THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Agenda

Monday, November 9, 2026, at 6 p.m.

Council Chambers

3720 County Road 34

Alexandria, Ontario K0C 1A0

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. **CALL TO ORDER**

2. **DECLARATION OF PECUNIARY INTEREST**

3. **ACCEPT THE AGENDA (Additions/Deletions)**

4. **ADOPTION OF PREVIOUS MINUTES**

   - Regular Meeting of Council Minutes – Tuesday October 13, 2026

5. **DELEGATIONS**

6. **STAFF REPORTS**

   a. Administration Department

      i. AD 2026-20 2026: Municipal Management Control Group Update

   b. Community Services Department

      i. CS-2026-28: Celebrate Canada Grant & 2027 Canada Day Celebration Dates

   c. Public Works Department

      ii. PW 2026-18: DWQMS 2025-26 Maintenance and Infrastructure Review

      iii. PW 2026-19: DWQMS 2025-26 Internal Audit

7. **UNFINISHED BUSINESS**

8. **CONSENT AGENDA**

   Council Correspondence

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Meeting of Council

Monday November 30, 2026, at 6 .p.m. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario

Note: Meetings are subject to change and cancellation

11. QUESTION PERIOD

Questions are to be in relation to the items presented on this agenda. Limit of one question per person and subsequent questions will be at the discretion of the Mayor/Chair

12. CLOSED SESSION

Approve Closed Session of Council Minutes of Monday September 28, 2026

Discussion shall be limited to the review and approval of these minutes. No other business shall be considered.

13. CONFIRMATION BY-LAW

a. By-law 55-2026

14. ADJOURNMENT

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Tuesday, October 13, 2026, at 6 p.m.

Council Chambers

3720 County Road 34

Alexandria, Ontario K0C 1A0

PRESENT: Mayor: Jamie MacDonald

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Jeff Manley

Councillor: Brian Caddell

Councillor: Michael Madden

Councillor: Gary Martin

ALSO PRESENT: CAO/Clerk:

Deputy Clerk: Jena Doonan

Director of Community Services: Stephanie MacRae

1. **CALL TO ORDER**

   The Chair called the meeting to order at 6 p.m

2. **DECLARATION OF PECUNIARY INTEREST**

   No declarations of pecuniary interest were made.

3. **ACCEPT THE AGENDA (Additions/Deletions)**

Resolution No. 1

Moved by: Jacques Massie

Seconded by: Brian Caddell

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Tuesday, October 13, 2026

Carried

4. **ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the minutes of the following meeting(s) be adopted as circulated.

- Regular Meeting of Council Minutes - Monday, September 28, 2026.

Carried

5. **DELEGATIONS**

No delegations were presented

6. **STAFF REPORTS**

a. Administrative Department

i. AD-2026-18: regarding the Ministry of Long-Term Care public consultation process respecting the proposed relocation of the 70 licensed long-term care beds currently operating at The Palace in Alexandria.

Resolution No. 3

Moved by: Jamie MacDonald

Seconded by: Carma Williams

WHEREAS the Ministry of Long-Term Care is conducting a public consultation under Project #26-017 (Southbridge Cornwall 2) respecting an application to modify a long-term care home licence; and

WHEREAS the proposal would relocate the 70 licensed long-term care beds currently operating at The Palace in Alexandria to a new long-term care facility outside of the community, resulting in the closure of The Palace and the transfer of those licensed beds outside of North Glengarry; and

WHEREAS the Township of North Glengarry did not receive direct notification of the consultation process and did not receive any advance notice or information from the owner/operator regarding the proposed closure of The Palace or the relocation of the licensed long-term care beds outside of North Glengarry; and

WHEREAS The Palace is currently the only long-term care home operating in Alexandria and the proposed relocation would result in the loss of all 70 licensed long-term care beds from the community; and

WHEREAS Council is concerned that the permanent removal of these beds would reduce local access to long-term care services and diminish healthcare infrastructure available to current and future residents of North Glengarry; and

WHEREAS long-term care services are a critical component of the local healthcare system and support seniors in remaining close to their families, friends, caregivers and community supports when long-term care becomes necessary; and

WHEREAS the proposed relocation of the 70 licensed long-term care beds outside of North Glengarry would require many current and future residents to leave their community to access long-term care services; and

WHEREAS relocating these beds outside of North Glengarry would increase travel times for family members, friends and caregivers wishing to visit loved ones and may reduce opportunities for regular visitation and support; and

WHEREAS Council recognizes that maintaining close connections to family, friends and community is essential to the health, well-being and quality of life of long-term care residents and that increased separation from these supports may contribute to social isolation; and

WHEREAS Council supports the modernization and redevelopment of long-term care facilities but believes that opportunities should be explored to maintain and expand long-term care capacity within North Glengarry rather than permanently relocating the community's licensed long-term care beds elsewhere;

NOW THEREFORE BE IT RESOLVED THAT Council for the Township of North Glengarry formally opposes the proposed relocation of the 70 licensed long-term care beds from The Palace in Alexandria and the resulting loss of long-term care capacity in both Alexandria and the Township;

AND FURTHER THAT Council urges the Ministry of Long-Term Care to fully consider the social, community and healthcare impacts associated with removing long-term care capacity from North Glengarry, including the impacts on seniors, families, caregivers and the broader community;

AND FURTHER THAT Council requests that all reasonable options be explored to maintain and expand long term care capacity within North Glengarry;

AND FURTHER THAT Council requests that the Ministry of Long-Term Care reject the proposed licence modification and relocation of the 70 licensed long-term care beds unless satisfactory measures are identified to maintain equivalent or greater long-term care capacity within North Glengarry;

AND FURTHER THAT this resolution be submitted as part of the Ministry's public consultation process for Project #26-017;

AND FURTHER THAT a copy of this resolution be forwarded to the Minister of Long-Term Care, MPP Stéphane Sarrazin, Hôpital Glengarry Memorial Hospital, the United Counties of Stormont, Dundas and Glengarry, local municipalities, and other interested stakeholders.

Carried

Resolution No. 4
Moved by: Brian Caddell
Seconded by: Gary Martin

ii. *AD-2026-19 regarding a donation request from the HGMH Foundation in support of the Hôpital Glengarry Memorial Hospital CT Scanner Campaign*

THAT the Council of the Township of North Glengarry receive Report No. AD-2026-19 regarding a donation request from the HGMH Foundation in support of the Hôpital Glengarry Memorial Hospital CT Scanner Campaign; and

THAT Administration review the request and bring forward a recommendation for Council's consideration as part of the 2027 budget deliberations.

Carried

b. Community Services Department

i. CS-2026-27: Community Improvement Plan Application – 14-18 Main Street North, Alexandria, Ontario

Resolution No. 5
Moved by: Michael Madden
Seconded by: Brian Caddell

THAT the Council of the Township of North Glengarry receives staff report CS-2026-27: Community Improvement Plan Application – 14-18 Main Street North, Alexandria, Ontario; and,

THAT Council approve the Community Improvement Plan application for the property located at 14-18 Main Street North, Alexandria, Ontario, under Program B – Building Improvement Grant, providing funding equal to 50% of eligible project costs to a maximum of $7,500.00; and,

THAT the final grant amount be calculated upon completion of the project in accordance with the Community Improvement Plan and supporting documentation, with the grant currently estimated at $1,881.22 based on the submitted quotations.

Carried

7. **UNFINISHED BUSINESS**

8. **CONSENT AGENDA**

9. **NEW BUSINESS**

10. NOTICE OF MOTION

Next Regular Meeting of Council

Monday, November 9, 2026, at 6 pm. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario

Note: Meetings are subject to change and cancellation.

11. QUESTION PERIOD

Questions must relate to the items presented on this agenda. Each person is limited to one question; subsequent questions will be at the discretion of the Mayor/Chair.

12. CLOSED SESSION

13. CONFIRMATION BY-LAW

Resolution No. 6

Moved by: Brian Caddell

Seconded by: Gary Martin

THAT the Council of the Township of North Glengarry adopts by-law 54-2026, being a by-law to adopt, confirm, and ratify the matters dealt with by Resolution; and

THAT by-law 54-2026 be read a first, second and third time and enacted in Open Council this the 13th day of October 2026.

Carried

14. ADJOURNMENT

Resolution No. 7

Moved by: Gary Martin

Seconded by: Carma Williams

THERE being no further business to discuss, the meeting was adjourned at 6:22 p.m.

Carried

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CAO/Clerk/Deputy Clerk Mayor/Deputy Mayor

STAFF REPORT TO COUNCIL **Report No. AD 2026-20**

DATE: Monday October 26, 2026

From: Jena Doonan, Deputy Clerk/Community Emergency Management Coordinator

RE: 2026 Municipal Emergency Control Group Update.

Recommended Motion:

THAT Council of the Township of North Glengarry receive Staff Report AD 2026-20: 2026 Municipal Emergency Control Group Update, regarding Municipal Emergency Control Group meetings held in 2026, for information purposes only.

Background / Analysis

Pursuant to the *Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9*, as amended, Section 2.1(1) requires every municipality to establish and maintain an emergency management program. The program must include an Emergency Response Plan, public education initiatives that promote emergency preparedness, and training and exercise programs designed to ensure municipal staff and officials are prepared to respond effectively to emergencies and support recovery efforts.

As part of the annual requirements established by Emergency Management Ontario (EMO), the Community Emergency Management Coordinator (CEMC) is responsible for submitting a compliance report to the Province. A copy of the municipality's Emergency Management By-law forms part of this annual submission.

During the reporting period, the Municipal Emergency Control Group (MECG) met on three occasions to fulfill the municipality's emergency management requirements.

The first meeting, held in March 2026, included:

- A review of the Township's Emergency Response Plan;
- A review of the Emergency Management By-law;
- Confirmation of program compliance requirements; and

- The formal appointment of the Community Emergency Management Coordinator (CEMC) and Emergency Information Officer (EIO).

The Township participated in Emergency Preparedness Week in May through a public awareness campaign based on the provincial theme, "Preparing Together." Social media messaging was used to promote emergency preparedness, encourage residents to develop household emergency plans, and highlight the importance of cooperation between neighbours, community groups, municipalities, and emergency response agencies during emergencies.

At the second MECG meeting, members completed a review and update of the Township's Critical Infrastructure Inventory and Hazard Identification and Risk Assessment (HIRA) to ensure emergency planning documents remain current and reflective of local risks and priorities.

In 2026, the Township participated in the United Counties of Stormont, Dundas and Glengarry (SDG) EX Trillium Train Derailment Exercise rather than conducting an independent tabletop exercise. The live exercise, hosted by the City of Cornwall, provided participating agencies with a realistic emergency response and coordination scenario. Members who were unable to participate in the live exercise attended a tabletop exercise conducted the week prior to ensure annual training requirements were met.

In addition, Emergency Management Ontario Field Officer Jeff Warren attended an information session with members of the Township's Emergency Management Program team. The session provided an opportunity to discuss provincial emergency management requirements, program updates, training opportunities, and organizational preparedness initiatives.

Alternatives:

N/A

Financial Implications:

None

Attachments & Relevant Legislation:

By-Law 18-2024

The Emergency Management and Civil Protection Act R.S.O 1990

Other Consulted:

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Reviewed and Approved by:
Michael Fawthrop, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

By-law No. 18-2024

BEING a by-law to provide for the establishment and adoption of an Emergency Management Program for the Township of North Glengarry

WHEREAS, under section 2.1(1) of the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9, as amended (the "Act"), the Council shall pass a by-law formulating or providing for the formulation and implementation of an emergency management program. The emergency management program shall consist of an emergency plan, training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery efforts, and public education on risks to public safety and on public preparedness;

AND WHEREAS, the Act requires the emergency management program to conform to standards promulgated by the Ontario Fire Marshal and Emergency Management (OFMEM), including the four core components of emergency management, namely: mitigation/prevention, preparedness, response and recovery; and also requires every municipality to identify and assess the various hazards and risks to public safety and identify elements of the infrastructure that are at risk of being affected by emergencies;

AND WHEREAS, the Act authorizes the Mayor to declare that an emergency exists in the municipality or in any part thereof, and allows the Mayor to take such action or make such orders as he or she considers necessary and that are not contrary to law, to implement the emergency plan to protect the property and the health, safety and welfare of the residents of the Township of North Glengarry.

AND WHEREAS, the Act authorizes one or more members of Council to perform the duties of the Mayor during his/her absence or his/her inability to act;

AND WHEREAS, the Act authorizes employees of the Township to respond to an emergency in accordance with the emergency plan where an emergency exists but has not yet been declared to exist;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY ENACTS AS FOLLOWS:

1. **Definitions**

1.1. In this by-law:

"Emergency Plan" means a plan formulated pursuant to the Emergency Management and Civil Protection Act

The "Emergency Response Plan" (ERP) describes the Township's overall authority, principles, policies, emergency levels, operational concepts and organizational arrangements of the North Glengarry Emergency Management Structure.

2. Emergency Management Structure

2.1. There shall be established within the Township, a formal emergency management structure, consisting of:
a) the Community Emergency Management Co-ordinator (CEMC)/Emergency Management Program Coordinator,
b) the Emergency Management Program Committee (EMPC)
c) the Municipal Emergency Control Group (MECG)

2.2. The designated CEMC for the Township shall be an employee of the Township of North Glengarry. The CEMC shall be responsible for the development, implementation and maintenance of the emergency management program.

2.3 The responsibilities of the CEMC include:
a) develop and conduct municipal emergency management training programs;
b) develop and conduct Municipal training exercises;
c) develop and implement public education programs; and
d) during an emergency, provide advice to the MECG

2.4 The EMPC shall be established to provide the Township with a higher-level co-ordinating body that will facilitate inter-departmental and municipal level co-operation regarding policy for emergency management and its four components: mitigation, preparedness, response and recovery

2.5 The EMPC shall be chaired by the CAO of the Township and its members shall include the following:
a) CEMC
b) EIO
c) Fire Chief

2.6 The EMPC shall review the state of emergency management in the Township and provide policy advice regarding emergency management to facilitate co-ordination between the various jurisdictions in the Township/County.

2.7 The MECG shall control Township operations during an emergency. Members of the MECG are the following,
a) 2 members of council
b) CAO / Clerk
c) CEMC
d) Treasurer
e) Director of Public Works
f) Director of Community Services
g) North Glengarry Fire Chief
h) Information Technologist
i) EIO

2.8 The Mayor is hereby authorized to appoint a member of Council as his or her alternate to act in his or her absence. In addition, each member of the MECG shall designate at least one alternate who has the authority to act on his or her behalf should they be unavailable or unable to fulfill their duties.

2.9 Depending on the nature of the emergency, the CAO may authorize additional members from other departments or organizations to become members of the MECG.

2.10 When one of the officials from the MECG group identifies the need for the MECG to assemble he/she will activate a call out through the Voyant Alert App.

3. Emergency Management Program

3.1 The emergency management program shall be developed and implemented in accordance with the Act and Regulations published by the Ontario Fire Marshal and Emergency Management Offices. The program shall include hazard identification and risk assessment, a critical infrastructure list, an emergency plan, training and exercise programs, and public education on risks and personal preparedness.

3.2 The Emergency Response Plan (ERP) shall govern the provision of necessary services during an emergency and the procedures under, and the manner in which members of the MECG will respond.

3.3 The Township shall submit a copy of the ERP and revisions, to the Chief, OFMEM.

3.4 The CEMC may add any risk specific support plans to the ERP, as deemed to be required. These plans will be co-ordinated with appropriate stakeholders and issued under the authority of the CEMC.

3.5 These plans shall be updated as required and as determined by the CEMC.

3.6 The EMP shall be made available to the public.

4. Declaration of an Emergency

4.1 In accordance with the provisions with the Act, the Mayor may declare that an emergency exists in the Township or any part thereof and may take such action and make such orders as is reasonable and necessary to protect the health, safety and property of the residents of the Township.

4.2 This by-law hereby authorizes employees of the Township to take action in accordance with the Emergency Plan where an emergency exists but has not yet been declared to exist.

4.3. This by-law hereby designates all Township employees as emergency workers in the event of an Emergency and therefore all Township employees may be called out and assigned responsibilities to assist in the implementation of the Emergency Plan.

5. This by-law may be referred to as the "EMERGENCY MANAGEMENT BY-LAW".

5. By-law 13-2023, is hereby repealed

READ a first, second, third time and enacted in Open Council, this 8th day of April, 2024.

[redacted]

CAO/Clerk / Deputy Clerk

[redacted]

Mayor / Deputy Mayor

I hereby certify this to be a true copy of By-law No.18-2024 and that such by-law is in full force and effect.

Date Certified

CAO/Clerk / Deputy Clerk

STAFF REPORT TO COUNCIL **Report No: CS-2026-28**

November 9, 2026

From: Stephanie MacRae – Director of Community Services

RE: Application to Celebrate Canada Funding Program

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. CS-2026-28: Application to Celebrate Canada Funding Program

AND THAT Council direct staff to apply for funding through the federal Celebrate Canada funding program; and,

THAT Council approves the following schedule for the 2027 Canada Day celebrations:

Saturday, June 26, 2027 – Canada Day in Glen Robertson
Wednesday, June 30, 2027 – Canada Day in Apple Hill and Maxville
Wednesday, July 1, 2027 – Canada Day in Alexandria

Background / Analysis:

Each year, the Township of North Glengarry works closely with community partners, such as the Alexandria & District Lion's Club, Municipal Recreation Associations, and non-profit organizations, to host Canada Day celebrations across North Glengarry. These organizations and their respective volunteers play an instrumental role in ensuring the success of these events annually.

North Glengarry's Canaday Day celebrations are generally very well-attended by the public and further draw in attendees from surrounding communities. The celebrations feature an array of activities, such as fireworks, live entertainment, bouncy castles, and more. The cost, however, to run these celebrations has considerably increased over the years.

As such, the Community Services Department is seeking Council's direction to apply to the Celebrate Canada funding program. The Celebrate Canada program provides financial support to municipalities, non-profits, and community organizations to host inclusive and accessible events that promote Canadian heritage, diversity, and civic pride. Eligible expenses include,

entertainment and cultural programming, promotional materials, equipment and supplies, as well as fireworks.

By applying for this funding, the Township may be able to offset costs associated with planning and delivering these events as well as enhance programming and community engagement. As such, Staff propose submitting an application to support the events planned for the 2027 Canada Day celebrations across North Glengarry, in partnership with local service clubs, recreation associations, and other community partners.

During its Fall meeting, the Municipal Recreation Association Committee met and requested that the celebrations in Glen Roberton, Apple Hill and Maxville occur on the specified dates as cited in the recommended motion.

Alternatives:

Option 1 – Recommended – That Council approves this resolution

Or

Option 2 – Not recommended – That Council does not approve this resolution

Financial Implications:

Each year, Council allocates a portion of the municipal budget towards Canada Day expenses. In 2026, Council approved $15,500 to be shared between Canada Day and Christmas celebration expenses. In 2026, the Township of North Glengarry was a successful recipient of funding through the Celebrate Canada Grant, receiving $6,000 to help offset costs to running these celebrations.

If successful in 2027, this grant may cover up to 100% of eligible project costs or up to $50,000 per fiscal year, subject to available funding and program limits. No municipal matching funds are required. As such, outside of the regularly budgeted expenses, there are no financial implications to Council for proceeding with the grant application.

Attachments & Relevant Legislation:

Others Consulted:

- Municipal Recreation Association Committee

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Reviewed and Approved by:
Michael Fawthrop, CAO/Clerk

STAFF REPORT TO COUNCIL Report No: PW-2026-18

November 9, 2026

From: Timothy Wright, Director of Public Works

RE: DWQMS 2025-26 Drinking Water Maintenance and Infrastructure Review

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Recommended Motion:

THAT Council receives report PW-2026-18, DWQMS 2025-26 Drinking Water Maintenance and Infrastructure Review for information purposes only;

Background / Analysis:

The annual Maintenance, Rehabilitation and Renewal Review was completed on July 24, 2026, covering June 2025 to June 2026 for the Alexandria/Maxville and Glen Robertson drinking water systems. The review examined maintenance programs, equipment performance, service interruptions, infrastructure needs and long-term capital planning. A major item identified was the need for major maintenance on the Alexandria Water Tower, recommended for completion before 2028.

The review found that maintenance programs are generally in place, with most routine work completed as scheduled. No system-wide service interruptions were reported during the review period, although localized interruptions occurred in connection with construction and maintenance activities. Areas requiring improvement include refining procedures around specific periodic maintenance activities, better record keeping related to contractor work and improving the tracking of equipment deficiencies and follow-up actions.

The Alexandria Water Tower Inspection carried out by ROV identified minor repairs that need to be carried out before the end of 2028 that includes interior tank lining touch ups as well as the installation of a cathodic protection system. The major difficulty comes from the necessity of the tank being drained to carry out the work. The inspection of the Maxville water tower is scheduled for 2027; however, being much newer we don’t anticipate similar work needing to take place.

In addition to the water tower items, maintenance key priorities identified through the review include:

- Investigating elevated water loss in Alexandria and Maxville and continuing leak-detection efforts.
- Addressing outstanding treatment plant equipment and control-system inefficiencies.
- Reviewing maintenance requirements and schedules for pumps, chlorinators, pressure-reducing and air-release valves, and Glen Robertson well equipment.

Updating maintenance schedules, forms and procedures to improve consistency and recordkeeping.

The review also considered the Township's 10-year capital forecast to support infrastructure maintenance, rehabilitation and renewal planning. Identified needs will inform operational priorities and future budget submissions.

Alternatives:

N/A

Financial Implications:

No additional funding is requested through this report. However the repairs to the Alexandria Water tower are projected to cost in excess of $150,000 and will be included in the 2027 capital budget.

Attachments & Relevant Legislation:

2025-DWS QMS-F12 Management Review
Safe Drinking Water Act, 2002 (SDWA)
O. Reg. 170/03 – Drinking Water Systems
O. Reg. 128/04 – Certification of Drinking Water System Operators and Water Quality Analysts
O. Reg. 169/03 – Ontario Drinking Water Quality Standards

Others Consulted:

Dean McDonald, Environmental Services Manager

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Reviewed and Approved by:
Michael Fawthrop, CAO/Clerk

QMS Infrastructure Maintenance, Rehabilitation & Renewal Review Form

A copy of this report is to be completed annually, and any time that maintenance programs change.

Date of Review	Friday July 24, 2026	
Review Cycle	June 2025-June 2026	
Drinking Water Systems Included	☒ Alexandria DWS	☒ Glen Robertson DWS

Review Participants Record

Name	Signature
Tim Wright	*unadvised of time change
Dean McDonald	
Angela Cullen	
Roch Seguin	
Eric Massia	
Patrick Bourcier	
Aaron Lalonde	
Randall Mohammed	Vacation
Brodie Huskinson	

Conclusions and Recommendations *(attach any supporting documents and records)*

Maintenance Programs

- In place and being completed as scheduled for majority of work. Minor updates or adjustments should be reviewed in schedules, forms and QMS summary.
- A few programs that may need consideration for future such as
  - air relief and pressure reducing valve maintenance
  - pump vibration testing
  - Alx WTP chlorinator maintenance

Documentation

- Overall in good shape and no concern with recording mechanisms. Minor issues with external maintenance not being recorded when completed.

Areas of Concern

- consistency of entries into e11 in regard to category and location, to see if there is a way to make it easier.

Alx DWS	Gln DWS
☐ P620 Panel Repair due to ongoing communication issues ☐ BW magmeter replacement ☐ LLP replacement ☐ B1 drain valve replacement (V-911)	☐

<table>
<tr><th>Discussion Item</th><th>Notes, Comments</th></tr>
<tr><td>ALX & GLN DWS:
Outcomes of Previous Maintenance Reviews</td><td>
Maintenance Programs

Internal and External programs in place and overall, in good shape. Minor issues with completions of specific maintenance tasks at different facilities.
Recommended to do s full review of schedule and equipment forms to ensure consistency and evaluate task relevancy.

Documentation

Overall documentation completion and deficiency follow-up has improved from previous reviews. Once again, discussed baseline for entries to ensure consistency in eRIS and Access E11 inputs

Areas of Concern
<table>
<tr><th>Alx DWS</th><th>Gln DWS</th></tr>
<tr><td>☒ asset management and inventory of equipment
☒ equipment age for critical equipment
☒ elevated water loss and correlating for leaks</td><td>☒ Well casing external maintenance scheduling
☒ Clara St line post and flushing port location</td></tr>
</table>
</td></tr>
<tr><td rowspan="2">GLN DWS:
Currency and Accuracy of Maintenance Summaries</td><td>

Maintenance Records & Source Material

<table>
<tr><th>Internal</th><th>External</th></tr>
<tr><td>☒ Facility Maintenance Schedule (M45)
☒ Monthly UV Calibration
☒ Annual Wellhead Inspection
☒ Spring Flushing (F51)
☒ Valve Exercising (F51/F26)</td><td>☒ Equipment/Meter Calibration (ClearTech, Capital Controls & St Laurent Instrumentation)
☒ Annual Generator Maintenance
☐ 5yr Well Inspection (2018/2023/2028)
☐ 10yr Well Inspection (2018/2028)</td></tr>
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Internal Maintenance Programs:

Scheduled Preventative Maintenance

– same issues as previous review
– all maintenance completed as per schedule except for quarterly tasks
– minor numbers of tasks observed that were not scheduled

Annual Well Inspection

– completed July 2025

Annual Water Loss Tracking

– 2025: 11.7%
– 2026: 8.2%

Annual Spring Flushing

<table>
<tr><th>2025</th><th>2026</th></tr>
<tr><td>-completed in 2 days (July)
-no issues noted
-no adjustments to program noted</td><td>-completed in 2 days (July)
-no issues noted
-no adjustments to program noted</td></tr>
</table>

Annual Valve Exercising: completed over 2 days

<table>
<tr><th>2025</th><th>2026</th></tr>
<tr><td>-completed in 2 days (July)
-no issues noted
-Clara flushing port was exposed</td><td>-completed in 2 days (July)
-no issues noted
-to be transferred to F26</td></tr>
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</table>

Discussion Item	Notes, Comments
	• External Maintenance Contracts: ▪ Annual handheld & Wallmount Analyzer Calibration – Completed July 2025 by ClearTech →2026 Scheduled July 21-23
GLN DWS: **Currency and Accuracy of Maintenance Summaries**	• External Maintenance Contracts: ▪ Flowmeter completed May 2026 by Tower Electronics – 2026 Completed June 2026 – BW Meter not completed due to end-of-life failures ▪ Generator Annual Maintenance – completed April 2025/2026 by Casey Mechanical →no record of work completed noted in eRIS ▪ Well Head Inspection (SOP038) – 1yr: Capacitor proactive change 2025/2026 – 5yrs: Electrical Inspection →no maintaining as per SOP, to reevaluate to determine level of service required – 10yrs: CCTV (due 2028) ▪ UV Calibration Sensor – 3yrs: last completed July 2025 (G01165) Mar 20265 (G01365)
GLN DWS: **Frequency and Duration of Service Interruptions**	• System Wide Service Interruptions: ▪ Unplanned: 0 Planned: 0
	• Construction: ▪ Unplanned: 0 ▪ Planned: 1 – FP-810: restore Clara St flushing port (Aug 2025)
GLN DWS: **Occurrences and Trends Relating to Unplanned Maintenance**	• Alarms: ▪ WTP: 5 (2025) / 15 (2026) DIS: 1 (2025) / 3 (2026) – majority of alarms under $NaCl_2$ Pump Issues ▪ CCP – 1 incident (2025) below CCP limit; issue caused by defective injection point, unit changed and operations restored – 1 incident noted where no alarm received but alarm observed on SCADA, noted alarm panel zone bypassed
	• Open Issue/Equipment Failures – Key Fob Access Issues (Dec 2025) – UV2 Failure (Jun 2026) →issue has been resolved; issues caused by lamp installation and was resolved. →It should be noted that there is a discrepancy with installation methods between the UV from OM Manual and Lamp Installation Instructions that come with lamps.
	• Closed Issues/Resolved Equipment Issues – AT1F (Header Cl2): pH probe failure (May 2026) – UPS Failure: impacted flowmeter & chart (May 2026) – Minor Damage due to Maintenance: $NaCl_2$ Pump/AT1F (Oct 2025)
GLN DWS:	• Access e11: response time decreased to 54 days (avg) from 3.5 days ▪ 7 Cases (all closed) – 5 Billing Issues

Discussion Item	Notes, Comments
Occurrences and Trends Relating to Unplanned Maintenance	→2 defective meters, 2 high consumption/read requests, 1 water closure due to non-payment – 2 Internal Plumbing Issues →low/no pressure issues
ALX DWS: **Currency and Accuracy of Maintenance Summaries**	• Maintenance Records & Source Material

Reviewed Internal Programs	Review External Programs
☒ Facility Maintenance Schedules (M1, M7, M63, M73)	☒ Annual Equipment/Meter Calibration (ClearTech, Capital Controls & St Laurent Instrumentation)
☒ Spring Flushing (F27)	☒ Annual Backflow Maintenance (Claude Bourke)
☒ Valve Exercising (F26)	☐ Bi-annual Gas Monitor Calibration (Hetek)
☒ Monthly Treatment Evaluation	☒ LLP/HLP Vibration Testing
☐ Summer Algae Monitoring	☒ Annual Generator Maintenance
☒ Sumer Dead End Checks (Cl_2)	☐ Water Main Proactive Replacement (Capital Planning)
☒ Auto-Flushers for Water Quality	☒ Fire Hydrant and Isolation Valve Replacement (Capital Panning or Operations)
☒ Fall Flushing (F53)	☐ Cleaned Sludge Tank (HydroCam)
☒ Hydrant Winterization (F23)	☒ Water Tower Inspection
☒ Winterization Recheck (F37)	
☒ Hydrant Maintenance (F25)	
☒ Bleeder Lines (F34)	
☒ Water Audit	

- Internal Maintenance Programs:
  - Scheduled Preventative Maintenance
    - same similar to previous review
    - all maintenance completed as per schedule except for bi-annual and some annual tasks
    - minor numbers of tasks observed that were not scheduled
    - 2026:
  - Annual Spring Flushing

2025	2026
-completed in 6.5wks(Apr-Jun) -issues with deficiency reporting -changes to program needed	-completed in 5wks (May-Jun) -minor issues with reporting and minor amount of follow-up -minor program updates needed

  - Annual Valve Exercising (F26)

2025	2026
-completed in 16wks -no issues noted -Clara flushing port was exposed	-completed in 11wks (not complete) -minor issues with reporting and minor amount of follow-up -F26 minor update required

  - Monthly TOC/DOC/TKN

Parameter	2025			2026		
	Raw	Treat	Removal	Raw	Treat	Removal
Avg TOC	12.9	6.0	46%	12.1	5.1	42%
Avg DOC	13.3	5.9	44%	12.7	5.3	41%
Avg TKN	0.98	0.3	31%	0.95	0.3	31%

<table>
<tr><th>Discussion Item</th><th>Notes, Comments</th></tr>
<tr><td rowspan="2">ALX DWS:

Currency and Accuracy of Maintenance Summaries</td><td>
▪ Algae Monitoring
– 2025: minor results in raw water (Jul/Sep), non-detect in treated water
→ 3 missed samples due to shipping/submission deadline
– 2026: no detection to date
→ 1 missed sample due to shipping/Submission deadline
▪ Summer Dead End
– signed off 4/18 weeks (both Alx/Max)
→ 2026 program changed to monthly
– Auto Flushers
<table>
<tr><th>Town</th><th>Start</th><th>End</th><th>Estimated Volume</th><th colspan="4">Hydrants</th></tr>
<tr><td>Alx</td><td>May 30</td><td>Nov 7</td><td>4,236m^3</td><td>143</td><td>72</td><td>145</td><td>350</td></tr>
<tr><td>Max</td><td>Jun 10</td><td>Nov 7</td><td>3,296m^3</td><td>635</td><td>630</td><td>682</td><td></td></tr>
</table>
▪ Hydrant Maintenance
<table>
<tr><th>Town</th><th>Planned</th><th>Unplanned</th><th>Open e11</th></tr>
<tr><td>Alx</td><td>8</td><td>19</td><td>3</td></tr>
<tr><td>Max</td><td>17</td><td>3</td><td>5</td></tr>
</table>
▪ Fall Flushing
– Oct 2025: 5 days
– Hydrant Flushed Alx 10% Max 10%
▪ Winterizing
– Oct/Nov 2025: 10 days
– 33% Distribution system required rechecks, increase in Maxville
▪ Bleeders
– 2025: 4
– 2026: 7
▪ Annual Water Loss Tracking
– 2025: Full Internal Audit (Alx 52.8% & Max 45%)
</td></tr>
<tr><td>
• External Maintenance Contracts:
▪ Annual Calibrations: Up to date
– Pump Vibration Testing: frequency/contractor
– Chlorinators: frequency/AESL contact information to update T10A-T12-T13
– PRV Maintenance (2025)
▪ Generator:
– Alx WTP due August
– Max Bst no record of completion since 2023
▪ WT ROV Inspection
– Alx WT recommendations
– Max WT inspection overdue
▪ Safety Equipment
– Lifting Devices, Rail Systems, SRL, Tripod
▪ Tank & Chamber Cleaning
– Sludge Tank
– Meter Chamber
</td></tr>
</table>

Discussion Item	Notes, Comments
ALX & GLN DWS: **Adequacy of Maintenance Scheduling and Recording Systems**	• Internal Scheduling & Documentation ▪ noted issues from staff: – minor issues with task completion and scheduling – minor update required to QMS SYS-T10G & QMS SYS-T10A and QMS SYS-T12 & QMS SYS-T13
	• Acess e11 ▪ noted issues from staff: – minor issues with follow-up actions input into Access and not eRIS
	• eRIS ▪ noted issues from staff: – discussed issues with maintenance weeks (1-4) and changes with date inclusion is working well
ALX DWS: **Frequency and Duration of Service Interruptions**	• System Wide Service Interruptions: ▪ Unplanned: 0 ▪ Planned: – all related to construction and lasted less than 1day and affected 0-7 homes
	• Construction: ▪ Unplanned: 9 ▪ Planned: 12 ▪ Reports being completed in timely fashion – minor issues with post repair flush not being completed
	• Alarms: ▪ WTP alarm have slightly increased – Pump Issues →most issues associated to coagulant pump fail →fault on start-up most likely caused by communication issues on start-up – Filter/Turbidity Issues →2025 most issues associated to high turbidity (Nov) associated to coagulant dosing issues →2026 most issues associated to BW fail (valve fail on step 2 or 4 caused by BW magmeter) – Chlorine Residual →most residual adjustments on AT1606 and AT1681 caused by chlorine dosage adjustment (water quality changes) or residual adjustment at analyzer ▪ Dist alarm have increased in 2026 – 2025: Utility Power Fail (1 event across Alx/Max) – 2026: Chemical Process →Gas Alarm due to $NaCl_2$ leaks – 20206: Cl2 Residual →most AT2002 residual adjustments
ALX DWS: **Occurrences and Trends Relating to Unplanned Maintenance**	• Open Issue/Equipment Failures ▪ P620 Panel Communication Issues (Sep-Feb) →work to be incorporated into SCADA work with Capital Control ▪ BW Magmeter Communications Issues (Jan-Jun) →unit was ordered ▪ V910 Valve Failure (Apr) →waiting on quote from Olsen Fab

Discussion Item	Notes, Comments
	• Closed Issues/Resolved Equipment Issues ▪ $NaCl_2$ Dosing System Intermittent Leaks (Jul 2025-Jun 2026) ▪ Bst Alarm Panel Communication (Nov 2025 & Jun 2026) – Bell Lines/Alarm Panel Replacement ▪ Cl2 Regulator Vent Line Reconfiguration (May 2026) ▪ Cl_2 Regulator Failure (Apr 2026) ▪ SCADA Computer Replacement (Feb 2026) ▪ P610 Diaphragm Rupture (Jan 2026) ▪ HLP1630 VFD Communication Failure (Oct 2025-Feb 2026) ▪ P610 Calibration Issue: noted coagulant dosing issues (Nov 2025) ▪ Singer Valve Failure (Oct 2025) ▪ F4 Surface Wash Repair (Sep 2025) ▪ Faulty Breaker in SCADA (Jul 2025) ▪ LLP210 Low Flows/Partial Blockage (Jun-Aug 2025)
	• Access e11: 321 cases opened / 268 cases closed ▪ 250 Alx Cases (36 Open) – 29 (2) Hydrant Issues – 70 (22) Valves Issues – 5 Watermain Breaks – 6 Water Service Breaks – 28 Meter Issues – 31 (6) Line Post Issues – 76 (3) Service Requests – 4 (3) Service Installation – 1 Pump Issues ▪ 64 Alx Cases (17 Open) – 25 (5) Hydrant Issues – 17 (8) Valves Issues – 9 (1) Line Post Issues – 9 (1) Service Requests – 4 (2) Service Installation
ALX & GLN DWS: **Maintenance Costs and Trends**	• Water Treatment and Distribution Budget (9300) ▪ Water Budget Comparison: Expense Budget Reduced (WW Expense Reduced) – 2025: $1,723,575 / 2026: $ 1,686,848 (2025: $2,648,177/2026: $2,593,736) → 2025: 29% under budget →2026: 38% budget remaining – Maintenance: 14% of Water Expense Budget – 2026: 38% Water Budget Remaining – compared to full Water Works Budget – GL areas of overage and concern:

GL	Description	Base Budget	Actual Expenses	Overage
1-4-9300-2025	Mileage and Travel	$ 0	$ 118	$ 189
1-4-9400-2025	Mileage and Travel	$ 0	$ 70	
1-4-9300-2037	Certificate Renewal	$ 2,200	$ - 397	- $ 410
1-4-9400-2037	License Renewal	$ 1,000	$ -14	
1-4-9300-2050	Telephone	$ 4,200	$ 4,494	$ 294
1-4-9300-2051	Courier	$ 2,700	$ 5,039	$ 2,339
1-4-9300-2057	Water/Sewer	$ 0	$ 33	$ 55
1-4-9400-2057	Water/Sewer	$ 0	$ 22	
1-4-9400-2110	Tools	$ 1,000	$ 1,537	$ 537
1-4-9400-2114	Chemicals	$ 8,000	$ 21,320	$ 13,320
1-4-9300-2116	Chlorine	$ 27,500	$ 61,515	$ 34,015
1-4-9300-2130	Computer Supplies	$ 6,500	$ 8,842	$ 5,791
1-4-9400-2130	Computer Supplies	$ 1,000	$ 4,448	
1-4-9300-2366	Building Maintenance/Supplies	$ 7,000	$ 10,193	$ 3,193
1-4-9300-2400	Gas/Oil/Diesel	$ $12,000	$ 12,535	$ 535
1-4-9400-2540	Sampling	$ 23,000	$ 49,842	$ 26,842
1-4-9300-5020	Bad Debt Expense	$ 0	$ 1,310	$ 2,055
1-4-9400-5020	Bad Debt Expense	$ 0	$ 745	
1-4-9300-5120	Snow Removal	$ 13,000	$ 14,806	1,806
1-4-9300-7911	Recoverable Services & Repairs	$ 0	$ - 52	52

Discussion Item	Notes, Comments
ALX & GLN DWS: **Maintenance Costs and Trends**	• Capital Budget Review ▪ Review 2025 projects ▪ Review 2026 projects
	• 10yr Capital Planning ▪ review spreadsheet
ALX & GLN DWS: **Compliance Inspection Reports**	• DWQMS Audit ▪ Internal Audit – discuss previous results – discussed next scheduled audit ▪ External Audit – discuss previous results – discussed next scheduled audit
	• MECP Compliance Inspection ▪ 2 AWQI – Dec 2025: Turbidity Exceedance – Jan 2026: Coagulant Dosage Loss
ALX & GLN DWS: **Staffing and Training Issues**	• Staff Certification • Training ▪ Discuss Renewal vs Upgrade ▪ Outline annual training requirements ▪ Requested Courses
	• Training Records ▪ Operators to track ▪ Submit training to Kim
ALX & GLN DWS: **Staff Input**	• Discussion about Jar testing and optimizing process and the improvement at frequencies over last year • Discussed membrane replacement in Cl_2 probes, Calibration ▪ Technician suggested that annually is to frequent ▪ If slope drifting, electrolyte change more frequently ▪ If slope does not improve with electrolyte change, then membrane replacement should be completed ▪ to change internal maintenance requriements

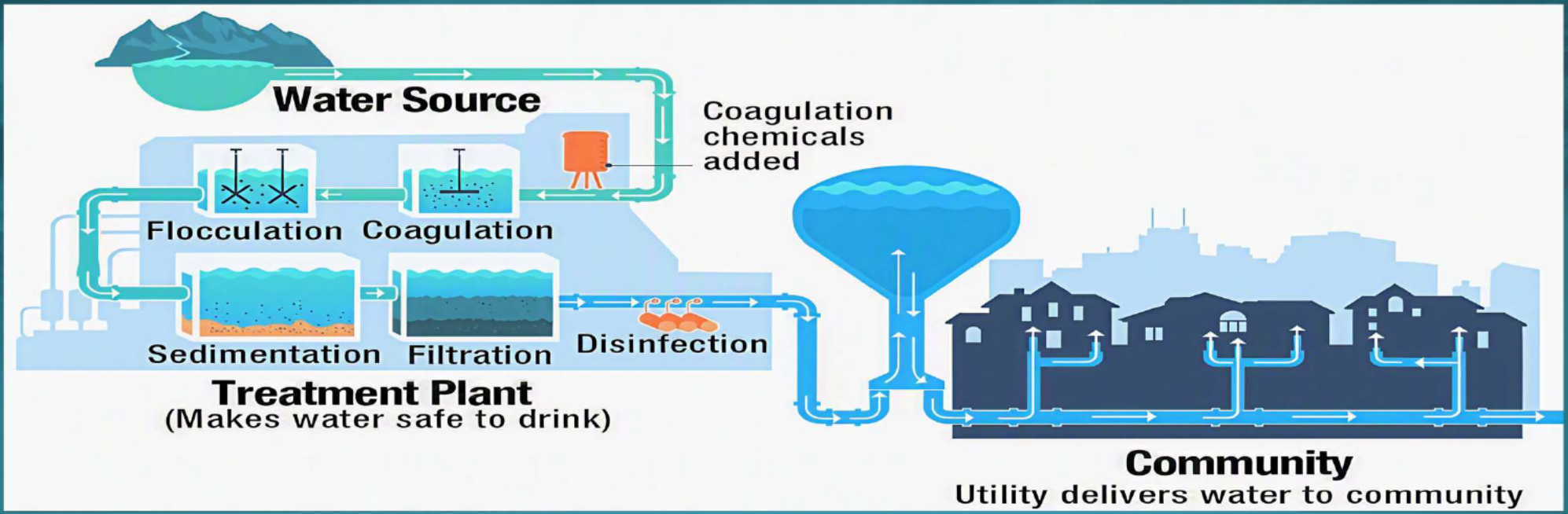
Discussion Item	Notes, Comments

Other Notes

- **Follow-up:**
  - Operators
    - ☐ eRIS-External Contractor Maintenance needs to be input into log notes for tracking purposes
    - ☐ Water Loss Prevention: Night Audit scheduled week of Aug 10th
    - ☐ Ensure all defects found during maintenance programs are inputted into e11
    - ☐ Training request to be sent in (targeting 1.4 CEU and 26 OTJ per year to meet renewal requirements
    - ☐ Operators to track training and ensure and certificates are sent to Kim once received
  - Foreman
    - ☐ Record of external maintenance saved to SharePoint
    - ☐ Determine if 2yr pump vibration testing program to be started and scheduled (based on current practices
    - ☐ Determine if chlorinator maintenance is required and frequency
    - ☐ Determine if PRV/ARV maintenance is required, at what frequency and if internal or external contractor is required
    - ☐ Delineate what actions are input into Access e11 when cases are used for Operational Issue (with compliance coordinator)
    - ☐ To plan for 2027 valve replacements and scheduling
  - Compliance
    - ☐ UV Lamp Installation-Discrepancy between UV OM and Lamp Instruction Pages. To determine which to follow (with Foreman)
    - ☐ SOP038 to be updated to reflect actual conditions for maintenance
    - ☐ Access e11 contacts update to rename WW Twp sites to help better locations (ALX, MAX, KEN, GLN)
    - ☐ OM manual updates (Alx & Gln)
    - ☐ QMS Document update (QMS SYS-T10G & QMS SYS-T10A and QMS SYS-T12 & QMS SYS-T13)
  - Environmental Services Manager
    - ☐ Irregularities in Budget GL amounts to be reviewed as identified
    - ☐ Max Water Tower Inspection overdue to be scheduled
    - ☐ Alx Water Tower Inspection recommended maintenance, determine maintenance required and schedule

Infrastructure Maintenance, Rehabilitation & Renewal Review

2025-2026 Alexandria DWS & Glen Robertson DWS





Agenda

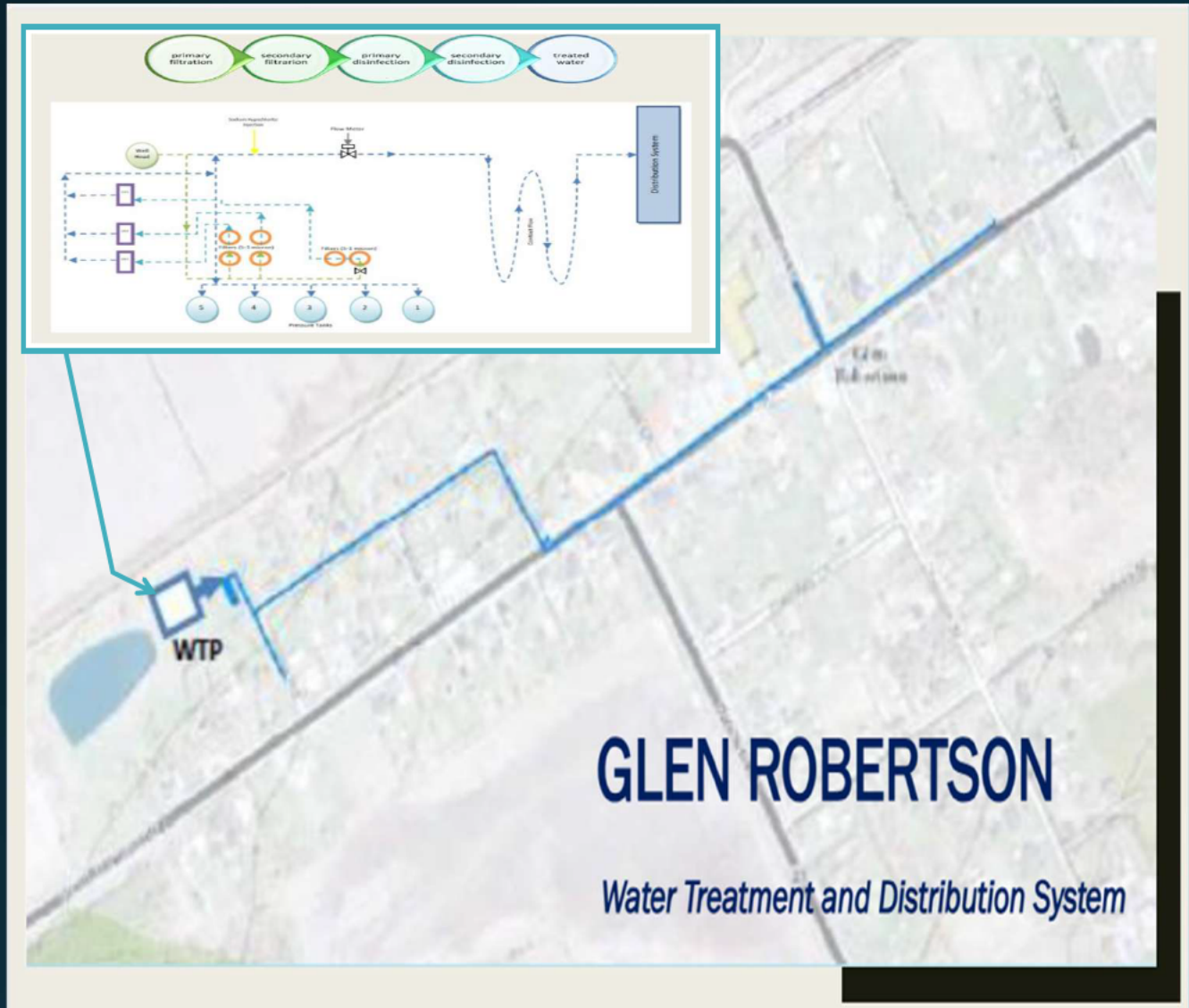
- Previous Outcomes
- System Summary
  - Glen Robertson DWS
    - Maintenance Summaries
      - Internal Maintenance Summaries & OM Manual
      - Internal Maintenance Programs
      - External Contracted Maintenance
      - Adequacies of Maintenance Programs
    - Occurrence and Trends Related to Unplanned Maintenance
    - Programs Trends Related to Frequency and Duration of Service Interruptions
  - Alexandria DWS
    - Maintenance Summaries
      - Internal Maintenance
      - External Maintenance
      - Adequacies of Maintenance Summaries
    - Programs Trends Related to Frequency and Duration of Service Interruptions
    - Occurrence and Trends Related to Unplanned Maintenance
- Maintenance Cost and Trends
  - Water Treatment/Distribution Expense Budget Review
  - Full Operating Expense Budget Review
  - Capital Maintenance Programs
- Compliance and Conformance Inspections
  - QMS Multi System
  - MECP Annual Inspection
- Operator Training
- Staff Input / Other Items

Previous Outcomes

2024-2025 DWS Review Outcomes

- Maintenance Programs
  - internal/external in place and overall, in good shape
  - Minor completion issues
  - Scheduled are need of review for currency
- Documentation
  - Improved from previous years
  - Discussed baseline for entries to ensure consistency in eRIS and Access e11
  - Deficiencies follow-up has improved through Access e11 processes in place

Identified Areas of Concern
Alx DWS:
• Asset management and inventory of equipment • Equipment age for critical equipment • Elevated water loss and correlation for leaks
Gln DWS:
• Well casing external maintenance scheduling • Clara St line post location restoration



Glen Robertson DWS Summary

- Gln Water Treatment Plant
  - UV Disinfection
    - Pre-filtration
  - $NaCl_2$ Disinfection
  - Flow and Residual Monitoring
- Gln Distribution System
  - 0.8kms of 150mm pvc piping
  - 3 distribution valves, 2 air relief valves, 3 flush ports, 1 sampling station
  - 52 services (45-48 active)
  - no Distribution Water Storage
  - Fire wells located within village
    - no connection to municipal system

Internal Maintenance Summaries

- QMS Summary
  - QMS SYS OP-Plan Appendix F2
    - T10G QMS Glen Robertson Maintenance Summery Table v3
- Facility Schedules/Required Maintenance
  - M45 Gln WTP Maintenance Schedule_v5
    - Review/Update/Released by foreman annually
    - Same as previous year:
      - All equipment forms should be verified for currency and if maintenance schedule is up to date
  - UV Sensor Calibration
  - Well Head/Casing Inspection
- Adequacy of OM
  - Version 5-Released Sep 2020
    - Major updates required
      - Sec 3.2-3.5: SCADA Installation
      - Sec 3.6: Trending
      - Sec 4.1: Organizational Structure
      - Add Appendix for Instrumentation ID (SCADA Tags)
      - Need/Requested SOP?

Location	Jun-Dec 2025	Jan-Jun 2026
M45	Weekly/Monthly: • 97% being complete as scheduled	Weekly/Monthly: • 98% being complete as scheduled
	Bi-Weekly UV Sensor Check: • 100% completed	Bi-Weekly UV Sensor Check: • 100% completed
	3 Months : • Cl_2 Pump: 0% • Turb Meter: 0%	3 Months : • Cl_2 Pump: 100% • Turb Meter: 0%
	12 Months (SOP038): • Well Casing Visual Inspection: 100% completed • Capacitator Proactive Replacement:	
	60 Months (SOP038): •Electrical Inspection •Last Inspection:	
	120 Months (SOP038): •Well CCTV Inspection • Last CCTV: 2018	
MDWL	36 Months Reference UV Sensor: • Serial #G01165: July 23, 2025 • Serial #G01365: Mar 10, 2026	

Internal Maintenance Programs

Spring Flushing (F51)	Valve Exercising (F26)

• Target: May-June
  • 2026-Completed in 2 days
  • 2025-Completed in 2 days
	• Target: Summer/Fall
	  • 2026-Completed in 2 days
	  • 2025-Completed in 2 days

Water Audit

• System too small to complete full audit (through AWWA system)
  • 2025 internal annual estimate 11.7% (10.3-14.4)
  • 2026 internal estimate to date 8.2% (10.9-6.6)
• System still well below AWWA recommended values
• No concerns at this time

External Contracted Maintenance

External Analyzer, Sensors and Transmitters Calibration Tracking

- Wallmount & Analyzer Calibration
  - All external calibrations & maintenance has been scheduled for 2026 or is completed to date.
  - Completed July 2025/Scheduled 2026
- Completed:
  - WTP FT1 completed by Dan Machette (Jun 2026)

Generators

- Gln WTP Casey Mechanical (Apr 2026)

Well Head/Casing/Panels/Switches

- 5 Years:
  - External electrical inspection: pressure switch, panel components and loading/voltage readings
    - Has full inspection been completed since 2018 (overdue)
    - 2025/2026 panel capacitator changed
    - Does SOP need to be updated to reflect actual operations?
- 10 Years:
  - External well casing inspection: CCTV, static well levels, flow testing and replacing well pump or header components as required
  - Last completed: Jun 2018 (Jun 2028)

Adequacy & Currency of Maintenance Programs

Operator Input about Adequacy of Scheduling

Input or Feedback from operational staff

Task Completion

- Quarterly tasks not completed
- If tasks are not impactful or beneficial, may be worth removing from scheduling

Currency

- Minor Updates to QMS related documentation

Areas of Concern

Input or Feedback from operational staff

Uncompleted Internal Maintenance

- Committing to tasks we don't complete created possibilities for non-conformance issuances

External Maintenance Scheduling

- Is there a better way to track

Trends Related to Frequency and Duration of Service Interruptions



Major Incidents

- no major equipment issues
- no service interruptions

Construction

- 2025: 1 Planned/0 Unplanned
  - Clara St Flush Port (FP-810)
    - no construction report
    - testing comment in eRIS (Aug 2025)
- 2026: 0 Planned/Unplanned

Occurrences and Trends Related to Unplanned Maintenance

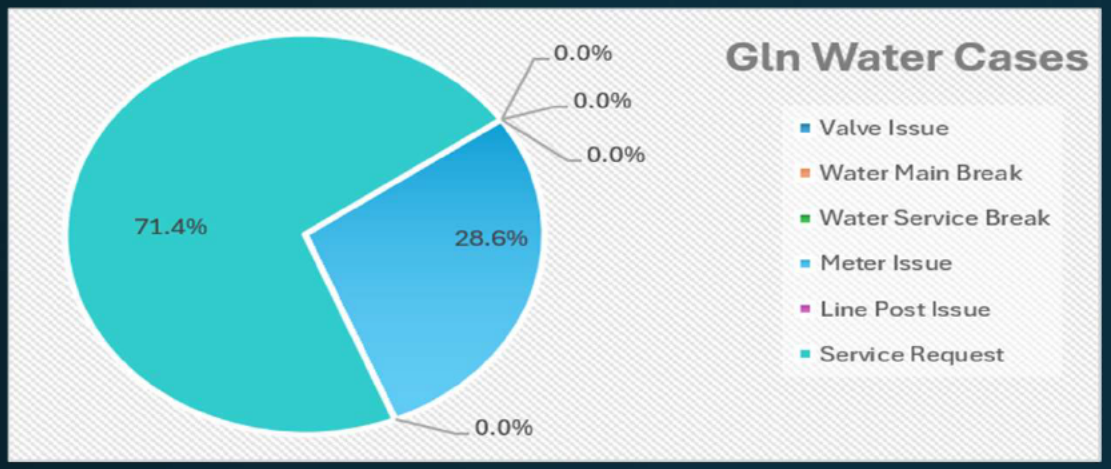
Annual Alarm

- 2025 WTP: 5 (44) 2026 WTP: 15
- 2025 DIS: 1 (5) 2026 DIS: 3
- CPP Issues:
  - 2025-1 alarm exceeded CCP limit: issue identified and rectified immediately; dosing never lost and lowest point was 0.51mg/L
  - 2026-1 alarm on SCADA but not on panel, noted alarm zone bypassed in panel

Equipment Failure Incidents

- **Open**
  - Key Fob Access (Dec 2025)
  - UV2 Failure (Jun 2026)
- **Closed**
  - RRCA Low Ground Water Level (Aug 2025-Jan 2026)
  - AT1F pH probe (May 2026)
  - UPS Failure (May 2026)

Location	Total	2025 (Jun-Dec)	2026 (Jan-Jun)
WTP	**20**	5 (44)	15
SCADA Communication	0	0	0
Utility Power	5	1 (7)	4
UV Issues	2	0 (7)	2
$NaCl_2$ Pump Issues	7	0 (23)	7
High/Low Cl_2 Residual	4	2 (5)	2
Flow/Pressure Issues	2	2 (2)	0
DIS/Church	**4**	1 (5)	3
Utility Power	3	1 (5)	2
High/Low Residual	1	0 (5)	1



Category	Open Water Cases		Closed	
Month	2025	2026	2025	2026
January				2
February				
March				2
April				
May				
June	1		1	
July				
August	1			
September			1	
October	1			
November	3		1	
December	1			
Total Case Count	7		7	
Annual Case Count	7	0	3	4

Access E11

- 0 open cases at this date
- Response time decreased
  - Average cases open for 54 days
    - Previously 3.5 days
- Service request are greatest number of cases
  - Includes billing requests for reading or meter repair, service shut for internal plumbing repairs, non-payment and any line post issues

    Billing Request
    - 2 meter issues (defective)
    - 1 service closures (non-payment)
    - 2 consumption issues

    Owner Request
    - 2 internal plumbing issues

Adequacy of Maintenance Programs Recording Systems

Maintenance Forms

Input or Feedback from operational staff

Changes or New Form Requirements

- Minor issues with some task on form and main schedule not the same

Access e11

Input or Feedback from operational staff

Tracking Issues

- Minor issues with operator case entries and lack of consistency
- Issues with address associated for WW infrastructure
- Duplication of entries for operational tasks not related to service requests

eRIS

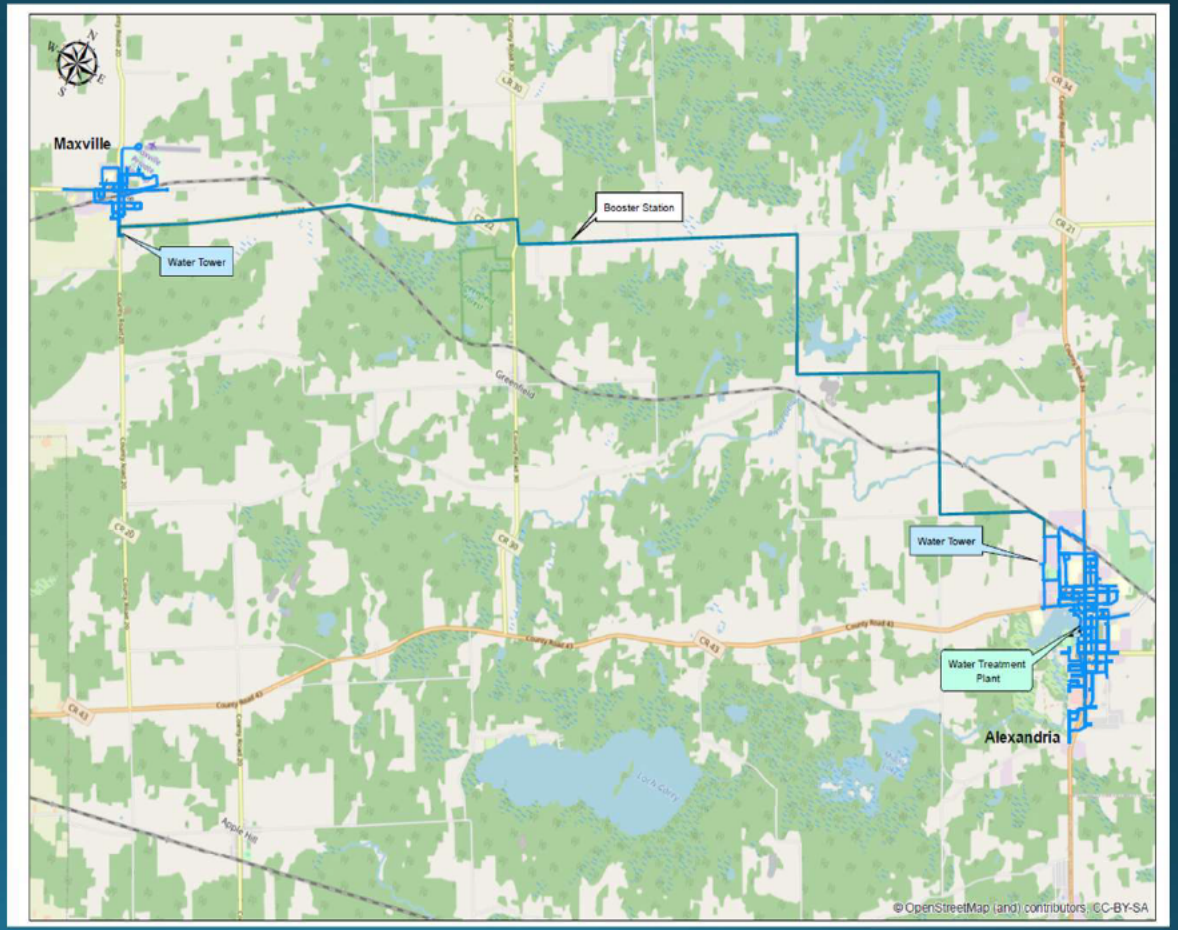
Input or Feedback from operational staff

Tracking Issues

- Minor issues with operators not recording data when completed or sometimes omitting actions completed
- Recording of operational actions in e11 and omitting record in eRIS.

Alexandria System Summary

- Alexandria DWS
  - Alx Water Treatment Plant
  - Alx Water Tower
  - Alx Distribution System
    - 28.1kms mixed piping
    - 1651 services connections
    - 143 fire hydrants
    - 454 valves
    - 1 Bulk Fill Station
  - Max Booster Station
  - Alx-Max Transmission Main
    - 20.4kms 300mm piping
    - 17 fire hydrants
    - 12 valves
    - 32 air relief valves
  - Max Water Tower
  - Max Distribution System
    - 10.2kms of pvc piping
    - 369 active services connections
      - 40 pre-serviced lots
    - 82 fire hydrants
    - 188 valves
    - 2 pressure relief valves



Internal Maintenance Summaries

- QMS Summary
  - QMS SYS OP-Plan Appendix F1
    - T10A QMS Alexandria Maintenance Summery Table- Alexandria v3
- Facility Maintenance Schedules
  - M1 Alx WT Maintenance Schedule_v5
  - M7 Alx WTP Maintenance Schedule_v4
  - M63 Max BST Maintenance Schedule_v7
  - M73 Max WT Maintenance Schedule_v6
    - Review/Update/Release by foreman annually
    - All equipment forms should be verified for currency and if maintenance schedule is up to date
- Adequacy of OM
  - Version 4
  - Released Oct 2021
    - Minor Updates to be completed (3.10/4.1/4.6/5/6.1)
    - Need for specific SOP?

Location	Jun-Dec 2025	Jan-Jun 2026
M7	Weekly/Monthly: • 86% being complete as scheduled	Weekly/Monthly: • 89% being complete as scheduled

	3 Months:
	• 67% completed
	  • Basin Inspection 50%
	  • Loss of Head
	  • Floc Tank Inspection
		3 Months:
		• 60% completed
		  • Basin Inspection 50%
		  • Loss of Head
		  • Floc Tank Inspection

	6 Months:
	• 50% completed
	  • LLP
		6 Months:
		• 50% completed
		  • HLP

	12 Months: • 75% completed • BW Pumps not completed	12 Months: • No tasks required during this period
M1	Weekly/Monthly: • 100% being complete as scheduled	Weekly/Monthly: • 87% being complete as scheduled
	6 Months: • 100% completed	6 Months: • 0% completed • Analyzers
M63	Weekly/Monthly: • 98% being complete as scheduled	Weekly/Monthly: • 93% being complete as scheduled

	6 Months:
	• 50% completed
	  • Analyzer
		6 Months:
		• 50% completed
		  • Analyzer
		  • Injection Point

	12 Month: • 0% completed • Membrane Cap and Diaphragm	12 Month: • No tasks required during this period
M73	Weekly/Monthly: • 94% complete	Weekly/Monthly: • 97% complete

	6 Months:
	• 0% completed
	  • Analyzer
		6 Months:
		• 0% completed
		  • Analyzer

	12 Month:
	• No tasks required during this period
		12 Month:
		• 0% completed
		  • Analyzer
		  • pH probe

Internal Maintenance Programs

Spring Flushing/Hydrant Checks (F27)

Target: May-June

- 2026-Completed in 5wks (May-Jun)
  - *Conventional flushing*
  - *Removed quadrant system from program*
- 2025 completed 6.5weeks (Apr-Jun)
- Access E11 tracking/follow-up
  (Hydrant & WV only)
  - 3 major/ 3 moderate Hydrant or WV issues

Year	Days to Complete *Calendar workdays (days flushed)*					
	Alx				Trans	Max
	Q1	Q2	Q3	Q4	Q5	Q6
2025	6 (5)	6	13 (6)	7 (6)	3 (2)	3
2026	12				2	6

Year	# Reports (during flushing)	Open	Closed
2025	8 (7)	6	2
2026	12	8	4

Valve Exercising (F26)

Target: Summer/Fall

- 2025: 16 wks (37 days Apr-Sep)
- 2026: On-going 11wks (28 days Apr-Jul)
  - exercising not completed on daily basis
- Access E11 tracking/follow-up
  - Minor number of minor issues not reported
  - 3 major/ 2 moderate valve issues

Year	Days to Complete		
	Alx	Tran	Max
2025	19	4	19
2026	18	5	11+

Year	# Reports	Open	Closed	Items in F26
2025	31	4	29	Not Reviewed
2026	38	15	23	9 items not reported

Monthly Treatment Evaluation (TOC/DOC/TKN)

Sample Raw Water-Post Filtration-Treated Water

- Majority or removal observed form sedimentation & filtration (Raw to Post-Filtration)
  - 5% drop from previous year reduction
  - GAC sent in for testing (results)

Internal Maintenance Programs

Summer Algae Monitoring

Target: Weekly May 1-Oct 1

- Monitoring runs May through Oct, sampling depending on water temperature (above 13ºC)
- Treatment systems (sedimentation/filtration) are currently sufficient to treat observed results
  - 2026: all results below detectable limits to date
  - 2025: Only results observed in raw water in July and September

Sampling Location	2025	2026
Raw Water:	non-detection < 0.015µg-0.33µg/L	non-detect (< 0.015µg)
Treated Water (Limit 1.5µg)	non-detect (< 0.015µg)	non-detect (< 0.015µg)

Summer Dead End Checks

Target: Weekly Jun-Sep (17 weeks on sampling schedule)

- 2026: 5 weeks, sampling only occurred once in Max
- 2025: Dead-End checks completed 22% (4/18)
  - Aug/Sep: quality issues Viau St/Lochiel St

Issue	Observed	Potential Cause
Colour Water (Viau St/Lochiel St E)	Aug-Oct	Seasonal issue cause by low flows
2x Single Taste Compliant (Max Marlborough St) (Alx Front St W)	Nov 2025 Feb 2026	Verification of water and quality

Auto-Flushers

Target: May-Oct

- Tracking installation, changes and removal significantly improved
- Data is used to calculate flows for water taking/Water Audit results
  - Alx 4 Units installed
  - Max 3 Units installed

2025 Alx Dis:		2025 Max Dis:	
Hydrant	Installed	Hydrant	Installed
H-72	May 30-Nov 7	H-635	Jun 10-Nov 7
H-143	May 30-Nov 7	H-630	Jun 10-Nov 7
H-145	May 30-Nov 7	H-682	Jun 10-Jun 30 Jul 15-Nov 7
H-350	Jul 2- Nov 7		

Internal Maintenance Programs

Fall Flushing (F53)

- Completed: Oct 20-Oct 27
  - 2025: 5 days
  - 1 issue reported (H-630 ops)

Summary	Alx	Trns	Max
# Hydrants	15	0	9
Volume Water	202m^3	n/a	249m^3

Hydrant Winterizing

- Target: Oct/Nov depending on Temperatures
  - 2025: completed in 9 days
    - 2 major issues noted (H-51 & H-515)
    - Chambers not pumped out, monitored for ice and levels

Summary	Alx (143H)	Trns (17H-24C)		Max (82H)
Days to Complete	5 days	3 day (H)	4 days (C)	7 days
Recheck Required	14%	35%	58%	30%
2025 recheck	35%	23%	n/a	12%

Bleeder Lines

- Target: to be opened when temperatures drop below -25 for 14 consecutive days (but this may vary)
  - 2024-2025: 4 opened between Feb-Jun/Sep
  - 2025-2026: 7 opened between Feb-Apr

Hydrant Maintenance

- Planned
- Unplanned

Town	Planned	Unplanned	Open e11
Alx	8	19	3
Max	17	3	5

Water Audit

- 2025 completed in Mar 2026
  - Alx water Loss 52.8%
  - Max Water Loss 45.0%

External Contracted Maintenance

External Analyzer, Sensors and Transmitters Calibration Tracking

- Completed:
  - Alx WTP FT1603 & FT205, Alx WT FT101 Verification Tower Electronics Canada (Apr 2026)
  - Alx WTP & Bst Stn Backflow by Claude Bourque (Jul 2025)
  - Alx WTP, Alx WT, Bst Stn, Max WT, Max DIS Hach Analyzers and Prominent Analyzers completed by ClearTech (Jul 2025)
  - Alx WTP & Bst Stn Gas Monitors completed by Hetek (Nov 2025/Apr 2026)
  - Meters, Sensors, Transmitters completed by St Laurent Instrumentation (Nov 2025)
- Outstanding or New Inspections (if deemed appropriate):
  - Pump Vibration Testing (LLP/BWP/HLP/BP) last completed 2024/2026 (no report)
  - Alx WTP Chlorinators (if annual check possible/wanted)
  - PRV & ARV Maintenance (2025)

Generators

- Alx WTP: GenXpert (due Aug)
- Alx WT: Casey Mechanical (Apr 2026)
- Max Bst Stn: JC Cayer (Aug 2023)
  - No record in eRIS or Record of Service
  - Completed July 2025
- Max WT: Casey Mechanical (Apr 2026)

Alx WT/Max WT Inspections

- Alx 2025: Recommended to drain tank between 2026-2028 recommended interior/exterior repairs
  - Safety Inspection recommended annually
  - Clean, Inspect Report 2028; ROV 3yrs after
- Max WT Outstanding to date

External Contracted Maintenance

Other Safety Equipment

- Fire Extinguishers: December 2025
- Harness & Lifting Devices (SRL, Tripod, Manlift, Rail System): Corbit & Corbit July 2025
  - last completed by Corbit & Corbit
  - Include the pump jacks

Monthly Pest Control

- Completed as scheduled
  - No issues reported

Alx WTP Sludge Tank Cleaning

- Last completed Aug 17, 2023
  - Operational staff to monitor and determine when cleaning is required
  - Issue with throttling valve in sludge tank

WTP Flow Meter Chamber

- Inspection by operational staff (Spring/Fall)
  - ensure no water in chamber
  - remove if found

Adequacy & Currency of Maintenance Programs

Operator Input about Adequacy of Scheduling

Input or Feedback from operational staff

Task Completion

- Bi-annual/Annual tasks not completed
- If tasks are not impactful or beneficial, may be worth removing from scheduling

Currency

- Minor Updates to QMS related documentation

Areas of Concern

Input or Feedback from operational staff

Uncompleted Internal Maintenance

- Committing to tasks we don't complete created possibilities for non-conformance issuances

External Maintenance Scheduling

- Is there a better way to track

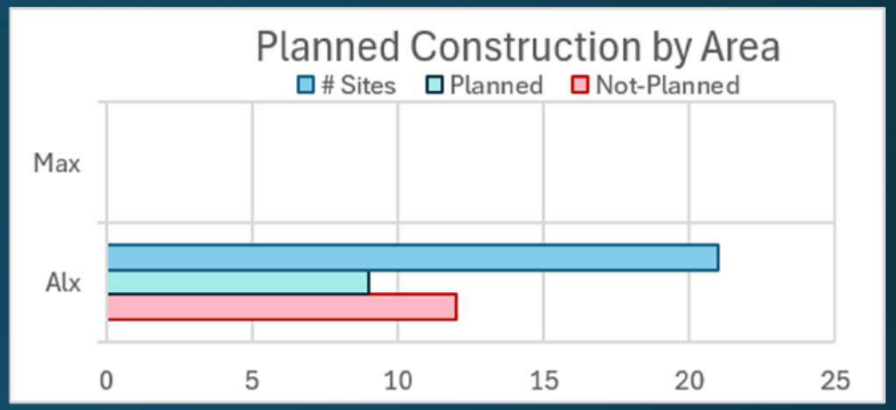
Trends Related to Frequency and Duration of Service Interruptions

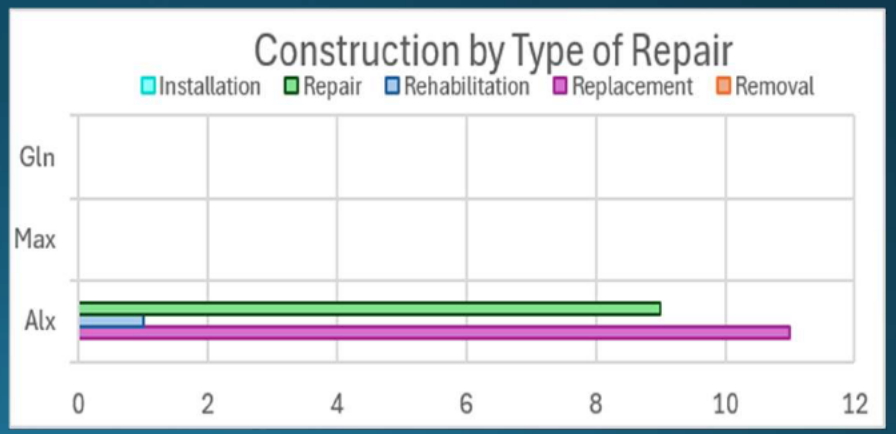
Major Service Interruptions Incidents

- System-Wide
  - no incidents
- Isolated areas
  - Related to construction or maintenance
  - Minor number of pressure complaints
    - High: Sandfield Ave/Kenyon St E
    - Low: Harrison St/Lochiel St E/Victoria St W
    - Low: Main St/Seguin Mill (Gln)

Construction

- 2025/2025: 21 sites
  - Documents reviewed
  - 9 Planned
    - Distribution Valve-Curb Stop-Line Post-Valve Box
    - Service Line-Watermain
  - 12 Not-Planned/Emergency
    - 8 Water Main Breaks
    - 2 Service Line Breaks
    - Distribution Valve Failure
  - Documents reviewed
    - minor issue with post repair flush
    - reports are being completed in timely fashion





Occurrences and Trends Related to Unplanned Maintenance

Annual Alarm

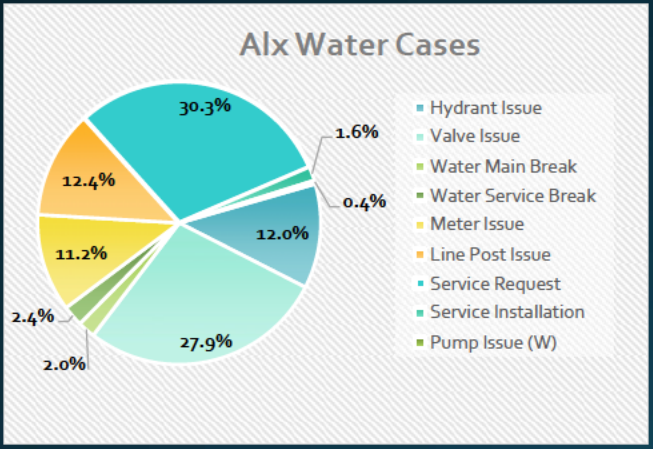
- 2025 WTP: 50 (100) 2026 WTP: 56
- 2025 DIS: 6 (14) 2026 DIS: 14

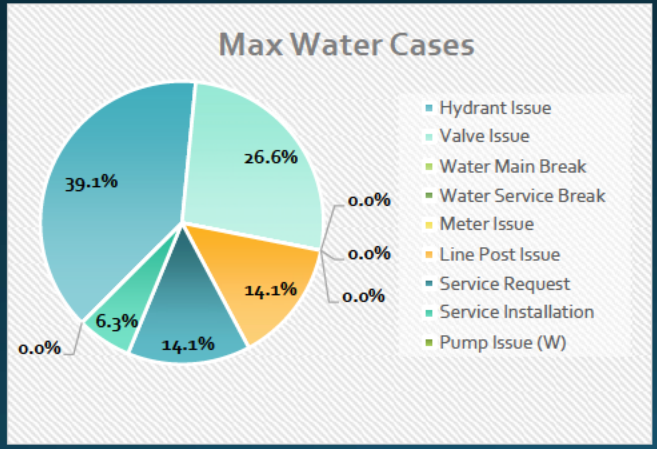
Equipment Failure Incidents

- **Open**
  - P620 Panel Communication Issues (Sep-Feb)
  - BW Magmeter Communications Issues (Jan-Jun)
  - V910 Valve Damaged (Apr)
- **Closed**
  - Bst $NaCl_2$ Dosing System Intermittent Leaks (Jul 2025-Jun 2026)
  - Bst Alarm Panel Communication (Nov 2025 & Jun 2026)
    - Bell Lines/Alarm Panel Replacement
  - Cl_2 Regulator Vent Line Reconfiguration (May 2026)
  - Cl_2 Regulator Failure (Apr 2026)
  - SCADA Computer Replacement (Feb 2026)
  - P610 Diaphragm Rupture (Jan 2026)
  - HLP1630 VFD Communication Failure (Oct 2025-Feb 2026)
  - P610 Calibration Issue: noted coagulant dosing issues (Nov 2025)
  - Singer Valve Failure (Oct 2025)
  - F4 Surface Wash Repair (Sep 2025)
  - Faulty Breaker in SCADA (Jul 2025)
  - LLP210 Low Flows/Partial Blockage (Jun-Aug 2025)

Location	Total	2025 (Jun-Dec)	2026 (Jan-Jun)
WTP	**106**	**50 (100)**	**56**
Security	0	0 (0)	0
SCADA Communications	2	3 (5)	1
Utility Power	4	1 (4)	0
Raw Well Level	4	2 (3)	2
Desludge System	6	1 (3)	5
Pump Issue (chemical & process)	24	11 (13)	13
Filter/Turbidity Issues	27	14 (31)	13
Cl_2 Gas Injection	4	1 (6)	3
Cl_2 Residual	36	16 (39)	20
Clear Well Level	3	2 (2)	1
Generator	0	0 (0)	0
DIS/Water Tower	20	6 (14)	14
Security	2	1 (3)	1
SCADA Communications	2	1 (1)	1
Utility Power	3	3 (4)	0
Chemical Process (Pump/Injection)	5	1 (2)	4
Cl_2 Residual	5	0 (1)	5
Water Flows/Tower Levels	2	0 (2)	2
Generator	1	0 (0)	1

Category	Open Water Cases			Closed	
Month	Pre-2025	2025	2026	2025	2026
January		1	16		10
February		3	6		5
March		1	13		24
April	1	10	21		15
May	3	10	25		12
June		20	43	15	37
July	1	21		32	(2)
August		28		21	
September		31		42	
October		35		33	
November		17		13	
December		8		7	
Total Case Count		321		268	
Annual Case Count	5	185	124	163	105





Access E11

- 53 open cases to date
  - 36 cases in Alx

2 Hydrant Issues	3 Internal Plumbing Issues
22 Valves Issues	3 New Services
6 Line Post Issues	

  - 17 cases in Max

5 Hydrant Issues	2 New Services
8 Valves Issues	1 Operational Issue
1 Line Post Issues	

- Case Break Down
  - Alx: Service Requests and Valve Issues majority of cases.
    - Service Request include consumption, water quality, meter and pressure issues; as well as meter reads water open/close requests and some minor operational requests.
  - Max: Hydrant and Valve Issues majority of cases

Adequacy of Maintenance Programs Recording Systems

Maintenance Forms

Input or Feedback from operational staff

Changes or New Form Requirements

- Minor issues with some task on form and main schedule not the same

Access e11

Input or Feedback from operational staff

Tracking Issues

- Minor issues with operator case entries and lack of consistency
- Issues with address associated for WW infrastructure
- Duplication of entries for operational tasks not related to service requests

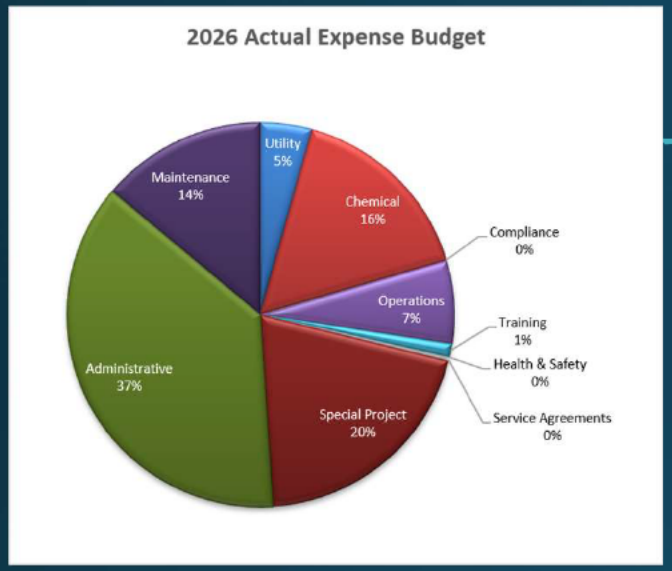
eRIS

Input or Feedback from operational staff

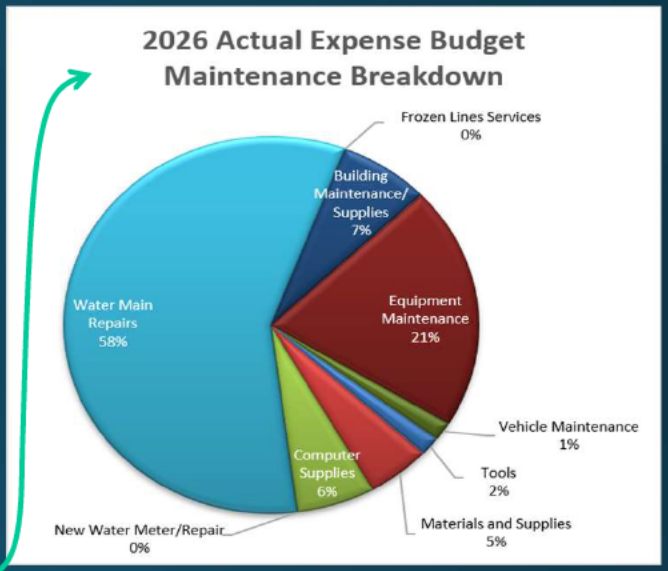
Tracking Issues

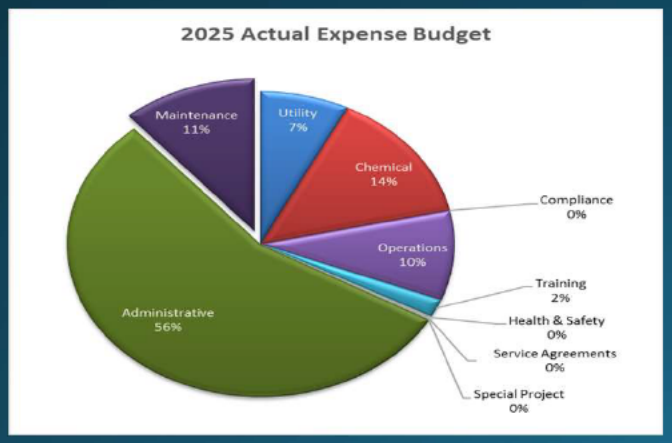
- Minor issues with operators not recording data when completed or sometimes omitting actions completed
- Recording of operational actions in e11 and omitting record in eRIS.

Water Treatment & Distribution Budget Review

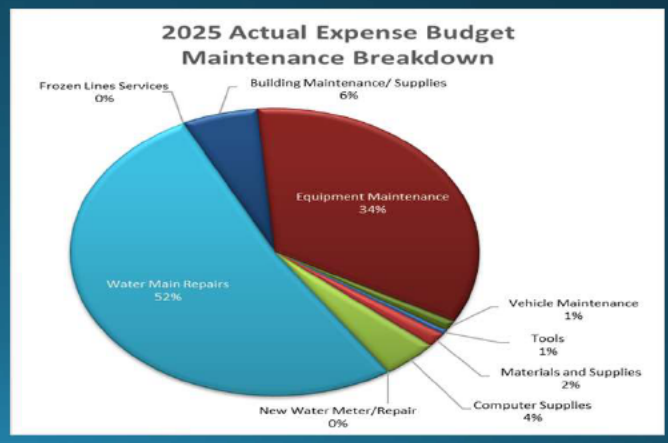


	Water		
	Base Budget	Actual Value	%
Utility	$ 77,500	$ 44,945	4.3
Chemical	$ 167,500	$ 168,333	16.1
Compliance	$ 25,000	$ -	0.0
Operations	$ 88,500	$ 72,499	7.0
Training	$ 23,500	$ 11,634	1.1
Health & Safety	$ 6,390	$ 1,469	0.1
Service Agreements	$ 6,500	$ 2,338	0.2
Special Project	$ 433,316	$ 209,500	20.1
Administrative	$ 659,142	$ 387,370	37.1
Maintenance	$ 199,500	$ 145,012	13.9
	$ 1,686,848	$ 1,043,100	62



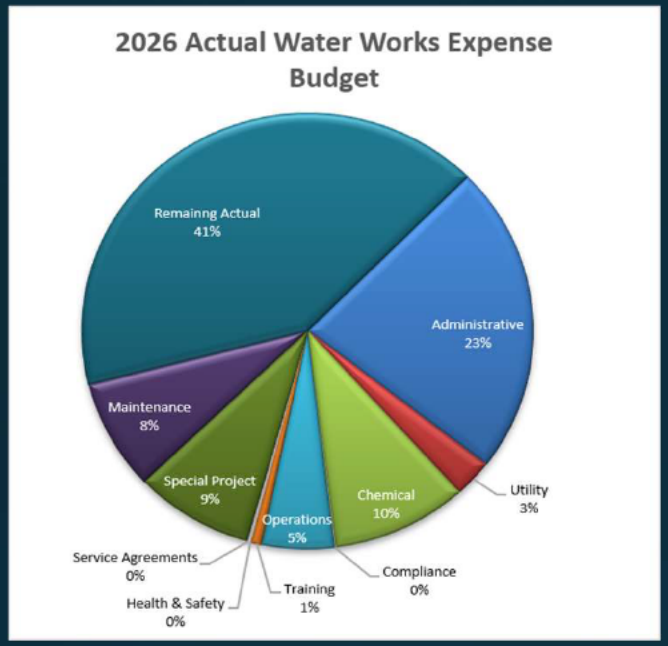


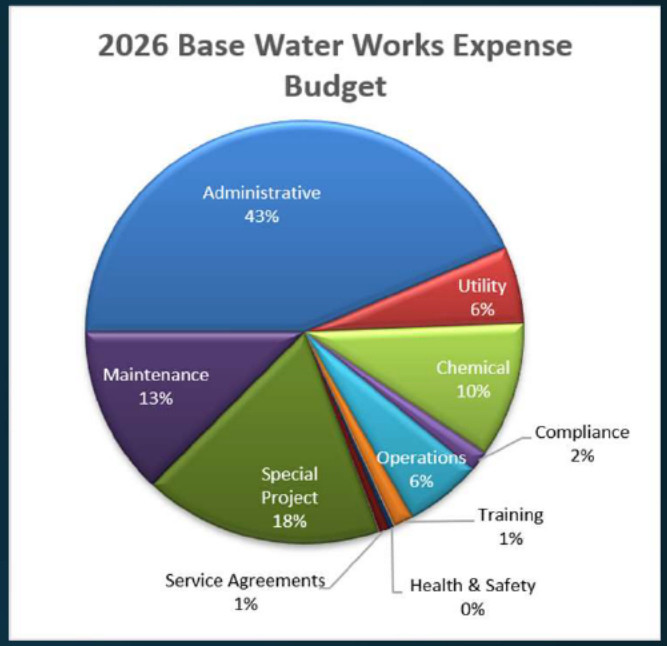
Tools	$ 2,306	1.6
Materials and Supplies	$ 7,245	5.0
Computer Supplies	$ 8,842	6.1
New Water Meter/Repair	$ -	0.0
Water Main Repairs	$ 83,922	57.9
Frozen Lines Services	$ -	0.0
Building Maintenance/Supplies	$ 10,193	7.0
Equipment Maintenance	$ 30,225	20.8
Vehicle Maintenance	$ 2,279	1.6

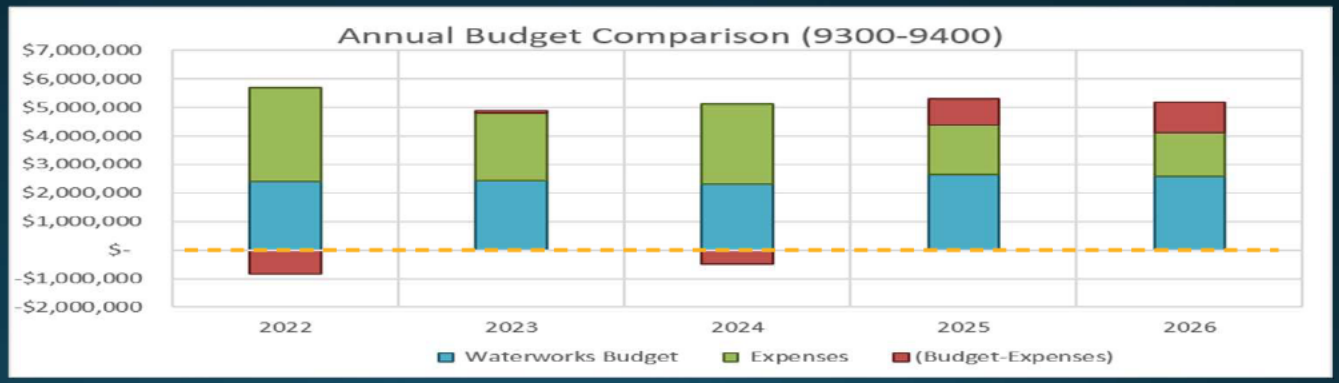


Full Expense Budget
(9300-9400)

GL Category	2026 Actual Value	%	2026 Base Budget	%
Administrative	$ 596,043	39.3%	$ 1,128,050	43.5%
Utility	$ 71,713	4.7%	$ 152,500	5.9%
Chemical	$ 253,240	16.7%	$ 265,500	10.2%
Compliance	$ 2,353	0.2%	$ 40,000	1.5%
Operations	$ 133,635	8.8%	$ 148,400	5.7%
Training	$ 19,491	1.3%	$ 38,200	1.5%
Health & Safety	$ 2,241	0.1%	$ 10,630	0.4%
Service Agreements	$ 6,458	0.4%	$ 9,500	0.8%
Special Project	$ 222,307	14.6%	$ 459,956	17.7%
Maintenance	$ 210,791	13.9%	$ 331,000	12.8%
Actual Total	$ 1,518,272 (59%)		$ 2,593,736	
Remaining Actual	$ 1,075,464 (41%)			







Capital Project Budget Final & (Actual) 2025

WT: GRBLDG (Gln WTP Expansion)-$ 0 ($95,000)
- Design, Engineering, and Construction
- Well Casing work to be incorporated into planning phase

WT: MAINST- $ 0 ($140,000)
- Through SDG Counties infrastructure upgrades for re-beautification work
- Work area to be determined to determine what infrastructure needs to be repaired or replaced prior to paving work

WT: METER- $ 8,529 ($10,000)
- Outstanding residential meter replacement for transition to radio read units (Alx/Gln)
- Future for large commercial meters/Auto-Radio Read System

WT: PROCES- $ 0 ($56,000)
- General fund for equipment replace
- Planned work for 2025:

WT: PWHEAT- $ 0 ($12,600)
- Associated to Public works building refurbishment

WT: PWUPGR- $ 0 ($7,335)
- Associated to Public works building refurbishment

WT: REDUN- $ 0 ($26,000)
- Water Tower prolonged maintenance feasibility study

WT: REFURB- $ 0 ($30,000)
- General fund for planned watermain replacement design
- No work planned for 2026, Planned work for 2026: Bishop St South

WT: SCADA- $ ($30,000)
- For SCADA and computer upgrades at WTP

WT: VALVE (Fire Hydrant and Valve Replacement) - $ 0 ($30,000)
- General fund for proactive or defective fire hydrant and valve replacement
- Planned work for 2025: Dominion St South (south of Lochiel St)

WT: WMASTER (North Glengarry Master Plan)- $ 0 ($10,000)
- Report for overall infrastructure planning and system growth
- Hydraulic modeling was completed in 2024, but overall process review still outstanding
- EVB contracted to complete, no completion to date

WT: WTOWER- $ 0 ($6,000)
- 5 year internal inspection for Alx WT completed (Jun 2025)
- Max WT inspection was also due in 2025 but was not included in budget to 2025. to create plan to complete inspection.

Capital Project Budget Final 2024

WT: MAINST- $ 2,048 ($140,000)
- Through SDG Counties infrastructure upgrades for re-beautification work
- Geotechnical Engineering Work
- Determine infrastructure needs (repaired or replaced) prior to paving work

WT: PROCES (Various Process Equipment Upgrades)- $ 14,098 ($60,000)
- General fund for equipment replacement
- Planned work for 2026:
  - Sample Pump Repair (WTP)
  - Chlorinator Regulator/Switch Over (WTP)
  - DICE System (Bst)

WT: PWUPGR- $ 0 ($27,435)
- Associated to Public works building refurbishment

WT: VALVE (Fire Hydrant and Valve Replacement) - $ 12,529 ($30,000)
- General fund for proactive or defective fire hydrant and valve replacement
  - Used for Large Meter Installation or Replacement (2 Fire Dept/Hospital)

WT: CONTRO (Control Equipment) - $ 0 ($20,000)
- SCADA installation

WT: ENGINR (Hydraulic Engineering) - $ 637 ($50,000)
- Engineering for watermain replacement project future planning supplementary studies for Main St

WT: WATER (Low Lift Pump Replacement) - $ 0 ($300,000)
- Raw well upgrades for low lift pump
- Tender work completed
- Contract review through EVB

Public Works 10-Yr Capital Planning

Asset Class	Qty	Unit	Rehab Rate	Total Value	Life	Per year	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
WATERWORKS							Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Asset Class	Qty	Unit	Rehab Rate	Total Value	Life	Per year	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Offices/garage/storage 50:50split	1	units		$ 350,000.00	25	$ 14,000.00	$ 41,150.00	$ 11,700.00	$ 24,375.00	$ -	$ 38,107.50	$ 96,170.75	$ -	$ -	$ 15,000.00	$ 5,296.50
Hydraulic Engineering 50:50split							$ 50,000.00	$ 25,000.00	$ 50,000.00	$ 25,000.00	$ 50,000.00	$ 25,000.00	$ 50,000.00	$ 25,000.00	$ 50,000.00	$ 25,000.00
							$ 91,150.00	$ 36,700.00	$ 74,375.00	$ 25,000.00	$ 88,107.50	$ 121,170.75	$ 50,000.00	$ 25,000.00	$ 65,000.00	$ 30,296.50
WATER																
Water non-linear assets	5	units		$ 53,830,000.00	200	$ 269,150.00										
Water meter replacement program	3800	units		$ 180,000.00	15	$ 12,000.00		$ 90,000.00	$ 90,000.00							
Process equipment refurbishments			$ 60,000.00				$ 60,000.00	$ 60,000.00	$ 60,000.00	$ 60,000.00	$ 60,000.00	$ 60,000.00	$ 60,000.00	$ 60,000.00	$ 60,000.00	$ 60,000.00
Control equipment refurbishments			$ 20,000.00				$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 20,000.00
Hydrant and Valves			$ 30,000.00				$ 30,000.00		$ 30,000.00		$ 30,000.00		$ 30,000.00		$ 30,000.00	
Water main refurbishments	41700	m	$ 1,650.00	$ 68,805,000.00	200	$ 344,025.00		$ 425,000.00		$ 425,000.00		$ 425,000.00		$ 425,000.00		$ 425,000.00
							$ 110,000.00	$ 595,000.00	$ 200,000.00	$ 505,000.00	$ 110,000.00	$ 505,000.00	$ 110,000.00	$ 505,000.00	$ 110,000.00	$ 505,000.00
SANITARY																
Sanitary non-linear assets				$ 53,200,000.00												
Alexandria Lagoons				$ 32,000,000.00			$ 15,000,000.00	$ 15,000,000.00								
Maxville Lagoons				$ 6,000,000.00			$ 50,000.00	$ 50,000.00								$ 6,000,000.00
Pumping Stations				$ 2,000,000.00					$ 600,000.00	$ 110,000.00	$ 110,000.00	$ 110,000.00	$ 110,000.00	$ 110,000.00	$ 110,000.00	
Forcemain				$ 300,000.00					$ 300,000.00						$ 1,000,000.00	
Sanitary linear assets (inc MH)						$ 217,700.00		$ 285,000.00		$ 285,000.00		$ 285,000.00		$ 285,000.00		$ 285,000.00
							$ 15,050,000.00	$ 15,335,000.00	$ 900,000.00	$ 395,000.00	$ 110,000.00	$ 395,000.00	$ 110,000.00	$ 395,000.00	$ 1,110,000.00	$ 6,285,000.00
FLEET - WATER																
Fleet & Equipment	12	units	$ 190,528.30	$ 610,000.00	14	$ 43,571.43	$ 65,000.00	$ 65,000.00	$ 65,000.00	$ 80,000.00	$ 40,000.00	$ 65,000.00	$ 40,000.00	$ 40,000.00	$ 25,000.00	$ 35,000.00
WATER TOTAL							$ 188,075.00	$ 645,850.00	$ 269,687.50	$ 557,500.00	$ 174,053.75	$ 598,085.38	$ 155,000.00	$ 537,500.00	$ 155,000.00	$ 537,648.25
SEWER TOTAL							$ 15,128,075.00	$ 15,385,850.00	$ 969,687.50	$ 447,500.00	$ 174,053.75	$ 488,085.38	$ 155,000.00	$ 427,500.00	$ 1,155,000.00	$ 6,317,648.25

Compliance and Conformance Inspections:

QMS: All Drinking Water Systems

Internal Audit: Sole Source Contractor: Ewen MacDonald

- Next Audit: To be scheduled end of August
  - On-site Internal Review

External Audit: Sole Source Contractor: Intertek-SAI Global

- Next Audit: scheduled Nov 23, 2026
  - Remote S1 Audit

MECP Inspection

- Gln: January 9, 2026
  - No BMP or Recommendations
  - 100 Risk Ranking
- Alx: January 16, 2026
  - NC: Failure to submit 2A Report from AWQI 171365
  - 100% Risk Ranking

AWQI

- 2025 Reports
  - Dec 12: Turbidity exceeded 1 NTU
- 2026 reports
  - Jan 20: Loss of Coagulant Feed



Internal & External Inspections for Conformance (DWQMS)

Internal Audit: Ewen MacDonald / September 2025

2 Minor Non-Conformances

- Management Review not completed as per requirement
- Public website links to operational plan not current

4 Opportunities for Improvement

- Public website links to waterworks duplicated and not operational
- Not following internal procedure to sign off on T-2 (controlled records table sign off)
- Organizational chart not current
- Operator training records to be centralized

External Audit: Intertek / October 2025

9 Opportunities for Improvement

- Public website link to operational plan not current
- Clarify QMS responsibilities to ensure operators are aware of applicable legislation
- Ensure QMS and DWWP information match
- Update wording in QMS SYS-P8 to match O.Reg 170/03
- Update wording in QMS SYS-P5 to match O.Reg 170/03
- Update authorities of new operational staff to receive direction from OIC and not trained operator
- Consider adding reference to O.Reg 128/04 in personnel coverage
- Review/adjust QMS SYS-P7 for T-12/T14 review timelines to meet current conditions
- Review Action Item Tracking (T3) to ensure updated

External Audit: Intertek / November 2025

9 Opportunities for Improvement

- Consider reviewing QMS SYS OP-P1 & QMS SYS OP-P4 to match O.Reg 170/03 conditions
- Review compliance coordinator position to determine if it is eligible to be considered union position
- Review SDG GIS asset data and create policy
- Review dead-end flushing program for timelines and operational logging consistency
- Consider including lot numbers for turbidity standards in maintenance forms
- Consider adding pump jack to annual maintenance
- Consider adding WHIMIS label to $NaCl_2$ Day Tank

Steps to Obtaining a Higher Level Certificate or Licence



To upgrade to a higher level certificate or licence, you must complete the following:

- register for, and successfully pass the corresponding examination with a mark of 70% or higher;
- meet the experience and education requirements for the corresponding class of certificate or licence;
- complete either the Drinking Water Certificate and Wastewater Licence Application Form, filling out all the required information; and
- submit the application, along with fee payment, for assessment.

Steps to Renewing a Certificate or Licence



To renew an existing certificate or licence, you must:

- meet the experience requirements;
- meet the training requirements applicable to your type of certification;
- complete and submit the appropriate application along with the fee and supporting documentation.

	Highest Class of Drinking Water Facility Operated					
	Class 1	Class 2	Class 3	Class 4	Limited	WQA
Director Approved CEUs	2.1	3.6	4.2	4.2	2.1	2.1
On-the-Job Hours	69	69	78	108	39	39
Total	90	105	120	150	60	60

Operator Training

- Upgrading Certificates or Renewing Certificates
  - Certificate renewal cycle is every 3 years
    - Mandatory Certificate Renewal Course
  - Upgrading can be completed at anytime once requirements are met
- Annual Requirements to maintain licensing
  - 1.4 CEU / 26 OTJ
  - Operators can request/are encouraged to request specific training topics (in-class/on-line options)
  - Operators should be self-monitoring to ensure sufficient training is completed before renewal period
- Staff Suggestion/Input

Staff Input/Other Items

Budget Requests

- Planned Rehabilitation (Valves/Hydrants)
- Tool/Equipment Request
- Equipment Maintenance Needs

Potential Projects

- Alx Filter GAC Media Testing or Replacement
- Maxville Gateway Data Collector
- Mini-Water Audit (Maxville)

Areas for Improvement?

- Documentation
- Process Optimization



Conclusions

- Maintenance Programs
  - Schedules and Tracking forms
    - Overall are in good shape
    - Minor updates needed
  - Work Completion (as scheduled)
    - minor concern for quarterly/bi-annual/annual maintenance completion
      - To determine is these tasks are necessary for performance and preventative maintenance
      - If not beneficial, remove the requirements
    - follow-up in internal equipment deficiencies has improved, to ensure consistency in reporting issues into Access E11
  - Documentation
    - To ensure consistency through all staff in eRIS logs and Access E11
    - Set base line for entries to ensure everyone is on the same page

Areas of Concern

- Alexandria DWS
  - Operator Input
- Glen Robertson DWS
  - Operators Input

STAFF REPORT TO COUNCIL Report No: PW-2026-19

November 9, 2026

From: Timothy Wright, Director of Public Works

RE: PW-2026-19 DWQMS 2025-26 Internal Audit

Recommended Motion:

THAT Council receives report PW-2026-19, PW-2026-19 DWQMS 2025-26 Internal Audit information purposes only;

Background / Analysis:
Ewen MacDonald conducted the Township's annual internal audit on August 18 and 25, 2026, for the Alexandria/Maxville and Glen Robertson drinking water systems. The audit assessed conformity with the Drinking Water Quality Management Standard (DWQMS) and the effective implementation of the Township's quality management system.

The audit identified **no non-conformities** and concluded that the Township's quality management system was implemented and maintained over the past year. Positive findings included the competency of the QMS Representative, management commitment, comprehensive reporting to Council, infrastructure planning and the maintenance of an action-item tracking system.

The auditor identified five opportunities for improvement:

1. Consider replacing the water characteristics table in the next Operational Plan revision with references to annual reports containing more current data.
2. Establish a standardized procedure for tracking operator training and consolidate duplicate training spreadsheets.
3. Update the procurement policy posted on the Township website.
4. Update the Emergency Contact and Services List to reflect staff and Council changes following the municipal election.
5. Consider identifying emergency contacts by position rather than individual name where practical.

These opportunities will be reviewed and tracked through the Township's QMS action-item process. The auditor noted that the opportunities for improvement do not undermine the positive programs and practices already in place.

Alternatives:

N/A

Financial Implications:

No additional funding approval is requested through this report. Follow-up primarily involves administrative updates and improvements to existing processes.

Attachments & Relevant Legislation:

2025-DWS QMS-F12 Management Review
Safe Drinking Water Act, 2002 (SDWA)
O. Reg. 170/03 – Drinking Water Systems
O. Reg. 128/04 – Certification of Drinking Water System Operators and Water Quality Analysts
O. Reg. 169/03 – Ontario Drinking Water Quality Standards

Others Consulted:

Dean McDonald, Environmental Services Manager

_____

Reviewed and Approved by:
Michael Fawthrop, CAO/Clerk

Drinking Water Quality Management Standard

Internal Audit Report

For the period of:

September 5 2025 to August 25, 2026

For:

The Township of North Glengarry

Alexandria/Maxville Water System

(System #220001030)

Glen Robertson Drinking Water System

(System #220008408)

Conducted by: Ewen MacDonald

Audit dates: September 5, 2025 – August 25, 2026

1.0 Overview & Objectives

An internal audit of the Township of North Glengarry quality management system (QMS) was conducted on August 18 and 25th, 2026 to determine whether it conforms to the requirements of the Standard and version; and to assess whether the QMS is effectively implemented.

The internal audit was conducted by Auditor Ewen MacDonald

This report summarizes the audit results in section 2.0 Audit Findings, categorizing positive findings, non-conformities and opportunities for improvement.

1.1 Scope

The internal audit was performed at the Township of North Glengarry Alexandria/Maxville Water Treatment Plant located at 90 Main Street, Alexandria, Ontario

Operational Plans, Records, and Documents for the Township of North Glengarry were reviewed entirely for conformity to the Standard and version. This audit also reviewed the Township of North Glengarry's planned processes and programs to evaluate how well QMS requirements are integrated into them.

Process audits examine the resources (equipment, materials and people) used to transform the inputs into outputs, the methods (procedures and instructions) followed and the measures collected to determine process performance. Process audits check the adequacy and effectiveness of the process controls established by procedures, work instructions, training and process specifications.

The last Internal Audit was conducted on September 5, 2025. This audit focused on the period between November 1, 2024 and September 5, 2025.

Methodology

The audit was conducted in accordance with CAN/CSA-ISO 19011:03, Guidelines for Quality and /or Environmental Management Systems Auditing, and the Walkerton Clean Water Centre Course "Internal Auditing for the DWQMS".

The list of all auditing criteria is included in Appendix "A" – Audit Plan. Appendix "B" – Documents and Records reviewed. Appendix "C" – Document Review Checklist and Auditors Comments

In order to conduct audits within scope, time and budgetary constraints, they are based upon a sampling of processes, systems, operations and documents. Not every single document, operation, system, process, or piece of information relating to management system performance is reviewed. The size of the sample selected by the auditors is appropriate to the size and scale of the operation and information available. Objective evidence collected by the auditors is based upon the sampling.

The conclusions presented in this report are based on information presented during the internal audit.

1.2 Audit Program Monitoring and Reviewing

The implementation of the audit program was monitored and, at appropriate intervals, reviewed to assess whether the objectives have been met and to identify opportunities for improvement. The results of this review will be included in this report, if applicable.

Performance indicators were used to monitor characteristics such as:

- the ability to implement the audit plan,
- conformity with the audit program, schedules and audit objectives, and
- feedback from top management, auditees, auditors and other interested parties.

The audit program review considered:

a) results and trends from monitoring,
b) conformity with procedures,
c) evolving needs and expectations of staff involved,
d) audit program records,
e) alternative or new auditing practices,
f) effectiveness of the measures to address the risks associated with the audit program, and
g) confidentiality and information security issues relating to the audit program.

Corrective actions and opportunities for improvement from the results of audit program reviews, if any, are included in the internal audit report's section 2.0 Audit Findings.

1.3 Auditors

The Auditor was Ewen MacDonald, who has received Internal Auditing for the DWQMS training through the Walkerton Clean Water Centre. Auditor qualifications are included in Appendix "D" – Auditor Training Certificates.

1.4 Confidentiality

The information gathered by the Auditor is the property of the Township of North Glengarry only and will not be transmitted to any third party without the prior written consent of an authorized representative.

All documents provided by the organization prior to and during the assessment are kept only for the purpose of audit review and audit report

2.0 Audit Findings

2.1 Positive Findings

The following positive audit findings were noted during the audit:

Competency

The QMS Representative continues to demonstrate familiarity with all aspects of the DWQMS and the importance of developing and maintaining the Operation Standard. Angela Cullen has a thorough understanding of the DWQMS and the importance of communications with Top Management and the Operators.

Commitment

The QMS Representative has created and maintains an Action Items Tracking QMS SYS T3. The spreadsheet is monitored and updated by the QMS Representative to ensure that action items are completed and closed in a timely manner.

The Township's CAO Participated in the Management Review demonstrating a high level of Commitment and understanding of his Responsibilities to the DWQMS.

Communications

Documents and reports to Council by the Public Works Director are detailed and informative. The Annual Update presented on June 22nd was very comprehensive and provided the Owners with a complete overview of the DWQMS annual requirements

A very comprehensive Infrastructure Maintenance, Rehabilitation and Renewal Presentation was created.

2.2 Non-Conformities

The following non-conformities were noted during the audit:

Minor Non Conformance - None

Non Conformance - None

2.3 Opportunities for Improvement

The following is a list of opportunities for improvement noted in conducting this audit:

Reference	Opportunity for Improvement – Description
Element 6 Drinking Water Systems	Consider removing the Water Characteristics table from Element 6 for Version 10, and referring to the Annual Reports which have more current data.
Element 10 Competencies	Training logs are scanned and sent to Administration by the senior operator It is recommended that a standard procedure be created to track training. Currently there are multiple training spreadsheets maintained by Administration and Operations. Consider consolidating the Training Logs into one standard spreadsheet to avoid duplication.
Element 13 Essential Supplies and Services	The Procurement Policy on the Township website is out of date and should be updated
Element 18	The Emergency Contact & Services List QMS SYS-T13 should be updated to reflect Staff and Council Changes following the October Municipal Election
Element 18	Consider using positions and not specific names where possible for Emergency Contacts

3.0 Conclusions

The results of the internal audit performed at the Township of North Glengarry for the drinking water system confirm that the quality management system was Implemented and Maintained over the past year.

While opportunities for improvement are cited in this audit report, they do not undermine the positive programs and attitudes already in place among the North Glengarry staff.

Ewen MacDonald

Ewen MacDonald

Appendix "A" – Audit Plan

Internal Audit Start Date:	August 5, 2026	Internal Audit End Date:	August 25. 2026

Date	Time	Participants	Process / Program	DWQMS Element																				
				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
August 5 – Aug 11		EM	Desk Top Review	x	x	x	x	x	x	x	x	X	x	x	x	x	x	x	x	x	x	x	x	x
August 11	10:00-11:00	EM/AC	Kick off Meeting	x																		x		
August 18	9:00-9:30	EM/AC	Previous Audit Management Review	x																		x	x	
August 18	9:30-11:00	EM/AC	QMS Representative Responsibilities		x		x	x	x	x	x	X	x	x	x	x	x	x	x	x	x	x	x	x
August 18	11:00-11:30	EM/AC	Top Management Responsibilities	x	x	x									x		x	x				x	x	x
August 25	9:30-10:00	EM/AC/RS/PB	Staff Interview					x																
August 25	10:00-11:00	EM/AC/TW/DM	Closing Meeting	x	x	x							x	x	x							x	x	x

Initials EM-Ewen MacDonald Auditor, AC-Angela Cullen QMS Rep, TW-Timothy Wright Top Management, DM Dean McDonald,RS-Roch Seguin, PB Patrick Bourcier

Appendix "B" – Documents and Records

The list of documents and records were reviewed and observations made during the audit include:

- DWQMS QMS SYS-OP-PLAN V9 October 20, 2025
- Certificate of Accreditation SAI Global March 3, 2026
- DWQMS External Audit Report Intertec October 30, 2025
- DWQMS Re Accreditation Audit Report Intertec November 25, 2026
- QMS SYS-P9 Communications Procedure
- QMS SYS-P13 Commitment and Endorsement Procedure
- QMS SYS-P2 Records Control Procedure
- QMS SYS-T2 Controlled Records Table
- MECP Inspection Report Jan 26, 2026
- QMS SYS-P8 Risk Assessment Procedure
- QMS SYS-F4A Hazard Identification and Risk Assessment Alexandria Drinking Water System
- QMS SYS-F5 Annual Review Form for Alexandria and Glen Robertson
- Digital Training Spreadsheet for tracking Operator training
- QMS SYS-F2 General Communications AWQI Response and Follow up Internal Training January 30, 2026
- QMS SYS P3 Review and Provision of Infrastructure Procedure
- QMS SYS-F3 Infrastructure Review Report Form
- 2025 Asset Management Plan
- Infrastructure Maintenance, Rehabilitation and Renewal Presentation
- QMS SYS-F11 Infrastructure Maintenance, Rehabilitation and Renewal Form July 24, 2026
- QMS SYS-P10 Emergency Management Procedure
- QMS SYS-T13 Emergency Contact and Services List
- QMS SYS-F9 Emergency Management Communications Form
- QMS SYS-F12 Management Review March 27, 2026
- Staff Report 2026-13 DWQMS Management Review June 22, 2026

- **Appendix "C"**

DOCUMENT REVIEW – DWQMS 2.0 *(Condition Expected)*	DOCUMENT REVIEW – Auditor Comments *(Condition Found)*
1. Quality Management System (QMS) **PLAN** – The OP shall ***document a QMS*** that ***meets the requirements*** of this Standard. **DO** – The OA shall ***establish and maintain the QMS*** in accordance with the requirements of this Standard and the ***policies and procedures*** documented in the OP.	The DWQMS Operations Plan V9, Conforms to the requirements of the Standard. The Township received a Certificate of Reaccreditation from SAI Global in March 2026 A full scope Accreditation was completed in November 2025 The Operations Plan covers the two drinking water systems as subsystems with the Township as the Owner with common Top Management, QMS Representative, and Operations Staff. The Maxville System is an extension of the Alexandria System and fall under the same Licence number
2. QMS Policy **PLAN** – The OP shall ***document a QMS Policy*** that provides the foundation for the QMS, and: a)includes a ***commitment*** to the ***maintenance and continual improvement of the QMS***, b)includes a commitment to the ***Consumer to provide safe drinking water***, c)includes a commitment to ***comply with applicable legislation and regulations***, and d)is in a form that ***can be communicated*** to all OA ***personnel***, the ***Owner*** and the ***Public***. **DO** – The OA shall ***establish and maintain a QMS*** that is consistent with the QMS Policy.	The DWQMS Operations Plan Conforms with the requirements of the Standard The System Policy Commitment Statement is posted on the Township's Website The QMS Policy Statement is posted in the lobby of Town Hall

3. Commitment and Endorsement **PLAN** – The OP shall contain a ***written endorsement*** of its contents by ***Top Management*** and the ***Owner***. **DO** – Top Management shall provide ***evidence*** of its ***commitment*** to an effective QMS by: a) ensuring that a ***QMS is in place that meets*** the requirements of this Standard, b) ***ensuring*** that the OA is aware of all applicable ***legislative and regulatory requirements***, c) ***communicating*** the ***QMS*** according to the procedure for communications, d) ***determining, obtaining or providing*** the ***resources needed*** to maintain and continually improve the QMS.	The Owners passed By-Law 44-2022 for the Commitment and Endorsement of the DWQMS in December 2022 Pending the outcome of the October 26, 2026 Municipal Election, there might be a trigger for Re-Endorsement if there are major changes as per QMS SYS-P13 4.2.1.
4. QMS Representative **PLAN** – The OP shall ***identify*** a ***QMS representative***. **DO** – Top Management shall ***appoint and authorize*** a QMS representative who, irrespective of other responsibilities, shall: a) ***administer*** the QMS by ***ensuring that processes and procedures needed*** for the QMS are ***established and maintained***, b) ***report to Top Management*** on the ***performance*** of the QMS and any need for ***improvement***, c) ensure that ***current versions of documents*** required by the QMS are being ***used at all times***, d) ensure that ***personnel*** are ***aware*** of all applicable ***legislative and regulatory requirements*** that pertain to their duties for the operation of the Subject System, and e) promote ***awareness of the QMS*** throughout the OA.	Top Management has appointed Water Works Compliance Coordinator Angela Cullen as the QMS Representative The QMS Representative continues to demonstrate familiarity with all aspects of the DWQMS and the importance of developing and maintaining the Operation Standard. Angela Cullen has a thorough understanding of the DWQMS and the importance of communications with Top Management and the Operators.
5. Document and Records Control **PLAN** – The OP shall document a procedure for Document and Records control that describes how: a) ***Documents required*** by QMS are: i. kept ***current, legible*** and readily ***identifiable*** ii. ***retrievable*** iii. ***stored, protected, retained and disposed of***, and b) ***Records required*** by the QMS are: i. kept ***legible***, and readily ***identifiable*** ii. ***retrievable*** iii. ***stored, protected, retained and disposed of***. **DO** – The OA shall implement and conform to the procedure for Document and Records control and shall ensure that QMS documentation for the Subject System includes: a) the ***OP*** and its associated ***policies and procedures***, b) Documents and Records determined by the OA as ***being needed*** to ensure the effective ***planning, operation and control*** of its operations, and c) the results of ***internal and external Audits*** and ***management reviews.***	Operator Patrick Bourcier was able to identity the 3 fundamental instructions with respect the document control The QMS Representative maintains a current and complete list of controlled QMS Records Table QMS SYS-T2 as per QMS SYS-P2 QMS Records Control Procedure
6. Drinking Water System (DWS) **PLAN** – The OP shall ***document***, as applicable: a) for the Subject System: i. the name of the ***Owner*** and ***OA***, ii. if the system includes equipment that provides ***Primary Disinfection*** and/or ***Secondary Disinfection***: A. a ***description of the system*** including all applicable ***Treatment System processes*** and ***Distribution System components***, B. a Treatment System ***process flow chart***, C. a description of the ***water source***, including: I. general ***characteristics of the raw water*** supply, II. ***common event-driven fluctuations***, and	There have been no changes to the Drinking Water Systems Update the Municipal Drinking Water Licenses expiry date for Version 10

DOCUMENT REVIEW – DWQMS 2.0 *(Condition Expected)*	DOCUMENT REVIEW – Auditor Comments *(Condition Found)*
III. any resulting ***operational challenges and threats.*** iii. if the system does not include equipment that provides Primary Disinfection or Secondary Disinfection: A. a description of the system including all Distribution System components, and B. a description of any ***procedures*** that are in place to ***maintain disinfection residuals***. b) if the Subject System is an Operational Subsystem, a summary ***description*** of the ***Municipal Residential Drinking Water System it is a part of*** including the name of the ***OA(OA's)*** for the other Operational Subsystems. c) if the Subject System is ***connected to one or more*** other Drinking Water Systems owned by different ***Owners***, a summary description of those systems which: i. indicates whether the Subject System ***obtains water from or supplies water to*** those systems, ii. names the ***Owner*** and ***OA(OA's)*** of those systems, and iii. identifies which, if any, of those systems that the Subject System ***obtains*** water from are relied upon to ***ensure the provision of safe drinking water.*** **DO** – The OA shall ensure that the ***description*** of the Drinking Water System is ***kept current.***	MECP Report identified an issue with the reporting of an Adverse Water Test. This was an Operator Error that has been rectified and additional training has been provided to the Operator. A tracking policy has been created to assist the QMS Representative with the oversight of the Standard and any issues that arise. Both systems have received a ranking of 100% OFI Consider removing the Water Characteristics from Element 6 for Version 10, and referring to the Annual Reports which have more current data.
7. Risk Assessment **PLAN** – The OP shall document a risk assessment process that: a) Considers potential hazardous events and associated hazards, as identified in MOECC document titled ***Potential Hazardous Events for Municipal Residential Drinking Water Systems***, dated February 2017 as it may be amended. A copy of this document is available at www.ontario.ca/drinkingwater. b) ID's ***additional potential*** hazardous events & associated hazards, c) ***assesses*** the ***risks*** assoc. w/ the ***occurrence*** of hazardous events, d) ***ranks*** the hazardous events according to the ***associated risk***, e) ***identifies control measures*** to address the potential hazards and hazardous events, f) identifies ***Critical Control Points***, g) identifies a method to ***verify, at least once every calendar year***, the ***currency*** of the information and the ***validity of the assumptions*** used in the risk assessment, h) ensures that the risks are ***assessed at least once every thirty-six months***, and i) considers the ***reliability and redundancy of equipment***. **DO** – The OA shall ***perform*** a risk assessment ***consistent with the documented*** process.	Reviewed QMS SYS-P8 Risk Assessment Procedure The Annual Risk Assessment for the Glen Robertson Drinking Water System was completed on August 21 by the QMS Representative as per QMS SYS-P8 4.1 and revised/updated on QMS SYS-F5 The annual and 36 Month Risk Assessment for the Alexandria Drinking Water System were completed in November 2025
8. Risk Assessment Outcomes PLAN – The OP shall document: a) the ***identified potential hazardous events and associated hazards***, b) the ***assessed risks associated with the occurrence*** of hazardous events, c) the ***ranked*** hazardous events, d) the ***identified control measures*** to address the potential hazards and hazardous events, e) the identified ***Critical Control Points*** and their respective ***Critical Control Limits***, f) procedures and/or processes to ***monitor the Critical Control Limits***, g) procedures to ***respond to deviations from the Critical Control Limits***, and h) procedures for ***reporting and recording deviations*** from the Critical Control Limits. **DO** – The OA shall ***implement and conform*** to the procedures.	The Risk Assessment included reference to the MECP's *Potential Hazardous Events for Municipal Residential Drinking Water Systems to Consider in the DWQMS Risk Assessment, April 2022* as was noted as an OFI in the 2024 External Audit. Viewed the QMS SYS-F5 Annual Review Form for Glen Robertson and Alexandria

9. Org. Structure, Roles, Responsibilities and Authorities PLAN – The OP shall: a) describe the ***organizational the structure*** of the OA including ***respective roles, responsibilities and authorities***, b) delineate ***corporate oversight*** roles, responsibilities, authorities in the case where the OA operates multiple Subject Systems, c) identify the ***person, persons or group of people*** within the management structure of the org. responsible for undertaking the ***Management Review*** described in Element 20, d) identify the person, persons or group of people, having ***Top Management responsibilities*** required by this Standard, along with their responsibilities, & e) identify the ***Owner*** of the Subject System. **DO** – The OA shall ***keep current*** the description of the organizational structure including respective roles, responsibilities and authorities, and shall ***communicate*** this information to OA ***personnel*** and the ***Owner***.	There have been no Changes to Organizational Structure

DOCUMENT REVIEW – DWQMS 2.0 *(Condition Expected)*	**DOCUMENT REVIEW – Auditor Comments *(Condition Found)***
10. Competencies **PLAN** – The OP shall ***document***: a) ***competencies*** required for personnel performing duties directly ***affecting drinking water quality***, b) activities to ***develop and/or maintain competencies*** for personnel performing duties directly affecting drinking water quality, and c) activities to ensure that personnel are ***aware of the relevance of their duties*** and ***how they affect*** safe drinking water. **DO** – The OA shall undertake ***activities*** to: a) ***meet and maintain competencies*** for personnel directly affecting drinking water quality and shall ***maintain records*** of these activities, and b) ***ensure that personnel are aware*** of the relevance of their duties and how they affect safe drinking water and shall ***maintain records*** of these activities.	Viewed Hard Copy Training Log for Viewed QMS SYS-F2 General Communications Form AWQI Response and Compliance Follow Up Internal Training completed on January 30, 2026. **OFI Training logs are kept by each individual and it is recommended that a standard spreadsheet be created and that they be forwarded and retained by Administration on a routine basis. Currently there are multiple training spreadsheets maintained by Administration and Operations. Consider consolidating the Training Logs into one standard spreadsheet to avoid duplication.**
11. Personnel Coverage **PLAN** – The OP shall document a procedure to ensure that ***sufficient personnel meeting identified competencies*** are available for duties that ***directly affect*** drinking water quality. **DO** – The OA shall ***implement and conform*** to the procedure.	

12. Communications **PLAN** – The OP shall document a ***procedure*** for communications that describes ***how*** the ***relevant aspects of the QMS*** are ***communicated*** between Top Management and: a)the ***Owner***, b)OA ***personnel***, c)***Suppliers*** that have been identified as essential under Plan (a) of Element 13 of this Standard, and d)the ***Public***. **DO** – The OA shall ***implement and conform*** to the procedure.	The Annual Report on the Management Review for the Drinking Water Systems to Council on June 22nd included an update on the DWQMS.
13. Essential Supplies and Services PLAN – The OP shall: a) identify all ***supplies and services essential*** for the delivery of ***safe drinking water*** and shall state, for each supply or service, the ***means to ensure its procurement***, and b) include a procedure by which the OA ***ensures the quality*** of essential supplies and services, in as much as they may affect drinking water quality. **DO** – The OA shall implement and conform to the procedure.	There are no changes to the Essential Suppliers and Service Providers. OFI The Procurement Policy on the Township website is out of date
14. Review and Provision of Infrastructure **PLAN** – The OP shall document a procedure for ***reviewing the adequacy of the infrastructure necessary*** to operate and maintain the Subject System that: a)***Considers the outcomes of the risk assessment*** documented under Element 8, and b)***Ensures that the adequacy of the infrastructure necessary*** to operate and maintain the Subject System is reviewed ***at least once every Calendar Year.*** **DO** – The OA shall ***implement and conform*** to the procedure and ***communicate the findings*** of the review to the ***Owner***.	The Township's 2025 Asset Management Plan is posted on the Township's website.
15. Infrastructure Maintenance, Rehabilitation and Renewal PLAN – The OP shall document: a) a ***summary*** of the OA's ***infrastructure maintenance, rehabilitation and renewal programs*** for the Subject System, and b)a ***long term forecast of major infrastructure maintenance, rehabilitation and renewal activities***. **DO** – The OA shall: a)***keep the summary*** of the infrastructure maintenance, rehabilitation and renewal programs ***current***, b)ensure that the ***long term forecast*** is ***reviewed at least once every Calendar Year***, c)***communicate*** the programs ***to the Owner***, and d)***monitor the effectiveness*** of the maintenance program.	Reviewed the Infrastructure Maintenance, Rehabilitation and Renewal Procedure QMS SYS P3 Reviewed the Infrastructure Maintenance, Rehabilitation and Renewal Form QMS SYS F11 A 10 Year Capital Plan has been developed A very comprehensive Infrastructure Maintenance, Rehabilitation and Renewal Presentation was created.

DOCUMENT REVIEW – DWQMS 2.0 *(Condition Expected)*	DOCUMENT REVIEW – Auditor Comments *(Condition Found)*
16. Sampling, Testing and Monitoring PLAN – The OP shall document: a) a ***sampling, testing and monitoring procedure*** for ***process control and finished drinking water quality*** including requirements for sampling, testing and monitoring at the ***conditions most challenging*** to the Subject System, b) a description of ***relevant sampling, testing or monitoring*** activities, if ***any***, that take place ***upstream*** of the Subject System, and c) a procedure that describes how sampling, testing and monitoring results are ***recorded and shared*** between the ***OA*** and the ***Owner***, where applicable. **DO** – The OA shall implement and conform to the procedures.	
17. Measurement and Recording Equipment Calibration and Maintenance **PLAN** – The OP shall document a ***procedure*** for the ***calibration and maintenance*** of ***measurement and recording*** equipment. **DO** – The OA shall ***implement and conform*** to the procedure.	
18. Emergency Management **PLAN** – The OP shall document a ***procedure*** to ***maintain a state of emergency preparedness*** that includes: a) a ***list of potential emergency situations*** or service interruptions, b) ***processes*** for emergency ***response and recovery***, c) emergency response ***training and testing*** requirements, d) ***Owner and OA responsibilities*** during emergency situations, e) ***references to municipal*** emergency planning measures as appropriate, and f) an ***emergency communication protocol*** and an ***up-to-date list*** of emergency ***contacts***. **DO** – The OA shall ***implement and conform*** to the procedure.	An annual Emergency Review was completed on the topic of Cross Connections on February 25th, 2026. The Training was documented on QMS SYS-F9. All Operators attended the Training Exercise. OFI The Emergency Contact & Services List QMS SYS-T13 should be updated to reflect Staff and Council Changes following the October Municipal Election OFI - Consider using positions and not specific names for Emergency Contacts?
19. Internal Audits **PLAN** – The OP shall document a ***procedure for internal Audits*** that: a) ***evaluates conformity of the QMS*** with the requirements of this Standard, b) identifies internal Audit ***criteria, frequency, scope, methodology and record-keeping*** requirements, c) considers ***previous internal and external Audit results***, and d) describes ***how QMS Corrective Actions are identified and initiated***. **DO** – The OA shall ***implement and conform*** to the procedure and shall ensure that internal Audits are conducted at ***least once every Calendar Year***.	An Internal Audit was conducted in August 18 and August 25th, 2026 and finalized and submitted on August , 2026

20. Management Review **PLAN** – The OP shall document a ***procedure for management review*** that ***evaluates*** the continuing ***suitability, adequacy and effectiveness*** of the QMS and that includes consideration of: a) incidents of ***regulatory non-compliance***, b) incidents of ***adverse drinking water tests***, c) ***deviations from Critical Control Point limits*** and ***response actions***, d) the ***effectiveness of the risk assessment*** process, e) ***internal and third-party Audit*** results, f) ***results of emergency response testing***, g) ***operational performance***, h) ***raw water supply and drinking water quality trends***, i) follow-up on ***action items*** from ***previous management reviews***, j) the ***status*** of management ***action items*** identified between reviews, k) ***changes that could affect*** the QMS, l) ***Consumer feedback***, m) the ***resources needed*** to maintain the QMS, n) the ***results of the infrastructure review***, o) ***OP currency, content and updates***, and p) ***staff suggestions***.	Viewed the Management Review QMS SYS-F12 Checklist completed by Top Management and the QMS Representative on The Township's CAO Participated in the Management Review demonstrating a high level of Commitment to the DWQMS

DOCUMENT REVIEW – DWQMS 2.0 *(Condition Expected)*	**DOCUMENT REVIEW – Auditor Comments *(Condition Found)***
DO – Top Management shall ***implement and conform*** to the procedure and shall: a) ensure that a management review is conducted ***at least once every Calendar Year***, b) consider the ***results of the management review*** and identify ***deficiencies and actions*** items to address the ***deficiencies***, c) provide a ***record of any decisions and action items*** related to the management review including the ***personnel responsible*** for delivering the action items and the ***proposed timelines*** for their implementation, and d) ***report*** the ***results of the management review, the identified deficiencies, decisions and action items to the Owner***.	
21. Continual Improvement **PLAN** – The OA shall develop a ***procedure*** for ***tracking and measuring continual improvement*** of its QMS by: a) ***reviewing and considering*** applicable ***best management practices***, including any published by the Ministry of the Environment and Climate Change and available on www.ontario.ca/drinkingwater, at least once every thirty-six months; b) documenting a process for ***identification and management*** of QMS ***Corrective Actions*** that includes: i. ***investigating the cause***(s) of an identified non-conformity, ii. ***documenting the action(s) that will be taken*** to correct the non-conformity and prevent the non- conformity from re-occurring, and iii. ***reviewing the action(s) taken*** to correct the non-conformity, ***verifying that they are implemented*** and ***are effective in correcting and preventing*** the re-occurrence of the non-conformity. c) documenting a process for identifying and implementing ***Preventive Actions*** to eliminate the occurrence of potential non-conformities in the QMS that includes: i. ***reviewing potential non-conformities*** that are identified to determine if preventive actions may be necessary, ii. ***documenting the outcome of the review***, including the action(s), if any, that will be taken to prevent a non-conformity from occurring, and iii. ***reviewing the action(s) taken to prevent*** a non-conformity, ***verifying that they are implemented and are effective*** in preventing the occurrence of the non-conformity.	Documents and reports to Council are very detailed and informative. The QMS Representative has created and maintains an Action Items Tracking QMS SYS T3. The spreadsheet is monitored and updated by the QMS Representative to ensure that action items are completed and closed in a timely manner.

DO – The OA shall ***strive to continually improve the effectiveness of its QMS*** by implementing and conforming to the procedure.	

Appendix "D" – Auditor Training Certificate



WCWC Walkerton Clean Water Centre
An agency of the Government of Ontario
CWAE Centre de Walkerton pour l'assainissement de l'eau
Un organisme du gouvernement de l'Ontario

CERTIFICATE OF ACHIEVEMENT

EWEN MACDONALD

has successfully completed the

INTERNAL AUDITING FOR THE DRINKING WATER QUALITY MANAGEMENT STANDARD - October 20 & 21, 2010 course

WWOCS Course ID # 2682

October 20, 2010 to October 21, 2010

Director Approved Continuing Education Units: 1.4

Brian Bates
CEO

October 21, 2010
Date

www.wcwc.ca

Township of North Glengarry

Council Correspondence index

Item No.	Date	Municipality/Or	Subject
CA1	Sept 8	Twp of Tyendinaga	Resolution: Entering into a Non-Disclosure Agreement/Confidential Information Sharing Agreement (NDA/CISA) with ALTO
CA2	Sept 9	Twp North Huron	Support for: the Huron OPP Detachment Board, Municipality of Wawa and Township of Clearview regarding Traffic Calming and Speeding Mitigation initiatives
CA3	Sept 10	Twp Puslinch	Resolution - Support for MFOA Request to Permanently increase OCIF
CA4	Sept 10	Twp Puslinch	Resolution TAMPO Newsletter July 2026
CA5	Sept 10	County Heron	Letter of Support for MFOA Request to Permanently Double the Ontario Community Infrastructure Fund (OCIF) Beyond 2026
CA6	Sept 15	Twp of McNab/Braeside	Ontario Provincial Police Municipal Policing Cost Model
CA7	Sept 17	Twp of Southgate	Support for Town of Parry Sound - Request for Province to Establish a Regulatory Framework for E-Scooters

CA8	Sept 17	Twp of Southgate	Support for Doubling of the Ontario Community Infrastructure Beyond 2026
CA9	Sept 17	City of Port Colborne	Support for Sustainable and Predictable Operating funding for Ontario's Public Libraries
CA10	Sept 22	Twp of Ramara	Support Resolution - Continued Research, Clinical Guidance, and Access to Care for Individuals Experiencing Persistent Lyme-Related Illness
CA11	Sept 28	City of Hamilton	Request for the Expansion of Ontario's Deposit-Return Program
CA 12	Sept 28	Mun of South Huron	2027 OPP Policing Costs
CA 13	Sept 29	Twp of East Zorra-Tavistock	Resolution - Review of OLT and Enhancing Deference to Municipal Planning Decisions
CA 14	Oct 2	Mun of Grey Highlands	Resolution - Sustainable Provincial Grant Funding for Fire Services
CA 15	Oct 2	Twp of Brock	Resolution Respecting Efforts to Combat Tick-Borne Diseases
CA 16	Oct 6	Twp of Archipelago	Support for MFOA RE: Making Permanent the Doubling of the Ontario Community Infrastructure Fund (OCIF)
CA 17	Oct 6	Twp of Wellesley	Resolution: Support for Permanent Doubling of the Ontario Community Infrastructure Fund (OCIF)

CA 18	Oct 6	Lanark Highlands	Resolution of Support for OCIF Funding Increase
CA 19	Oct 6	Twn of Aurora	Resolution - Cannabis Retail Review Task Force - Findings and Recommendations
CA 20	Oct	Mun of Wawa	Resolution of Support - 2027 OPP policing costs

HASTINGS
Tyendinaga
COUNTY

Township of Tyendinaga
859 Melrose Road
Shannonville ON K0K 3A0

613-396-1944
www.tyendinagatownship.com

September 3, 2026

The Right Honourable Mark Carney, Prime Minister of Canada
Minister of Transportation Honourable Steven MacKinnon
Provincial Minister of Transportation Honourable Prabmeet Sarkaria
Premier of Ontario Honorable Doug Ford
MPP Ric Breese
MP Shelby Kramp-Newman
Martin Imbleau, President and CEO of Alto
The Eastern Ontario Wardens' Caucus
Federation of Canadian Municipalities
The Association of Municipalities of Ontario
The Rural Ontario Municipal Association
The Ontario Federation of Agriculture
Hastings County Council
Municipalities represented by the EOWC
Mohawks of the Bay of Quinte Chief R. Donald Maracle

Dear Sirs/Madams:

RE: Entering into a Non-Disclosure Agreement/Confidential Information Sharing Agreement (NDA/CISA) with ALTO

Please be advised that the Council of the Township of Tyendinaga passed the following resolution at their regular meeting held on September 2, 2026:

Resolution:246-2026
Moved by: Deputy Mayor Lang
Seconded by: Councillor Jen Phillips

WHEREAS the Council of the Township of Tyendinaga has previously considered the matter of entering into a Non-Disclosure Agreement/Confidential Information Sharing Agreement (NDA/CISA) with ALTO and has directed that such an agreement not be executed;

AND WHEREAS Council recognizes the importance of remaining informed and engaged in discussions regarding the proposed ALTO high-speed rail project in order to understand and protect the interests of the Township and its residents;

AND WHEREAS any confidentiality agreement entered into by the Township must appropriately balance the protection of legitimately confidential information with Council's obligations respecting transparency, accountability, municipal decision-making and applicable legislation;

AND WHEREAS entering into an NDA/CISA, participating in discussions with ALTO, or receiving information regarding the project should not constitute or be interpreted as municipal support, endorsement or approval of the ALTO project or any proposed route;

AND WHEREAS the Eastern Ontario Wardens' Caucus has called for decisions and meetings regarding ALTO and Confidential Information Sharing Agreements to be deferred until after the October 26, 2026 municipal election and has proposed the establishment of a Municipal Advisory Table to provide affected municipalities with an ongoing and collaborative voice throughout the project;

NOW THEREFORE BE IT RESOLVED THAT Council affirms that its existing direction not to execute an NDA/CISA with ALTO remains in effect for the current term of Council;

AND THAT Council request that ALTO review and revise its proposed NDA/CISA for future consideration to ensure that:

- the agreement recognizes the Township's statutory obligations relating to open government, Council proceedings, access to information and public accountability;
- the Township may obtain independent legal, financial, technical and other professional advice as required;
- confidentiality is limited to information legitimately requiring protection and does not unnecessarily restrict the Township's ability to independently deliberate, establish or communicate its position regarding the ALTO project; and
- execution of the agreement does not constitute support, endorsement or approval of the ALTO project or any proposed route and does not prevent the Township, Council or its elected officials from lawfully expressing concerns, criticism, objections or opposition regarding the project.

AND THAT Council request that no decision regarding execution of an NDA/CISA or other substantive project agreement be required during the 2026 municipal election period or immediately following the commencement of the 2026–2030 term of Council, and that the incoming Council be provided a reasonable opportunity to review the matter and obtain appropriate legal and professional advice before making any decision;

AND THAT Council supports the Eastern Ontario Wardens' Caucus request for the establishment of a Municipal Advisory Table for the ALTO project and supports meaningful representation of municipalities directly affected by potential routes and project impacts;

AND FURTHER THAT continued engagement with ALTO, participation in a Municipal Advisory Table, or future consideration of an NDA/CISA shall not alter or supersede any existing position of the Township regarding the ALTO project unless Council expressly resolves otherwise.

CARRIED

I trust this is the information you require.

Sincerely,

[redacted]

Yvonne Murphy
Clerk
(613) 396-1944 | clerk@tyendinagatownship.com

cc Mayor Kennelly
Deputy Mayor Lang
Councillor McFarlane
Councillor Ogden
Councillor Phillips

HURON
COUNTY

CA2

September 9, 2026

Sent via email to: Minister of Infrastructure,
Minister of Municipal Affairs and Housing,
Local Member of Provincial Parliament (MPP),
Municipal Finance Officers Association of Ontario (MFOA),
Association of Municipalities of Ontario (AMO),
Rural Ontario Municipal Association (ROMA),
Ontario municipalities.

RE: Support for MFOA Request to Permanently Double the Ontario Community Infrastructure Fund (OCIF) Beyond 2026

Dear Ministers,

On behalf of the Corporation of the County of Huron, I am writing to express our support for the Municipal Finance Officers' Association of Ontario (MFOA) request to the Province of Ontario to permanently double the Ontario Community Infrastructure Fund (OCIF) beyond 2026.

The County of Huron recognizes the significant infrastructure needs facing municipalities across Ontario, particularly in rural communities. Stable and predictable infrastructure funding is essential to enable municipalities to effectively plan and invest in the renewal and maintenance of critical infrastructure.

OCIF funding is an important component of the County of Huron's ability to address its infrastructure renewal needs. Given the significant amount of infrastructure required throughout the County, this funding has been very beneficial in supporting necessary infrastructure renewal.

The current OCIF funding allocations are based on the replacement values of municipal infrastructure assets and align with municipal asset management plans. Increasing and maintaining this funding on a long-term basis would provide municipalities with greater stability and the ability to better plan for future infrastructure investments.

The County of Huron therefore supports MFOA's request that the Province of Ontario permanently double OCIF funding beyond 2026 and encourages the Province to provide municipalities with stable, predictable and sustained infrastructure funding.

We respectfully ask the Province to consider this request and recognize the important role that long-term infrastructure funding plays in supporting strong, sustainable and resilient communities across Ontario.

Director of Legislative Services/County Clerk
Corporation of the County of Huron, 1 Court House Square, Goderich, Ontario N7A 1M2 CANADA
Tel: 519.524.8394 Fax: 519.524.2044 Toll Free: 1.888.524.8394 Web: www.huroncounty.ca

HURON
COUNTY

Thank you for your consideration.

Should you have any questions, please reach out to me via email at clerk@huroncounty.ca.

Respectfully,

[redacted]

Susan Cronin
Director of Legislative Services/County Clerk

Director of Legislative Services/County Clerk
Corporation of the County of Huron, 1 Court House Square, Goderich, Ontario N7A 1M2 CANADA
Tel: 519.524.8394 Fax: 519.524.2044 Toll Free: 1.888.524.8394 Web: www.huroncounty.ca

CA3

TOWNSHIP OF
PUSLINCH
EST. 1850

Hon. Doug Ford, Premier
Premier's Office
Room 281
Main Legislative Building,
Queen's Park
Toronto, ON M7A 1A5 VIA
EMAIL:
doug.fordco@pc.ola.org

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

September 10, 2026

6.10 Huron OPP Detachment Board requesting Letter of Support for Traffic Calming and Speeding Mitigation Techniques
6.11 Municipality of Wawa Support Resolution regarding Traffic Calming and Speed Mitigation Initiatives
6.12 Township of Clearview Council Resolution regarding Traffic Calming & Speeding Mitigation Initiatives

Please be advised that Township of Puslinch Council, at its meeting held on August 26, 2026 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2026-254: Moved by Councillor Bailey and Seconded by Councillor Hurst

That the Consent Agenda items 6.10, 6.11, and 6.12 be received for information; and,

Whereas Council Supports the resolutions from the Huron OPP Detachment Board, Municipality of Wawa and Township of Clearview regarding Traffic Calming and Speeding Mitigation initiatives;

That Council direct staff to send a support resolution accordingly.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Justine Brotherston
Municipal Clerk

TOWNSHIP OF
PUSLINCH
EST. 1850

cc: Minister of Transportation, Hon. Prabmeet Singh Sarkaria; prabmeet.sarkaria@pc.ola.org
Minister of Finance, Hon. Peter Bethlenfalvy; peter.bethlenfalvy@pc.ola.org
MP for Huron-Bruce, Ben Lobb; ben.lobb@parl.gc.ca
MPP for Huron-Bruce, Lisa Thompson; lisa.thompsonco@pc.ola.org
MPP for Algoma-Manitoulin, Michael Mantha; mmantha-co@ndp.on.ca
MPP for Simcoe-Grey; Brian Saunderson; brian.saunderson@pc.ola.org
AMO resolutions@amo.on.ca
ROMA, roma@roma.on.ca
All Ontario Police Service Boards
All Municipalities in Ontario

CA4

TOWNSHIP OF
PUSLINCH
EST. 1850

Hon. Mike Harris Jr.
Ministry of Natural Resources
438 University Avenue,
Suite 1802, Toronto, ON
M7A 1Y6
VIA EMAIL:
mike.harrisco@pc.ola.org

Joseph Racinsky
Constituency office
2nd Floor
181 St. Andrew St. E
Fergus, ON N1M 1P9
VIA EMAIL:
joseph.racinsky@pc.ola.org

Hon. Rob Flack
Ministry of Municipal Affairs and Housing
17th Floor
777 Bay St.
VIA EMAIL:
rob.flack@pc.ola.org

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

September 10, 2026

RE: 6.17 TAPMO Newsletter July 2026

Please be advised that Township of Puslinch Council, at its meeting held on August 26, 2026 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2026-255: **Moved by Councillor Sepulis and Seconded by Councillor Bailey**

That the Consent Agenda item 6.17 be received for information; and

Whereas the Aggregate Resources Act, R.S.O. (ARA) governs the licensing and regulation of aggregate pits and quarries in Ontario;

And Whereas the Planning Act and the Provincial Planning Statement establish the policy framework for land use planning in Ontario and recognize aggregate extraction as an interim land use, with defined expectations for progressive rehabilitation and ultimate transition to an appropriate end use;

TOWNSHIP OF
PUSLINCH
EST. 1850

And Whereas the Ministry of Natural Resources (MNR) has provided written clarification confirming that where a licensed site's site plan expressly permits the importation of aggregate material from other licensed sites in Ontario:

- such imported material may be brought to the site;
- such imported material does not count toward the site's annual licensed tonnage limit; and
- where processing and blending are permitted in the site plan, imported material may be processed or blended for the duration of the licence;

And Whereas under the Ministry's current interpretation, imported aggregate material that is processed or blended is not currently subject to annual licensed tonnage limits or associated TOARC levy payments;

And Whereas this interpretation may enable a licensed site to function as an ongoing industrial processing and blending facility, including in circumstances where on-site extraction has ceased or is winding down;

And Whereas municipalities may experience increased truck traffic, road deterioration, noise, and dust impacts where processing and blending continue independent of extraction;

And Whereas such an outcome may not align with the planning principle that aggregate operations are intended to be interim land uses and may have implications for municipal land use planning, infrastructure management, environmental oversight, and long-term rehabilitation objectives;

And Whereas clarity and consistency between the implementation of the ARA and the provincial land use planning framework are essential to maintaining policy coherence and municipal planning certainty;

Now Therefore Be It Resolved That the Council of Township of Puslinch respectfully requests that the MNR reconsider its current interpretation respecting the importation, processing, and lending of aggregate material under the ARA, particularly where such interpretation:

- permits unlimited importation of aggregate material from other licensed sites;

TOWNSHIP OF
PUSLINCH
EST. 1850

- excludes imported and processed materials from annual licensed tonnage limits; and
- allows processing and blending activities to continue for the duration of the licence without regard to the interim nature of aggregate extraction contemplated under provincial planning policy; and,

That the Province clarify how the interpretation and administration of the ARA will be aligned with the *Planning Act* and Provincial Planning Statement, including the recognition of aggregate extraction as an interim land use with defined rehabilitation and transition objectives;

That the Province provide guidance on how imported and processed aggregate materials are to be considered in relation to licensed tonnage limits, rehabilitation timelines, and the interim land use intent of aggregate operations;

That the Province consult with municipalities prior to finalizing any policy, regulatory, or interpretive direction related to importation, processing, blending, and tonnage calculations under the ARA and importantly any TOARC regulatory reform;

Further be it resolved that the Council of the Township of Puslinch supports TAPMO's call for policy clarification regarding importation, processing and blending under the Aggregate Resources Act; and

Be It Further Resolved That a copy of this resolution be forwarded to the Minister of Natural Resources, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), the Top Aggregate Producing Municipalities of Ontario (TAPMO), MPP Joseph Racinsky and all Ontario Municipalities.

CARRIED

TOWNSHIP OF
PUSLINCH
EST. 1850

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Justine Brotherston
Municipal Clerk

cc: Association of Municipalities of Ontario (AMO)
Top Aggregate Producing Municipalities of Ontario (TAPMO)

7404 Wellington Road 34, Puslinch, ON N0B 2J0
Tel: (519) 763-1226 Fax: (519) 763-5846 admin@puslinch.ca

HURON
COUNTY

CA5

September 9, 2026

Sent via email to: Minister of Infrastructure,
Minister of Municipal Affairs and Housing,
Local Member of Provincial Parliament (MPP),
Municipal Finance Officers Association of Ontario (MFOA),
Association of Municipalities of Ontario (AMO),
Rural Ontario Municipal Association (ROMA),
Ontario municipalities.

RE: Support for MFOA Request to Permanently Double the Ontario Community Infrastructure Fund (OCIF) Beyond 2026

Dear Ministers,

On behalf of the Corporation of the County of Huron, I am writing to express our support for the Municipal Finance Officers' Association of Ontario (MFOA) request to the Province of Ontario to permanently double the Ontario Community Infrastructure Fund (OCIF) beyond 2026.

The County of Huron recognizes the significant infrastructure needs facing municipalities across Ontario, particularly in rural communities. Stable and predictable infrastructure funding is essential to enable municipalities to effectively plan and invest in the renewal and maintenance of critical infrastructure.

OCIF funding is an important component of the County of Huron's ability to address its infrastructure renewal needs. Given the significant amount of infrastructure required throughout the County, this funding has been very beneficial in supporting necessary infrastructure renewal.

The current OCIF funding allocations are based on the replacement values of municipal infrastructure assets and align with municipal asset management plans. Increasing and maintaining this funding on a long-term basis would provide municipalities with greater stability and the ability to better plan for future infrastructure investments.

The County of Huron therefore supports MFOA's request that the Province of Ontario permanently double OCIF funding beyond 2026 and encourages the Province to provide municipalities with stable, predictable and sustained infrastructure funding.

We respectfully ask the Province to consider this request and recognize the important role that long-term infrastructure funding plays in supporting strong, sustainable and resilient communities across Ontario.

Director of Legislative Services/County Clerk
Corporation of the County of Huron, 1 Court House Square, Goderich, Ontario N7A 1M2 CANADA
Tel: 519.524.8394 Fax: 519.524.2044 Toll Free: 1.888.524.8394 Web: www.huroncounty.ca

HURON
COUNTY

Thank you for your consideration.

Should you have any questions, please reach out to me via email at clerk@huroncounty.ca.

Respectfully,

[redacted]

Susan Cronin
Director of Legislative Services/County Clerk

Director of Legislative Services/County Clerk
Corporation of the County of Huron, 1 Court House Square, Goderich, Ontario N7A 1M2 CANADA
Tel: 519.524.8394 Fax: 519.524.2044 Toll Free: 1.888.524.8394 Web: www.huroncounty.ca

CA6

TOWNSHIP OF
McNab/Braeside
Where nature awaits.

September 10, 2026

The Honourable Michael S. Kerzner
Office of the Solicitor General
25 Grosvenor Street, 18th Floor
Toronto, ON M7A 1Y6

Re: Request for Review of the OPP Municipal Policing Cost Model

Dear Minister Kerzner:

The Township of McNab/Braeside is writing to express its strong opposition to the current Ontario Provincial Police (OPP) municipal policing cost model and the significant cost increases being imposed on small rural municipalities. While the Province has limited the increase in OPP policing costs for 2027 to a maximum of 11 per cent, an increase of up to 11 per cent is not reasonable or sustainable for a small rural municipality. This level of increase places significant pressure on municipal budgets and local taxpayers, particularly at a time when communities are already facing substantial economic pressures.

The issue is not the importance of effective policing or the services provided by the OPP. The Township recognizes and values the OPP's role in keeping our community safe. Our concern is that the current funding model does not fairly reflect the financial realities and policing circumstances of small rural municipalities.

Municipalities with populations of 10,000 or less can have substantially different circumstances than larger urban communities, including smaller tax bases, larger geographic areas and different policing demands. These factors should be meaningfully reflected in how policing costs are allocated.

The Township therefore respectfully requests that the Province undertake a comprehensive review of the OPP municipal policing cost model and consider factors including population, geographic area, policing demand, calls for service and municipal financial capacity when determining municipal policing costs.

Small rural municipalities should not be expected to absorb increases of this magnitude under a funding model that does not adequately recognize the differences between rural and urban communities.

The Township urges the Province to re-evaluate the OPP municipal policing cost model and develop a more equitable, predictable and sustainable approach to policing costs for small rural municipalities.

The Township invites recipient municipalities to consider passing a resolution of support at an upcoming council meeting. Please forward any supporting motions to the Office of the Solicitor General to amplify this vital advocacy for rural communities.

Sincerely,

[redacted]

Mandy Cannon
CAO, Interim Clerk
Township of McNab/Braeside

cc:
MPP Billy Denault, Renfrew–Nipissing–Pembroke
All Ontario Municipalities

Township of Southgate
Administration Office
185667 Grey County Road 9, RR 1
Dundalk, ON N0C 1B0

Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

CA-7

September 17, 2026

Re: Support - Town of Parry Sound – Request for Province to Establish Regulatory Framework for E-Scooters

Please be advised that at its regular meeting held on September 16, 2026, Council of the Corporation of the Township of Southgate approved the following:

No. 2026-346
Moved By Deputy Mayor Dobreen
Seconded By Councillor Shipston

Be it resolved that Southgate Council receive for information the correspondence from the Town of Parry Sound regarding the establishment of a regularly framework to govern e-scooters; and
That a copy of this resolution be circulated to the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), the Premier of Ontario, Doug Ford, the Minister of Transportation, Prabmeet Singh Sarkaria, Bruce-Grey Owen Sound MPP Paul Vickers, and Ontario municipalities.

Carried

If you have any questions, please contact our office at (519) 923-2110, ext 233.

Sincerely,

[redacted]

Holly Malynyk, Deputy Clerk
Township of Southgate

Encl: Town of Parry Sound – Request Province Establish Regulatory Framework for E-scooters

CC:
AMO
ROMA
Hon. Doug Ford, Premier of Ontario
Hon. Steven MacKinnon, The Minister of Transportation
Prabmeet Singh Sarkaria, MPP, Parry Sound-Muskoka
Paul Vickers, MPP, Bruce-Grey-Owen Sound
All 444 Municipalities in Ontario

TOWN OF Parry Sound

THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL

NO. 2026 –

DIVISION LIST	**YES**	**NO**
Councillor **G. ASHFORD**	____	____
Councillor **J. BELESKEY**	____	____
Councillor **P. BORNEMAN**	____	____
Councillor **B. KEITH**	____	____
Councillor **D. McCANN**	____	____
Councillor **C. McDONALD**	____	____
Mayor **J. McGARVEY**	____	____

DATE: September 1, 2026

MOVED BY: [redacted]

SECONDED BY: [redacted]

CARRIED: ✓ **DEFEATED:** _____ **Postponed to:** _____

WHEREAS electric kick-style scooters (e-scooters) have become an increasingly popular and affordable form of transportation in Parry Sound and across Ontario; and

WHEREAS e-scooters can provide an accessible, low-emission transportation option and help address transportation needs in communities such as Parry Sound that do not have conventional public transit; and

WHEREAS Ontario's current e-scooter pilot program places responsibility on individual municipalities to determine how e-scooters may operate locally, creating administrative and enforcement challenges, particularly for smaller municipalities with limited resources; and

WHEREAS the continued use of a pilot framework has resulted in uncertainty and inconsistent approaches to e-scooter regulation across the Province.

THEREFORE BE IT RESOLVED that the Council of the Town of Parry Sound requests that the Province of Ontario establish a province-wide regulatory framework for e-scooters that recognizes their unique operating characteristics, maintains appropriate safety standards, and provides municipalities with authority to address local needs; and

FURTHER BE IT RESOLVED that the Town of Parry Sound requests the support of the Association of Municipalities of Ontario (AMO) and the Rural Ontario Municipal Association (ROMA) in advocating for a framework that reduces unnecessary administrative and enforcement burdens on local municipalities; and

FINALLY BE IT RESOLVED that a copy of this resolution be circulated to the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), the Premier of Ontario, Doug Ford, the Minister of Transportation, Prabmeet Singh Sarkaria, Parry Sound–Muskoka MPP, Graydon Smith, and all municipalities across Ontario.

[redacted]

[redacted]

Mayor Jamie McGarvey

Township of Southgate
Administration Office
185667 Grey County Road 9, RR 1
Dundalk, ON N0C 1B0

Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

CA8

September 17, 2026

Re: Support for Doubling of the Ontario Community Infrastructure Fund Beyond 2026

Please be advised that at its regular meeting held on September 16, 2026, Council of the Corporation of the Township of Southgate approved the following:

No. 2026-344
Moved By Councillor Shipston
Seconded By Deputy Mayor Dobreen

Be it resolved that Staff Report CAO2026-022 be received for information; and
WHEREAS recent municipal infrastructure funding programs by the Government of Canada and Province of Ontario have tended to prioritize growth-related or housing-enabling infrastructure projects over infrastructure renewal needs; and
WHEREAS the Government of Ontario has regulated municipal infrastructure asset management through O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) under the Infrastructure for Jobs and Prosperity Act, 2015; and
WHEREAS municipal asset management plans and the Financial Accountability Office of Ontario have identified that municipalities have significant state-of-good-repair backlogs and renewal needs for infrastructure; and
WHEREAS the Government of Ontario doubled the Ontario Community Infrastructure Fund (OCIF) from $200M/year to $400M/year for 2021-2026 but has not publicly committed to maintaining this level of funding beyond 2026; and
WHEREAS the OCIF has become a vital and indispensable resource for municipalities, assisting them with improving their asset management programs and meeting community-preserving infrastructure renewal needs; and
WHEREAS increased geopolitical uncertainty is threatening the economic prosperity of Canada, Ontario, and every municipality; and
WHEREAS municipal infrastructure is a key enabler and preserver of economic prosperity; and
WHEREAS the Municipal Finance Officers' Association of Ontario (MFOA) has heard from its members and their municipalities concerns regarding the potential erosion of existing municipal infrastructure and thus service levels in light of the ongoing focus on housing-enabling infrastructure by grant funding programs;
NOW THEREFORE BE IT RESOLVED that the Township of Southgate supports MFOA's letter to the Ministry of Infrastructure requesting that the doubling of the Ontario Community Infrastructure Fund be made permanent in advance of the allocations for the 2027 calendar year, helping municipalities to continue building housing enabling infrastructure while preserving the economic value provided by existing infrastructure.

Carried

If you have any questions, please contact our office at (519) 923-2110, ext 233.

Sincerely,

[redacted]

Holly Malynyk, Deputy Clerk
Township of Southgate

Encl: MFOA Letter to the Ministry of Infrastructure requesting the doubling of the Ontario Community Infrastructure Fund (OCIF) be made permanent

CC:
Hon. Todd McCarthy, Acting Minister of Infrastructure
Hon. Rob Flack, Minister of Municipal Affairs and Housing
Hon. Peter Bethlenfalvy, Minister of Finance
All 444 Municipalities in Ontario

MFOA | MUNICIPAL FINANCE OFFICERS' ASSOCIATION OF ONTARIO

Hon. Todd McCarthy
Acting Minister of Infrastructure
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

June 25, 2026

Dear Minister McCarthy,

RE: Making permanent the doubling of the Ontario Community Infrastructure Fund (OCIF) that is scheduled to end after the 2026 allocation

I am writing on behalf of the Municipal Finance Officers' Association of Ontario, and the municipalities it serves, to request that the Government of Ontario make permanent the five-year doubling of the Ontario Community Infrastructure Fund (OCIF) from $200 million/year to $400 million/year in advance of the 2027 OCIF allocation calculations.

The Municipal Finance Officers' Association of Ontario (MFOA) is the professional association of municipal finance officers with more than 2,300 individual members. We represent individuals who are responsible for handling the financial affairs of municipalities and who are key advisors to councils. MFOA is a strong advocate for best practices that encourage long-term fiscal sustainability, including long-term financial planning and asset management planning.

In recent years, governments at all levels have reoriented their priorities to address the ongoing housing crisis, with heightened attention on growth-related infrastructure and increasing housing production. Application-based or incentive-based funding programs for municipalities have placed greater emphasis on growth-related or housing-enabling capital projects (e.g., Development Charge Reduction Program, Building Communities Strong Fund – Community Stream, Municipal Housing Infrastructure Program, Building Faster Fund). OCIF remains one of the few federal or provincial funding programs where the focus remains primarily on the preservation and renewal of existing infrastructure to maintain or improve municipal service levels.

With support from the Government of Ontario and MFOA, municipalities have made significant improvements to their municipal asset management plans and programs. The Government of Ontario introduced O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) in late 2017, which provided a standard framework for infrastructure planning. To support the transition to O. Reg. 588/17, MFOA has partnered with the Government of Ontario on many asset management initiatives, including guides, workshops, direct consulting support and other resources. As a result of these and significant municipal efforts, most municipalities in Ontario have an asset management inventory that identifies their infrastructure assets, including conditions, replacement costs and renewal schedules of those assets.

By leveraging municipal asset management plans in 2020, the Financial Accountability Office of Ontario estimated the state-of-good-repair backlog to be $52.1 billion for core municipal infrastructure. That is an estimated cost of restoring such infrastructure to a 'good' condition. The report notably focused primarily on core assets and thus likely understated the full extent of the backlog. Addressing this should not be a priority that falls by the wayside due to an increased focus on growth-related capital projects by other funding programs. OCIF's flexible design provides municipalities with the opportunity to fund asset management staff, which can improve data and analysis quality, and it provides a critical means by which municipalities address the infrastructure funding challenges identified in their asset management plans.

In 2021, the Government of Ontario doubled OCIF for a five-year period. Minister Surma, in announcing that initiative, commented that the Government of Ontario was "providing stability and predictability to small, rural and northern communities as they repair, upgrade and modernize their critical infrastructure so that they are safer, healthier and more reliable for all." And Minister Bethlenfalvy said that "by nearly doubling our investment in the Ontario Community Infrastructure Fund, our government is supporting public safety, job creation and economic growth." In the current climate of geopolitical uncertainty, tariffs and the resulting economic shocks and instability, the need to provide municipalities predictability and to preserve and enhance the economic activity and benefits provided by well-supported and well-maintained municipal infrastructure is as imperative as it was in 2021.

We have also heard from our members on this matter. Municipalities outside of high-growth regions have expressed concern about the diminishing level of grant funding opportunities for municipalities trying to preserve the economic value of their existing infrastructure. Additionally, while growing municipalities have made significant efforts to emplace new, housing-enabling infrastructure, which has been rewarded through the Building Faster Fund, many of their state-of-good-repair capital plans remain underfunded. To maximize the economic potential of federal and provincial investment in infrastructure, all orders of government must work together to preserve service levels and the public value of existing infrastructure, and permanently doubling OCIF to $400 million/year will especially help small and rural municipalities preserve that economic foundation throughout Ontario.

By adopting a Team Ontario approach during recent and ongoing economic challenges, we have seen how significant progress can be made when municipalities and the provincial government work together to achieve a common goal. Should you wish to follow up on this letter, please contact MFOA Executive Director, Donna Herridge (donna@mfoa.on.ca).

Sincerely,



Dr. Adam Found, Ph.D., PLE
President and Chair

cc. Hon. Rob Flack, Minister of Municipal Affairs and Housing
cc. Hon. Peter Bethlenfalvy, Minister of Finance

PORT COLBORNE
Legislative Services

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 · www.portcolborne.ca

T 905.228.8031 F 905.834.5746
E charlotte.madden@portcolborne.ca

CM9

September 15, 2026

Email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queens Park
Toronto, ON M7A 1A1

Dear Honourable Doug Ford:

Re: City of Port Colborne Supports the Township of Armour regarding Support for Sustainable and Predictable Operating funding for Ontario's Public Libraries

Please be advised that, at its meeting of September 8, 2026, the Council of The Corporation of the City of Port Colborne supported the resolution received from the Township of Armour regarding support for Sustainable and Predictable Operating funding for Ontario's Public Libraries.

The correspondence is attached for your consideration.

Sincerely,

[redacted]

Charlotte Madden
City Clerk

ec: Zee Hamid, Minister of Tourism, Culture and Gaming
Jeff Burch, MPP for Niagara West
Association of Municipalities in Ontario (AMO)
Ontario Library Association (OLA)
Federation of Ontario Public Libraries (FOPL)
All Ontario Municipalities

DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
P0A 1C0

(705) 382-3332
(705) 382-2954
Fax: (705) 382-2068
Email: admin@armourtownship.ca
Website: www.armourtownship.ca

Date: **August 11, 2026**

Motion # 2026-236

WHEREAS public libraries provide essential services including literacy, education, technology access, employment resources, and community programming;

AND WHEREAS the Burk's Falls, Armour & Ryerson Union Public Library serves the residents of the Township of Armour and surrounding communities;

AND WHEREAS the provincial funding received by the Burk's Falls, Armour & Ryerson Union Public Library has remained at $13,914 annually since 1990, despite significant increases in the cost of providing library services;

AND WHEREAS the Township of Armour's contribution to library services has increased from $14,097.99 in 2001 to $98,722 in 2026, placing an increasing financial burden on municipal taxpayers;

AND WHEREAS the Ontario Library Association and Federation of Ontario Public Libraries have called for increased and sustainable provincial funding for public libraries;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour petitions the Government of Ontario, through the Ministry of Tourism, Culture and Gaming, to substantially increase and provide sustainable, predictable operating funding for Ontario's public libraries;

AND BE IT FURTHER RESOLVED THAT copies of this resolution be forwarded to the Premier of Ontario, the Minister of Tourism, Culture and Gaming, the local Member of Provincial Parliament, the Association of Municipalities of Ontario (AMO), the Ontario Library Association (OLA), and the Federation of Ontario Public Libraries (FOPL) for their support and advocacy;

AND BE IT FURTHER RESOLVED THAT this resolution be circulated to municipalities across Ontario for their consideration and support.

Moved by:			**Seconded by:**		
	Blakelock, Rod	☐		Blakelock, Rod	☐
	Brandt, Jerry	☐		Brandt, Jerry	☑
	Haggart-Davis, Dorothy	☑		Haggart-Davis, Dorothy	☐
	Ward, Rod	☐		Ward, Rod	☐
	Whitwell, Wendy	☐		Whitwell, Wendy	☐

Carried / Defeated [redacted]

Declaration of Pecuniary Interest by: _____

TOWNSHIP OF ARMOUR

DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
P0A 1C0

(705) 382-3332
(705) 382-2954
Fax: (705) 382-2068
Email: admin@armourtownship.ca
Website: www.armourtownship.ca

Date: **August 11, 2026**

Recorded vote requested by: _____

Recorded Vote:	For	Opposed
Blakelock, Rod	☐	☐
Brandt, Jerry	☐	☐
Haggart-Davis, Dorothy	☐	☐
Ward, Rod	☐	☐
Whitwell, Wendy	☐	☐

TOWNSHIP OF RAMARA

2297 Highway 12,
PO Box 130
Brechin, Ontario L0K 1B0
p.705-484-5374
f. 705-484-0441

CA10

September 22, 2026

Via Email

The Honourable Sylvia Jones, Minister of Health, Province of Ontario
The Honourable Marjorie Michel, Minister of Health, Government of Canada
The Honourable Jill Dunlop, Minister of Emergency Preparedness and Response and MPP for Simcoe North
Adam Chambers, MP for Simcoe North

Re: Support for Continued Research, Clinical Guidance, and Access to Care for Individuals Experiencing Persistent Lyme-Related Illness

At its meeting held on September 14, 2026, the Council of the Township of Ramara adopted the following resolution regarding persistent Lyme-related illness and access to care. Council respectfully requests your consideration and support of this resolution.

Resolution Number CR.221.2026
Moved by Jennifer Fisher
Seconded by Joe Gough

WHEREAS Lyme disease is a growing public health concern in Ontario and across Canada due to the expanding range of tick populations and increasing incidence of tick-borne illnesses;

AND WHEREAS early diagnosis and treatment of Lyme disease are essential to reducing the risk of long-term health complications;

AND WHEREAS some individuals continue to experience persistent, debilitating symptoms following recommended treatment for Lyme disease, significantly affecting their quality of life, ability to work, and overall well-being;

AND WHEREAS Lyme disease is recognized and insured under the Ontario Health Insurance Plan (OHIP), but Canada has not adopted a nationally accepted clinical definition of "chronic Lyme disease," and current Canadian clinical guidance instead recognizes Post-Treatment Lyme Disease Syndrome (PTLDS);

AND WHEREAS the absence of a nationally accepted definition for persistent Lyme-related illness may contribute to inconsistencies in diagnosis, treatment options, physician education, access to care, and publicly funded services for affected patients;

AND WHEREAS municipalities have an interest in advocating for equitable access to healthcare services that improve the health and well-being of their residents;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Ramara calls upon the Province of Ontario and the Government of Canada to collaborate with medical experts, researchers, healthcare providers, and patient representatives to:

- Continue research into persistent symptoms following Lyme disease and emerging evidence related to long-term outcomes;
- Review existing clinical guidance as new scientific evidence becomes available;
- Enhance physician education and awareness regarding the diagnosis and management of patients experiencing persistent Lyme-related symptoms;
- Improve access to multidisciplinary assessment and care for individuals experiencing ongoing symptoms following Lyme disease; and
- Review current funding policies and access to medically necessary diagnostics and treatments, where supported by emerging evidence and best clinical practice;

BE IT FURTHER RESOLVED THAT Council requests the Province of Ontario advocate to the Government of Canada for continued national leadership in developing evidence-informed guidance on persistent Lyme-related illness;

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to request support from:

- Sylvia Jones, Minister of Health, Province of Ontario;
- Marjorie Michel, Minister of Health, Government of Canada;
- Public Health Agency of Canada;
- Association of Municipalities of Ontario;
- Rural Ontario Municipal Association;
- Jill Dunlop, Minister of Emergency Preparedness and Response and MPP for Simcoe North;
- Adam Chambers, MP for Simcoe North; and
- All Ontario municipalities.

CARRIED.

The Township of Ramara respectfully requests your support for this resolution.

Thank you for your consideration of this matter.

Respectfully submitted,

Nate Harrington
Assistant Clerk

Cc. Public Health Agency of Canada
Association of Municipalities of Ontario (AMO)
Rural Ontario Municipal Association (ROMA)

Bcc. All Ontario Municipalities

City of Hamilton
Hamilton City Hall
71 Main Street West, 1st Floor
Hamilton, Ontario L8P 4Y5
www.hamilton.ca

CA11

September 24, 2026

Re: Request for the Expansion of Ontario's Deposit-Return Program

Hamilton City Council, at its meeting held on Wednesday, September 9, 2026, passed the following resolution that was included in the minutes of the Public Works Committee meeting from August 31, 2026:

10.2 Request for the Expansion of Ontario's Deposit-Return Program

(Cassar/Hwang)
WHEREAS, Ontario operates a successful deposit-return system for alcohol, seeing an average of 75 percent of all empties returned to Beer Stores each year, and deposit-return provides a consumer incentive to consciously recycle;

WHEREAS, Ontario has the lowest beverage container recovery rate in Canada—at roughly 50% of containers being recycled, and is one of only two provinces in Canada without a deposit-return program for non-alcoholic beverages;

WHEREAS, on average these systems in other provinces achieve a recovery rate of 75% for plastic bottles and 78% for all beverage containers, with Alberta achieving 83% recovery;

WHEREAS, Ontario relies on a residential-only blue box system to collect non-alcoholic containers;

WHEREAS, as much as 30% of beverage products that consumers purchase are consumed away from home and therefore disposed of in public and commercial trash bins and then sent to landfill where those valuable materials are lost;

WHEREAS, according to the Canadian Beverage Association (CBA), recent polling suggests 80% of Ontarians want a deposit-return system and the Ontario government proposed expanding the deposit return program to include non-alcoholic containers in 2023;

WHEREAS, not only do deposit-return systems have high return rates for consumers at home, they also retrieve beverage containers from industrial, commercial and institutional sectors who are incentivized to redeem the deposit value;

WHEREAS, Ontario is uniquely positioned to accelerate the modernization of beverage container recycling since a deposit-return program for alcohol containers, managed by the Beer Store, already exists and could be leveraged for this purpose;

WHEREAS, time is of the essence as Beer Stores are closing, reducing accessibility to locations already outfitted to return beverage containers, and diminishing collection capacity;

WHEREAS, the Government has set 2030 recovery targets, as outlined in Ontario Regulation 391/21 under the Resource Recovery and Circular Economy Act, 2016. These targets include an 80% recovery target for non-alcoholic beverage containers;

WHEREAS, without a deposit-return system, the increased costs to producers could be passed on to consumers;

WHEREAS, AMO "supports broader industry efforts to increase waste diversion rates. This includes industry efforts to establish a model for an expanded and more effective Deposit Return System that includes non-alcoholic beverage containers. A workable solution to reform the existing Deposit Return System will help boost the province's beverage recovery rate and support overall diversion of recycling materials away from landfills.";

WHEREAS, the Canadian Beverage Association is in full support of a deposit-return system because according to the CBA the transition to Circular Materials has not resulted in an increase in materials being recycled, and a deposit-return system promotes higher recycling rates, reduces litter and environmental impact, and helps ensure valuable beverage containers are collected, recycled, and reintegrated into a circular economy; and

WHEREAS, Peel Region, City of Toronto, City of Ottawa, the City of Waterloo and Great Lakes and St. Lawrence Cities Initiative (of which Hamilton is a member) have passed recent motions supporting deposit-return for non-alcoholic beverages.

THEREFORE, BE IT RESOLVED:

(a) That the Corporation of the City of Hamilton urges the province of Ontario to immediately implement a deposit-return program to manage non-alcoholic beverage containers; and

(b) That this resolution will **be distributed** to: the Canadian Minister of Internal Trade and One Canadian Economy, Dominic LeBlanc, the Canadian Minister of Environment and Climate Change, Julie Dabrusin, the Premier of Ontario, Doug Ford, the Ontario Minister of Economic Development, Job Creation and Trade, Victor Fedeli; the Ontario Minister of the Environment,

Conservation and Parks, Todd McCarthy, Hamilton-area MPPs, the Association of Municipalities of Ontario (AMO), and 444 Municipalities in Ontario.

Sincerely,

[redacted]

Matthew Trennum
City Clerk

Cc. Hon. Dominic LeBlanc, Minister of Internal Trade and One Canadian Economy
Hon. Julie Dabrusin, Minister of Environment and Climate Change
Premier Doug Ford
Hon. Victor Fedeli, Minister of Economic Development, Job Creation and Trade
Hon. Todd McCarthy, Minister of the Environment, Conservation and Parks
Jeff Beattie, MPP, Hamilton East - Stoney Creek
Robin Lennox, MPP, Hamilton Centre
Monica Ciriello, MPP, Hamilton Mountain
Donna Skelly, MPP, Flamborough - Glanbrook
Association of Municipalities of Ontario (AMO)
Ontario Municipalities
Councillor Craig Cassar
Councillor Tammy Hwang

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South P.O. Box 759
Exeter Ontario
N0M 1S6
Phone: 519-235-0310 Fax: 519-235-3304
Toll Free: 1-877-204-0747
www.southhuron.ca

CA-12

September 25, 2026

Via email; doug.fordco@pc.ola.org

Premier Doug Ford
Room 281
Main Legislative Building, Queen's Park
Toronto ON M7A 1A5

RE: OPP 2027 Policing Costs

Please be advised that South Huron Council passed the following resolution at their September 21, 2026, Regular Council Meeting:

Motion: 367-2026
Moved: W. McLeod-Haggitt
Seconded: T. Oke

Whereas the Municipality of South Huron is policed by the Ontario Provincial Police and has budgeted $2,140,181 for its 2026 annual OPP policing contract; and Whereas this represents approximately 15% of South Huron's 2026 tax levy supported operating costs; and

Whereas the Municipality has received correspondence dated August 14, 2026 from the Honourable Michael S. Kerzner, Solicitor General, advising that for the 2027 calendar year no OPP-policed municipality will experience an increase of more than 11% in its total amount payable for OPP policing compared with 2026, excluding services separately acquired through an agreement with the OPP; and

Whereas a projected increase of 11% in 2027 would result in an additional municipal cost of up to $235,420 increasing South Huron's annual OPP cost to as much as $2,375,601; and

Whereas this projected increase in 2027 would result in annual OPP policing costs changing significantly over the past two years, with total costs rising from 2025 to 2027 by approximately $447,510, or 23%, placing sustained pressure on the Municipality's property tax supported operating budget; and

Whereas municipalities must balance legislated infrastructure, service-delivery, affordability and fiscal-responsibility obligations, while having limited revenue tools and a primary reliance on property taxation;
NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of South Huron:

1. **Acknowledges the Province of Ontario's action to limit the 2027 OPP municipal policing cost increase to no more than 11%;**

2. **Expresses concern that an increase of up to 11% in a single year remains significant for small and rural municipalities and is not, by itself, a sustainable long-term solution;**

3. **Requests that the Province of Ontario establish a permanent, transparent and sustainable multi-year framework for OPP municipal policing costs that :**

- **includes a reasonable and predictable maximum annual increase in municipal OPP policing costs, taking into consideration municipal revenue growth, inflation, assessment growth, population growth, fiscal capacity and the affordability impacts on local property taxpayers, including cost of living; and,**
- **that municipalities receive a clear and itemized annual explanation of changes to their OPP policing costs, including, where applicable, changes attributable to staffing levels, salaries, benefits, calls for service, time standards, fleet, accommodation, support services, detachment administration and other provincial cost allocations; and**
- **that the permanent framework recognize the limited fiscal capacity of small, rural and OPP-policed municipalities and ensure that municipal policing cost increases do not disproportionately affect property taxpayers or compromise the municipality's ability to deliver other essential services and infrastructure; and**
- **that the Province recognize that municipalities have limited ability to control policing costs arising from provincial legislation, regulatory, staffing, compensation, collective bargaining, operational or policy decisions and that the Province provide appropriate provincial funding or cost-sharing where significant policing cost pressures arise primarily from such provincial decisions; and**

4. **that this resolution be circulated to the Premier of Ontario; the Solicitor General; the Minister of Municipal Affairs and Housing; MPP Lisa Thompson; the Association of Municipalities of Ontario; Rural Ontario Municipal Association; all Ontario municipalities policed by the OPP; and the Huron OPP Detachment Board.**

Disposition: Carried

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South P.O. Box 759
Exeter Ontario
N0M 1S6
Phone: 519-235-0310 Fax: 519-235-3304
Toll Free: 1-877-204-0747
www.southhuron.ca

Please find attached the originating correspondence for your reference.

Respectfully,

Sue Johnson, Administrative Assistant
Municipality of South Huron
sjohnson@southhuron.ca
519-235-0310 x. 225

Encl.

cc: Minister.solgen@ontario.ca ; minister.mah@ontario.ca ; lisa.thompson@pc.ola.org resolutions@amo.on.ca ; roma@roma.on.ca ; jdietrich@southhuron.ca ; manderson@centralhuron.ca ; avanhittersum@northhuron.ca ; frayne@hay.net ; glamport@municipalityofbluewater.ca ; jaredpetteplace@me.com; jasmine.clark@torontomu.ca; jwalker@bmross.net jennettewalker@hay.net ; john.steffler@huroneast.com ; tbazinet@goderich.ca and all Ontario municipalities policed by OPP.

Staff Memo

To: South Huron Council

From: Rebekah Msuya-Collison, CAO

Date: September 21, 2026

Re: 2027 OPP Policing Costs – Request for Resolution expressing Concerns

Purpose:
For information and consideration.

Background and Analysis:

Council received correspondence from the Ministry of Solicitor General at the September 8, 2026 Council meeting regarding the 2027 OPP Municipal Policing Costs. Council passed the following resolution:

> **"That a staff memo be brought back to the September 21, 2026 Council meeting with a proposed resolution regarding concerns to the proposed increase in OPP municipal policing costs."**

Please see attached draft resolution regarding concerns to the proposed increase in OPP municipal policing costs.

Link to Correspondence - Ministry of Solicitor General - 2027 OPP Municipal Policing Costs

Resolution: Sustainable and Predictable OPP Municipal Policing Costs

Whereas the Municipality of South Huron is policed by the Ontario Provincial Police and has budgeted $2,140,181 for its 2026 annual OPP policing contract; and

Whereas this represents approximately 15% of South Huron's 2026 tax levy supported operating costs; and

Whereas the Municipality has received correspondence dated August 14, 2026 from the Honourable Michael S. Kerzner, Solicitor General, advising that for the 2027 calendar year **no OPP-policed municipality will experience an increase of more than 11% in its total amount payable for OPP policing compared with 2026**, excluding services separately acquired through an agreement with the OPP; and

Whereas a projected increase of 11% in 2027 would result in an additional municipal cost of up to $235,420 increasing South Huron's annual OPP cost to as much as $2,375,601; and

Whereas this projected increase in 2027 would result in annual OPP policing costs changing significantly over the past two years, with total costs rising from 2025 to 2027 by approximately $447,510, or 23%, placing sustained pressure on the Municipality's property tax supported operating budget; and

Whereas municipalities must balance legislated infrastructure, service-delivery, affordability and fiscal-responsibility obligations, while having limited revenue tools and a primary reliance on property taxation;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of South Huron:

1. Acknowledges the Province of Ontario's action to limit the 2027 OPP municipal policing cost increase to no more than 11%;
2. Expresses concern that an increase of up to 11% in a single year remains significant for small and rural municipalities and is not, by itself, a sustainable long-term solution;
3. Requests that the Province of Ontario establish a permanent, transparent and sustainable multi-year framework for OPP municipal policing costs that:
    - limits year-over-year municipal cost increases to a level aligned with municipal revenue growth and affordability;
    - clearly identifies the cost drivers behind annual changes, including salaries, benefits, fleet, accommodation, detachment administration, calls for service and other provincial cost allocations;

- recognizes the limited fiscal capacity of small, rural and OPP-policed municipalities; and
- considers enhanced provincial funding or cost-sharing for provincially directed policing cost pressures;

4. Directs that this resolution be circulated to the Premier of Ontario; the Solicitor General; the Minister of Municipal Affairs and Housing; MPP Lisa Thompson; the Association of Municipalities of Ontario; Rural Ontario Municipal Association; all Ontario municipalities policed by the OPP; and the Huron OPP Detachment Board.

CA13

TOWNSHIP OF EAST ZORRA-TAVISTOCK

90 LOVEY'S STREET, PO BOX 100 HICKSON, ONTARIO, N0L 1J0
519-462-2697 . WWW.EZT.CA . EZT@EZT.CA

September 28, 2026

Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Re: Township of East Zorra-Tavistock Resolution - Review of OLT and Enhancing Deference to Municipal Planning Decisions

Dear Premier Ford,

Please be advised that at their regular meeting on September 16, 2026, Council of the Corporation of the Township of East Zorra-Tavistock adopted the following resolution:

Moved by: Jeremy Smith
Seconded by: Scott Rudy

THAT Council receive the correspondence from the Town of Ingersoll regarding the Review of OLT and Enhancing Deference to Municipal Planning Decisions;

AND THAT Council support the resolution regarding the Review of OLT and Enhancing Deference to Municipal Planning Decisions;

AND THAT a copy of the resolution be forwarded to other municipalities in Ontario, Oxford MPP Ernie Hardeman, all relevant ministries, and the provincial government.

CARRIED

Please don't hesitate to contact me if you have any questions or concerns.

Kind regards,

Ashley Gerencser
Deputy Clerk

cc: Hon. Rob Flack, Ontario Minister of Municipal Affairs and Housing
Ernie Hardeman, Member of Provincial Parliament for Oxford
Association of Municipalities of Ontario (AMO)
All municipalities in Ontario

August 13, 2026

Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Re: Town of Ingersoll Resolution - Review of OLT and Enhancing Deference to Municipal Planning Decisions

Dear Premier Ford,

Please be advised that at their regular meeting on August 10, 2026, Council of the Corporation of the Town of Ingersoll adopted the following resolution:

Resolution # 2026-230

Moved by Councillor Eus; seconded by Councillor Bowman

THAT the Council of the Corporation of the Town of Ingersoll receive the correspondence from the Town of the Blue Mountains regarding Review of OLT and Enhancing Deference to Municipal Planning Decisions;

AND THAT Council support the resolution regarding Review of OLT and Enhancing Deference to Municipal Planning Decisions;

AND THAT the resolution be forwarded to other municipalities in Ontario, Oxford MPP Ernie Hardeman, all relevant ministries, and the provincial government.

CARRIED

Please don't hesitate to contact me if you have any questions or concerns.

Kind regards,

[redacted]

Julie Clayton
Deputy Clerk

cc: Hon. Rob Flack, Ontario Minister of Municipal Affairs and Housing
Ernie Hardeman, Member of Provincial Parliament for Oxford
Association of Municipalities of Ontario (AMO)
All municipalities in Ontario

The Town of The Blue Mountains
Council Meeting

Title: Kathryn Douglas, Supervisor, Legislative Services, Town of Whitby

Date: Monday, July 13, 2026

Time: 6:16 PM

Moved by: Councillor Hope

Seconded by: Councillor Porter

THAT Council of the Town of The Blue Mountains receives for information the June 25, 2026, correspondence from Kathryn Douglas, Supervisor, Legislative Services, Town of Whitby, and supports the June 22, 2026 Town of Whitby Council resolution regarding a Review of Ontario Land Tribunal and Enhancing Deference to Municipal Planning Decisions;

AND THAT Council directs staff to circulate this resolution of support to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Local Members of Provincial Parliament, the Association of Municipalities (AMO) and all Ontario Municipalities for consideration and support

YES: 6 **NO: 0** **ABSENT: 1**

The motion is Carried

YES: 6

Deputy Mayor Bordignon, Councillor Ardiel, Councillor Hope, Councillor Maxwell, Councillor McKinlay, Councillor Porter

NO: 0

ABSENT: 1

Mayor Matrosovs

Town of Whitby
575 Rossland Road East,
Whitby, ON L1N 2M8
905.430.4300
whitby.ca

June 25, 2026

Via Email

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

Re: Review of the Ontario Land Tribunal and Enhancing Deference to Municipal Planning Decisions

Please be advised that at its meeting held on June 22, 2026, the Council of the Town of Whitby adopted the following as Resolution # 166-26:

> Whereas local councils are elected by residents to make planning decisions that reflect the needs and priorities of their communities;
>
> Whereas municipalities rely on extensive public consultation, professional planning advice, engineering studies, and technical reports when making land-use decisions;
>
> Whereas the Ontario Land Tribunal (OLT) has the authority to overturn municipal planning decisions, often requiring municipalities to spend significant taxpayer dollars defending decisions that have already undergone a thorough local review process;
>
> Whereas lengthy and costly appeals can delay housing projects, consume municipal resources, and reduce the ability of municipalities to focus on delivering services to residents; and,
>
> Whereas local governments should have greater certainty and authority when decisions are consistent with approved Official Plans, provincial policies, and sound planning principles.
>
> Now Therefore be it Resolved:
>
> 1. That the Government of Ontario be requested to review the role and mandate of the Ontario Land Tribunal to ensure greater respect for municipal planning decisions that are supported by evidence, public consultation, and approved planning policies;

2. That the Province consider amendments to the Planning Act and Ontario Land Tribunal Act to provide stronger deference to municipal decisions that align with provincial planning frameworks and Official Plans;

3. That the Province improve transparency and accountability within the Ontario Land Tribunal by requiring clear and detailed reasoning when municipal decisions are overturned;

4. That the Province explore measures to reduce the financial burden on municipalities defending planning decisions before the OLT, helping to protect taxpayer dollars and improve the efficiency of the planning process; and,

5. That Staff be directed to circulate this resolution to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Local Members of Provincial Parliament, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities for consideration and support.

Should you require further information, please do not hesitate to contact the Office of the Town Clerk at 905-430-4300.



Kathryn Douglas
Supervisor, Legislative Services
clerk@whitby.ca

Copy: C. Harris, Director of Legislative Services/Town Clerk - clerk@whitby.ca

The Honourable Rob Flack, Minister of Municipal Affairs and Housing - minister.mah@ontario.ca
Peter Bethlenfalvy, MPP, Pickering-Uxbridge - peter.bethlenfalvy@pc.ola.org
Lorne Coe, MPP, Whitby - lorne.coe@pc.ola.org
Jennifer K. French, MPP, Oshawa - jfrench-co@ndp.on.ca
Todd J. McCarthy, MPP, Durham - todd.mccarthy@pc.ola.org
Rob Cerjanec, MPP, Ajax - rcerjanec.mpp.co@liberal.ola.org
Laurie Scott, MPP, Haliburton-Kawartha Lakes-Brock - laurie.scott@pc.ola.org
Robin Jones, President, Association of Municipalities of Ontario - amopresident@amo.on.ca
All Ontario Municipalities

CA14

Municipality of Grey Highlands | *The place for all seasons*

September 16, 2026

Town of Plympton-Wyoming
546 Niagara St.
Wyoming, ON
N0N 1T0

Sent via email

To whom it may concern:

Re: Resolution 2026-625

Please be advised that the following resolution was passed at the September 16, 2026 meeting of the Council of the Municipality of Grey Highlands.

> **2026-625**
> **That Council receive the Sustainable Provincial Grant Funding for Fire Services for information; and**
> **That Council of the Municipality of Grey Highlands Support Resolution No. 15 passed by the Town of Plympton-Wyoming regarding the sustainable Provincial grant funding for fire services in Ontario; and**
> **That this resolution be sent to the Premier of Ontario, Minister of Solicitor General, the Minister of Municipal Affairs, Paul Vickers MPP, and all Ontario Municipalities.**
> **CARRIED.**

If you require anything further, please contact this office.

Sincerely,

[redacted]

Amanda Fines-VanAlstine
Manager of Legislative Services/Municipal Clerk
Municipality of Grey Highlands

cc. Premier Doug Ford, Minister Michael Kerzner, Minister Rob Flack, MPP Vickers and all Ontario Municipalities

The Corporation of
The Township of Brock
1 Cameron St. E., P.O. Box 10
Cannington, ON L0E 1E0
705-432-2355

CAIS

September 29, 2026

Honourable Todd McCarthy
Minister of Environment,
Conservation and Parks

Honourable Sylvia Jones, Minister of
Health Ontario

Sent via email: minister.mecp@ontario.ca

sylvia.jones@pc.ola.org

Re: Combating Tick Borne Diseases

Please be advised that Council of the Township of Brock, at their meeting held on September 28, 2026 adopted the following resolution:

C-2026-225

Moved by: Regional Councillor Pettingill
Seconded by: Councillor Canavan
Motion Carried.

"**Whereas** the prevalence of ticks, including those known to carry Lyme disease, and other Vector borne diseases have increased across Ontario; and

Whereas Lyme disease diagnoses have increased by 27% in 2024 to 2369 (Public Health Agency of Canada, PHAC); and

Whereas residents across the Township of Brock have registered growing concerns about public health risks associated with tick exposure in parks, trails and residential areas; and

Whereas municipalities have limited jurisdiction and resources to effectively manage tick populations on a broad ecological scale; and

Whereas the Government of Ontario is responsible for public health policy, environmental management and vector-borne disease prevention and detection;

Therefore, Be It Resolved That the Township of Brock formally requests the Government of Ontario investigate and implement measures to reduce burgeoning tick populations and to mitigate their associated health risks; and

That such measures may include safe and effective tick control methods, public education campaigns and coordinated regional strategies; and

That the Province consider increased funding and support for local public health units to address tick-borne disease prevention; and

That a copy of this motion be sent to Minister of Health, Sylvia Jones, Chief Medical Officer of Health, Kieran Moore, Minister of Environment, Conservation and Parks, Todd McCarthy, Durham Region Public Health, Lake Simcoe Region Conservation Authority, Kawartha Conservation Authority, the Association of Municipalities of Ontario (AMO) and all 444 municipalities across Ontario."

Should you have any questions or concerns please do not hesitate to contact Clerks@Brock.ca.

Yours truly,

THE TOWNSHIP OF BROCK

[redacted]

Fernando Lamanna, C.M.O. Dipl. M.M., B.A.
Acting CAO & Clerk

FL:ss

cc. Kieran Moore, Chief Medical Officer of Health
Durham Region Public Health
Mark Critch, Acting CAO/ General Manager, Lake Simcoe Region Conservation Authority
Mark Majchrowski , CAO Kawartha Conservation Authority
Association of Municipalities of Ontario

Bcc. All Ontario Municipalities

CM16

The Corporation of The Township of The Archipelago
Council Meeting

Agenda Number:	15.2.
Resolution Number	26-140
Title:	Township of Central Frontenac - Support for MFOA: Making Permanent the Doubling of the Ontario Community Infrastructure Fund (OCIF)
Date:	Friday, September 18, 2026

Moved by: Councillor Frost
Seconded by: Councillor Emery

WHEREAS the Ontario Community Infrastructure Fund (OCIF) provides important funding to rural and small municipalities for critical infrastructure projects; and

WHEREAS increased OCIF funding helps municipalities address infrastructure needs and reduce the financial burden on local taxpayers;

NOW THEREFORE BE IT RESOLVED that the Township of The Archipelago supports the Township of Central Frontenac's resolution requesting that the Province of Ontario make the doubling of OCIF funding permanent; and

FURTHER BE IT RESOLVED that this resolution be circulated to the Honourable Todd McCarthy, the Honourable Rob Flack, the Honourable Peter Bethlenfalvy, Premier of Ontario, the Minister of Infrastructure, Graydon Smith MPP Parry Sound - Muskoka, AMO, and Ontario municipalities for their consideration and support.

Carried

TOWNSHIP OF WELLESLEY

TOWNSHIP OF WELLESLEY
Resolution of Council
Council Meeting

CA17

Resolution Number

Title: A.F. & P. 36/2026 - Support for Permanent Doubling of the Ontario Community Infrastructure Fund (OCIF) - Motion Required

Date: Tuesday, September 22, 2026

Moved by: Lori Sebben

Seconded by: Shelley Wagner

WHEREAS recent municipal infrastructure funding programs by the Government of Canada and Province of Ontario have tended to prioritize growth-related or housing-enabling infrastructure projects over infrastructure renewal needs;

AND WHEREAS the Government of Ontario has regulated municipal infrastructure asset management through O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) under the *Infrastructure for Jobs and Prosperity Act, 2015*;

AND WHEREAS municipal asset management plans and the Financial Accountability Office of Ontario have identified that municipalities have significant state-of-good-repair backlogs and renewal needs for infrastructure;

AND WHEREAS the Government of Ontario doubled the Ontario Community Infrastructure Fund (OCIF) from $200M/year to $400M/year for 2021-2026 but has not publicly committed to maintaining this level of funding beyond 2026;

AND WHEREAS the OCIF has become a vital and indispensable resource for municipalities, assisting them with improving their asset management programs and meeting community-preserving infrastructure renewal needs;

AND WHEREAS increased geopolitical uncertainty is threatening the economic prosperity of Canada, Ontario, and every municipality;

AND WHEREAS municipal infrastructure is a key enabler and preserver of economic prosperity;

AND WHEREAS the Municipal Finance Officers' Association of Ontario (MFOA) has heard from its members and their municipalities concerns regarding the potential erosion of existing municipal infrastructure and thus service levels in light of the ongoing focus on housing-enabling infrastructure by grant funding programs;

NOW THEREFORE BE IT RESOLVED THAT Council support the Municipal Finance Officers' Association of Ontario (MFOA) request to the Ministry of Infrastructure that the permanent doubling of the Ontario Community Infrastructure Fund (OCIF) be maintained beyond 2026; and further

THAT Council request the Province of Ontario expand OCIF funding beyond the current doubled funding level and consider enhancements to the funding formula that recognize the unique infrastructure challenges faced by small, rural municipalities with large geographic areas, small population bases, and agricultural land comprising a significant majority of the municipal land area; and further

THAT a copy of the resolution and the supporting letter from the Municipal Finance Officers' Association of Ontario be circulated to Minister of Municipal Affairs and Housing, the Minister of Finance, the Ministry of Infrastructure, MPP Mike Harris, the Association of Municipalities of Ontario (AMO), and all Municipalities in Ontario.

CARRIED

[redacted]

Municipal Clerk, Amy Harron

TOWNSHIP OF WELLESLEY

STAFF REPORT
Corporate Services

Subject: Support for Permanent Doubling of the Ontario Community Infrastructure Fund (OCIF)

Report No.: A. F. & P. 36/2026
To: Council
Meeting Date: September 22, 2026
Prepared by: Jeff Dyck, Director of Corporate Services

Recommendation

WHEREAS recent municipal infrastructure funding programs by the Government of Canada and Province of Ontario have tended to prioritize growth-related or housing-enabling infrastructure projects over infrastructure renewal needs;

AND WHEREAS the Government of Ontario has regulated municipal infrastructure asset management through O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) under the *Infrastructure for Jobs and Prosperity Act, 2015*;

AND WHEREAS municipal asset management plans and the Financial Accountability Office of Ontario have identified that municipalities have significant state-of-good-repair backlogs and renewal needs for infrastructure;

AND WHEREAS the Government of Ontario doubled the Ontario Community Infrastructure Fund (OCIF) from $200M/year to $400M/year for 2021-2026 but has not publicly committed to maintaining this level of funding beyond 2026;

AND WHEREAS the OCIF has become a vital and indispensable resource for municipalities, assisting them with improving their asset management programs and meeting community-preserving infrastructure renewal needs;

AND WHEREAS increased geopolitical uncertainty is threatening the economic prosperity of Canada, Ontario, and every municipality;

AND WHEREAS municipal infrastructure is a key enabler and preserver of economic prosperity;

AND WHEREAS the Municipal Finance Officers' Association of Ontario (MFOA) has heard from its members and their municipalities concerns regarding the potential erosion of existing municipal infrastructure and thus service levels in light of the ongoing focus on housing-enabling infrastructure by grant funding programs;

NOW THEREFORE BE IT RESOLVED THAT Council support the Municipal Finance Officers' Association of Ontario (MFOA) request to the Ministry of Infrastructure that the permanent doubling of the Ontario Community Infrastructure Fund (OCIF) be maintained beyond 2026; and further

THAT Council request the Province of Ontario expand OCIF funding beyond the current doubled funding level and consider enhancements to the funding formula that recognize the unique infrastructure challenges faced by small, rural municipalities with large geographic areas, small population bases, and agricultural land comprising a significant majority of the municipal land area; and further

THAT a copy of the resolution and the supporting letter from the Municipal Finance Officers' Association of Ontario be circulated to Minister of Municipal Affairs and Housing, the Minister of Finance, the Ministry of Infrastructure, MPP Mike Harris, the Association of Municipalities of Ontario (AMO), and all Municipalities in Ontario.

Executive Summary

The purpose of this report is to seek Council's support for a resolution requesting the Province of Ontario to permanently maintain the Ontario Community Infrastructure Fund (OCIF) at its current doubled funding level beyond 2026. The Municipal Finance Officers' Association of Ontario (MFOA) is advocating on behalf of municipalities across Ontario to secure continued investment in municipal infrastructure renewal. Municipal asset management plans continue to identify significant infrastructure replacement and rehabilitation needs, while recent provincial and federal infrastructure funding programs have largely focused on growth-related and housing-enabling projects. Maintaining the enhanced OCIF funding level would assist municipalities in addressing state-of-good-repair infrastructure needs, preserving service levels, supporting economic prosperity, and continuing to deliver housing-enabling infrastructure investments.

Report

1. Background

The Ontario Community Infrastructure Fund (OCIF) provides predictable and formula-based funding to municipalities for critical infrastructure projects. In response to growing municipal infrastructure needs, the Province of Ontario increased annual OCIF funding from $200 million to $400 million for the period 2021 through 2026.

The Municipal Finance Officers' Association of Ontario (MFOA) has requested municipal support for advocacy efforts directed to the Ministry of Infrastructure seeking a permanent commitment to maintaining the doubled OCIF funding level beyond 2026.

Municipalities across Ontario are subject to asset management requirements established under Ontario Regulation 588/17, Asset Management Planning for Municipal Infrastructure, enacted under the Infrastructure for Jobs and Prosperity Act,

2015. These regulations require municipalities to identify infrastructure assets, assess asset condition, and develop long-term plans for maintaining service levels.

Asset management plans throughout Ontario, as well as reports from the Financial Accountability Office of Ontario, have identified significant infrastructure renewal requirements and state-of-good-repair backlogs.

2. Analysis

Municipal infrastructure networks including roads, bridges, water systems, wastewater systems, and stormwater infrastructure represent significant public investments that require ongoing rehabilitation and replacement. Municipal asset management plans consistently demonstrate that available funding sources are insufficient to fully address long-term infrastructure renewal needs.

Small, rural municipalities face additional infrastructure funding challenges that are not fully reflected in population-based funding formulas. Municipalities with extensive geographic areas and significant agricultural land holdings are responsible for maintaining large road and bridge networks that support agricultural production, goods movement, and rural economic activity. These municipalities often have limited population growth and a smaller tax base over which to distribute infrastructure costs, resulting in disproportionately higher infrastructure costs on a per-capita basis.

In recent years, infrastructure funding programs offered by senior levels of government have generally focused on growth-related and housing-enabling infrastructure projects. While those investments are important, municipalities continue to face considerable challenges in funding the rehabilitation and replacement of existing infrastructure assets.

The enhanced OCIF allocation has become a critical funding source for municipalities by:

- Supporting infrastructure rehabilitation and replacement projects;
- Assisting municipalities in meeting regulatory asset management requirements;
- Helping maintain municipal service levels;
- Preserving existing community infrastructure assets; and
- Complementing local capital funding strategies.

MFOA has noted concerns from municipal finance professionals regarding the potential deterioration of municipal infrastructure and service levels if the enhanced OCIF funding level is not maintained.

Further, current geopolitical and economic uncertainties have increased the importance of maintaining public infrastructure investments that support economic activity, community resilience, and long-term growth. Municipal infrastructure serves as a foundational component of local and provincial economic prosperity.

Without a commitment to continue the doubled OCIF funding beyond 2026, municipalities may face increased challenges in closing infrastructure funding gaps, potentially requiring the deferral of capital renewal projects or increased reliance on property taxation and debt financing.

3. Recommendations and Rationale

It is recommended that Council support the MFOA request for the permanent doubling of the Ontario Community Infrastructure Fund beyond 2026.

Continued enhanced OCIF funding would provide municipalities with greater certainty in long-term capital planning and support efforts to address infrastructure renewal requirements identified through asset management planning processes. Maintaining the current funding level would help municipalities continue investing in housing-enabling infrastructure while simultaneously preserving and renewing existing public assets that support economic development and community well-being.

While maintaining the current enhanced OCIF funding level is important, Council may also wish to advocate for a more equitable allocation approach that recognizes the realities of rural Ontario. Municipalities with large geographic areas, low population density, and agricultural land comprising more than 50 percent of the municipal land base maintain infrastructure that is critical to Ontario's agricultural economy. Additional provincial investment targeted to these communities would help address longstanding infrastructure funding gaps and support the sustainability of rural transportation networks and municipal services.

Supporting the resolution aligns with municipal interests across Ontario and reinforces the importance of sustainable infrastructure funding programs that address both growth and state-of-good-repair infrastructure needs.

4. Implementation Plan

Should Council approve the recommendation:

1. Council will adopt the attached resolution supporting MFOA's advocacy initiative.
2. The Clerk's Office will forward the adopted resolution to MFOA, the Ministry of Infrastructure, AMO, and other interested municipalities.
3. Staff will monitor future provincial announcements regarding OCIF funding allocations and update Council as necessary.

4. Staff will continue incorporating anticipated OCIF funding into long-term capital planning and asset management strategies.

Township Strategic Plan Alignment

Supporting stable and predictable infrastructure funding aligns with the Township's strategic objectives related to:

- Responsible asset management;
- Long-term financial sustainability;
- Infrastructure stewardship;
- Service delivery excellence; and
- Economic development and community prosperity.

The continued availability of enhanced OCIF funding supports the Township's ability to maintain and renew critical infrastructure assets in a financially sustainable manner.

Financial Implications

The continuation of the enhanced OCIF funding program beyond 2026 would positively impact municipal capital planning by providing ongoing support for infrastructure rehabilitation and replacement projects. Predictable infrastructure funding assists municipalities in managing asset renewal pressures while reducing reliance on taxation and debt financing.

Other Departments/Agency Comments

The Municipal Finance Officers' Association of Ontario has requested municipal support for this advocacy initiative.

No additional departmental concerns have been identified.

Legal Considerations

N/A

Attachments

1. MFOA Letter to MOI permanent doubling of OCIF
2. History of OCIF

Previous Reports on this Topic

N/A

Reviewed by

Senior Management

Approved by
Rik Louwagie, Chief Administrative Officer

MFOA | MUNICIPAL FINANCE OFFICERS' ASSOCIATION OF ONTARIO

Hon. Todd McCarthy
Acting Minister of Infrastructure
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

June 25, 2026

Dear Minister McCarthy,

RE: Making permanent the doubling of the Ontario Community Infrastructure Fund (OCIF) that is scheduled to end after the 2026 allocation

I am writing on behalf of the Municipal Finance Officers' Association of Ontario, and the municipalities it serves, to request that the Government of Ontario make permanent the five-year doubling of the Ontario Community Infrastructure Fund (OCIF) from $200 million/year to $400 million/year in advance of the 2027 OCIF allocation calculations.

The Municipal Finance Officers' Association of Ontario (MFOA) is the professional association of municipal finance officers with more than 2,300 individual members. We represent individuals who are responsible for handling the financial affairs of municipalities and who are key advisors to councils. MFOA is a strong advocate for best practices that encourage long-term fiscal sustainability, including long-term financial planning and asset management planning.

In recent years, governments at all levels have reoriented their priorities to address the ongoing housing crisis, with heightened attention on growth-related infrastructure and increasing housing production. Application-based or incentive-based funding programs for municipalities have placed greater emphasis on growth-related or housing-enabling capital projects (e.g., Development Charge Reduction Program, Building Communities Strong Fund – Community Stream, Municipal Housing Infrastructure Program, Building Faster Fund). OCIF remains one of the few federal or provincial funding programs where the focus remains primarily on the preservation and renewal of existing infrastructure to maintain or improve municipal service levels.

With support from the Government of Ontario and MFOA, municipalities have made significant improvements to their municipal asset management plans and programs. The Government of Ontario introduced O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) in late 2017, which provided a standard framework for infrastructure planning. To support the transition to O. Reg. 588/17, MFOA has partnered with the Government of Ontario on many asset management initiatives, including guides, workshops, direct consulting support and other resources. As a result of these and significant municipal efforts, most municipalities in Ontario have an asset management inventory that identifies their infrastructure assets, including conditions, replacement costs and renewal schedules of those assets.

By leveraging municipal asset management plans in 2020, the Financial Accountability Office of Ontario estimated the state-of-good-repair backlog to be $52.1 billion for core municipal infrastructure. That is an estimated cost of restoring such infrastructure to a 'good' condition. The report notably focused primarily on core assets and thus likely understated the full extent of the backlog. Addressing this should not be a priority that falls by the wayside due to an increased focus on growth-related capital projects by other funding programs. OCIF's flexible design provides municipalities with the opportunity to fund asset management staff, which can improve data and analysis quality, and it provides a critical means by which municipalities address the infrastructure funding challenges identified in their asset management plans.

In 2021, the Government of Ontario doubled OCIF for a five-year period. Minister Surma, in announcing that initiative, commented that the Government of Ontario was "providing stability and predictability to small, rural and northern communities as they repair, upgrade and modernize their critical infrastructure so that they are safer, healthier and more reliable for all." And Minister Bethlenfalvy said that "by nearly doubling our investment in the Ontario Community Infrastructure Fund, our government is supporting public safety, job creation and economic growth." In the current climate of geopolitical uncertainty, tariffs and the resulting economic shocks and instability, the need to provide municipalities predictability and to preserve and enhance the economic activity and benefits provided by well-supported and well-maintained municipal infrastructure is as imperative as it was in 2021.

We have also heard from our members on this matter. Municipalities outside of high-growth regions have expressed concern about the diminishing level of grant funding opportunities for municipalities trying to preserve the economic value of their existing infrastructure. Additionally, while growing municipalities have made significant efforts to emplace new, housing-enabling infrastructure, which has been rewarded through the Building Faster Fund, many of their state-of-good-repair capital plans remain underfunded. To maximize the economic potential of federal and provincial investment in infrastructure, all orders of government must work together to preserve service levels and the public value of existing infrastructure, and permanently doubling OCIF to $400 million/year will especially help small and rural municipalities preserve that economic foundation throughout Ontario.

By adopting a Team Ontario approach during recent and ongoing economic challenges, we have seen how significant progress can be made when municipalities and the provincial government work together to achieve a common goal. Should you wish to follow up on this letter, please contact MFOA Executive Director, Donna Herridge (donna@mfoa.on.ca).

Sincerely,

[redacted]

Dr. Adam Found, Ph.D., PLE
President and Chair

cc. Hon. Rob Flack, Minister of Municipal Affairs and Housing
cc. Hon. Peter Bethlenfalvy, Minister of Finance

MFOA | MUNICIPAL FINANCE OFFICERS' ASSOCIATION OF ONTARIO

History and Timeline of the Ontario Community Infrastructure Fund

The Ontario Community Infrastructure Fund (OCIF) was announced in 2014 to support core infrastructure needs in small, rural and northern municipalities. The program was initially designed to provide $100 million annually for local road, bridge, water and wastewater projects. At the time, half of the funding was distributed through a formula-based allocation, intended to reflect differences in municipal infrastructure and fiscal needs, while the remaining $50 million was delivered through an application-based stream. Eligibility was focused on municipalities with populations under 100,000, as well as municipalities located in northern or rural Ontario.[1]

OCIF was later expanded through the 2016 Ontario Budget, which committed to increasing the program to $300 million annually by 2018–19 to further support infrastructure projects in small, rural and northern communities.[2] Under this expanded structure, formula-based funding increased to $200 million annually, while the application-based stream was expected to increase to $100 million annually. However, in 2019, the Province indicated that fiscal circumstances prevented the full expansion of OCIF, resulting in the cancellation of the top-up application component, while maintaining the increase in formula-based funding to $200 million for that year.[3]

In 2021, the Province announced a further expansion of OCIF through the Fall Economic Statement, committing an additional $1 billion over five years. This brought the total OCIF investment to nearly $2 billion over the 2022-2026 period, or about $400 million per year. Beginning in 2022, allocations continued to be based on a formula recognizing the different needs and economic conditions of communities across Ontario, with the minimum annual allocation increasing from $50,000 to $100,000 per community.[4]

Starting with the 2023 allocations, the Ministry of Infrastructure (MOI) updated the OCIF formula to incorporate current replacement values for eligible core infrastructure, shifting from the use of historic cost data to CRVs. A municipality's core infrastructure was calculated using either asset management plan CRV estimates or MOI's CRV estimates for eligible core infrastructure categories. Starting with the 2024 OCIF cycle, the Ministry introduced a standardized Excel-based CRV template to collect municipal CRV data more consistently, building on the initial 2023 shift from historic cost data to current

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[1] Province Supporting the Infrastructure Needs of Small Communities | Ontario Newsroom

[2] 2016 Ontario Budget | Backgrounder: Building Tomorrow's Infrastructure Now

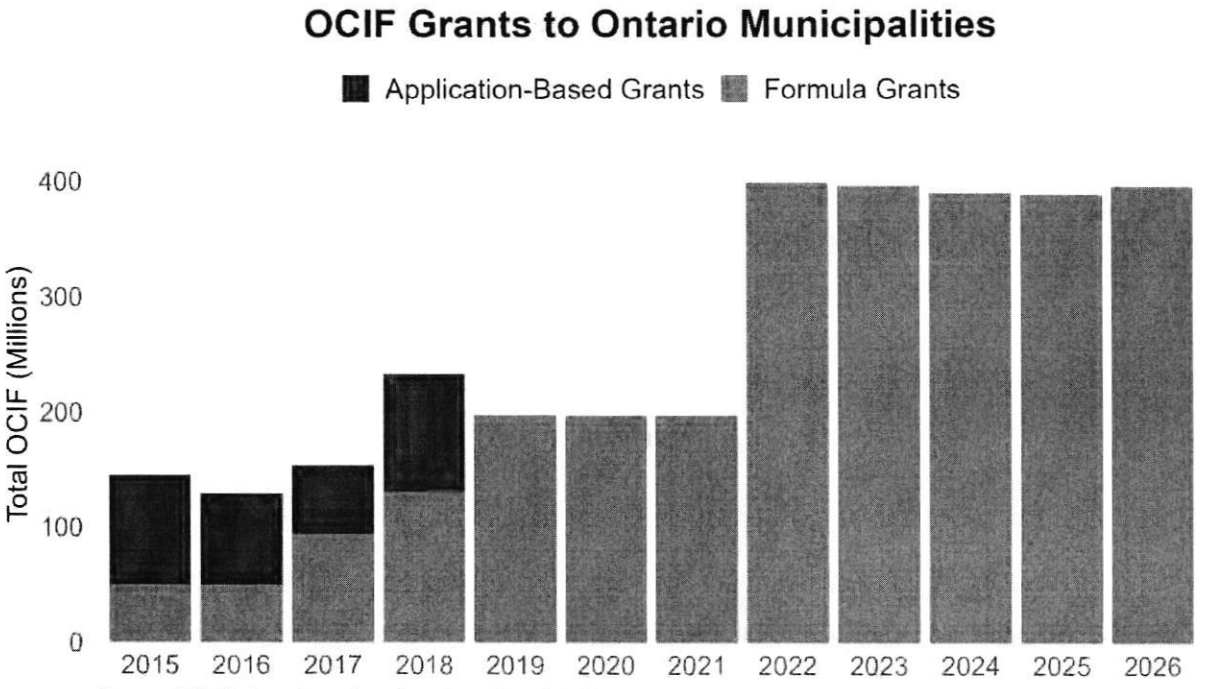
[3] Association of Municipalities of Ontario (AMO). *Ontario Dedicated Gas Tax Funds for Public Transportation Program Review and the Ontario Community Infrastructure Fund, 2019.*

[4] Building Ontario with Investments in Critical Infrastructure for Small, Rural and Northern Communities | Ontario Newsroom

replacement values.[5] A smoothing mechanism was also implemented to generally limit changes in 2023 funding to within ±15 percent of prior year's allocations.[6]

In 2026, 423 small, rural and northern communities across Ontario are receiving approximately $400 million in OCIF funding to renew and rehabilitate critical infrastructure. Starting this year, the minimum grant amount has increased from $100,000 to $125,000. The smoothing mechanism has also been adjusted, generally limiting year-over-year changes in 2026 allocations to within ±10 percent of 2025 grants.[7] However, as 2026 is the final year of the current five-year funding commitment, municipalities are seeking greater clarity on the future of the program.

The graph below shows annual OCIF grants to Ontario municipalities from 2015 to 2026, including both formula-based and application-based grants where applicable. Totals are based on actual approved yearly grants from MOI data and may not fully match announced OCIF allocation amounts.



Source: MFOA chart, based on data from Ontario's Ministry of Infrastructure.

[5] Ministry of Infrastructure, *Ministry of Infrastructure – Update*, presentation at the 2024 Municipal Finance Officers' Association Annual Conference, September 2024.
[6] Ministry of Infrastructure, *Information Session: 2023 Ontario Community Infrastructure Fund (OCIF) Formula Calculation*, 2023.
[7] Ontario Community Infrastructure Fund recipients - Dataset - Ontario Data Catalogue

CA18

Lanark HIGHLANDS

Regular Council Meeting

Resolution Number	189
Title:	Communications
Date:	Tuesday, September 22, 2026

Moved by	Deputy Reeve King
Seconded by	Councillor Closs

THAT, Council support the August 25, 2026, correspondence from the Town of Greater Napanee regarding the permanent doubling of Ontario Community Infrastructure Fund (OCIF) funding from $200 million to $400 million annually beginning in 2027; and

THAT, this supporting resolution and the originating resolution be circulated to the Premier of Ontario, the Minister of Infrastructure, the Minister of Municipal Affairs and Housing, the Minister of Finance, the Municipal Finance Officers' Association of Ontario, the Association of Municipalities of Ontario, the Member of Provincial Parliament for Lanark-Frontenac-Kingston, and Ontario municipalities.

ADOPTED

[redacted]

Reeve, Peter McLaren

CA 19

Legislative Services
Anne Kantharajah
905-726-4771
clerks@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

September 30, 2026

Delivered by email

Executive Director
York Regional Police Services Board
psb@yrp.ca

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

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

Alcohol and Gaming Commission of Ontario (AGCO)
municipal@agco.ca

Re: Town of Aurora Council Resolution of September 22, 2026
Report No. CS26-022 - Cannabis Retail Review Task Force - Findings and Recommendations

Please be advised that this matter was considered by Council at its meeting held on September 22, 2026, and in this regard, Council adopted the following resolution:

1. **That Report No. CS26-022 be received; and**
2. **That the Local Actions set out in the Recommendations section of the final report of the Cannabis Retail Review Task Force be implemented; and**
3. **That the final report of the Cannabis Retail Review Task Force be circulated to York Regional Police, the Premier of Ontario, the Minister of Municipal Affairs and Housing, the Alcohol and Gaming Commission of Ontario (AGCO), Local Members of Provincial Parliament, the Association of Municipalities of Ontario (AMO), and all municipalities in Ontario for consideration and support.**

The above is for your consideration and any attention deemed necessary.

Sincerely,

[redacted]

Anne Kantharajah
Town Clerk
The Corporation of the Town of Aurora

AK/lb

Attachments (Council meeting extract and final report of the Cannabis Retail Review Task Force)

Copy: Dawn Gallager Murphy, MPP Newmarket—Aurora (dawn.gallaghermurphy@pc.ola.org)
Hon. Michael Parsa, MPP Aurora—Oak Ridges—Richmond Hill (michael.parsaco@pc.ola.org)
Association of Municipalities of Ontario (AMO) (resolutions@amo.on.ca)
All Ontario Municipalities

AURORA

100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

Council Meeting Extract

Tuesday, September 22, 2026

8. Committee of the Whole Meeting Report of September 8, 2026

Moved by Councillor Thompson
Seconded by Councillor Gallo

That the Committee of the Whole Meeting Report of September 8, 2026, be received and the recommendations carried by the Committee approved, with the exception of sub-items 8.4.1, 8.4.2, and 8.9.1, which were discussed and voted on separately as recorded below.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

8.4 Corporate Services Committee Agenda

8.4.4 CS26-022 - Cannabis Retail Review Task Force - Findings and Recommendations

1. That Report No. CS26-022 be received; and
2. That the Local Actions set out in the Recommendations section of the final report of the Cannabis Retail Review Task Force be implemented; and
3. That the final report of the Cannabis Retail Review Task Force be circulated to York Regional Police, the Premier of Ontario, the Minister of Municipal Affairs and Housing, the Alcohol and Gaming Commission of Ontario (AGCO), Local Members of Provincial Parliament, the Association of Municipalities of Ontario (AMO), and all municipalities in Ontario for consideration and support.

Carried

Attachment 1 to Report No. CS26-022

Cannabis Retail Review Task Force

Final Findings and Recommendations

August 27, 2026

1. Purpose

The Cannabis Retail Review Task Force was established by Council to review the Town of Aurora's experience since opting in to Ontario's retail cannabis framework and to report back to Council with findings and recommendations.

The Task Force reviewed the provincial regulatory framework, previous Council decisions and reports, information from Town staff and York Regional Police, enforcement and complaint information, community concerns, the experience of neighbouring residents and businesses, and feedback received through the 2026 Cannabis Retail Review Survey.

The Task Force recognizes that legal cannabis retailers are legitimate businesses operating within a provincially regulated framework. The purpose of this review is not to reconsider the legalization of cannabis or Aurora's decision to opt in, but to determine what has been learned from Aurora's experience and identify opportunities to better address community impacts.

2. Background

Aurora Council opted in to permit private cannabis retail stores on January 21, 2019.

At the same time, Council recognized potential concerns regarding the location and concentration of cannabis retail stores and requested that the Alcohol and Gaming Commission of Ontario consider additional location restrictions.

Specifically, Council requested:

- A minimum 150-metre separation between cannabis retail stores; and
- A minimum 150-metre separation between cannabis retail stores and specified sensitive uses, including daycares, nurseries, parks, group homes, addiction and

counselling facilities, recreation facilities, the Aurora Public Library, Town Hall and similar public gathering uses.

Despite Council's request, these additional criteria were not adopted by the AGCO.

The Province currently requires a 150-metre separation from schools and private schools. Municipalities do not have authority to license private cannabis retailers or regulate cannabis retail as a separate land use. Cannabis stores are otherwise subject to the same applicable municipal zoning requirements as other permitted retail uses.

The Town's 2023 Retail Cannabis Update subsequently confirmed that the number or proximity of cannabis stores is not an objectionable criterion under the provincial framework and that municipalities have no control over their locations beyond the zoning requirements applicable to retail uses generally.

3. Community Survey

Council authorized a Cannabis Retail Review Survey to provide the Task Force with current community feedback.

The survey was conducted from July 14 to August 9, 2026 and was promoted through Town communication channels.

The survey received:

- 479 visits; and
- 154 completed responses.

The survey should be considered an important source of community feedback rather than a statistically representative referendum of all Aurora residents.

Overall, the survey indicates that the principal concern among respondents is not simply the existence of legal cannabis retail stores. Concerns are more strongly associated with:

- The number of cannabis retail stores;
- Concentration and clustering;
- Store locations;
- Proximity to sensitive uses;

- Youth exposure; and
- Neighbourhood impacts.

The Task Force also recognizes that a segment of respondents supports cannabis retail and considers these businesses legitimate and appropriately regulated retail operations.

These results generally reinforce the location and concentration concerns identified by Aurora Council when it opted in to cannabis retail in 2019.

4. Task Force Findings

Finding 1: Cannabis retail has not created a significant town-wide enforcement problem

The available information does not demonstrate widespread public safety, crime or municipal enforcement problems associated with cannabis retail stores across Aurora.

Town staff have historically reported relatively few complaints associated with legal cannabis retailers, and proactive By-law inspections conducted in March 2026 did not identify violations.

The Task Force therefore does not find evidence supporting a conclusion that cannabis retail stores, as a class of business, represent a significant town-wide enforcement problem.

Finding 2: Town-wide statistics do not necessarily reflect localized impacts

While aggregate complaint and enforcement numbers are relatively low, the Task Force heard concerns regarding impacts experienced by residents and businesses neighbouring certain cannabis retail locations.

Issues identified during the Task Force's work included:

- Litter and discarded cannabis packaging;

- Parking;
- Signage;
- Patron behaviour;
- Loitering or prolonged gathering;
- Neighbourhood compatibility; and
- Other nuisance and quality-of-life concerns.

The Task Force finds that a relatively small number of locations can generate significant impacts for immediate neighbours without producing large town-wide complaint statistics.

Accordingly, aggregate complaint data should not be the sole measure used to determine whether a localized problem exists.

Finding 3: Location and concentration are central concerns

The Task Force finds that one of the most consistent concerns is the location and concentration of cannabis retail stores rather than the existence of legal cannabis retail itself.

This finding is reinforced by the 2026 community survey, which identified the perceived number, concentration and location of stores as primary concerns.

The existing provincial framework provides Aurora with little ability to address these concerns.

Finding 4: Aurora anticipated these concerns in 2019

The Task Force finds it significant that Aurora Council identified location and concentration as potential concerns before cannabis retail stores began operating in the Town.

Council's 2019 request for:

- 150-metre separation between cannabis retail stores; and
- 150-metre separation from specified sensitive uses

was intended to provide reasonable safeguards while allowing legal cannabis retail businesses to operate in Aurora.

Seven years of experience and the results of the 2026 review demonstrate that many of the concerns identified by Council in 2019 remain relevant.

Finding 5: The provincial framework significantly limits municipal control

The Task Force finds that there is a significant gap between municipal responsibility for responding to community concerns and municipal authority to prevent or address the underlying location issues.

Aurora can enforce generally applicable municipal bylaws, including parking, signage and property-related regulations.

However, Aurora cannot:

- License cannabis retail stores;
- Regulate cannabis retail as a separate land use;
- Establish cannabis-specific zoning;
- Establish mandatory separation distances between cannabis stores; or
- Establish additional cannabis-specific setbacks from sensitive uses.

The ultimate authority respecting retail cannabis authorizations rests with the Province through the AGCO.

Finding 6: Localized problems require targeted responses

Given the relatively low level of town-wide complaints but more significant concerns associated with particular locations, the Task Force finds that targeted intervention is preferable to blanket enforcement.

Where persistent problems are identified, the Town should coordinate available resources and work with retailers, property owners, neighbouring businesses, residents, By-law Services, YRP and the AGCO, as appropriate, to address the specific circumstances.

Finding 7: Residents need clearer information about where and how to report concerns

Responsibility for cannabis-related concerns is divided among several organizations.

Depending upon the issue, residents may need to contact:

- Town of Aurora By-law Services;
- York Regional Police;
- The AGCO;
- York Region; or
- A property owner or business operator.

The Task Force finds that clearer public information would improve reporting, allow concerns to be directed to the appropriate authority and improve the quality of information available for future monitoring.

5. Recommendations

The Cannabis Retail Review Task Force recommends that Council endorse the following actions.

A. Local Actions

1. Improve public information and reporting

That the Town develop clear public information identifying where residents and businesses should report cannabis retail concerns, including the respective responsibilities of the Town, AGCO, York Regional Police and other appropriate agencies.

2. Establish a targeted response approach

That where recurring concerns are identified around a cannabis retail location, appropriate Town departments coordinate a targeted response using existing municipal

enforcement authorities and engage the retailer, property owner, neighbouring residents and businesses, YRP and AGCO where appropriate.

3. Encourage retailer and property-owner engagement

That the Town encourage cannabis retailers and property owners to proactively address legitimate neighbourhood concerns, including litter, parking, property maintenance and patron behaviour occurring on their properties.

4. Continue monitoring

That the Town periodically monitor cannabis retail-related complaints and enforcement activity to identify emerging trends or recurring locations of concern and report significant developments to Council as appropriate.

B. Provincial Advocacy

5. Reaffirm Aurora's 2019 position

That Council reaffirm its January 21, 2019 position respecting cannabis retail store locations and advocate to the Province of Ontario and the AGCO for implementation of those principles.

Specifically, Aurora should continue to advocate for authority to establish:

- A minimum 150-metre separation between cannabis retail stores; and
- A minimum 150-metre separation between cannabis retail stores and appropriate sensitive uses, including daycares, nurseries, parks, group homes, addiction and counselling facilities, recreation facilities, libraries and other appropriate public gathering places.

6. Provide municipalities greater authority over location and clustering

That Council request that the Province amend the cannabis retail regulatory framework to provide municipalities with meaningful authority to address the location, density and clustering of cannabis retail stores within their communities.

Any expanded municipal authority should allow municipalities to develop locally appropriate standards while maintaining reasonable opportunities for legal cannabis retailers to operate.

7. Strengthen municipal input into AGCO decisions

That Council request that the Province strengthen the municipal role in the AGCO retail store authorization process, including requiring meaningful consideration of municipal concerns regarding location, concentration, sensitive uses and documented community impacts.

8. Review operating conditions where neighbourhood impacts exist

That the Province and AGCO be requested to examine whether additional regulatory tools are appropriate where a cannabis retail operation generates repeated, documented impacts on neighbouring residential or commercial properties, including whether operating conditions or hours may be considered where warranted.

9. Coordinate advocacy with other Ontario municipalities

That Aurora's final Task Force report and Council resolution be forwarded to:

- The Premier of Ontario;
- The appropriate Provincial Ministers;
- The AGCO;
- The Association of Municipalities of Ontario;
- York Region;
- All Ontario municipalities,

with a request for support for greater municipal authority over cannabis retail location and clustering.

6. Conclusion

Aurora's experience with legal cannabis retail is nuanced.

The Task Force did not find evidence that cannabis retailers generally represent a significant town-wide public safety or enforcement problem. Legal cannabis retailers

are regulated businesses that contribute to Aurora's economy and should be treated fairly.

At the same time, the review demonstrates that legitimate localized impacts can occur and that the current provincial framework leaves municipalities with limited tools to address one of the community's principal concerns: where cannabis stores locate and how closely they may be concentrated.

Importantly, Aurora anticipated these issues in 2019.

When Council opted in to cannabis retail, it supported reasonable separation distances between stores and from sensitive uses. Those recommendations were not incorporated into the provincial framework. The concerns identified through the Task Force's work and the 2026 community survey demonstrate that those principles remain relevant today.

The Task Force therefore recommends a balanced approach.

Locally, Aurora should improve reporting, monitoring, communication and targeted responses where problems occur.

Provincially, Aurora should renew and strengthen its advocacy for the principles Council established in 2019 and request meaningful municipal authority over cannabis retail location, concentration and neighbourhood compatibility.

This approach recognizes cannabis retailers as legitimate businesses while also recognizing the responsibility of municipal government to protect the quality of life of residents and neighbouring businesses.

Councillor John Gallo
Town of Aurora
Cannabis Retail Review Task Force Chair

The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, October 6, 2026

Resolution # RC26178	Meeting Order: 5
Moved by: [redacted]	Seconded by: [redacted]

WHEREAS The Corporation of the Municipality of Wawa is policed by the Ontario Provincial Police (OPP) through the Superior East OPP Detachment; and

WHEREAS OPP policing costs represent a significant expenditure within the Municipality of Wawa's annual operating budget, and the Municipality has experienced increasing policing costs, including an 11% increase identified as a financial pressure in the Municipality's 2026 budget; and

WHEREAS the Municipality has been advised by the Province of Ontario that, for the 2027 calendar year, no OPP-policed municipality will experience an increase of more than 11% in its total amount payable for OPP policing compared with 2026, excluding services separately acquired through an agreement with the OPP; and

WHEREAS an increase of up to 11% in municipal policing costs represents a significant financial pressure for small and rural municipalities such as Wawa and ultimately places additional pressure on the municipal property tax levy; and

WHEREAS municipalities must balance legislated infrastructure, service-delivery, affordability and fiscal-responsibility obligations while having limited revenue tools and a primary reliance on property taxation;

NOW THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Municipality of Wawa:

1. Acknowledges the Province of Ontario's action to limit the 2027 OPP municipal policing cost increase to no more than 11%;
2. Expresses concern that an increase of up to 11% in a single year remains significant for small, rural and northern municipalities and is not, by itself, a sustainable long-term solution;
3. Requests that the Province of Ontario establish a permanent, transparent and sustainable multi-year framework for OPP municipal policing costs that:

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The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

- includes a reasonable and predictable maximum annual increase in municipal OPP policing costs, taking into consideration municipal revenue growth, inflation, assessment growth, population growth, fiscal capacity and affordability impacts on local property taxpayers, including cost-of-living pressures;

- provides municipalities with a clear and itemized annual explanation of changes to their OPP policing costs, including, where applicable, changes attributable to staffing levels, salaries, benefits, calls for service, time standards, fleet, accommodation, support services, detachment administration and other provincial cost allocations;

- recognizes the limited fiscal capacity of small, rural, northern and OPP-policed municipalities and ensures that municipal policing cost increases do not disproportionately affect property taxpayers or compromise municipalities' ability to deliver other essential services and infrastructure; and

- recognizes that municipalities have limited ability to control policing costs arising from provincial legislation, regulation, staffing, compensation, collective bargaining, operational or policy decisions, and provides appropriate provincial funding or cost-sharing where significant policing cost pressures arise primarily from such provincial decisions.

AND FURTHER THAT a copy of this resolution be circulated to the Premier of Ontario; the Solicitor General; the Minister of Municipal Affairs and Housing; the Member of Provincial Parliament for Algoma–Manitoulin; the Association of Municipalities of Ontario (AMO); the Rural Ontario Municipal Association (ROMA); the Federation of Northern Ontario Municipalities (FONOM); all Ontario municipalities policed by the Ontario Provincial Police; and the Superior East OPP Detachment Board.

RESOLUTION RESULT	RECORDED VOTE		
☑ CARRIED	MAYOR AND COUNCIL	YES	NO
☐ DEFEATED	Mitch Hatfield		
☐ TABLED	Cathy Cannon		
☐ RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐ PECUNIARY INTEREST DECLARED	Jim Hoffmann		
☐ WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk:_____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL
[redacted]	[redacted]

This document is available in alternate formats.

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
BY-LAW 55-2026
FOR THE YEAR 2026

BEING A BY-LAW TO ADOPT, CONFIRM AND RATIFY MATTERS DEALT WITH BY RESOLUTION.

WHEREAS s. 5(3) of the *Municipal Act, 2001*, provides that the powers of municipal corporation are to be exercised by its Council by by-law; and

WHEREAS it is deemed expedient that the proceedings, decisions and votes of the Council of the Corporation of the Township of North Glengarry at this meeting be confirmed and adopted by by-law;

THEREFORE, the Council of the Corporation of the Township of North Glengarry enacts as follows:

1. **THAT** the action of the Council at its regular meeting of Monday November 9, 2026, in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law and;

2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.

3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.

4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-Law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 9th day of November 2026.

_____ _____

CAO/Clerk / Deputy Clerk **Mayor / Deputy Mayor**

I, hereby certify that the forgoing is a true copy of By-Law No.55-2026, duly adopted by the Council of the Township of North Glengarry on the 9th day of November 2026.

_____ _____**Date**

Certified CAO/Clerk / Deputy Clerk