Permitting noise from electronic device during prohibited time	Section 2.1 schedule A (1)	\$300.00
2.	Permitting noise from auditory signaling device during prohibited time	Section 2.1 schedule A (2)	\$300.00
3.	Permitting noise from construction equipment during prohibited time	Section 2.1 schedule A (3)	\$300.00
4.	Permitting noise from a toy, model or replica during prohibited time	Section 2.1 schedule A (4)	\$300.00
5.	Permitting noise from a motorized conveyance during prohibited time	Section 2.1 schedule A (5)	\$300.00
6.	Permitting noise from a motorized conveyance resulting in excessive noise	Section 2.1 schedule A (6)	\$300.00
7.	Permitting persistent noise from a domestic pet during prohibited time	Section 2.1 schedule A (7)	\$300.00
8.	Permitting noise from any tool, equipment or appliance during prohibited time	Section 2.1 schedule A (8)	\$300.00
9.	Permitting noise from solid waste bulk lift or refuse compacting	Section 2.1 schedule A (9)	\$300.00
10.	Making or permitting noise by yelling, shouting, hooting or hollering during a prohibited time	Section 2.1 schedule A (10)	\$300.00
11.	Permitting noise from loud playing of musical instruments during prohibited time	Section 2.1 schedule A (11)	\$300.00
12.	Permitting noise by detonating fireworks or explosive devices during prohibited time	Section 2.1 schedule A (12)	\$300.00
13.	Permitting the operation of a motorized conveyance in such a way to rev the engine	Section 2.1 schedule A (13)	\$300.00
14.	Permitting noise from a domestic generator during prohibited time	Section 2.1 schedule A (14)	\$300.00

**BY-LAW 2025-65**  
**REGULATE OPEN AIR BURNING**

ITEM	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Burning without a Permit	Section 2.01	\$300.00
2.	Burn in unsafe conditions	Section 2.02	\$300.00
3.	Fail to have fire supervised by competent person	Section 2.03	\$300.00
4.	Burning prohibited materials not permitted	Section 2.05	\$300.00
5.	Burn in incinerator- high fire hazard	Section 2.09	\$300.00
6.	Burn – fail to comply with permit conditions	Section 3.01	\$300.00
7.	Burn materials other than wood, leaves or brush	Section 3.01.1	\$300.00
8.	Burning outside during prohibited hours	Section 3.01.4	\$300.00
9.	Burning within 10 meters (30 feet) of a combustible structure	Section 3.01.5	\$300.00
10.	Fail to have campfire supervised to extinguishment	Section 4.01.2	\$300.00

**BY-LAW 2013-17**  
**TRAILER**

ITEM #	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Use camper or trailer for more than 30 days without permit	Section 2 (a)	\$ 300.00
2.	Owner use camper or trailer for more than 30 days without permit	Section 2 (b)	\$ 300.00
3.	Camper not connected or served by appropriate sewage system	Section 3 (d)	\$ 300.00

**BY-LAW 2025-43**  
**ROAD DAMAGING**

ITEM #	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Cross or damage curbs, sidewalk or roadways or paved boulevards or equipment	Section 2.1	\$ 300.00
2.	Fail to take necessary steps to prevent material, waste, soil, or any other thing from being spilled or tracked on to a highway	Section 2.4	\$ 300.00
3.	Fail to repair damage caused to roads or highways	Section 2.6	\$ 300.00
4.	Obstruct highway or deposit items to interfere with public travel on a roadway	Section 4.1	\$ 300.00
5.	Throw, place, or deposit dirt, filth, glass, hand bills, paper rubbish or the carcass of any animal on the highway	Section 5.1	\$ 300.00
6.	Permit animals to trespass on highway or bridge	Section 7.1	\$ 300.00

**BY-LAW 2026-01**  
**ENTRANCE**

ITEM #	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Entrance constructed without permit	Section 1	\$300.00
2.	Damage to Municipal infrastructure	Section 9	\$300.00
3.	Apply asphalt or hard surface without authorization	Section 13	\$300.00
4.	Fail to obtain final inspection	Section 14	\$300.00
5.	Second or subsequent entrance without permission	Section 15	\$300.00

**BY-LAW 2022-08**  
**PROHIBIT DEPOSIT OF SNOW AND ICE ON HIGHWAYS**

ITEM #	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	PENALTY
1.	Deposit snow or ice onto roadway without permission	Section 2.1	\$300.00
2.	Move snow from one side to other side of roadway	Section 2.1	\$300.00
3.	Remove snow from or perform winter maintenance to any highways without permission	Section 2.1	\$300.00

**THE CORPORATION OF THE TOWN OF  
KEARNEY**

**SCHEDULE "B"  
BY-LAW NO. \_\_-\_\_\_\_\_**

**Administrative Monetary Penalty By-law for  
Non-Parking Offences Designated By-laws**

**Administrative Fees**

ITEM #	ADMINISTRATIVE FEE	AMOUNT
1.	Late Payment Fee	\$50.00
2.	MTO Plate Denial Fee	\$50.00
3.	MTO Search Fee	\$50.00
4.	Screening No Show Fee	\$50.00
5.	Hearing No Show Fee	\$50.00
6.	Insufficient Funds Fee (NSF)	As per the Municipality's Fees By-law

**THE CORPORATION OF THE TOWN  
OF KEARNEY**

**SCHEDULE "C"  
BY-LAW NO. \_\_-\_\_\_\_**

**Administrative Monetary Penalty By-law for  
Non-Parking Offences Designated By-laws**

**AMPS REQUEST FORM**

**IMPORTANT INFORMATION TO READ PRIOR TO COMPLETING REQUEST FORM**

- Applicants are responsible for completing all required portions of the applicant portion of this form, and any false or misleading information may lead to this request being null and void.
- Personal information contained on this form is collected under the authority of Part IV and Section 11 of the *Municipal Act, 2001* and will be used for the administration of the AMPS Program. Questions concerning collection of Personal information should be directed to the Clerk.
- Any supporting evidence (photos or documents) for your Screening Request must be brought with you or attached to this completed form and the number of items noted.
- Any supporting evidence NOT presented for the Screening is NOT ADMISSABLE at the Hearing.

**TO BE COMPLETED BY APPLICANT**

- Penalty Notice Recipient       Authorized Representative       Property Owner

**PENALTY NOTICE RECIPIENT**

NAME (First and Last)	ADDRESS (Street, Town, Province)	POSTAL CODE
EMAIL	HOME PHONE #	OTHER PHONE #

**AUTHORIZED REPRESENTATIVE**

**(to be completed IF REPRESENTATIVE is accompanying Recipient)**

NAME (First and Last)	ADDRESS (Street, Town, Province)	POSTAL CODE
EMAIL	HOME PHONE #	OTHER PHONE #

**PENALTY NOTICE INFORMATION (found on Notice received)**

PENALTY NOTICE #	NAME / ADDRESS ON NOTICE	OFFENCE COMMITTED
BY-LAW / SECTION #	ADDRESS OF OFFENCE	ISSUED: IN PERSON/MAIL/VEHICLE

**TYPE OF REQUEST (Under AMPS By-law)**

<input type="checkbox"/> SCREENING REVIEW	<input type="checkbox"/> APPEAL TO HEARING	<input type="checkbox"/> EXTENSION OF TIME TO PAY	<input type="checkbox"/> EXTENSION OF TIME FOR A SCREENING	<input type="checkbox"/> EXTENSION OF TIME FOR A HEARING
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**In the space below, provide a factual and detailed explanation of your reason(s) for the Request:**

**APPLICANT SIGNATURE**

**DATE / TIME**

**AMPS REQUEST MUST BE SUBMITTED BY:**

In Person or by Mail: Town of Kearney, PO Box 38, 8 Main Street, Kearney, ON. P0A 1M0

Email completed and signed form (with attachments) to [nicole.gourlay@townofkearney.ca](mailto:nicole.gourlay@townofkearney.ca)

**TO BE COMPLETED BY TOWN / APPOINTED OFFICER / AUTHORIZED STAFF**

Name	Role / Position	Date Received	Signature / Initials
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IS REQUEST COMPLETE? (applicant information complete / Request signed)

FEE REQUIRED FOR TYPE OF REQUEST?

Additional information / evidence attached to Request?

Number of attachments:

SUBJECT:	Conflict of Interest in Relation to the Administration of the Administrative Monetary Penalty System (AMPS) program BY-LAW No. - - Schedule "D"	POLICY #: ADM-009	
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**1. POLICY STATEMENT**

1.1. To define what constitutes a conflict of interest in relation to the AMPS program, to prevent such conflicts of interest and to redress such conflicts should they occur.

**2. PURPOSE**

2.1. To define what constitutes a conflict of interest in relation to the AMPS program, to prevent such conflicts of interest and to redress such conflicts should they occur.

2.2. To establish conflict of interest guidelines to ensure that AMPS program responsibilities are conducted in accordance with fundamental principles of justice, which include judicial and prosecutorial independence, fairness, impartiality, competence and integrity.

**3. SCOPE**

3.1 This policy applies to all Screening Officers, Hearing Officers and all Municipal officials and staff involved in the administration of the AMPS program.

3.2 For Municipal staff engaged in the administration of the AMPS program, the Code of Conduct and Ethics shall also apply in regard to the activities of an employee in the administration of the AMPS program.

**4. PROCEDURE**

4.1. Appointment of Screening Officers and Hearing Officers:

4.1.1. Screening Officers and Hearing Officers shall be appointed by a bylaw passed by Council in accordance with the provisions of BY-LAW No. \_\_\_-\_\_\_\_\_.

4.1.2. Screening Officers are Persons (either independent citizens, employees of the Municipality, or employees of another Municipality, where an agreement for such services exist) appointed by Council to review screening Requests. Screening Officers employed by a Municipality are not permitted to be involved in the Day-to-Day supervision or management of Officers issuing Penalty Notices under AMPS.

4.1.3. Hearing Officers are independent citizens appointed by Council to conduct Hearing Reviews in the public interest. While not a mandatory qualification, it is encouraged that Hearing Officers have a familiarity with legal processes and an educational/employment background in legal matters.

4.1.4. The following Persons are not eligible for appointment as a Screening Officer or Hearing Officer:

1. A Member of Council or a relative of a Member of Council. A relative, for the purposes of this policy, is defined to include a
  - a) Spouse, common-law partner, or any Person with whom the Person is living as a spouse outside of marriage;
  - b) Parent;
  - c) Child, including a step child and grandchild;
  - d) Siblings and children of siblings;
  - e) Aunt, uncle, niece and nephew;

- f) In-laws, including mother, father, sister, brother, daughter and son; or
  - g) Any Person who lives with the Person on a permanent basis; or
2. A Person indebted to the Municipality other than:
- a) in respect of current real property taxes; or
  - b) Pursuant to an agreement with the Municipality the terms with which the Person is in compliance.

## 5. CONFLICT OF INTEREST

5.1. A conflict of interest arises where a Screening Officer, Hearing Officer or staff Person involved in the administration of the AMPS program has a Personal or business interest that conflicts, might conflict, or may be perceived to conflict with the interests of the AMPS program. A conflict of interest could arise in relation to Personal or business matters including:

- a) directorships or other employment;
- b) interests in business enterprises or professional practices;
- c) share ownership or beneficial interests in trusts;
- d) existing professional or Personal associations with a Person;
- e) professional associations or relationships with other organizations; and
- f) Personal associations with other groups or organizations, or family relationships including relatives as defined in this policy.

5.1.1. A Screening Officers must be and appear to be impartial at all times. It would be inappropriate for a Screening Officer to review a Penalty Notice for a personal or business acquaintance or relative (as defined above). A conflict of interest includes an actual conflict and a potential or perceived conflict.

5.1.2. Hearing Officers have obligations to conduct Hearing reviews in an impartial manner. Hearing Officers, in conducting a Hearing Review, are bound by the Statutory Powers and Procedures Act, as well as bound by general Administrative common law principles (i.e., procedural fairness, natural justice, impartial and unbiased Decision making, legitimate expectation, etc.). Hearing Officers must be and appear to be impartial at all times. It would be inappropriate for a Hearing Officer to review a Screening Review Decision for a Personal or business acquaintance or relative, as defined by this policy. A conflict of interest includes an actual conflict and a potential conflict.

5.1.3. Every Screening Officer, Hearing Officer or other Municipal staff Person involved in the administration of AMPS, must disclose any obligation, commitment, relationship or interest that could conflict or may be perceived to conflict with his or her duties to or interests in the administration of the AMPS program. A Screening Officer or Hearing Officer shall not represent any Person at a Screening Review or Hearing Review.

5.2. Conduct of a Screening Officers and Hearing Officers:

5.2.1. All Screening Officers and Hearing Officers shall conduct themselves in the following manner:

5.2.2. With independence:

- must both be and appear to be independent, impartial, and unbiased.
- must avoid all conflicts of interest, whether real or perceived, and are responsible for promptly taking appropriate steps to disclose, resolve, or obtain advice with respect to such conflicts when they arise.
- should not be influenced by partisan interests, public opinion, or by fear of criticism.

- should not use their title and position to promote their own interests or the interests of others.
- should discharge their duties in accordance with the law, Municipal By-laws and AMPS policy, procedures, and guidelines.

5.2.3. With knowledge:

- should maintain their competence through their work, by participating in training and education courses and by seeking guidance from their colleagues and Municipality, as required.
- should remain up to Date on changes in the law, Municipal By-laws, policy, and procedures relevant to their function.

5.2.4. With conduct becoming:

- are subject to ongoing public scrutiny and therefore they must respect and comply with the law and conduct themselves at all times in a manner that promotes public confidence in the integrity and impartiality of the AMPS program.
- should approach their duties in a calm and courteous manner when dealing with the public and others and should present and conduct themselves in a manner consistent with the dignity of the AMPS system and their appointment.
- should convey in plain language their Decisions and the reasons therefore where such are required.
- must safeguard the confidentiality of information that comes to them by virtue of their work and should not disclose that information except as required by law.
- in discharging their duties, must treat those with whom they deal in a respectful and tolerant manner regardless of the gender, sexual orientation, race, religion, culture, language, mental abilities, or physical abilities of those Persons.

5.2.5. With administration of natural justice paramount:

- shall refrain from openly and publicly criticizing the administration of the AMPS program or the conduct of others. Screening and Hearing Officers shall recognize that only the Clerk and CAO may speak publicly on behalf of the Municipal AMPS program. Any criticisms, suggestions, or concerns related to the AMPS program should be communicated through appropriate channels to the Clerk.
- should deal with the tasks that come before them in a timely manner and should make themselves accessible to those requiring their services.
- must not knowingly exercise a power or function for which they have not been Designated.

5.2.6. Procedures may be defined by the Clerk to address specific implementation of this policy.

5.3. Preventing Conflict of Interest:

5.3.1. The keys to preventing conflicts of interest are disclosure and withdrawal from the power of Decision in regards to a Screening Review or Hearing review.

5.3.2. The need for disclosure and withdrawal from a power of Decision applies to any real or perceived conflict of interest.

5.3.3. If a Screening Officer or Hearing Officer becomes aware of any real or perceived conflict of interest in regard to a review of an Administrative Penalty

or Screening Decision, as the case may be, the Screening Officer or Hearing Officer shall notify the Clerk or his or her designate(s), of the conflict of interest and

- a) in the case of a scheduled review of an Administrative Penalty or Screening Decision that has not yet commenced, request another Screening Officer or Hearing Officer to conduct the review to avoid actual or potential conflicts of interest; or
- b) in the case of a review of an Administrative Penalty or Screening Decision that has commenced, adjourn the review, and withdraw from the power of Decision, and advise the Clerk, or his or her designate. The Municipality will reschedule the Screening Review or Hearing Review with another Screening Officer or Hearing Officer, as the case may be.

5.3.4. If all appointed Screening Officers and/or Hearing Officers have a conflict of interest with a matter, then the Clerk shall retain another Screening Officer or Hearing Officer to handle the matter that is the subject of the conflict of interest.

5.3.5. Questions related to this policy are to be directed to the Clerk. Should legal clarification be required, a solicitor used by the Municipality may be contacted by the Clerk.

#### 5.4. Addressing Conflicts if they Occur:

5.4.1. The Municipality's Code of Conduct and Ethics has a process to deal with breaches of the Code by employees in the administration of the AMPS program.

5.4.2. If someone suspects that a Screening Officer or Hearing Officer conducted a Screening Review or Hearing review where there was a conflict of interest, the Person shall advise the Clerk and an investigation may be conducted in accordance with Municipal policies.

5.4.3. Any finding of a conflict of interest, shall be reported to the Clerk by the responsible Municipal official, including any recommendation for appropriate disciplinary action, up to and including revocation of appointment.

#### 5.5. Influence:

5.5.1. No Person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically or otherwise, with employees or other Persons performing duties related to the administration of AMPS.

5.5.2. No Person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically or otherwise, a Screening Officer or Hearing Officer respecting the determination of an Administrative Penalty matter and/or respecting a delegated power of Decision in a proceeding that is or will be pending before the Screening Officer or Hearing Officer, except a Person who is entitled to be heard in a Screening Review or Hearing Review.

#### 5.6. Charges under the Criminal Code or Other Statutes or Regulations:

5.6.1. Where a Screening Officer or Hearing Officer is charged with an offence under the Criminal Code of Canada or any other federal statute or regulation that is dealt with under the Criminal Code of Canada, such charge shall be disclosed forthwith to the Clerk.

5.6.2. Where a Screening Officer or Hearing Officer is charged with an offence under other federal or provincial statutes or regulations and where continuing to perform his or her duties may erode public confidence in the administration of the AMPS program, the charge shall be disclosed to the Clerk.

5.6.3. A determination will be made by the Clerk as to whether or not an actual or perceived conflict of interest exists or if public confidence in the administration of the AMPS program has been compromised and, if so, the Screening Officer or Hearing Officer may be removed from his or her duties until the final disposition of the charge.

## **6. COMMUNICATION / IMPLEMENTATION**

6.1 This policy shall form part of the orientation for all current and new Screening Officers and Hearing Officers and AMPS administration staff.

## **7. ACCOUNTABILITY**

7.1 All Screening Officers, Hearing Officers and Municipal staff involved in the administration of the AMPS program is accountable for implementing and abiding by this policy. Accountability for interpretation of this policy in relation to a real or perceived conflict of interest shall be determined by the Clerk.

## **8. EVALUATION**

8.1 The effectiveness of this policy will be evaluated by the CAO/Clerk from time to time or as required by legislative changes.

8.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SUBJECT:	Prevention of Political Interference in the Administrative Monetary Penalty System (AMPS) Program BY-LAW No. ____ - _____ - Schedule "E"	POLICY #: ADM-010	
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**1. POLICY STATEMENT**

1.1. This policy is to prevent political interference in the administration of the Administrative Monetary Penalty System (AMPS).

**2. PURPOSE**

2.1. To prevent political interference of any kind in the administration of the AMPS program, and to minimize and restrict opportunities for political interference, intentionally or unintentionally.

2.2. To define what constitutes political interference in relation to the AMPS program, to ensure the responsibilities of the Screening and Hearing Officers are conducted in accordance with fundamental principles of justice, which include Decision making and procedural independence, fairness, impartiality and integrity, without any political interference.

**3. SCOPE**

3.1. This policy applies to all elected Members of the Council of the Town of Kearney, as well as other Municipal officials and staff.

3.2. In regard to Members of Council, this policy should be read and interpreted within the context of prevailing provincial legislation (i.e., Municipal Conflict of Interest Act) and the Council Code of Conduct, including its related policies, procedures and guidelines.

**4. PROCEDURE**

4.1. Principles of Preventing Political Interference:

4.1.1. No Person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically, or otherwise, with employees or other Persons performing duties related to the administration of AMPS.

4.1.2. No Person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically or otherwise, a Screening Officer or Hearing Officer respecting the determination of an Administrative Penalty matter and/or respecting a delegated power of Decision in a proceeding that is or will be pending before the Screening Officer or Hearing Officer, except a Person who is entitled to be heard in a Screening Review or Hearing Review.

4.1.3. All Persons involved with the enforcement and administration functions of the AMPS program shall endeavor to carry out such duties in a manner, which upholds the integrity of the administration of justice

4.1.4. If someone attempts to influence a Screening Officer, Hearing Officer or Municipal employee engaged in the administration of the AMPS program, contrary to the rules above, the Screening Officer, Hearing Officer or Municipal employee, as the case may be, shall report the incident to the Clerk as soon as possible. No action will be taken against a Screening Officer or Hearing Officer for making any such report in good faith.

4.1.5. Procedures may be defined by the Clerk to address specific implementation of this policy.

**5. IMPLEMENTATION**

5.1 All Members of Council shall be provided with a copy of this policy and the policy shall form part of the Council Code of Conduct.

5.2 This policy shall form part of the orientation for all Members of Council at the start of new term of Council, as well as all current and new Municipal officials and staff, with the potential for interaction with the AMPS program.

5.3 This policy shall form part of the orientation for all current and new Screening and Hearing Officers and AMPS administration staff.

## **6. ACCOUNTABILITY**

6.1 Attention is brought to the fact that any interference with the AMPS program may result in charges under the Criminal Code of Canada, Provincial statutes, or other disciplinary action.

6.2 A Screening or Hearing Officer, employee or other Person performing duties related to the AMPS program under this policy shall report any attempt at political influence or interference, financial, political, or otherwise, to the Clerk. No action shall be taken against the employee or other Person(s) for making any such report in good faith.

6.3 Where any employee, Screening Officer, Hearing Officer or other Person performing duties related to the AMPS program, is contacted by a Member of Council or Municipal official with respect to the administration of the AMPS program, he or she shall immediately disclose such contact to the Clerk in order to maintain the integrity of the AMPS program.

6.4 A Screening Officer or Hearing Officer shall disclose any actual or perceived political interference as soon as possible to the Clerk.

## **7. ADMINISTRATION**

7.1 This policy shall be administered by the Clerk.

## **8. EVALUATION**

8.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.

8.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SUBJECT:	Public Complaints Process Respecting Administrative Monetary Penalty System (AMPS) Program BY-LAW No. ____ - _____ - Schedule "F"	POLICY #: ADM-011	
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**1. POLICY STATEMENT**

1.1. This policy is to address any public complaint regarding the administration of the Administrative Monetary Penalty System (AMPS).

**2. PURPOSE**

2.1 To ensure the AMPS program remains an open, accessible, responsive, accountable, efficient, and effective system for enforcement of Municipal By-laws in the Town of Kearney, and any public complaints are addressed in a timely and responsible manner.

**3. SCOPE**

3.1. This policy applies to all public complaints, informal or formal, regarding all aspects of the AMPS program, and applies to all Administrative actions and functions of all Municipal employees and other Persons responsible for the administration of the AMPS program.

3.2. Screening Officers and Hearing Officers do not have jurisdiction to consider questions relating to the validity of a statute, regulation or By-law or the constitutional applicability or operability of any statute, regulation or By-law. Any public complaints regarding the validity of a statute, regulation or By-law or the constitutional applicability or operability of any statute, regulation or By-law will not be processed through this policy.

3.3. This policy is not intended to replace other specific Municipal programs, policy/procedures and legal processes available to the public to address public concerns with the AMPS program.

**4. PROCEDURE**

4.1. A public complaint shall be processed in keeping with all applicable statutes, By-laws, and policies of the Town of Kearney. The complaint process shall be as follows:

4.1.1. Any public complaint must be in writing, identifying the name and full contact information of the complainant, and sent to the Clerk, or his or her delegate(s), within 30 Days in respect to the Date of the event for which the complaint is being made. Complaints that are anonymous will not be accepted.

4.1.2. All complaints shall be treated as confidential by the Clerk, respecting Personal information privacy and confidentiality, subject to legislative provisions.

4.1.3. Any complaint regarding a Member of Council in respect of the administration of AMPS shall be processed in accordance with the Council Code of Conduct.

4.1.4. The Clerk, or his or her designate(s), will not address or process any public complaint that is deemed by the Clerk, or his or her designate(s), as frivolous, vexatious, trivial or made in bad faith.

4.1.5. A complainant may withdraw his/her complaint at any time.

4.1.6. Where possible, attempts will be made to address public complaints through an informal resolution process before proceeding to a formal resolution process.

4.1.7. Any deemed resolution of a formal complaint will be addressed by written response by the Clerk, or his or her designate(s), to the Person filing the complaint. A public complaint sustained through a review cannot be used as the basis to change or void a Decision of a Screening Officer or Hearing Officer, including any Penalty fines and Administrative Fees due or paid.

- 4.1.8. The Clerk in conjunction with the Municipal By-law Enforcement Officer will report annually as part of the annual AMPS program report on the summary of public complaints filed and addressed in respect of the AMPS program.
- 4.1.9. Procedures may be defined by the Clerk to address specific implementation of this policy.

## **5. ACCOUNTABILITY**

- 5.1 All Persons responsible for administering the AMPS program shall be responsible for implementation of this policy. The Clerk, or his or her designate(s), unless otherwise noted, shall be responsible for addressing public complaints regarding the administration of the AMPS program.

## **6. ADMINISTRATION**

- 6.1 This policy shall be administered by the Clerk.

## **7. EVALUATION**

- 7.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.
- 7.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SUBJECT:	Financial Management and Reporting for the Administrative Monetary Penalty System (AMPS) Program BY-LAW No. ____ - _____ - Schedule "G"	POLICY #: ADM-012	
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**1. POLICY STATEMENT**

1.1. This policy is to affirm that the Town of Kearney’s Administrative Monetary Penalty System (AMPS) shall follow the existing corporate policies and procedures related to financial management and reporting.

**2. PURPOSE**

2.1. To ensure all financial management and reporting responsibilities related to the AMPS program conform to current corporate policies and procedures for financial management and reporting.

**3. SCOPE**

3.1. This policy applies to all financial management and reporting responsibilities and accountabilities regarding the AMPS program. All Town employees and other Persons responsible for the administration of the AMPS program shall comply with this policy.

**4. PROCEDURE**

4.1. Overall Financial Management and Reporting:

4.1.1. Preparation of the Town’s budget revolves around priority setting that reflects the Town’s Strategic Plan, Council priorities, service delivery objectives and standards and historical financial performance; all balanced with the need for prudent financial management. Priority setting and budgeting with respect to the AMPS program shall be the responsibility of the Clerk in conjunction with the Municipal Law Enforcement Officer.

4.1.2. Through the process of current and capital financial management and reporting for the AMPS program, the Clerk shall:

- a) Review and monitor current year actual, budgeted and projected financial performance and operating results.
- b) Proactively compare program financial activity with past performance to identify trends, issues and opportunities.
- c) Comply with all reporting standards and requirements as part of the Town’s financial management and reporting processes.
- d) Comply with all Town procurement policies and procedures in regard to the AMPS program.

4.1.3. Screening Officers and Hearing Officers are prohibited from directly accepting any Payment from any Person in respect of an Administrative Penalty. Any Person issuing a Penalty Notice in respect of the contravention of a Designated By-law is not permitted to accept Payment in respect of an Administrative Penalty.

4.1.4. If a Person has paid any Administrative Fees in respect of an Administrative Penalty and the Penalty is subsequently cancelled by a Screening Officer or Hearing Officer, the Town shall refund in full such Administrative Fees to the Person.

4.1.5. All Town employees engaged in the administration of the AMPS program shall ensure all work activities are conducted in accordance with the Code of Conduct and Ethics. Town employees shall ensure compliance with cash/Payment handling procedures for financial stewardship.

## 5. METHODS OF PAYMENT

5.1 Following the issue of a Penalty Notice, the Person is permitted to make a voluntary Payment by using one of the following methods:

- a) Online: e-Transfer to: [payment@townofkearney.ca](mailto:payment@townofkearney.ca)  
Indicate "Penalty Notice" as subject, include Penalty Notice Number, and security password needs to be "Kearney"
- b) In Person: Cash or Debit Card  
Personal Cheques/Certified Cheques/Money Order (include Penalty Notice Number) and made payable to "Town of Kearney"
- c) Overnight Drop box (located at front doors of the Municipal Office)
- d) By Mail to the Municipal Office  
Town of Kearney, P.O. Box 38, 8 Main Street  
Kearney, Ontario, P0A 1M0  
Personal Cheques/Certified Cheques/Money Order (include Penalty Notice Number) and made payable to "Town of Kearney"

5.2 Payment is not considered made until received by the Town. Persons must allow sufficient mailing time for Payments. Persons should not send cash by mail. Post-Dated cheques or Payment by installations are not accepted. NSF cheques will be subject to an Administrative charge.

## 6. AMPS PROGRAM ADMINISTRATIVE FEES

6.1 Various Administrative Fees may be payable by a Person with a Penalty Notice and Administrative Penalty due and payable, as set out in the Municipality's current Administrative Monetary Penalty System By-law.

## 7. REPORTING AND TRACKING ADMINISTRATIVE PENALTIES AND ADMINISTRATIVE FEES

7.1 Upon receipt of a Penalty Notice Payment, a Town employee will apply the Payment to a specific Penalty Notice and provide notification to the MLEO that the Notice has been paid.

7.2 The Town employee will process the various methods of Payment as follows:

- a) In Person  
Apply the various methods of Payments to the Penalty Notice. Provide a Person with a receipt of Payment for their records.
- b) By Mail  
Apply the cheque Payment to the Penalty Notice Mail receipt if Requested by the Person.
- c) Online  
Apply the e-transfer Payment to the Penalty Notice. Provide a receipt if Requested by the Person.

7.3 Procedures may be defined by the Clerk or designate to address specific implementation of this policy.

## 8. ACCOUNTABILITY

8.1 All Persons responsible for administering the AMPS program shall be responsible for implementation of this policy.

## 9. ADMINISTRATION

9.1 This policy shall be administered by the Clerk or designate.

## **10. EVALUATION**

- 10.1 The effectiveness of this policy will be evaluated by the CAO and Clerk or designate from time to time or as required by legislative changes.
- 10.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SUBJECT:	Financial Hardship Policy for the Administrative Monetary Penalty System (AMPS) Program BY-LAW No. ____ - _____ - Schedule "H"	POLICY #: ADM-013	
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**THE MUNICIPAL CORPORATION OF THE TOWN  
OF KEARNEY**

**SCHEDULE “J”  
BY-LAW #30-2026**

**ONTARIO REGULATION 260/25**

made under the

**FIRE PROTECTION AND PREVENTION ACT, 1997**

Made: November 20, 2025

Filed: November 26, 2025

Published on e-Laws: November 26, 2025

Published in *The Ontario Gazette*: December 13, 2025

**ADMINISTRATIVE PENALTIES**

**PART I  
INTERPRETATION**

**Definitions**

1. In this Regulation,

“municipality” means the municipality in which the contravention that is the subject of a penalty order occurred; (“municipalité”)

“penalty order” means an order imposing an administrative penalty that is made under subsection 30.2 (2) of the Act. (“ordonnance de pénalité”)

**PART II  
PENALTY ORDERS**

**Persons who may impose administrative penalty in municipalities**

2. (1) Subsection (2) applies to municipalities that have both a screening officer and a hearing officer described in section 7.

(2) The following persons are prescribed as authorized persons for the purpose of section 30.2 of the Act in respect of any contravention that takes place in a municipality described in subsection (1) of this section:

- The Fire Marshal.
- An assistant to the Fire Marshal.

**Prescribed provisions that may give rise to administrative penalty**

3. The provisions listed in Schedule 1 to this Regulation are prescribed for the purposes of subsection 30.2 (2) of the Act.

**Amount of penalty**

4. (1) The amount of the penalty for a contravention of a provision listed in Schedule 1 to this Regulation is,

(a) the first time an order is issued for a contravention of the provision, \$200;

(b) the second time an order is issued for a contravention of the same provision, \$400; or

(c) the third or subsequent time an order is issued for a contravention of the same provision, \$600.

(2) For the purposes of subsection (1), a penalty order for the contravention of a provision is considered to be a second, third or subsequent order in respect of the same provision if the order is issued within three years after the first order was issued.

**Service of penalty order**

5. A penalty order shall be served on the person who is subject to the order in accordance with section 77 of the Act.

**PART III**  
**REVIEW AND PAYMENT OF PENALTY ORDERS IN MUNICIPALITIES**  
**REVIEW**

**Application**

6. This Part applies to penalty orders for contraventions that occurred in a municipality and that are issued by an authorized person described in subsection 2 (2).

**Prescribed reviewer**

7. (1) The following persons are prescribed for the purposes of subsection 30.2 (9) of the Act in respect of the stages of a review described in paragraphs 1 to 3 of subsection 8 (1) of this Regulation:
1. A screening officer appointed by the municipality to review administrative penalties described in section 2 of Ontario Regulation 611/06 (Administrative Penalties) made under the *City of Toronto Act, 2006*.
  2. A screening officer appointed by the municipality to review administrative penalties described in section 2 of Ontario Regulation 333/07 (Administrative Penalties) made under the *Municipal Act, 2001*.
  3. A screening officer appointed by the municipality to review penalty orders.
- (2) The following persons are prescribed for the purposes of subsection 30.2 (9) of the Act in respect of the stages of a review described in paragraphs 4 to 7 of subsection 8 (1) of this Regulation:
1. A hearing officer appointed by the municipality to review administrative penalties described in section 2 of Ontario Regulation 611/06 (Administrative Penalties) made under the *City of Toronto Act, 2006*.
  2. A hearing officer appointed by the municipality to review administrative penalties described in section 2 of Ontario Regulation 333/07 (Administrative Penalties) made under the *Municipal Act, 2001*.
  3. A hearing officer appointed by the municipality to review penalty orders.

**Review process**

8. (1) A review of a penalty order described in section 6 shall be conducted as follows:
1. A person who is subject to the penalty order may commence the first stage of a review by requesting, in the manner set out in the order, a review of the order by a screening officer.
  2. The screening officer may affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, and shall do so as soon as practical after the review is complete.
  3. The screening officer shall send a copy of the decision to the person who requested the review by mail, courier or electronic means as soon as practical after the decision is made.
  4. The person who requested the first stage of the review may commence the second stage of the review by requesting a review of the screening officer's decision by a hearing officer.
  5. A request under paragraph 4 must be made within 30 days after the date of the decision of the screening officer.
  6. The hearing officer may affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, and shall do so as soon as practical after the review is complete.
  7. The hearing officer shall send a copy of the decision to the person who requested the review by mail, courier or electronic means as soon as practical after the decision is made.
- (2) If a screening officer considers it fair and appropriate in the circumstances, the officer may extend the 30-day period to commence a review under subsection 30.2 (10) of the Act, and the extension may be made even after the 30-day period has expired.
- (3) If a hearing officer considers it fair and appropriate in the circumstances, the officer may extend the 30-day period mentioned in paragraph 5 of subsection (1) to request a review and the extension may be made even after the 30-day period has expired.

**Conduct of a review**

9. (1) A screening officer or hearing officer shall determine whether the stage of the review for which they are responsible is to be conducted orally, electronically or in writing and shall ensure that the person who requested the review is informed of the determination.
- (2) If a date and time is set for the person who requested the review to make submissions in respect of any stage of a review, the person shall attend at the set date and time.

(3) A screening officer or hearing officer, as the case may be, shall not decide whether to affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, unless the person who requested the review has been given an opportunity to make submissions in the same manner in which the review is to be conducted.

(4) A hearing officer shall not decide whether to affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, unless a representative of the municipality has been given an opportunity to make submissions in the same manner in which the review is to be conducted.

(5) No witnesses shall be called in the review.

#### **Determination of a review**

10. (1) In deciding whether to affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, a screening officer shall determine whether it was reasonable for the authorized person to impose the order.

(2) In deciding whether to affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, a hearing officer shall determine whether the decision of the screening officer was reasonable.

(3) In making a determination mentioned in subsection (1) or (2), the screening officer or hearing officer, as the case may be, may consider the following information:

1. Photographs, drawings or other images.
2. Statements, including certified statements, made by the authorized person who imposed the penalty order.
3. Documents, including certified documents.
4. Statements by the person who requested the review made either in writing or in the manner in which the review is conducted.
5. Statements by or on behalf of the municipality made either in writing or in the manner in which the review is conducted.
6. Any other information, materials or submissions that the screening officer or hearing officer considers to be credible or trustworthy in the circumstances.

#### **Jurisdiction**

11. A screening officer or hearing officer, as the case may be, does not have jurisdiction to consider questions relating to the validity of a statute or regulation or the constitutional applicability or operability of any statute or regulation.

### **PAYMENTS**

#### **Payment recipient**

12. (1) An administrative penalty for a penalty order described in section 6 is payable to the municipality.

(2) The municipality shall collect payment of the administrative penalty.

#### **Deadline for payment if review occurs**

13. If a review of a penalty order does not result in the order being rescinded, the person who is subject to the order shall pay the administrative penalty within 30 days after,

(a) the date of the decision by the screening officer, if no request for a review of the decision was made under paragraph 4 of subsection 8 (1); or

(b) the date of the decision by the hearing officer, if a request for review was made under paragraph 4 of subsection 8 (1).

#### **Extension of payment deadline, plan of periodic payments**

14. (1) If a screening officer or hearing officer, as the case may be, considers it fair and appropriate in the circumstances, the officer may approve a plan of periodic payments that extends beyond the deadline set out in section 30.2 of the Act or in section 13 of this Regulation.

(2) An approval mentioned in subsection (1) may be conditional on the payment of a specified amount of the administrative penalty being made on or before a specified date.

(3) A plan of periodic payments may be approved even after the 30-day period has expired.

#### **Undue hardship**

15. (1) The municipality may excuse a person from paying all or part of an administrative penalty if it determines that requiring the person to pay the penalty would cause undue hardship.

(2) The municipality shall establish a procedure for assessing applications to have all or part of the payment of an administrative penalty excused due to undue hardship.

(3) A person who wishes to have all or part of their payment excused due to undue hardship shall apply to the municipality in accordance with the procedure established by the municipality.

### **Municipal fees**

**16.** (1) A municipality shall not charge any fees to,

- (a) commence a review in respect of a penalty order;
- (b) extend, under subsection 8 (2) or (3), the period of time in which to commence a review; or
- (c) approve, under subsection 14 (1), a plan of periodic payments.

(2) A municipality may, by by-law, impose fees or charges, other than those mentioned in subsection (1), under section 259 of the *City of Toronto Act, 2006* or under section 391 of the *Municipal Act, 2001*, as the case may be, in respect of services related to an administrative penalty imposed under section 30.2 of the Act, but any such fee or charge shall not be included in the amount of the administrative penalty and may be collected at the time that the related service is provided.

## **PART IV COMMENCEMENT**

### **Commencement**

**17. This Regulation comes into force on the latest of the following days:**

1. January 1, 2026.
2. The day section 1 of Schedule 10 to the *Enhancing Access to Justice Act, 2024* comes into force.
3. The day this Regulation is filed.

**SCHEDULE 1**  
**PROVISIONS OF FIRE CODE THAT ARE SUBJECT TO ADMINISTRATIVE PENALTY**

**Division B provisions subject to administrative penalty**

1. The following provisions of Division B of the fire code are subject to an administrative penalty:

1. Article 1.1.1.1.	2. Sentence 1.1.1.2.(3).	3. Sentence 1.1.2.1.(1).
4. Sentence 1.1.2.1.(2).	5. Sentence 1.1.2.1.(3).	6. Sentence 1.1.2.1.(4).
7. Clause 1.1.2.2.(1)(a).	8. Clause 1.1.2.2.(1)(b).	9. Sentence 1.1.2.2.(2).
10. Sentence 2.1.3.5.(7).	11. Sentence 2.1.3.5.(8).	12. Clause 2.2.3.2.(1)(a).
13. Clause 2.2.3.2.(1)(b).	14. Clause 2.2.3.2.(1)(c).	15. Clause 2.2.3.2.(1)(d).
16. Article 2.2.3.3.	17. Sentence 2.2.3.4.(1).	18. Sentence 2.2.3.4.(5).
19. Clause 2.4.1.4.(1)(a).	20. Clause 2.4.1.4.(1)(b).	21. Article 2.4.1.5.
22. Sentence 2.4.3.1.(2).	23. Article 2.4.3.2.	24. Sentence 2.4.4.1.(2).
25. Sentence 2.4.4.1.(3).	26. Article 2.4.4.3.	27. Sentence 2.4.4.4.(1).
28. Sentence 2.5.1.2.(1).	29. Sentence 2.5.1.2.(2).	30. Article 2.5.1.3.
31. Article 2.5.1.4.	32. Clause 2.6.1.4.(2)(a).	33. Clause 2.6.1.4.(2)(b).
34. Article 2.6.1.5.	35. Sentence 2.6.1.8.(1).	36. Article 2.6.1.9.
37. Clause 2.6.1.10.(1)(a).	38. Clause 2.6.1.10.(1)(b).	39. Clause 2.6.1.10.(1)(c).
40. Sentence 2.6.1.14.(1).	41. Sentence 2.6.1.14.(2).	42. Sentence 2.6.3.3.(2).
43. Article 2.6.4.1.	44. Article 2.6.4.2.	45. Sentence 2.7.1.5.(1).
46. Sentence 2.7.1.5.(2).	47. Sentence 2.7.1.7.(1).	48. Sentence 2.7.1.7.(2).
49. Sentence 2.7.1.8.(1).	50. Sentence 2.7.1.8.(2).	51. Sentence 2.7.1.9.(1).
52. Sentence 2.7.1.9.(5).	53. Sentence 2.7.2.2.(4).	54. Sentence 2.7.2.2.(5).
55. Clause 2.7.2.2.(6)(b).	56. Sentence 2.7.2.3.(2).	57. Sentence 2.7.2.3.(3).
58. Sentence 2.7.2.3.(4).	59. Article 2.7.2.4.	60. Article 2.7.3.1.
61. Sentence 2.7.3.2.(1).	62. Clause 2.7.3.3.(3)(a).	63. Clause 2.7.3.3.(3)(b).
64. Sentence 2.7.3.3.(4).	65. Sentence 2.7.4.1.(2).	66. Sentence 2.8.1.2.(1).
67. Clause 2.8.1.3.(1)(a).	68. Clause 2.8.1.3.(1)(b).	69. Article 2.8.1.4.
70. Sentence 2.8.2.1.(1).	71. Sentence 2.8.2.1.(3).	72. Sentence 2.8.2.1.(4).
73. Sentence 2.8.2.1.(6).	74. Sentence 2.8.2.1.(7).	75. Sentence 2.8.2.1.(8).
76. Article 2.8.2.4.	77. Sentence 2.8.2.8.(1).	78. Clause 2.8.2.8.(2)(a).
79. Clause 2.8.2.8.(2)(b).	80. Sentence 2.8.2.8.(3).	81. Sentence 2.8.3.2.(1).
82. Sentence 2.8.3.2.(2).	83. Clause 2.8.3.2.(3)(a).	84. Clause 2.8.3.2.(3)(b).
85. Clause 2.8.3.2.(3)(c).	86. Clause 2.8.3.2.(4)(a).	87. Clause 2.8.3.2.(4)(b).
88. Clause 2.8.3.2.(4)(c).	89. Sentence 2.8.3.2.(5).	90. Sentence 2.8.3.2.(6).
91. Sentence 2.8.3.2.(7).	92. Article 2.8.3.3.	93. Sentence 2.8.3.4.(1).
94. Sentence 2.8.3.4.(2).	95. Article 2.8.3.5.	96. Sentence 2.9.3.1.(1).
97. Article 2.10.2.1.	98. Article 2.10.2.2.	99. Article 2.12.1.5.
100. Article 2.12.1.7.	101. Clause 2.13.2.1.(1)(a).	102. Clause 2.13.2.1.(1)(b).
103. Clause 2.13.2.1.(1)(c).	104. Clause 2.13.2.1.(1)(d).	105. Sentence 2.13.2.1.(2).
106. Sentence 2.14.1.2.(2).	107. Sentence 2.14.1.5.(2).	108. Clause 2.16.2.1.(1)(a).
109. Clause 2.16.2.1.(1)(b).	110. Clause 2.16.2.1.(2)(a).	111. Clause 2.16.2.1.(2)(b).
112. Clause 2.16.2.1.(2)(c).	113. Clause 2.16.2.1.(2)(d).	114. Clause 2.16.2.1.(3)(a).
115. Clause 2.16.2.1.(3)(b).	116. Clause 2.16.2.1.(3)(c).	117. Clause 2.16.2.1.(4)(a).
118. Clause 2.16.2.1.(4)(b).	119. Clause 2.16.2.1.(4)(c).	120. Clause 2.16.2.1.(4)(d).
121. Sentence 2.16.2.1.(5).	122. Sentence 2.16.2.1.(8).	123. Sentence 2.17.2.1.(1).
124. Sentence 2.17.2.1.(2).	125. Sentence 2.17.2.1.(3).	126. Sentence 2.17.2.1.(4).
127. Sentence 2.17.2.1.(5).	128. Sentence 3.2.1.3.(2).	129. Sentence 3.2.7.4.(1).
130. Sentence 3.3.1.3.(3).	131. Sentence 3.3.1.3.(4).	132. Sentence 3.3.1.5.(2).
133. Sentence 3.3.1.7.(1).	134. Clause 3.3.1.7.(2)(g).	135. Sentence 3.3.1.8.(5).

136. Sentence 3.3.1.8.(6).	137. Article 3.3.1.11.	138. Article 3.3.2.6.
139. Article 3.3.2.7.	140. Sentence 3.3.2.13.(2).	141. Article 3.3.2.23.
142. Sentence 3.3.2.24.(3).	143. Article 3.3.3.3.	144. Sentence 3.3.3.4.(1).
145. Sentence 3.3.3.4.(2).	146. Article 3.3.3.11.	147. Sentence 3.4.2.1.(4).
148. Sentence 3.4.2.2.(2).	149. Article 3.5.1.1.	150. Article 3.5.1.2.
151. Article 3.5.1.3.	152. Article 3.5.1.10.	153. Article 3.5.2.3.
154. Sentence 3.5.2.4.(1).	155. Clause 3.5.2.4.(2)(a).	156. Clause 3.5.2.4.(2)(b).
157. Sentence 3.5.2.4.(3).	158. Clause 5.5.5.7.(1)(a).	159. Sentence 5.12.11.4.(2).
160. Sentence 5.14.5.3.(2).	161. Article 5.14.9.2.	162. Sentence 5.16.2.7.(2).
163. Article 6.2.1.5.	164. Article 6.2.4.4.	165. Sentence 6.2.7.4.(1).
166. Article 6.2.7.5.	167. Sentence 6.2.7.9.(1).	168. Article 6.3.1.1.
169. Clause 6.3.2.2.(4)(a).	170. Clause 6.3.2.2.(4)(b).	171. Sentence 6.3.2.2.(5).
172. Sentence 6.3.2.6.(3).	173. Sentence 6.3.2.6.(4).	174. Sentence 6.3.2.6.(5).
175. Sentence 6.3.2.6.(6).	176. Sentence 6.3.3.3.(1).	177. Sentence 6.3.3.3.(2).
178. Article 6.3.3.4.	179. Article 6.3.3.6.	180. Sentence 6.3.4.3.(1).
181. Sentence 6.3.4.3.(2).	182. Article 6.3.4.4.	183. Article 6.3.4.6.
184. Article 6.4.2.2.	185. Article 6.4.2.3.	186. Sentence 6.4.2.6.(1).
187. Sentence 6.4.2.6.(2).	188. Sentence 6.4.3.7.(1).	189. Clause 6.4.3.7.(3)(a).
190. Clause 6.4.3.7.(3)(b).	191. Clause 6.4.3.7.(3)(c).	192. Clause 6.4.3.7.(3)(d).
193. Clause 6.4.3.7.(3)(e).	194. Clause 6.4.3.7.(3)(f).	195. Clause 6.4.3.7.(3)(g).
196. Clause 6.4.3.7.(3)(h).	197. Sentence 6.4.3.7.(4).	198. Sentence 6.5.1.8.(1).
199. Sentence 6.5.1.8.(2).	200. Article 6.5.2.1.	201. Sentence 6.5.2.2.(1).
202. Sentence 6.5.2.2.(2).	203. Article 6.5.5.1.	204. Article 6.5.6.2.
205. Article 6.6.2.10.	206. Article 6.6.4.2.	207. Article 6.6.4.3.
208. Article 6.6.5.7.	209. Article 6.6.5.8.	210. Clause 6.7.1.6.(2)(a).
211. Clause 6.7.1.6.(2)(b).	212. Article 6.8.2.2.	213. Article 6.8.2.4.
214. Article 6.8.2.5.	215. Sentence 6.10.1.1.(3).	216. Sentence 6.10.1.2.(1).
217. Sentence 7.2.5.1.(4).	218. Sentence 7.2.5.1.(5).	219. Sentence 7.2.5.1.(6).
220. Sentence 7.2.5.1.(7).	221. Sentence 8.1.2.2.(5).	222. Sentence 8.1.2.7.(1).
223. Clause 8.1.2.8.(2)(a).	224. Clause 8.1.2.8.(2)(b).	225. Clause 8.1.2.8.(2)(c).
226. Clause 8.1.2.8.(2)(d).	227. Clause 8.1.2.8.(2)(e).	228. Clause 8.1.2.8.(2)(f).
229. Clause 8.1.2.8.(2)(g).	230. Clause 8.1.2.8.(3)(a).	231. Clause 8.1.2.8.(3)(b).
232. Article 9.1.4.8.	233. Article 9.2.3.14.	234. Clause 9.3.3.10.(2)(a).
235. Clause 9.3.3.10.(2)(b).	236. Clause 9.3.3.10.(2)(c).	237. Sentence 9.3.4.5.(1).
238. Sentence 9.3.4.5.(2).	239. Sentence 9.3.5.1.(1).	240. Sentence 9.3.5.1.(2).
241. Article 9.4.2.9.	242. Sentence 9.5.2.4.(3).	243. Sentence 9.5.3.3.(3).
244. Clause 9.5.3.5.(1)(a).	245. Clause 9.5.3.5.(1)(b).	246. Clause 9.5.3.5.(1)(c).
247. Clause 9.5.3.5.(3)(a).	248. Clause 9.5.3.5.(3)(b).	249. Clause 9.5.3.5.(3)(c).
250. Clause 9.5.3.5.(3)(d).	251. Sentence 9.7.4.3.(1).	252. Sentence 9.8.4.2.(4).
253. Sentence 9.8.6.1.(2).	254. Sentence 9.8.6.1.(3).	255. Sentence 9.9.1.2.(1).
256. Sentence 9.9.3.10.(3).	257. Sentence 9.9.4.13.(1).	

**Division C provisions subject to administrative penalty**

2. The following provisions of Division C of the fire code are subject to an administrative penalty:

1. Clause 1.2.1.2.(1)(a).	2. Clause 1.2.1.2.(1)(b).	3. Sentence 1.2.1.2.(3).
4. Sentence 1.2.1.3.(2).	5. Clause 1.2.2.2.(1)(a).	6. Clause 1.2.2.2.(1)(b).
7. Sentence 1.2.2.2.(3).	8. Sentence 1.2.2.3.(2).	9. Clause 1.2.3.2.(1)(a).
10. Clause 1.2.3.2.(1)(b).	11. Clause 1.2.3.3.(1)(a).	12. Clause 1.2.3.3.(1)(b).





## Staff Report

**Staff Report No.** SR2026-24  
**Date:** April 9, 2026  
**To:** Mayor, Deputy Mayor, and Members of Council  
**From:** Jenny Leblond, Treasurer  
**Subject:** Committees of Council Structure

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### **Recommendation:**

That Council receive SR2026-24 2026 Report from the Treasurer as information only.

### **Background:**

The Town has traditionally appointed several Committees of Council to assist in the planning and delivery of community events and recreational programming. These committees play an important role in bringing forward ideas, coordinating logistics, and supporting volunteer-driven initiatives.

This report is prepared in response to Notice of Motion Resolution 2026-070, which directs Staff to explore the removal of Committees of Council from a formal committee structure and transition them into a more informal volunteer-based resource. The Notice of Motion identifies the following groups for consideration: Regatta Committee, Kearney Community Centre Committee, Recreation Committee, Dog Sled Race Committee, Economic Development Committee, Creative Changes Art Show Committee, and Seniors Committee. The intent of the motion is to reduce procedural burden, increase flexibility, and enable volunteers to contribute more effectively in support of Town-led initiatives.

As the Town continues to evolve its approach to community engagement and program delivery, there is an opportunity to align committee structures with the recently established Community Engagement and Recreation Coordinator role, ensuring coordination is centralized while maintaining meaningful volunteer involvement.

### **Proposed Approach:**

It is proposed that the existing Committees of Council be transitioned into Volunteer Working Groups. These advisory groups would:

- Provide ideas, feedback, and recommendations to the Community Engagement and Recreation Coordinator
- Support event planning through volunteer participation and community outreach
- Serve as ambassadors for community initiatives, events and development
- Operate within a flexible framework that encourages broad participation and less government process
- Not require a council member to be present

The Community Engagement and Recreation Coordinator would assume a central role in coordinating all events and initiatives, ensuring consistency, accountability, and alignment with municipal priorities, while engaging with key community stakeholders and acting as a liaison between Council and the community.

### **Benefits:**

- **Improved Efficiency and Decision-Making**  
Transitioning to an advisory model reduces administrative burden associated with formal committees, including agenda preparation, formal minutes, and procedural requirements. This allows for more timely decision-making and responsive planning processes.

- **Enhanced Staff Coordination and Accountability**  
Centralizing coordination under the Community Engagement and Recreation Coordinator ensures that all events and initiatives are aligned with municipal goals, the strategic plan, budgets and timelines. This structure provides clear accountability while safeguarding volunteers from liability and continuing to invite essential community input.
- **Increased Volunteer Engagement**  
A less formal advisory structure lowers barriers to participation and encourages broader community involvement. Volunteers can contribute in ways that suit their availability and interests without the commitment required of formal committee membership.
- **Flexibility in Planning and Participation**  
Volunteer Advisory Councils can adapt more easily to changing needs, allowing individuals to participate on a project-by-project basis. This flexibility supports innovation and responsiveness in event planning.
- **Strengthened Community Relationships**  
By focusing on events and programming rather than governance, advisory councils foster a more inclusive and welcoming environment for residents. This approach helps build stronger relationships between the Town and its volunteers.
- **Consistency Across Events and Programs**  
With a single point of coordination, there is greater opportunity to standardize processes, improve communication, and ensure a consistent approach across all major events, including Regatta and Dog Sled Race.

#### **Considerations:**

- **Perceived Loss of Authority or Voice**  
Members of existing Committees of Council may feel that transitioning to an advisory role reduces their influence in decision-making. This can be mitigated by clearly communicating the value of advisory input, recognizing contributions publicly, and defining meaningful roles for volunteers in shaping initiatives.
- **Reduced Formal Structure**  
The absence of formal procedures (such as agendas, minutes and voting processes) may lead to ambiguity in how decisions are informed, tracked, and communicated. This can be mitigated by establishing clear terms of reference, documented processes, and regular reporting mechanisms between the Coordinator and Council.
- **Risk of Inconsistent Participation**  
A more flexible, volunteer-based structure may result in fluctuating levels of engagement, which could impact continuity and institutional knowledge over time. This can be mitigated by implementing open membership opportunities, maintaining active communication, and developing simple onboarding and knowledge-sharing practices.
- **Increased Staff Responsibility**  
Centralizing coordination under the Coordinator may increase workload and pressure on a single role, particularly during peak event seasons. This can be mitigated by prioritizing workload management, delegating tasks to volunteer leads where appropriate, and ensuring adequate administrative support if required.
- **Accountability and Transparency Concerns**  
Without formal committee structures, there may be concerns regarding how input is considered and how decisions are ultimately made. This can be mitigated through transparent documentation of

decisions, regular updates to Council, and clear communication of how volunteer input informs outcomes.

- **Transition Challenges and Risk of Volunteer Disengagement**

Shifting from a committee model to an advisory model may require change management, including clear communication, updated terms of reference, and relationship-building with existing volunteers. Simultaneously, long-standing committee members who value formal roles and recognition may disengage if they feel their contributions are less formalized or acknowledged. This can be mitigated by implementing a phased transition, engaging current committee members early, providing clear guidance throughout the process, offering alternative forms of recognition, maintaining meaningful engagement opportunities, and emphasizing the importance of volunteer contributions.

**Conclusion:**

Transitioning Committees of Council into Volunteer Advisory Councils represents a proactive step toward a more flexible, efficient and inclusive model of community engagement. It will be important to implement a process that clearly defines roles, maintains transparent communication and provides regular updates to Council. It is equally essential, to continue to recognize and celebrate volunteer contributions. By centralizing coordination under the Community Engagement and Recreation Coordinator position, while continuing to value volunteer input, the Town can strengthen its ability to deliver high-quality events and programs while fostering strong community connections.

**Prepared by:**

Jenny Leblond, Treasurer



## Memo

Date: April 9, 2026  
To: Mayor, Deputy Mayor and Members of Council  
From: Nicole Gourlay, CAO/Clerk  
Subject: Legal Opinion on Section 228(4) of the Municipal Act – Clerk Delegation of Powers

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### **Information:**

At the regular Council meeting of February 26<sup>th</sup> 2026, Council passed resolution 2026-045 requesting a legal opinion on Section 228(4) of the Municipal Act whereby the Act outlines how a Clerk of a municipality can delegate any and all of their powers. The Act states the following: "Delegation (4) The clerk may delegate in writing to any person, other than a member of council, any of the clerk's powers and duties under this and any other Act. 2001, c. 25, s. 228 (4)." Council also requested to have this section evaluated if the Deputy Clerk being present at the meeting would suffice.

The following was received from our legal counsel with regard to Council's resolution:

To reply to your question, in my opinion Council is not required to pass a resolution regarding the delegation of the Clerk's duties under section 228(4) of the Municipal Act, 2001 (the "Act").

The Clerk is a mandatory statutory officer which the municipality (i.e., Council) must appoint in accordance with the Act. Section 228(1) of the Act provides as follows:

#### Clerk

228 (1) A municipality shall appoint a clerk whose duty it is,

- a) to record, without note or comment, all resolutions, decisions and other proceedings of the council;
- b) if required by any member present at a vote, to record the name and vote of every member voting on any matter or question;
- c) to keep the originals or copies of all by-laws and of all minutes of the proceedings of the council;
- d) to perform the other duties required under this Act or under any other Act; and
- e) to perform such other duties as are assigned by the municipality. 2001, c. 25, s. 228 (1).

Subsection 228(4) speaks to delegation of the Clerk's powers and duties and this subsection states:

#### Delegation

(4) The clerk may delegate in writing to any person, other than a member of council, any of the clerk's powers and duties under this and any other Act. 2001, c. 25, s. 228 (4).

As you will note, subsection 228(4) specifically says that "the clerk may delegate in writing". This specific wording should be interpreted as giving the clerk the power to delegate his or her powers and duties, rather than municipality having the authority to delegate.

We can contrast subsection 228(4) with subsection 286(5) which deals with delegation of the Treasurer's powers and duties. The Treasurer is also a mandatory statutory office which the municipality must appoint in accordance with the Act (see subsection 286(1)).

The Treasurer's duties can also be delegated pursuant to subsection 286(5), but this subsection reads as follows:

#### Delegation

(5) The municipality may delegate to any person all or any of the powers and duties of the treasurer under this or any other Act with respect to the collection of taxes. 2002, c. 17, Sched. A, s. 47.

This section explicitly gives the power to delegate the Treasurer's powers and duties with respect to the collection of taxes to "the municipality" (i.e., Council).

To conclude, the clerk has the ability to delegate his or her powers, providing they do so in writing. The only limitation on this power set out in subsection 228(4) is that the delegation must not be to a member of council. Additionally, subsection 228(5) confirms that the clerk may continue to exercise the delegated powers and duties, despite the delegation."

In response to the second part of the resolution, regarding if the Deputy Clerk being present at the meeting is that suffice:

"if the Deputy Clerk is at the meeting, but the Clerk is not, does there need to be a delegation of the Clerk's powers and duties with respect to the meeting – my reply to that would be that if the Clerk is not present at the meeting, for the Deputy Clerk's presence to be sufficient they would need to be fulfilling the role of the Clerk at the meeting. In other words, a meeting needs someone acting as a Clerk and if the Deputy Clerk does not carry out that role then a delegation of the Clerk's powers and duties, so that someone is fulfilling the Clerk role at the meeting, would be needed."

#### **Prepared by:**

Nicole Gourlay, CAO/Clerk



**CORPORATION OF THE MUNICIPALITY OF SOUTH HURON**

322 Main Street South P.O. Box 759

Exeter Ontario

NOM 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

[www.southhuron.ca](http://www.southhuron.ca)

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March 24, 2026

Via email: [trevor.jones@pc.ola.org](mailto:trevor.jones@pc.ola.org)

Ministry of Agriculture, Food and Agribusiness

11<sup>th</sup> Floor

77 Grenville Street

Toronto, ON M7A 1B3

Dear Hon. Trevor Jones,

**Re: Ontario Veterinary College Enrollment Capacity**

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Please be advised that South Huron Council passed the following resolution at their March 16, 2026, Regular Council Meeting:

126-2026

Moved By: Jim Dietrich

Seconded by: Wendy McLeod-Haggitt

**That South Huron Council supports the February 26, 2026 correspondence of the Township of Papineau-Cameron regarding Ontario Veterinary College Enrollment Capacity; and**

**That this supporting resolution and the originating correspondence be circulated to the Minister of Agriculture, Food and Agribusiness, Trevor Jones, the Minister of Economic Development, Job Creation and Trade, Victor Fedeli, the Minister of Colleges, Universities, Research Excellence and Security, Nolan Quinn, Lisa Thompson, MPP, the Canadian Veterinary Medical Association, AMO, and all municipalities in Ontario.**

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator

Municipality of South Huron

[kwebster@southhuron.ca](mailto:kwebster@southhuron.ca)

519-235-0310 x. 232

Encl.

cc: Minister of Economic Development, Job Creation and Trade, Victor Fedeli, [vic.fedeli@pc.ola.org](mailto:vic.fedeli@pc.ola.org); the Minister of Colleges, Universities, Research Excellence and Security, Nolan Quinn, [nolan.quinn@pc.ola.org](mailto:nolan.quinn@pc.ola.org); MPP Lisa Thompson, [lisa.thompson@pc.ola.org](mailto:lisa.thompson@pc.ola.org); Canadian Veterinary Medical Association, [admin@cvma-acmv.org](mailto:admin@cvma-acmv.org); AMO, [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca); and all municipalities in Ontario.



## THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0  
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072  
E-mail: [admin@papineaucameron.ca](mailto:admin@papineaucameron.ca) Website: [www.papineaucameron.ca](http://www.papineaucameron.ca)

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February 26, 2026

The Ontario Veterinary College  
50 Stone Road East  
Guelph, ON N1G 2W1

**RE: Ontario Veterinary College expansion of enrollment capacity**

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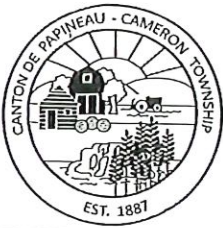
The Council of The Corporation of The Township of Papineau-Cameron met at their Regular Council Meeting on February 24, 2026 and passed the attached resolution 2026-50 that relates to the Ontario Veterinary College's enrollment capacity.

Yours truly,

Venessa Wilson  
Administrative Assistant

Encl: Resolution 2026-50, Township of Papineau-Cameron

Cc: The Ontario Ministry of Agriculture, Food and Agribusiness  
The Canadian Veterinary Medical Association  
The Honorable Victor Fedeli, MPP, Minister of Economic Development, Job Creation and Trade  
The Honorable Trevor Jones, MPP, Minister of Agriculture, Food and Agribusiness  
The Honorable Nolan Quinn, MPP, Minister of Colleges, Universities, Research Excellence and Security  
Association of Municipalities of Ontario  
All Ontario Municipalities



**THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON**

4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0  
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072  
Website: www.papineaucameron.ca

DATE: February 24, 2026

RESOLUTION NUMBER: 2026-50

MOVED BY: *Shelley Belanger*

SECONDED BY: *M Chenier*

WHEREAS large animal livestock owners in Northern Ontario have extremely limited access to large animal veterinary services;

AND WHEREAS the cost of large animal veterinary services in Northern Ontario is significantly higher due to long travel distances and the limited number of large animal veterinarians available to service the region;

AND WHEREAS it has come to the attention of the Council of Papineau-Cameron Township that three qualified individuals within our community have applied to the Ontario Veterinary College for large animal veterinary, but were denied admission due to limited enrollment capacity;

THAT the Council of Papineau-Cameron Township formally requests that the Ontario Veterinary College, the Ontario Ministry of Agriculture, Food and Agribusiness, and the Canadian Veterinary Medical Association consider expanding enrollment capacity at the Ontario Veterinary College to allow more qualified applicants to pursue certification as large animal veterinarians.

AND FURTHER THAT a copy of this resolution be forwarded to the Ontario Veterinary College, the Ontario Ministry of Agriculture, Food and Agribusiness, the Canadian Veterinary Medical Association, the Hon. Victor Fedeli MPP Minister of Economic Development, Job Creation and Trade, the Hon. Trevor Jones MPP Minister of Agriculture, Food and Agribusiness, the Hon. Nolan Quinn MPP Minister of Colleges, Universities, Research Excellence and Security, Association of Municipalities of Ontario, and Ontario Municipalities for their consideration and support.

CARRIED: *Robert Corriveau*  
(Mayor)

NOT CARRIED: \_\_\_\_\_  
(Mayor)

Recorded Vote (Upon Request of Councillor \_\_\_\_\_) Section 246 (1) Municipal Act

RECORDED DIVISION VOTE	YES Signature	NO Signature	ABSTAIN Signature
Mayor Robert Corriveau			
Deputy Mayor Shelley Belanger			
Councillor Keith Dillabough			
Councillor Jason Bélanger			
Councillor Mélanie Chenier			

**COPY**

**For Immediate Release**

**March 26, 2026**

**FONOM Welcomes Key Northern Investments in Ontario Budget and NORDS Extension**

**NORTHERN ONTARIO** – The Federation of Northern Ontario Municipalities (FONOM) acknowledges the Province of Ontario’s 2026 Budget and welcomes several measures that will support communities, economic growth, and quality of life across Northern Ontario.

FONOM is encouraged to see the continued commitment to the Northern Ontario Resource Development Support (NORDS) program, which has been extended for an additional three years at \$15 million annually.

FONOM has consistently advocated for the continuation of NORDS, recognizing its importance in supporting municipalities experiencing growth and pressures related to resource development.

“FONOM appreciates the Province’s decision to extend the NORDS program for an additional three years,” said **Dave Plourde, President of FONOM**. “This program provides important support to Northern municipalities, helping to address infrastructure pressures and enabling communities to plan for growth and respond to development opportunities.”

“The ability to stack funding over multiple years remains a key strength of the program,” added Plourde. “It allows municipalities to move forward with larger infrastructure projects and provides greater certainty for municipal financial planning.”

FONOM will continue to advocate for the program to be made permanent and to expand eligibility to include agriculture alongside mining and forestry as recognized sectors within NORDS.

**Supporting Northern Communities and Economic Growth**

FONOM also highlighted several additional budget measures that will have positive impacts across Northern Ontario:

- A historic reduction in the small business corporate income tax rate from 3.2 per cent to 2.2 per cent, supporting local businesses and economic activity
- An additional \$300 million over six years through the Community Sport and Recreation Infrastructure Fund, supporting youth development and community infrastructure
- Continued investment through the \$20 million Fire Protection Grant for 2026–2027, supporting forest fire preparedness and response in Northern Ontario
- \$1.1 billion in additional funding for home and community care services, helping seniors remain in their communities
- \$284 million over four years to support small, rural, and Northern post-secondary institutions, addressing higher costs and French-language service needs

“These investments reflect an understanding of the unique needs of Northern Ontario communities,” said **Maggie Horsfield, First Vice-President of FONOM**. “From supporting local businesses and youth development to strengthening health care and education, these measures will help build stronger and more resilient communities across the North.”

### **Supporting Growth and Housing Affordability**

FONOM also welcomes the Province’s continued efforts to improve housing affordability, including measures to remove the provincial portion of the HST on eligible new homes. These changes are expected to reduce costs for families and help stimulate new housing development across Ontario.

“These housing measures are positive and will help make new home construction more attainable,” added **Dave Plourde, President of FONOM**. “This is particularly important in Northern Ontario, where communities are working to attract and retain residents and support workforce growth.”

### **Continued Advocacy on Northern Highways**

FONOM reiterated that improving the safety and capacity of Highways 11 and 17 remains a top priority.

“Highways 11 and 17 are critical to our communities, our economy, and Canada’s supply chains,” said Plourde. “We will continue to work with both the Province and the federal government to advance long-term solutions that improve safety, reliability, and capacity along this corridor.”

FONOM noted that continued progress will require coordinated action between both levels of government and reaffirmed its commitment to advancing this issue as a national priority.

### **Looking Ahead**

FONOM remains committed to working collaboratively with all levels of government to support economic development, improve infrastructure, and strengthen Northern communities.

“Today’s budget includes several positive steps for Northern Ontario,” said Plourde. “We look forward to continuing to work with the Province and federal partners to build on this momentum and ensure our communities have the tools they need to grow and succeed.”

### **Media Availability**

Dave Plourde, President,  
Federation of Northern Ontario Municipalities  
705-335-1615 | [fonom.info@gmail.com](mailto:fonom.info@gmail.com)



**ADR**  
CHAMBERS

Integrity Commissioner Office  
for the Township of Kearney

**MICHAEL MAYNARD**  
Integrity Commissioner  
E-mail: [integrity@adr.ca](mailto:integrity@adr.ca)

March 30, 2026

**SENT VIA E-MAIL TO:**

Nicole Gourlay, Clerk  
[nicole.gourlay@townofkearney.ca](mailto:nicole.gourlay@townofkearney.ca)

**Re: File No.: IC-35890-0326: Township of Kearney - Integrity Commissioner Annual Report  
for the operating period of December 19, 2024 to December 18, 2025**

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Dear Ms. Gourlay:

Thank you for the opportunity to act as the Integrity Commissioner (or “IC”) for the Township of Kearney (the “Township”) over the past year. In accordance with the terms of the agreement with the Township, and pursuant to section 223.6(1) of the *Municipal Act, 2001*, we are providing our annual report for the operating period of December 19, 2024 to December 18, 2025.

As you know, the IC’s role is to help Members of Council (“Members”) ensure that they are performing their functions in accordance with the Township’s Code of Conduct (the “Code”), and the *Municipal Conflict of Interest Act* (“MCIA”). Upon request, I am available to educate and provide advice to Members on matters governing their ethical behaviour and compliance with those requirements. My office and I are also responsible for assessing and investigating complaints received from Council, staff, and members of the public respecting alleged breaches of the Code or the MCIA.

**Requests for Advice**

During this operating period, there were no requests for advice.

**Complaints**

During this operating period, two Code of Conduct complaints were received; both were dismissed at the preliminary stage.

**Billing**

In accordance with our contract with the Township, the billings for the operating period, commencing December 19, 2024 to December 18, 2025, totaled \$6,703.73.

**Final Comments**

My office and I look forward to assisting the Township and its Members of Council in contending with the issues that may arise in connection with the administration of its Code of Conduct in the coming year.

Yours truly,

A handwritten signature in black ink, appearing to read 'M. Maynard', with a long horizontal stroke extending to the right.

Michael Maynard,  
Office of the Integrity Commissioner, Township of Kearney



**Welcome to our March 2026 Newsletter**

**The Anatomy of Trees and The Magic of Maple Sap**

While investigating what triggers the flow of maple sap in the spring I discovered that my knowledge of how trees work was quite rudimentary. Trees, like all plants go about their business with little fanfare but their structure and systems are really quite amazing. I will start this article by sharing some interesting general information that I discovered on the anatomy of trees and finish with some info on maple sap that is used to make maple syrup.



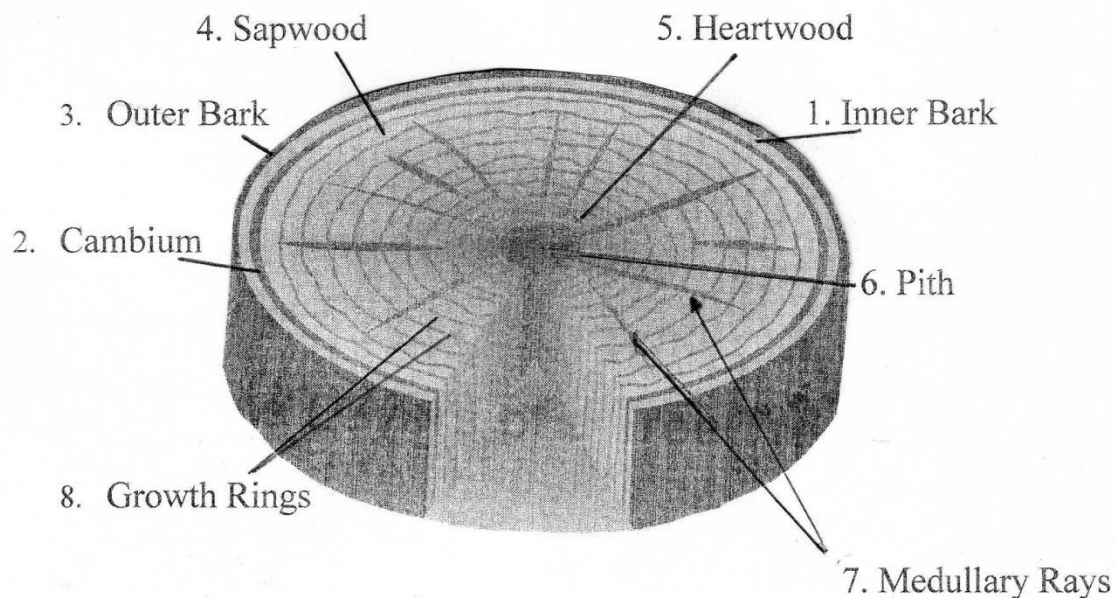
*A Maple Bush in March*

To start, let's take a closer look at the basic components or parts of all deciduous trees and how they work. Each tree has a root system, trunk, and a crown comprised of smaller branches and lots of leaves. Together this tree system creates its own food, manages the tree structure's growth, moves resources around within its system, handles reproduction, heals injuries plus fights pests and diseases. All these processes involve a complex interaction between biology, chemistry and physics .

The **roots** of a tree anchor the trunk and branches, which are the basic structure of the tree, to the ground by spreading side roots out horizontally. The roots often reach almost as far as the tree is tall - well beyond the branch spread or drip line. Trees typically do not have deep tap roots but rather ninety percent of the root structure is located in the upper sixty centimetres or two feet of the soil. The roots absorb water and minerals, like phosphorous and nitrogen, from the soil with help from a group of mycorrhizae fungi. In this symbiotic relationship the trees, in return, provides the fungi network with up to twenty percent of the sugars they need to thrive. The mycelium is the vegetative part of a fungus. It is a large underground white or beige root-like network of branching thread like filaments called hyphae. The mycelium secretes enzymes to break down organic matter like wood or leaf litter in its external environment before absorbing the nutrients. Since the hyphae are much finer than the tree roots they effectively provide a much larger surface contact area in the soil.

The **tree trunk and branches** elevate the leaves so they can capture as much light energy as possible and provide the structure to transport water & nutrients from the roots to the leaves. Below is a drawing of the cross section of a tree trunk.

### Cross section of a tree trunk



1. **Inner Bark** or phloem is the pipeline where food & nutrients are passed around and down the tree from the leaves. It has a short lifespan and eventually dies , turns to cork and becomes part of the outer layer of bark
2. **Cambium** – the thin layer of living cells in the trunk that grows each year. Stimulated by hormones called *auxins* that are passed down from the leaves via the “food” pipeline it produces both new inner bark and sapwood walled cells
3. **Outer Bark** is a corky layer of dry dead cells that form a protective covering for the trunk and branches

4. **Sapwood** or xylem - a lighter coloured band between the cambium and heartwood that is the pipeline to carry water & minerals from the roots to the leaves. As new sapwood is created the older cells lose their vigor and turn to heartwood.
5. **Heartwood** is the inner part of the tree which is technically dead but can continue to act as storage for sugars as well as providing structural strength and stability.  
It is made up of hollow needle like cellulose fibres held together by a glue like chemical called lignin.
6. **Pith** is the soft spongy parenchyma cells in the center of the trunk and all branches. It can also be used to store and transport nutrients throughout the tree. In some trees it is barely visible.
7. **Medullary Rays** are not found in all species of trees. When present they act as ducts to carry and store food & water horizontally between the pith and phloem.
8. **Annual Growth Rings** are the visible layers of new wood added to the tree's circumference immediately beneath the cambium layer. Each ring is comprised of a "springwood" inner section which is a lighter colour and usually thicker surrounded by a thinner, darker, more dense "summerwood" outer section. Tree roots, twigs, branches and the tree trunk grow thicker or outward through radial growth. A tree's height and the growth of its branches starts with its apical bud growth. The cells divide (mitosis) at the base of the bud extending the new growth upward and outward.

The four processes involved in "food" production are **photosynthesis, respiration, osmosis and transpiration.**

**Photosynthesis** occurs in the leaves which contain cells called chloroplasts which are filled with the green pigment chlorophyll. The chlorophyll uses the sunlight (light energy) to convert water and carbon dioxide into a sugar called glucose which is the tree's "food" with oxygen as a byproduct. **Respiration** is the reverse process when the glucose and oxygen are converted to energy for growth with carbon dioxide and water as byproducts. Water is moved up through the xylem "pipeline" to the leaves from the roots by the process of **Transpiration**. This involves the evaporation of water from tiny pores or stomata on the leaves as part of photosynthesis. As one water molecule evaporates it creates a tiny vacuum on the next molecule in the water column pulling water up the tree. The process is aided by **cohesion** which causes water molecules to stick together through hydrogen bonds and by **adhesion** which causes the water molecules to stick to the walls of the xylem tubes to help counteract gravity. This results in unbroken columns of water from the roots to the highest leaves even in trees 80-100 feet high. Finally the movement of water and minerals from the soil into the roots occurs through a process called **osmosis** which is the movement of water through a semi-permeable membrane from an area of high concentration of water to a low concentration.

Trees can **reproduce** sexually by exchanging pollen and creating seeds or by vegetative reproduction by sprouting new trees from a stump or root shoots. Some trees do both. With pollination some species of trees have both male and female flowers on the same tree (monoecious – examples pine, oak, birch ) while other species have either male or female trees with appropriate matching flowers (dioecious – examples willow, cedar, yew). Distribution of the pollen can be done by the wind or insects. The trees have developed novel ways to avoid self pollination but also to make the method of pollen distribution as efficient and productive as possible. Maple trees are mainly dioecious but at least for a small percentage of Red Maples it appears that they can completely switch genders – all male flowers some years all female in other years and a mixture of genders in still other years. This discovery triggered research into causes for the switch and whether it was limited to just the Red Maple.

Finally trees have many **defence mechanisms**. The outer bark is an excellent barrier to protect the vital cambium living cell layer from physical damage. It keeps out moisture from rain, but also prevents the tree from losing moisture when the air is dry, insulates against cold & heat and wards off attacks by insect enemies.

The cambium and inner bark are critical to the health of the tree. If it is completely removed in a ring encircling the trunk, the xylem will not be able to carry water from the roots up to the upper part of the tree. The leaves will no longer be able to produce “food” resulting in the death of the tree.

The underground fungi network (mycelium) also known as the wood wide web connects trees in a forest allowing them to share resources and communicate when they are under stress from predators or drought. The mycorrhizal fungi can increase a trees nutrient uptake up to 1000 times and provides a defensive web around tree roots blocking harmful fungi and pathogens. It has been demonstrated that older, larger trees can pass nutrients to neighbouring shaded saplings through this network.

There is a wealth of additional information about tree biology online. Knowledge about many subjects like the role of fungi in the health of forests continues to evolve.

### **Now lets look at the production of maple sap in the spring.**

Maples like most deciduous trees lose their leaves in the fall and go dormant until the first warm days in spring. There will probably be some snow still on the ground when the sap first begins to move up towards the branches in the top or crown of the tree carrying sugars & minerals for the creation of this years leaves, seeds and new wood growth. As was explained above, within the tree trunk & branches there are two sets of multiple interwoven “pipes” connected end to end that form the trees vascular system. Each of these vertical pipes is tiny - averaging about 25 um (yes that's micrometers) in diameter. The xylem or

sapwood is the pipeline for sap moving up the tree and the phloem or inner bark is the pipeline which eventually passes “food” from the leaves back down to the rest of tree. During this leafless spring season, the warm days cause increased positive pressure from the expansion of trapped gases in the trunk and stems pushing sap flow up the tree toward the crown. The freezing nights create negative pressure in the trunk which draws liquid water from the soil into the roots. These “sap runs” can last from a few hours to 1-3 days with typically 8-10 runs over a season that can last 4-6 weeks. The season ends when the day / night temperature differences equalize. Eventually when the leaf buds begin to swell, the sap will also become bitter.

The sugars (mainly sucrose and some glucose) in the sap stream is from carbohydrates (starch) stored over the winter in fibre cells adjacent to the xylem. It is economically critical to have a typical sugar content of 2% or more so that about 40 gallons of sap can be boiled down to make a gallon of maple syrup. Typical sap production from a single tree could be 10-20 gallons for the season. Birch trees will produce sap runs in spring in a similar fashion to maples but the sugar in the sap hovers around 1% which would require 80 gallons to make 1 gallon of syrup and it has a different flavour. The taste is due to the sugars, minerals and other organic components in the sap. Different tree species produce different flavours which may not be as popular as the regular maple flavour.

Sugar, Black, Silver and Red maples are the preferred trees to tap for maple sap. If you are interested in tapping some trees the websites [Barkleyvalefarms.com](http://Barkleyvalefarms.com) or [Haliburtonforest.com](http://Haliburtonforest.com) have some good tips and advice. They are both located in Ontario.

In 2017 Canada and the US replaced their old A&B grade system and now have only one retail grade of Maple Syrup – Grade A. The single grade is then subdivided into 4 colour - taste categories Golden / Delicate, Amber / Rich, Dark / Robust and Very Dark / Strong. The Golden category would usually be made from sap collected at the beginning of the season when the sugar content was higher in the sap requiring less boiling to bring the sugar content to the correct level. Later runs with lower initial sugar content in the sap often required more boiling using more heat that results in the syrup being a darker colour with a stronger flavour. All Grade A maple syrup has a Brix of 66 (percentage of dissolved solids in a liquid) which in this case is a sugar content of 66%. There is also a Canada Processing Grade of syrup that may not meet the retail Grade A colour and taste standards but can be used in the manufacture of maple flavoured products or in commercial cooking and baking.

A trip to a local working sugar bush that is open to the public is always educational and a lot of fun. Check out the Almaquin Maple Festival being held at Huberts Maple in Sundridge Ontario on April 4<sup>th</sup> 2026 or visit some of the other maple syrup producers in the Almaquin area.

**Remember to take care of all the creatures and the environment we share.**



# Northumberland County Council Resolution

SENT VIA EMAIL

March 19, 2026

All Ontario Municipalities

**Re: Correspondence, Town of Cobourg 'Elbows Up for Climate Action'**

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At a meeting held on March 18, 2026 Northumberland County Council approved the following Resolution # 2026-03-18-212 adopting the below recommendation from the March 2, 2026 Public Works Committee meeting

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor John Logel

"**That** the Public Works Committee having considered correspondence from the Town of Cobourg regarding 'Elbows Up for Climate Action', recommend that County Council support the correspondence and send a copy of this resolution to all Ontario Municipalities."

Council Resolution # 2026-03-18-212

**Carried**

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at [bennett@northumberland.ca](mailto:bennett@northumberland.ca) or by telephone at 905-372-3329 ext. 2238.

Sincerely,

A handwritten signature in blue ink that reads "Tonia Bennett".

Tonia Bennett  
Manager of Legislative Services / Clerk  
Northumberland County

# Council Resolution

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Moved By M. Martin

Agenda  
Item 10

Resolution Number  
2026-03-18- 212

Seconded By J. Logel

Council Date: March 18, 2026

"That Council adopt all recommendations from the six Standing Committees, as contained within the Committee Minutes (meetings held March 2, 3 and 4, 2026), with the exception of the following items (referenced from the Standing Committee Minutes), that will be held for discussion:

- Public Works Committee, Item 7.a, Correspondence, Brenda Quin 'Proposed Charge for all Yard Waste Delivered to Transfer Stations' – **Held by Deputy Warden Martin**
- Public Works Committee, Item 8.c, Report 2026-036 'RFQ 25-40 Demolition of 9 Second St., 109 Saskatoon Ave. and 120 Grand Rd. Campbellford Contract Award' – **Held for Administrative Reasons**
- Public Works Committee, Item 8.e, Engineering Department Quarter 4, 2025 Update – **Held by Deputy Warden Martin**
- Economic Development, Tourism, and Land Use Planning Committee, Item 7.c Correspondence, Alto 'Alto Corridor Map and Virtual Engagement'- **Held by Councillor Logel**
- Corporate Support Committee, Item 8.a, Corporate Services Report 2026-042, '2025 Council Remuneration Review- **Update- Held by Councillor Hankivsky**

**And Further That** the items listed above and held for separate discussion each require a separate resolution."

Recorded Vote  
Requested by \_\_\_\_\_  
Councillor's Name

Carried  \_\_\_\_\_  
Warden's Signature

Deferred \_\_\_\_\_  
Warden's Signature

Defeated \_\_\_\_\_  
Warden's Signature

## Public Works Committee Resolution

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**Committee Meeting Date:** March 2, 2026

**Agenda Item:** 7.c

**Resolution Number:** 2026-03-02- 164

**Moved by:** B Crate

**Seconded by:** J Logel

**Council Meeting Date:** March 18, 2026

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"That the Public Works Committee having considered correspondence from the Town of Cobourg regarding 'Elbows Up for Climate Action', recommend that County Council support the correspondence and send a copy of this resolution to all Ontario Municipalities."

**Carried**   
Committee Chair's Signature

**Defeated** \_\_\_\_\_  
Committee Chair's Signature

**Deferred** \_\_\_\_\_  
Committee Chair's Signature



# The Corporation of the Town of Cobourg

## Resolution

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City of Brantford  
58 Dalhousie St.,  
Brantford, Ontario N3T 2J2

Town of Cobourg  
55 King Street West,  
Cobourg, ON, K9A 2M2  
[clerk@cobourg.ca](mailto:clerk@cobourg.ca)

**Sent via email**  
[clerks@brantford.ca](mailto:clerks@brantford.ca)

December 24, 2025

RE: Correspondence from David Miller regarding Elbows Up for Climate Action Letter

Please be advised that the Town of Cobourg Council, at its meeting held on November 26, 2025, passed the following resolution:

THAT Council support the correspondence from C40 Centre for City Climate Policy and Economy regarding Elbows Up for Climate Action; and

FURTHER THAT Council direct Staff to send a copy of this resolution to all Ontario municipalities.

Sincerely,

Kristina Lepik  
Deputy Clerk/Manager, Legislative Services



# The Corporation of the Town of Cobourg

## Resolution

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CC:

City of Greater Sudbury <clerks@greatersudbury.ca>; City of Hamilton <clerk@hamilton.ca>; City of Kawartha Lakes <clerks@kawarthalakes.ca>; City of Ottawa <Caitlin.salter-macdonald@ottawa.ca>; City of Toronto <clerk@toronto.ca>; County of Brant <alysha.dyjach@brant.ca>; County of Haldimand <clerk@haldimandcounty.on.ca>; County of Norfolk <clerks@norfolkcounty.ca>; County of Prince Edward <clerks@pecounty.on.ca>; Municipality of Chatham-Kent <ckclerk@chatham-kent.ca>; County of Bruce <cmacdonald@brucecounty.on.ca>; Municipality of Arran-Elderslie <clerk@arran-elderslie.ca>; Municipality of Brockton <fhamilton@brockton.ca>; Municipality of Northern Bruce Peninsula <clerk@northernbruce.ca>; Municipality of South Bruce <clerk@southbruce.ca>; Town of Saugeen Shores <clerk@saugeenshores.ca>; Town of South Bruce Peninsula <angie.cathrae@southbrucepeninsula.com>; Township of Huron-Kinloss <edance@huronkinloss.com>; County of Dufferin <clerk@dufferincounty.ca>; Town of Grand Valley <mtownsend@townofgrandvalley.ca>; Town of Mono <clerksoffice@townofmono.com>; Town of Orangeville <clerksdivision@orangeville.ca>; Town of Shelburne <townclerk@townofshelburnema.gov>; Township of Amaranth <nmartin@amaranth.ca>; Township of East Garafraxa <clerks@eastgarafraxa.ca>; Township of Melancthon <dholmes@melancthontownship.ca>; Township of Mulmur <tatkinson@mulmur.ca>; City of St. Thomas <mkonefal@stthomas.ca>; County of Elgin <kthompson@elgin.ca>; Municipality of Bayham <melliott@bayham.on.ca>; Municipality of Central Elgin <pshipway@centralelgin.org>; Municipality of West Elgin <clerk@westelgin.net>; Town of Aylmer <clerks@town.aylmer.on.ca>; Township of Malahide <aadams@malahide.ca>; Township of Southwold <cao@southwold.ca>; City of Windsor <clerks@citywindsor.ca>; County of Essex <clerks@countyofessex.ca>; Town of Amherstburg <clerk@amherstburg.ca>; Town of Essex <clerks@essex.ca>; Town of Kingsville <pparker@kingsville.ca>; Town of Lakeshore <clerk@lakeshore.ca>; Town of LaSalle <clerk@lasalle.ca>; Town of Tecumseh <jalexander@tecumseh.ca>; Township of Pelee <info@pelee.ca>; City of Kingston <cityclerk@cityofkingston.ca>; County of Frontenac <jamini@frontenaccounty.ca>; Township of Central Frontenac <cmacmun@centralfrontenac.com>; Township of Frontenac Islands <dplumley@frontenacislands.ca>; Township of North Frontenac <clerkplanning@northfrontenac.ca>; Township of South Frontenac <lfragnito@southfrontenac.net>; City of Owen Sound <bbloomfield@owensound.ca>; Municipality of Grey Highlands <clerks@greyhighlands.ca>; Municipality of Meaford <clerk@meaford.ca>; Municipality of West Grey <info@westgrey.com>; Town of Hanover <tpatterson@hanover.ca>; Town of The Blue Mountains <townclerk@thebluemountains.ca>; Township of Chatsworth <patty.sinnamon@chatsworth.ca>; Township of Georgian Bluffs



# The Corporation of the Town of Cobourg

## Resolution

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# The Corporation of the Town of Cobourg

## Resolution

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# The Corporation of the Town of Cobourg

## Resolution

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# The Corporation of the Town of Cobourg

## Resolution

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# The Corporation of the Town of Cobourg

## Resolution

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<conmee@conmee.com>; Township of Dorion <mavis@doriontownship.ca>; Township



# The Corporation of the Town of Cobourg

## Resolution

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of Gillies <gillies@gilliestownship.com>; Township of Manitouwadge <mhartling@manitouwadge.ca>; Township of Nipigon <cao@nipigon.net>; Township of O'Connor <twpoconn@tbaytel.net>; Township of Red Rock <cao@redrocktownship.com>; Township of Schreiber <cao@schreiber.ca>; Township of Terrace Bay <cao@terracebay.ca>; Municipality of Charlton and Dack <info@charltonanddack.com>; Town of Cobalt <cobalt@cobalt.ca>; Town of Englehart <mrobinson@englehart.ca>; Town of Kirkland Lake <clerk@tkl.ca>; Town of Latchford <jallen@latchford.ca>; Township of Armstrong <amyvickerymenard@armstrong.ca>; Township of Brethour <brethour@parolink.net>; Township of Casey <lise\_chhk@parolink.net>; Township of Chamberlain <info@chamberlaintownship.com>; Township of Coleman <toc@colemantownship.ca>; Township of Evanturel <clerk@evanturel.com>; Township of Gauthier <diannesayer3@hotmail.com>; Township of Harley <admin@harley.ca>; Township of Harris <harris@parolink.net>; Township of Hilliard <twphill@parolink.net>; Township of Hudson <admin@hudson.ca>; Township of James <elklake@ntl.sympatico.ca>; Township of Kerns <admin@kerns.ca>; Township of Larder Lake <info@larderlake.ca>; Township of Matachewan <clerktreasurer@matachewan.ca>; Township of McGarry <treasure@ntl.sympatico.ca>; City of Oshawa <clerks@oshawa.ca>; City of Pickering <clerks@pickering.ca>; Durham Region <clerks@durham.ca>; Municipality of Clarington <clerks@clarington.net>; Town of Ajax <clerks@ajax.ca>; Town of Whitby <clerk@whitby.ca>; Township of Brock <clerks@brock.ca>; Township of Scugog <clerks@scugog.ca>; Township of Uxbridge <dleroux@uxbridge.ca>; City of Burlington <clerks@burlington.ca>; Halton Region <regionalclerk@halton.ca>; Town of Halton Hills <valeriep@haltonhills.ca>; Town of Milton <townclerk@milton.ca>; Town of Oakville <townclerk@oakville.ca>; City of Niagara Falls <clerk@niagarafalls.ca>; City of Port Colborne <cityclerk@portcolborne.ca>; City of St. Catharines <clerks@stcatharines.ca>; City of Thorold <clerk@thorold.com>; City of Welland <clerk@welland.ca>; Niagara Region <clerk@niagararegion.ca>; Town of Fort Erie <clerk@forterie.ca>; Town of Grimsby <skim@grimsby.ca>; Town of Lincoln <clerks@lincoln.ca>; Town of Niagara-on-the-Lake <clerks@notl.com>; Town of Pelham <clerks@pelham.ca>; Township of Wainfleet <mciuffetelli@wainfleet.ca>; Township of West Lincoln <jdyson@westlincoln.ca>; City of Brampton <cityclerksoffice@brampton.ca>; City of Mississauga <city.clerk@mississauga.ca>; Peel Region <regional.clerk@peelregion.ca>; Town of Caledon <Nathan.Hyde@caledon.ca>; City of Cambridge <clerks@cambridge.ca>; City of Kitchener <clerks@kitchener.ca>; City of Waterloo <clerkinfo@waterloo.ca>; Region-Waterloo <regionalclerk@regionofwaterloo.ca>; Township of Wellesley <gkosch@wellesley.ca>; Township of Wilmot <clerks@wilmot.ca>; Township of Woolwich <jsmith@woolwich.ca>; City of Markham <clerks@markham.ca>; City of



# The Corporation of the Town of Cobourg

## Resolution

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Richmond Hill <clerks@richmondhill.ca>; City of Vaughan <clerks@vaughan.ca>; Town of East Gwillimbury <clerks@eastgwillimbury.ca>; Town of Georgina <clerks@georgina.ca>; Town of Newmarket <clerks@newmarket.ca>; Town of Whitchurch-Stouffville <clerks@townofws.ca>; Township of King <clerks@king.ca>; York Region <regional.clerk@york.ca>; Council Secretariat <clerks@aurora.ca>; Municipality of Dutton Dunwich <tkretschmer@duttondunwich.on.ca>; Township of Faraday <clerk@faraday.ca>; Township of Moonbeam <bgravel@moonbeam.ca>; Township of Pickle Lake <townclerk@picklelake.org>; Municipality of South Dundas <clebrun@southdundas.com>; Township of Hornepayne <deputyclerk@hornepayne.ca>; Township of Chapleau <cao@chapleau.ca>; Township of Oro-Medonte <yaubichon@oro-medonte.ca>; Grey County <Tara.Warder@grey.ca>; Village of Thornloe <thornloe@outlook.com>; Township of Tay <lmckay@tay.ca>; Municipality of Central Manitoulin <ddeforge@centralmanitoulin.ca>; Township of Adjala-Tosorontio <clerk@adjtos.ca>; Township of Nairn & Hyman <melaniebilodeau@nairncentre.ca>; Township of Athens <athens@myhighspeed.ca>; Municipality of Trent Lakes <clerk@trentlakes.ca>; Township of North Kawartha <c.parent@northkawartha.ca>;

# Elbows Up For Climate Action

## An open letter from Canada's local leaders

### **Messrs. Blanchet, Carney, Pedneault, Poilievre, Singh, and Ms. May:**

We are mayors and councillors from across Canada, where we represent and serve millions of residents of all political backgrounds. Like so many of you, we are already feeling the effects of U.S. trade attacks in our communities through lost jobs, uncertainty for businesses, and increased costs of daily living.

Increasingly, we are also guiding our communities through another kind of crisis: recurring wildfires, floods, storms and deadly climate events. **We believe this is the moment for Canada to fight back, by investing in national projects that will connect and protect our country from the dual threats of tariffs and climate change.**

**Leading through a climate emergency changes you.** You can't witness elderly neighbours overheating in low-income apartments during a heat wave, and not recognize the critical role of well-insulated, affordable housing. You can't comfort people who have lost everything in floods and fires, and not wonder how we will afford to rebuild. You can't watch your kids and loved ones choke on toxic wildfire smoke without **knowing the time to act boldly on climate change is right now – because later is too late.**

Over the past decade, we've watched wildfires rip through nearly every part of our country. Just like you, we were stunned when Lytton disappeared off the map. Then parts of Halifax went up in flames. Last year, wildfires engulfed the iconic and beloved Jasper. What's next? Who's next?

**We can't keep watching our homes, towns and forests burn to a crisp, and pretend the status quo is working or safe.** We can't adapt our way out of this problem.

**It is time for us to get to work.** We are proposing five bold and achievable ideas the next federal government can implement as soon as it is elected, to tariff-proof our economy and create a jobs boom in every community:

- **create a national East-West-North clean electric grid**, delivering affordable energy to urban, rural and Indigenous communities across the country;
- **build a national high-speed rail network**, and extend it with locally-made electric buses to reach every community in this country;
- **build at least two million non-market, energy-efficient homes**, creating more affordable, transit-linked communities;
- **make our homes and buildings warmer in winter, cooler in summer** with retrofits and heat pump installations across the country, that will cut energy bills and pollution;
- **.... and fund a national resilience, response and recovery strategy** so our communities can prepare for the climate disasters we know are coming, respond when they hit, and rebuild afterwards.

**These projects would create hundreds of thousands of good local jobs in cities, rural and Indigenous communities, using Canadian steel, aluminum and lumber.** They would bolster our economy and make daily life safer and more affordable for all of us. We *can* afford to pay for them now: by redirecting billions of dollars in fossil fuel subsidies, and strengthening the polluter pays principle, for example.

**This is the kind of action that this moment calls for.** That is why it has been so disappointing to hear voices following Donald Trump's lead and using this crisis to revive long-dead and unpopular pipeline projects. Let's be honest: new pipelines require massive public handouts, trample on Indigenous sovereignty, and mean more climate disasters hitting our cities and towns in years to come.

As local leaders, we know that whatever their political backgrounds, our constituents are worried about the same things: good jobs; a safe and affordable place to live; and confidence that their leaders have a plan for the next crisis we face, whether a climate disaster – or an economic sucker punch from our closest ally.

**We are facing a growing climate threat, and an attack on our economic sovereignty. We can and must take them both on at once.** This federal election, let's put our elbows up for climate action, and commit to truly national projects to protect and connect our country.

## Signed

Councillor Neville Abbott, **Lions Bay**  
Councillor Samantha Agtarap, **Port Moody**  
Conseiller Francis Allaire, **Blainville**  
Councillor Phil Allt, **Guelph**  
Conseiller Pierre-Luc Arseneault, **Chandler**  
Councillor Jordan Back, **North Vancouver**  
Councillor Adam Baden-Clay, **Antigonish County**  
Councillor Lori Baldwin-Sands, **St. Thomas**  
Conseillère Anne Barabé, **Boucherville**  
Former Mayor Lisa Barrett, **Bowen Island**  
Councillor Dale Bass, **Kamloops**  
Councillor Haley Bateman, **Niagara**  
Councillor Jeff Bateman, **Sooke**  
Mairesse Évelyne Beaudin, **Sherbrooke**  
Councillor Scott Beaver, **St. Mary's**  
Councillor Donna Bell, **Sechelt**  
Councillor Nancy Bepple, **Kamloops**  
Mayor Andrew Black, **Tantramar**  
Mayor Merlin Blackwell, **Clearwater**  
Conseiller Loïc Blancquaert, **Saint-Lambert**  
Councillor Gabrielle Blatz, **Wetaskiwin**  
Conseiller Jacques Bouchard, **Saint-Jérôme**  
Councillor Phil Brennan, **Severn**  
Conseillère Gabrielle Brisebois, **Montmagny**  
Councillor Riley Brockington, **Ottawa**  
Mayor Alan Brown, **Butternut Valley**  
Councillor Don Brown, **View Royal**  
Councillor Matthew Brown, **Kaslo**  
Mayor Vickey Brown, **Cumberland**  
Councillor Jo-Dee Burbach, **Stratford**  
Councillor Guy Burry, **Muskoka Lakes**  
Councillor Sue Cairns, **Kimberley**  
Councillor Ruby Campbell, **New Westminster**  
Councillor Leanne Caron, **Guelph**  
Deputy Mayor Marty Carr, **Ottawa**  
Councillor Erin Caton, **Guelph**  
Deputy Mayor Godwin Chan, **Richmond Hill**  
Councillor Debbie Chapman, **Kitchener**  
Mayor Scott Christian, **Region of Queens**  
Councillor Karen Cilevitz, **Richmond Hill**

Former Mayor Charlie Clark, **Saskatoon**

Mayor Lucas Cleveland, **Cobourg**

Conseiller Jean Cloutier, **Deschambault-Grondines**

Councillor Will Cole-Hamilton, **Courtenay**

Mayor Spencer Coyne, **Princeton**

Conseillère Catherine Craig-St-Louis, **Gatineau**

Councillor David Croal, **Gibsons**

Conseiller Alvaro Cueto, **Longueuil**

Maire Martin Dampousse, **Varenes**

Councillor Tom Davis, **St. John's**

Councillor Tobin Day, **Georgian Bluffs**

Councillor Lisa Deacon, **Russell Township**

Conseiller Etienne Decelles, **Sainte-Angèle-de-Monnoir**

Councillor Matt Dell, **Victoria**

Councillor Kacy DeLong, **District of Lunenburg**

Conseillère Anik Des Marais, **Gatineau**

Conseillère Alicia Despina, **Québec**

Councillor Sean Devine, **Ottawa**

Mayor Corrie DiManno, **Banff**

Councillor Deborah Doherty, **Collingwood**

Mayor Rob Douglas, **North Cowichan**

Councillor Nadia Dubyk, **Grey Highlands**

Conseiller Étienne Dupuis, **Crabtree**

Councillor Hilary Eastmure, **Nanaimo**

Councillor Alison Evans, **Pitt Meadows**

Area Director Andrew Fall, **qathet Regional District**

Councillor Jay Fallis, **Orillia**

Councillor Jon Farmer, **Owen Sound**

Councillor and Islands Trustee Sue Ellen Fast, **Bowen Island**

Councillor Ryan Fequet, **Yellowknife**

Councillor David Ferreira, **London**

Councillor Jane Fogal, **Halton Hills**

Mayor Adrian Foster, **Clarington**

Deputy Mayor Sarah Fowler, **Tahsis**

Councillor Skylar Franke, **London**

Councillor Danielle Fraser, **Westville**

Councillor David Froh, **Regina**

Councillor Pete Fry, **Vancouver**

Area Director Justine Gabias, **Halfmoon Bay**

Councillor Nora Gambioli, **District of West Vancouver**

Councillor Chantal Garneau, **Halton Hills**

Councillor Amit Gaur, **Parksville**

Conseillère Mélodie Georget, **Mont-Saint-Hilaire**

Maire Paul Germain, **Prévost**

Councillor Ben Geselbracht, **Nanaimo**

Councillor Derek Giberson, **Oshawa**

Councillor Cindy Gilroy, **Winnipeg**

Conseillère Christine Gingras, **Plessisville**

Councillor Angela Girard, **North Vancouver**

Councillor Rodrigo Goller, **Guelph**

Councillor Robin Goodfellow-**Baikie, North West River**

Councillor Steve Gray, **Metchosin**

Councillor Lauren Greenlaw, **Squamish**

Councillor Alison Gu, **Burnaby**

Maire Pierre Guénard, **Chelsea**

Maire Marc-André Guertin, **Mont-Saint-Hilaire**

Councillor Wendy Hall, **Jasper**

Councillor Danika Hammond, **New Denver**

Mayor Jennifer Handley, **Nanton**

Councillor Colby Harder, **Langford**

Councillor Jimmy Hassan, **Kingston**

Former Mayor Lisa Helps, **Victoria**

Councillor Erin Hemmens, **Nanaimo**

Councillor Bonnie Henderson, **Stratford**

Former Mayor Brad Henderson, **Saint Andrews**

Councillor Tasha Henderson, **New Westminster**

Deputy Mayor Benjamin Hendriksen, **Yellowknife**

Mayor Greg Henley, **Oxford**

Councillor Linda Heshka, **Melville**

Councillor Doug Hillian, **Courtenay**

Councillor Claire Holloway Wadhvani, **Port Hope**

Councillor Jenn Houghtaling, **Cumberland County**

Conseiller David Huggins-Daines, **Sainte-Adèle**

Mayor Armand Hurford, **Squamish**

Mayor Michael Hurley, **Burnaby**

Mayor Richard Ireland, **Jasper**

Councillor Trina Isakson, **Powell River**

Councillor Chris Istace, **North Cowichan**

Former Mayor Don Iveson, **Edmonton**

Conseillère Rita Jain, **Chelsea**

Councillor Michael Janz, **Edmonton**

Councillor Laine Johnson, **Ottawa**

Mayor Patrick Johnstone, **New Westminster**

Councillor Evan Jolicoeur, **Courtenay**

Councillor Christopher Justice, **North Cowichan**

Mayor Todd Kasenberg, **North Perth**

Councillor Theresa Kavanagh, **Ottawa**

Councillor Jonathan Kerr, **Comox**

Councillor Susan Kim, **Victoria**

Mayor Peter Koetsier, **Township of Georgian Bay**

Mayor Sean Krausert, **Canmore**

Councillor Cameron Kroetsch, **Hamilton**

Mayor Dan Kutcher, **Summerside**

Councillor Johanna Kwakernaak, **Berwick**

Conseiller Dominic Labrie, **Chelsea**

Councillor Joy Lachica, **Peterborough**

Councillor Michel Lalonde, **Champlain**

Maire Guillaume Lamoureux, **La Pêche**

Conseiller Jérémy Laplante, **Paspébiac**

Conseillère Julie Lavoie, **Beloil**

Councillor Casey Law, **New Denver**  
Mayor Andrew LeBlanc, **Riverview**

Conseiller Joey Leckman, **Prévost**  
Conseillère Line Légaré, **Saint-Adolphe-d'Howard**  
Councillor Jeff Leiper, **Ottawa**  
Conseiller Martin Leprohon, **Saint-Basile-le-Grand**  
Conseillère Laure Letarte-Lavoie, **Sherbrooke**  
Councillor Rik Logtenberg, **Nelson**  
Mayor Adam Lordon, **Miramichi**  
Councillor Joel Loughead, **Grey Highlands**  
Councillor Gord Lovegrove, **Kelowna**  
Councillor Amy Lubik, **Port Moody**  
Area Director Patti MacAhonic, **Fraser Valley Regional District**  
Conseillère Cecilia Macedo, **Laval**  
Councillor Kate MacNaughton, **Prince Edward County**  
Councillor Leah Main, **Silverton**  
Councillor Lucy Maloney, **Vancouver**  
Councillor Paul Manly, **Nanaimo**  
Councillor John Manuel, **Golden**  
Mairesse Maude Marquis-Bissonnette, **Gatineau**  
Mairesse Marie-Andrée Mauger, **Verdun, Montréal**  
Area Director Robyn Mawhinney, **Strathcona Regional District**  
Councillor Brian Mayes, **Winnipeg**  
Councillor Reid McAlpine, **Markham**  
Mayor Dorothy McCabe, **Waterloo**  
Councillor Melanie McCollum, **Courtenay**  
Councillor Ian McGrath, **Truro**  
Councillor Cat McGurk, **Yellowknife**  
Councillor Jessica McIlroy, **North Vancouver**  
Councillor Tom McLennan, **Yellowknife**  
Area Director Donna McMahon, **Sunshine Coast Regional District**  
Conseillère Robin McPherson, **St. Catharines**  
Councillor Jennifer Meilleur, **Comox**  
Councillor Shawn Menard, **Ottawa**  
Conseillère Kim Méthot, **Saint-Basile-le-Grand**  
Former Mayor, David Miller, **Toronto**  
Mayor Nicole Minions, **Comox**  
Councillor Cathy Moore-Coburn, **Georgian Bluffs**  
Mayor Andy Morel, **Rossland**  
Conseiller David Morin, **Mont-Saint-Hilaire**  
Councillor Wendy Morin, **Courtenay**  
Councillor Lenore Morris, **Whitehorse**  
Trustee Deb Morrison, **Islands Trust**  
Councillor Joy-Anne Murphy, **Camrose**  
Area Director Alison Nicholson, **Cowichan Valley Regional District**  
Councillor Katrina Nightingale, **Pemberton**  
Councillor Troy Nixon, **Fernie**  
Councillor Vincent Noël, **La Prairie**  
Conseiller Jérôme Normand, **Montréal**

Councillor Lukas Oakley, **County of Brant**

Deputy Mayor Sheilagh O'Leary, **St. John's**

Councillor Sean Orr, **Vancouver**

Councillor Lisa Osanic, **Kingston**

Conseiller Keith Page, **Nelson**

Councillor Aaron Paquette, **Edmonton**

Councillor Jasmin Parker, **Saskatoon**

Conseillère Valérie Patreau, **Outremont, Montréal**

Local Trustee Laura Patrick, **Salt Spring Island / Islands Trust**

Conseillère Véronique Payette, **Crabtree**

Councillor Leslie Payne, **Nelson**

Councillor Elizabeth Peloza, **London**

Councillor Kourtney Penner, **Calgary**

Councillor Gord Perks, **Toronto**

Councillor Liz Petrie, **Goderich**

Councillor Chris Pettingill, **Squamish**

Councillor Teale Phelps Bondaroff, **Saanich**

Councillor Stéphanie Plante, **Ottawa**

Mairesse Valérie Plante, **Montréal**

Councillor Catherine Pope, **North Vancouver**

Maire Jacques Poulin, **Fossambault-sur-le-Lac**

Councillor Matt Rodrigues, **Waterloo**

Councillor Sherri Rollins, **Winnipeg**

Councillor Erin Rutherford, **Edmonton**

Councillor Bridget Ryan, **Erin**

Councillor Maita Santiago, **Burnaby**

Councillor Dianne Saxe, **Toronto**

Councillor Ken Sentance, **Thorold**

Councillor Margo Sheppard, **Fredericton**

Conseillère Julie Simoneau, **La Prairie**

Councillor Anne Skipsey, **Qualicum Beach**

Councillor Alison Smith, **Lunenburg**

Councillor Evan Spencer, **Calgary**

Councillor Tony St-Pierre, **Sooke**

Mayor Michelle Staples, **Duncan**

Councillor Wendy Stephen, **Kingston**

Councillor Dan Stevens, **Chase**

Councillor Anne Stevenson, **Edmonton**

Former Mayor Kennedy Stewart, **Vancouver**

Councillor Jenna Stoner, **Squamish**

Councillor Stephanie Stretch, **Kitchener**

Councillor Jenny Tan, **Maple Ridge**

Councillor Keren Tang, **Edmonton**

Councillor Kyle Tapper, **Mackenzie**

Councillor Alvin Tedjo, **Mississauga**

Councillor Daniel Tetrault, **Burnaby**

Conseiller Jonathan Théorêt, **Chertsey**

Councillor Troy Therrien, **Cumberland**

Conseillère Natacha Thibault, **Otterburn Park**

Conseillère Isabelle Thibeault, **Mont-Saint-Hilaire**

Councillor Dave Thompson, **Victoria**  
Councillor Jeremy Thorne, **Riverview**,  
Area Director Roger Tierney, **Regional District of Central Kootenay**  
Councillor Senos Timon, **Saskatoon**  
Deputy Mayor Nathan Townend, **Loyalist Township**  
Councillor Brandon Tozzo, **Kingston**  
Maire Mathieu Traversy, **Terrebonne**  
Councillor Sam Trosow, **London**  
Conseiller Alexandre Turcotte, **Otterburn Park**  
Conseiller Benjamin Turcotte, **Val-d'Or**  
Conseillère Elizabeth Ulin, **Montreal West**  
Councillor Tony Valente, **North Vancouver**  
Conseillère Stephanie Valenzuela, **Montreal**  
Councillor Penny Varney, **Gravenhurst**  
Mairesse Mélanie Villeneuve, **Otterburn Park**  
Conseiller Christopher von Roretz, **Dorval**  
Councillor Mary Wagner, **Langford**  
Councillor Tim Wake, **Bowen Island**  
Councillor Courtney Walcott, **Calgary**  
Councillor Nick Ward, **Cumberland**  
Conseiller Alexandre Warnet, **Laval**  
Councillor Pat Warren, **Kawartha Lakes**  
Mayor Bob Wells, **Courtenay**  
Councillor Courtney Wentzell, **Region of Queens**  
Mayor David West, **Richmond Hill**  
Deputy Mayor Ghislaine Wheaton, **St. Stephens**  
Councillor Laura White, **Halifax**  
Councillor Howard Williams, **Wolfville**  
Councillor Pam Wolf, **Region of Waterloo**  
Councillor Michael Wolfe, **Richmond**  
Councillor Sean Wood, **Parksville**  
Councillor Theresa Wood, **District of Invermere**  
Councillor Jesse Wright, **District of Mackenzie**  
Councillor Julie Wright, **Waterloo**  
Councillor Keith Yacucha, **Langford**  
Councillor Shanon Zachidniak, **Regina**  
Councillor Margaret Zwart, **Clarington**

# Join Us





# Ontario's Tax Freeze: Costing Jobs, Raising Prices

Unfair property tax policies are placing a hidden tariff on consumers, driving up the cost of goods and putting immense pressure on small businesses. Local retailers, the backbone of our communities, are overtaxed, threatening jobs and economic stability across Ontario.



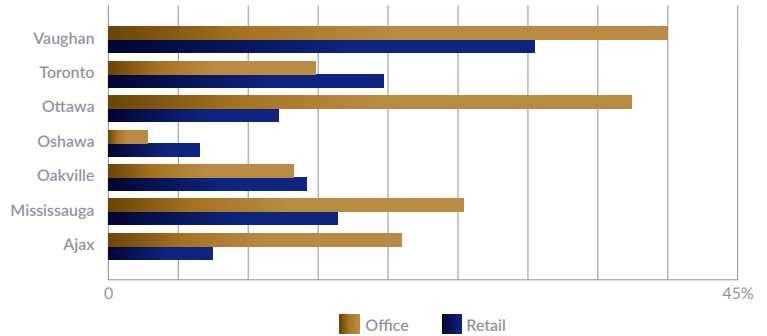
## Who's Bearing the Hidden Consumer Tariff in Ontario?

### Local Businesses, Unfairly Taxed

Unfair taxation is placing a hidden burden on local communities across Ontario. Independent businesses are overtaxed, driving up prices for consumers and putting jobs and livelihoods at risk. Residents are paying the price while trying to support their local retailers.

Residents want to support local businesses but are facing higher prices due to an outdated tax system that favors large properties. This province-wide issue is putting undue pressure on communities and demands immediate action.

Median Overtaxation



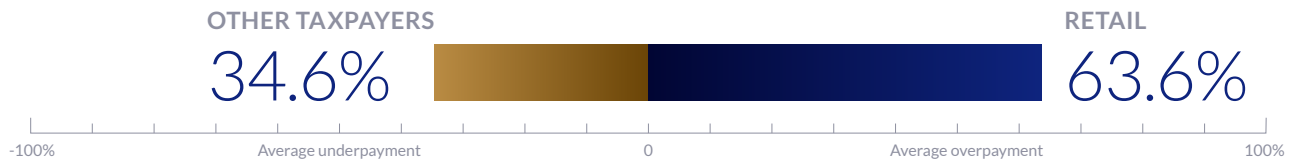
### Retail and Office Tenants Overpay While Others Get a Pass

Ontario's outdated assessed values are putting jobs and local businesses at risk. Retail and office tenants are taxed based on inflated values, while other businesses get a pass—leaving everyday residents to make up the difference through higher prices.

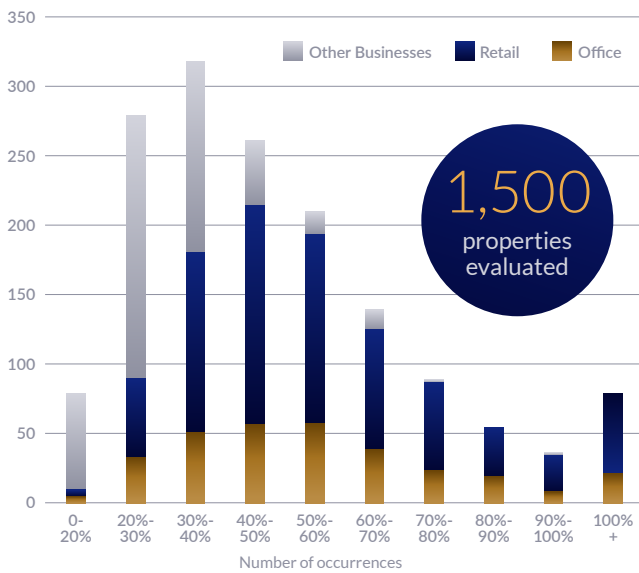
It's time to reassess and restore fairness.



% Under/Over Taxation

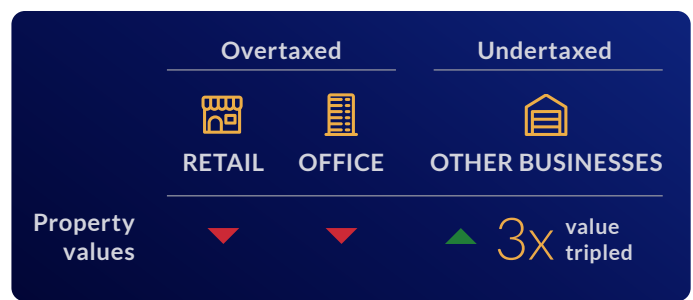


Assessed Value as % of Sale Price



### Property Taxes Out of Sync with Reality

Ontario's property tax system is out of sync with market reality. Retail and office properties have declined in value, yet remain overtaxed, while other businesses—whose values have tripled—are undertaxed.



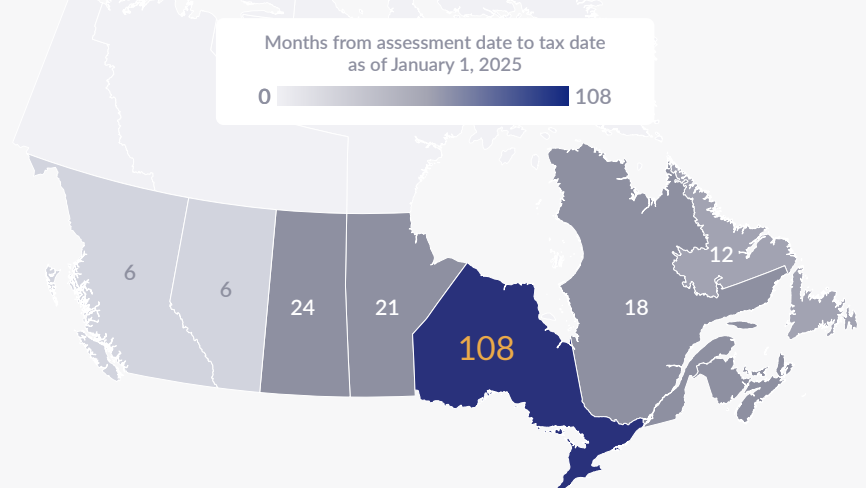
Without reassessment, struggling retail and office sectors face rising costs, lower occupancy, and mounting pressure.

### The Only Province Without Reassessment Since the Pandemic

Ontario is the only province that hasn't reassessed property values since the pandemic. As of January 1<sup>st</sup> 2025, Ontario taxes were based on values that are 108 months in the past, while in the rest of Canada assessed values are 6-24 months in the past.

Regular reassessments give businesses the stability to plan and invest. Without it, struggling sectors like retail and office face uncertainty and discouraging costs.

How out of date are Ontario assessments?



It's Time to Reassess and Restore Fairness

Reassess Ontario's Properties:  
Support Local Jobs and Economic Balance

Learn more at [ryan.com](http://ryan.com)



We kindly request that that Council call on the Government of Ontario to promptly move to update property assessments in the Province.

The following resolution has been drafted for Council's consideration at its next meeting:

- **WHEREAS** a well-functioning and up-to-date assessment system supports strong communities and makes the province an attractive place to invest; and
- **WHEREAS** property assessments in Ontario have not been updated in over a decade, making them the most outdated in Canada, while provinces such as Alberta and British Columbia update assessments annually to reflect current market conditions; and
- **WHEREAS** the prolonged pause in the reassessment cycle has created significant distortions in assessed values, resulting in inequities among property classes; and
- **WHEREAS** outdated assessments negatively impact investment decisions, economic competitiveness, municipal planning, and disproportionately affect independent small businesses; and
- **WHEREAS** reassessments are designed to be revenue neutral for the municipality, ensure fairness in taxation, maintain public confidence in the property tax system, and support long-term municipal financial planning; and
- **WHEREAS** a coalition of municipalities, chambers of commerce, tourism organizations, small businesses, and major property owners have called upon the Government of Ontario to update property assessments;
- **NOW THEREFORE BE IT RESOLVED THAT** the Council of **[Name of Municipality]** hereby calls upon the Premier of Ontario and the Minister of Finance to direct the Municipal Property Assessment Corporation to promptly resume the regular property assessment cycle; and
- **BE IT FURTHER RESOLVED THAT** a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Honourable Peter Bethlenfalvy, Minister of Finance; the Honourable Rob Flack, Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; and the Municipal Property Assessment Corporation for their consideration and timely action.

# ***INFORMATION SESSION FOR MUNICIPAL ELECTION CANDIDATES***

**Municipal Council Candidates or Potential  
Candidates interested in running in the  
2026 Municipal Election  
are invited to attend a  
FREE Candidate Information Session in person on:  
Thursday, April 16, 2026  
6:00 p.m. to 8:00 p.m.  
Armour, Ryerson & Burk's Falls Memorial Arena  
Karl Crozier Community Hall  
220 Centre Street, Burk's Falls**

**This information session is open to all East Parry Sound Municipalities**

This session is hosted by the Municipalities of the  
Almaguin Highlands and will present information on:

Nomination Process

Financial Filing

Campaign Period

Duties and Responsibilities of Candidates

PLUS

What does it take to run for council?

What should I know before I run?

To attend virtually via Zoom, please email  
clerk@armourtownship.ca by noon on April 16, 2026

***Township of Armour, Village of Burk's Falls, Township of Joly, Town of  
Kearney, Township of Machar, Municipality of Magnetawan, Township of  
McMurrich/Monteith, Township of Perry, Township of Ryerson, Village of  
South River, Township of Strong, & Village of Sundridge***

