

## Regular Meeting - Feb 19 2026 Agenda

Thursday, February 19, 2026 at 7:30 PM

Council Chambers

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<b>1. Call Meeting to Order</b>	
<b>2. Moment of Silence</b>	
<b>3. Approval of Agenda</b>	
<b>4. Disclosure of Pecuniary Interest</b>	
<b>5. Minutes</b>	
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<b>7. Planning and Economic Development Committee</b>	
Chair Keith Gourley, all of Council	
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7.2 <a href="#">Municipal Drains Consent Applications Report</a> <a href="#">Pamphlet</a>	19 - 23

## 8. Community Service Committee



Chair Angela Field, Committee Member Brian Hamilton

Admaston/Bromley Public Library Board

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Chair Brian Hamilton, all of Council


- |     |   |         |
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## 10. Waste Management Committee

Chair Brian Hamilton, All of Council

## 11. Finance and Administration Committee

Chair Michael Donohue, All of Council

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## 12. Protective Services Committee

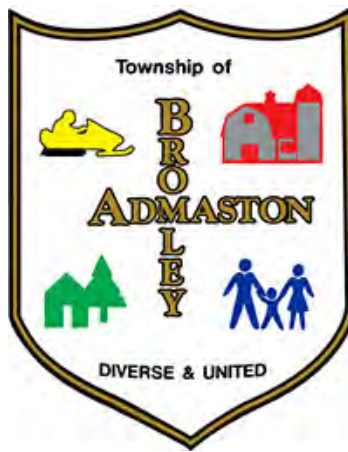
Chair Kevin LeGris, all of Council

- |      |  |           |
|------|--|-----------|
| 12.1 | <a href="#">Fire Protection Grant 2025/2026 Report</a>  | 131 - 158 |
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Mayor Michael Donohue

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<b>17.</b>	<b>Closed Session</b>	
17.1	Performance Appraisal - CAO/Clerk As per Section 239 2 (b) – personal matters about an identifiable individual, including municipal or local board employees.	
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<b>19.</b>	<b>Question Period</b>	
<b>20.</b>	<b>Adjournment</b>	
	Delegations and Guests	



## Regular Meeting - Feb 05 2026 Minutes

Thursday, February 5, 2026 at 7:30 PM

Council Chambers

Page

### 1. Call Meeting to Order

Council met for their first monthly meeting on Thursday February 5, 2026. Present were Mayor Michael Donohue, Deputy Mayor Keith Gourley, Councillors Brian Hamilton and Angela Field.

Councillor Kevin LeGris sent regrets.

Staff Members present were CAO/Clerk Jennifer Charkavi and Finance Clerk Amanda Ryan.

Also present was Audio/Video System Specialist Nate Maclsaac.

Mayor Donohue called the Meeting to Order at 7:31 pm. A moment of silence followed.

### 2. Moment of Silence

### 3. Approval of Agenda

#### Resolution No. 01-02-2026

Moved by Brian Hamilton, second by Keith Gourley

Page 4 of 176

BE IT RESOLVED that Council adopt the agenda of February 5, 2026,  
Regular Council Meeting

**Carried.**

**4. Disclosure of Pecuniary Interest**

None.

**5. Minutes**

5.1 [January 22, 2026 Regular Council Meeting](#)  # - #

**Resolution No. 02-02-2026**

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that Council adopt the following Meeting Minutes: # - #

- January 22, 2026, Regular Council Meeting

**Carried.**

**6. Delegations and Guests**

**7. Planning and Economic Development Committee**

Chair Keith Gourley, All of Council

**8. Community Service Committee**

Chair Angela Field, Committee Member Brian Hamilton

8.1 [Bonnechere Valley Recreation Services Agreement](#) # - #

[Report](#) 

[Agreement](#) 

**Resolution No. 03-02-2026**

Moved by Angela Field, second by Brian Hamilton

BE IT RESOLVED THAT Admaston/Bromley Council enter into an agreement for Recreation services with the Township of Bonnechere Valley for the year 2026, 2027, 2028, 2029 and 2030 by adopting By-Law 2026-06. # - #

**Carried.**

8.2 [Douglas Recreation Committee - Multi-Day Fundraising Events Report](#)  # - #

[Douglas Recreation Committee Request](#) 

**Resolution No. 04-02-2026**

Moved by Angela Field, seconded by Brian Hamilton

BE IT RESOLVED THAT the Council of the Township of Admaston/Bromley grants permission to the Douglas Recreation Committee to hold monthly events on Friday nights with dates being March 6th, April 17th, and May 8th, 2026, in Douglas and that the said event be designed as a community event and conducted for the enjoyment and betterment of the community. # - #

AND BE IT RESOLVED THAT the fundraising events are to help offset the costs of the Douglas Outdoor Rink Rehabilitation Project.

**Carried.**

9. **Operations Committee**  
Chair Brian Hamilton, All of Council

10. **Waste Management Committee**  
Chair Michael Donohue, All of Council

10.1 [Environmental Monitoring & Reporting Agreement Report](#)  # - #

[Agreement](#) 

**Resolution 05-02-2026**

Moved By Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED THAT Council adopt By-Law 2026-09, being a by-law to authorize the Mayor and Clerk to execute an Agreement with D.M. Wills for Environmental Monitoring and Reporting at waste sites. # - #

**Carried.**

**11. Finance and Administration Committee**

Chair Michael Donohue, All of Council

11.1 [2026 Ontario Municipal Partnership Fund \(OMPF\)](#) # - #

[Allocation Notice](#) 

**Resolution 06-02-2026**

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED THAT Admaston/Bromley Council receive the communication from the Ministry of Finance concerning the first quarterly payment for our 2026 Ontario Municipal Partnership Fund (OMPF) allocation. # - #

**Carried.**

11.2 [Sunshine Coach Request Report](#)  # - #

[Sunshine Coach Request](#) 

**Resolution No. 07-02-2026**

Moved by: Keith Gourley, seconded by Brian Hamilton.

WHEREAS the Township has received a request for support from the Sunshine Coach Service both financially and by by-law; # - #

NOW THEREFORE BE IT RESOLVED that Council approve By-Law 2026-08 being a by-law to declare support for the Sunshine Coach Service and agree that the Town of Renfrew will receive and be responsible for Dedicated Gas Tax funds on behalf of the Township and that a financial contribution will be made on an annual basis.

**Carried.**

Mayor Donohue provided the history and importance of this by-law.

**12. Protective Services Committee**

Chair Kevin LeGris, Committee Member Angela Field

**13. County of Renfrew**  
Mayor Michael Donohue

13.1 [Eastern Ontario Regional Network \(EORN\) Update - January 2026](#)  # - #

**Resolution No. 08-02-2026**

Moved by Keith Gourley, seconded by Brian Hamilton.


BE IT RESOLVED THAT Council receive the communication from the Eastern Ontario Regional Network (EORN) update for January 2026. # - #

**Carried**

**14. By-Laws**

14.1 [2026-06 - Agreement with Bonnechere Valley for Recreation Services](#)  # - #

[2026-08 - Sunshine Coach Gas Tax Funding](#) 

[2026-09 - Agreement with D.M. Wills for Environmental Monitoring](#) 

**Resolution No. 09-02-2026**

Moved by Angela Field, seconded by Keith Gourley.

BE IT RESOLVED that Council approve the following By-law; # - #

- 2026-06 Bonnechere Valley Recreation Services Agreement
- 2026-08 sunshine Coach Gas Tax Funding
- 2026-09 Agreement with D.M. Wills for Environmental Monitoring

**Carried**

**15. Old Business**

15.1 [Action Tracking List](#)  # - #

**Resolution No. 10-02-2026**

Moved by Angela Field, seconded by Keith Gourley.

BE IT RESOLVED that Council receive the Action Tracking List as information.

# - #

**Carried.**

CAO/Clerk Charkavi noted that internet will be installed at the BLCC by the end of February.

CAO/Clerk Charkavi advised that the information for the Comprehensive Zoning By-Law Review has been advertised on the website, social media, the Eganville Leader and both radio stations.

CAO/Clerk Charkavi highlighted the new format for agendas that are now on the website.

**16. New Business**

- 16.1 [Notice of Motion - Councillor Brian Hamilton](#)   
Resolution No. 11-02-2026

# - #

Brian Hamilton advised that he wanted to provide notice at this meeting for the February 19 Council meeting to reconsider the budget levy.

Mayor Donohue explained that this is the correct process for notices of motions, however, as the budget will be considered on the February 19 agenda, Councillor Hamilton would have been able to bring forth this resolution.

**17. Closed Session**

**18. Confirmatory By-Law**

Resolution No. 11-02-2026

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that By-law 2026-10, being a By-Law to confirm the Proceedings of Council of the Township of Admaston/Bromley at the meeting held February 5, 2026, be now numbered, deemed read three times and passed.

**Carried.**

**19. Question Period**

**20. Adjournment**

Resolution No. 12-02-2026

Moved by Keith Gourley, seconded by Brian Hamilton.

BE IT RESOLVED that the Thursday February 5, 2026, Township of Admaston/Bromley Council meeting be adjourned at 7:59pm.

**Carried.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO/Clerk

**Township of Admaston/Bromley  
477 Stone Road, R.R. #2  
Renfrew, ON  
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**E-Mail Address – info@admastonbromley.com**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: February 19, 2026  
To: Council  
From: Jennifer Charkavi  
Re: Consent Application B76/25

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**Background:**

The owners are proposing to sever a 1 hectare parcel containing a surplus dwelling from the remainder of the farm property. The retained lands will be 30.7 hectares in area with 480 metres of road frontage. There are no buildings on the retained lands.

This applicants are proposing to sever a surplus dwelling to an agriculture use. The Provincial Planning Statement (PPS) discourages lot creation in prime agricultural areas. Section 4.3.3.1 states that lot creation in prime agricultural areas is discouraged and may only be permitted for agricultural purposes; agricultural related uses, and a residence surplus to a farming operation as a result of a farm consolidation.

To meet the requirements of the PPS and the Official Plan, a zoning by-law amendment is required to rezone the retained lands to an Agriculture-Exception zone to prohibit the construction of future dwellings.

A Registered Plan of Survey will be a condition of consent.

**Financial Implications:**

None at this time.

**People Consulted:**

County of Renfrew – Development and Property Department  
Chief Building Official  
Public Works Superintendent  
Drainage Superintendent

**Recommendation for Council:**

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B76/25 submitted by applicants Ken and Hendrikje Clemmer and agents Trevor and Sabrina Clemmer, 690 Crozier Line, so long as requirements of commenting agencies are satisfied.

PART A - BACKGROUND

1. FILE NO.: B76/25
2. APPLICANTS: Ken & Hendrikje Clemmer  
Agents: Trevor & Sabrina Clemmer
3. MUNICIPALITY: Township of Admaston/Bromley  
(Geographic Township of Admaston)
4. LOT: Part Lot 27 CON.: 2 STREET: 690 Crozier Line
5. PURPOSE: Creation of a new lot
6. DESCRIPTION OF APPLICATION: The owners are proposing to sever a 1 hectare parcel containing a surplus dwelling from the remainder of the farm property. The retained lands will be 30.7 hectares in area with 480 metres of road frontage. There are no buildings on the retained lands.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage		Area	Structures
Existing Lot	580 – Crozier Line 609.49 – Plaunt Rd	m	31.70 Ha	Dwelling
Severed	100 – Crozier Line	m	1.00 Ha	Dwelling
Retained	480 – Crozier Line 609.49 – Plaunt Rd	m	30.70 Ha	None

8. SEVERANCE HISTORY

Number of new lots from original holding (1971)      No previous severances

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed      Agriculture

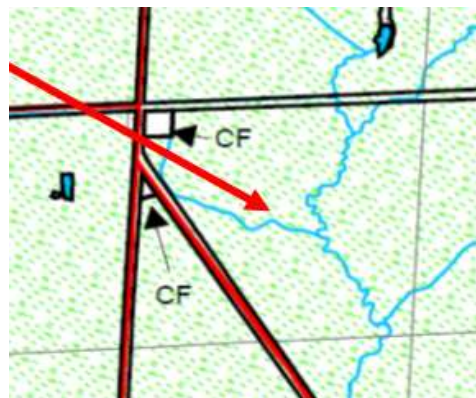
Retained      Agriculture



10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY  
(2004-13) Zone(s):

Severed      Agriculture (A)

Retained      Agriculture (A)



Zone Requirements:

	<u>Proposed Lot Frontage</u>	<u>Minimum Required</u>	<u>Proposed Lot Area</u>	<u>Minimum Required</u>
Severed	100 m	45 - RU m	1.00 Ha	4047 m <sup>2</sup>
Retained	480 m	45 - A m	30.70 Ha	20 - A ha

PART B - COMMENTS

1. PROVINCIAL PLANNING STATEMENT and MUNICIPAL PLAN REVIEW DATA

Policies Considered:

4.1.5 *Development and site alteration* shall not be permitted in:

- c) *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Mary's River);

unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.

4.3.3.1 Lot creation in *prime agricultural areas* is discouraged and may only be permitted in accordance with provincial guidance for:

- a) *agricultural uses*, provided that the lots are of a size appropriate for the type of *agricultural use(s)* common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;
- b) *agriculture-related uses*, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*;
- c) one new residential lot per farm consolidation for a *residence surplus to an agricultural operation*, provided that:
  - 1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
  - 2. the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective; and
- d) *infrastructure*, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.

2. OFFICIAL PLAN

Policies Considered:

- 2.2(2) Minimum Distance Separations (MDS)
- 2.2 (8)(f) Significant Valleylands
- 2.2(12)(a)(iii)&(f) - Lot size and private servicing
- 6.3(1) Agriculture Designation
- 6.3(5) Agriculture Designation – Consents
- 13.3(3) Transportation – Municipal Roads
- 14.3(18) Consent Policies for Agriculture

3. ZONING BY-LAW

Provisions Considered:

- 3.25 (a) Separation distances from a livestock facility
- 22.1 & 22.2 Agriculture (A) Zone – permitted uses and zone provisions

4. SUBMITTED STUDIES

None

5. AGENCY COMMENTS

Twp. of Admaston/Bromley                      January 19, 2026  
Favourable comments were received.

All new septic and buildings to comply with OBC standards/requirements, and municipal By-Laws.

Ministry of Transportation                      November 13, 2025  
No land development review required

6. GENERAL PLANNING COMMENTS

This applicants are proposing to sever a surplus dwelling to an agriculture use. The Provincial Planning Statement (PPS) discourages lot creation in prime agricultural areas. Section 4.3.3.1 states that lot creation in prime agricultural areas is discouraged and may only be permitted for agricultural purposes; agricultural related uses, and a residence surplus to a farming operation as a result of a farm consolidation.

The policies of the County of Renfrew Official Plan regarding consents in the Agricultural designation largely reflect Provincial Policy. Both the Provincial Planning Statement and the County Official Plan provide for the protection of prime agricultural land.

Section 6.3(5)(d) of the Official Plan states that the severance of a farm dwelling is only permitted provided it is surplus to a farmer's needs as a result of farm consolidation.

Section 6.3(d) (ii) of the Official Plan states that only the minimum amount of land required to accommodate a surplus farm dwelling and appropriate sewage and water services is to be severed. The severed lands are relatively large at 1 hectare in area due to the location of the wood shed and the holding tank.

To meet the requirements of the PPS and the Official Plan, a zoning by-law amendment is required to rezone the retained lands to an Agriculture-Exception zone to prohibit the construction of future dwellings.

#### *Transportation*

The severed and retained lands have road frontage along Crozier Line which is a municipal maintained road. The retained lands also have road frontage along Plaunt Road which is a seasonally maintained road.

Section 13.3(3) states that any new development which proposes access to or fronts on a Local Municipal Road must satisfy all requirements of the local municipality.

The Township of Admaston/Bromley was circulated, and favourable comments were received.

#### *Significant Valleylands*

The subject lands are impacted by significant valleylands, as identified on Official Plan Schedule B-Map 4-Natural Heritage Features and Section 2.2(8)(f). This is a natural feature that is required to be protected from negative impacts from development. Proposed development that occurs in or within 120 metres of this feature is required to be supported by an Environmental Impact Study (EIS) that demonstrates there will be no negative impacts on the valleylands.

In this situation, since the proposed severed lot is developed, an EIS would not be required.

#### *Zoning By-law*

The severed lands are zoned Agriculture (A), and the use is for a single detached dwelling. Section 22.2(n) states that applicable provisions of Section 21.2 Rural Zone Provisions shall apply to a single detached dwelling on an existing lot and on a legally created lot. The severed lands meet the minimum lot area requirement of 4047 square metres, and the minimum lot frontage requirement of 45 metres in the RU zone.

As mentioned above, the retained lands are required to be rezoned from Agriculture (A) to Agriculture-Exception (A-E) zone to prohibit residential uses.

#### *Servicing*

The application and the application sketch indicate the well servicing the existing dwelling is located on the retained lands. A dwelling cannot rely on a private well located a separate parcel. It is our understanding that a new well will be constructed on the severed lands.

7. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted.
  
- (b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not.
  
- (c) The proposal may be acceptable when the following matters are addressed and resolved:
  
- (d) Conditions to the giving of consent should be considered for the following:
  - Registered Plan of Survey:
  - Zoning By-law Amendment: Rezone the retained lands from Agriculture (A) to Agriculture - Exception (A-E)
  - Minor Variance:
  - Private Road Agreement:
  - Development Agreement:
  - Site Plan Control Agreement:
  - Notice on Title:
  - Shoreline Road Allowance Closure / Acquisition:
  - Other:
  
- (e) There are serious planning concerns, refusal is recommended.
  
- (f) Other Recommendations:

Date: February 2, 2026  
Prepared by: Lindsey Bennett-Farquhar, MCIP, RPP  
Senior Planner

OCT/2024

**Township of Admaston/Bromley  
477 Stone Road, R.R. #2  
Renfrew, ON  
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**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: February 19<sup>th</sup>, 2026  
To: Council  
Re: Municipal Drains  
From: Jennifer Charkavi

---

**Background:**

The Township of Admaston/Bromley has many municipal drains. A municipal drain is a system to move water. It is created pursuant to a bylaw passed by the local municipality. The municipality is responsible for the construction of the drainage system and future maintenance and repair. Costs are recovered from the property owners identified in the Engineer's Reports which are part of the By-Law.

Most municipal drains are either ditches or closed systems, such as pipes or tiles buried in the ground. They can also include structures such as dykes or berms, pumping stations, buffer strips, grassed waterways, storm water detention ponds, culverts and bridges. Some creeks and small rivers are also considered municipal drains. Municipal drains are primarily located in rural agricultural areas.

The Township's new accounting software indicates if a property is part of a municipal drain. This new function did cause some confusion but it is important for property owners to be aware that they have the responsibility of a municipal drain on their property. Our Tax Certificates did identify this and still do.

**Discussion:****Consent Applications:**

It has come to Township's attention that Consent Applications were not being completed properly in the past. Staff have added steps to our consent application process to ensure that those applying for consents are aware of the process that is required should the property be on a municipal drain.

**Process:**

Should a property be identified by the Township's Municipal Drain Superintendent as being part of a municipal drain and reassessment may be required, this is then captured in the Planner's Report and becomes a condition of consent.

Township staff now send the Planners report to a Municipal Drain Consultant, currently the Township is working with Robinsons Consultants. The consultant reviews the report and any other pertinent information/studies. The Consultant will let Township staff know if yes there is a drain re-apportionment required or not. If there is no drain re-apportionment required, then the condition is satisfied.

However, should the consultant state that reassessment is required, the property owner will now be notified that a deposit is required to have the work completed by the consultant. A deposit of \$500 will be required to engage the consultant. Final balance, which the fee is cost recovery of the consultant costs, will be required to be collected to remove the condition and the letter of reassessment is filed.

Once the deposit is received, \$500, the consultant is notified to proceed. The consultant completes the work and sends a letter through the Township, to the property owners that must be signed acknowledging the reassessment. The property owners then send the signed letter back to the Township. Once the invoice has been received from the consultant and if there are any outstanding costs, final balance will be sent to the applicant, once final payment received, the condition will be completed for the consent and the County of Renfrew Planning Division will be notified that the condition is met.

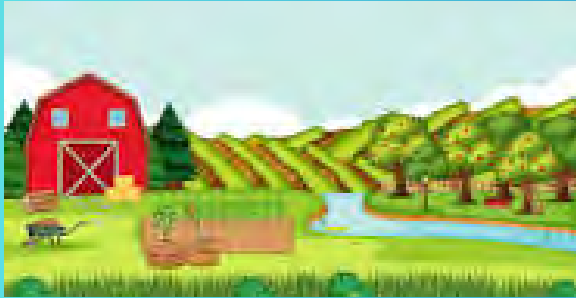
It is important to note that applicant may find their own consultant or lawyer to handle the municipal drain condition.

Staff have spoken to a few neighbouring municipalities, and their Planners work with staff to complete the same process as above, with costs being recovered, while others have a consultant complete all the work with costs being recovered.

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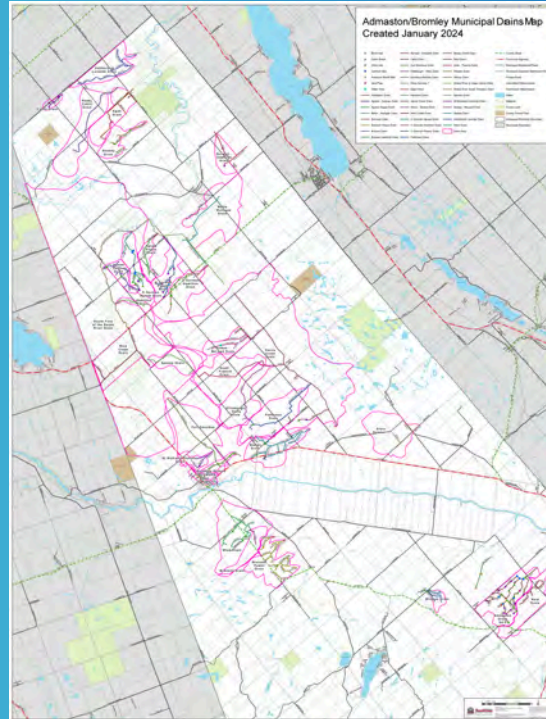
**Recommendation:**

BE IT RESOLVED that Council approves By-Law 2026-13, being a By-Law to amend the Fees & Charges By-law to include the cost recovery fees for municipal drain re-apportionment/reassessment.



# What is a Municipal Drain

A municipal drain is a system to move water. It is created pursuant to a bylaw passed by the local municipality. The municipality is responsible for the construction of the drainage system and future maintenance and repair. Costs are recovered from the property owners in the watershed of the drain.



**Please use the QR Code below to visit the Government of Ontario's website on Municipal Drains for more information.**



# Municipal Drains & How they affect my property



# How does a Municipal Drain Affect my Consent Application for a Severance

Most municipal drains are either ditches or closed systems, such as pipes or tiles buried in the ground.

They can also include structures such as dykes or berms, pumping stations, buffer strips, grassed waterways, storm water detention ponds, culverts and bridges. Some creeks and small rivers are now considered to be municipal drains.

Municipal drains are primarily located in rural agricultural areas.

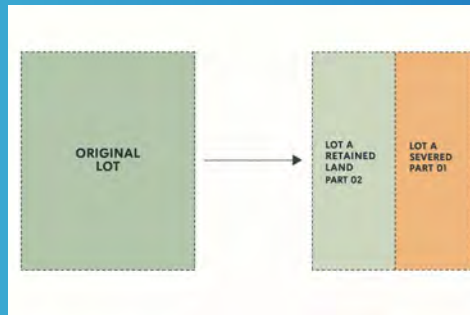


Municipal drains are identified by municipal bylaw that adopts an engineer's report. These reports contain plans, profiles and specifications defining the location, size and depth of the drain, and how costs are shared among property owners.



The engineer's report defines how a drain affects your property, including:

- location of the drain;
- watershed of the drain;
- size and shape of the drain;
- working right-of-way;
- our share of drainage project costs.



When applying for a severance, if your property contains a municipal drain, a consultant/lawyer must review the application to determine if the municipal drain will be affected by the proposed severance and if so have the reassessment completed.

Applicants may use the Township's consultant, a deposit of \$500 will be required to engage our Consultant, with final balance to be paid for the report.

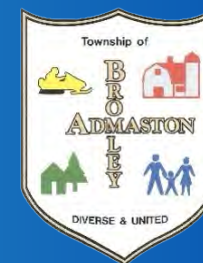
This work will be a condition of the consent for the severance.



More information?  
Contact the  
Township Office:

[info@admastonbromley.com](mailto:info@admastonbromley.com)

613-432-2885



[admastonbromley.com](http://admastonbromley.com)

**ADMASTON/BROMLEY PUBLIC LIBRARY  
BOARD OF DIRECTORS MEETING MINUTES  
December 9, 2026  
7 PM**

**Present:** Susan Patterson-O'Neil, Libby LeBlanc CEO, Beth McDonald, Brian Hamilton, Jamie Robertson, Karen Coulas Lynn Agnew, Charlene Whattam, Karen Payne (via Zoom)

**Regrets:**, Lynn Clelland

1. Approval of and additions to the agenda

**Motion** to approve agenda

Moved by Lynn Agnew

Seconded by Beth McDonald

Carried

2. Declaration of Conflict of Interest - none

3. Approval of minutes

**Motion** to approve the minutes from November 11, 2025

Moved by Karen Coulas

Seconded by Brian Hamilton

Carried

4. Business arising from the minutes

- Cheese fundraiser - the cheese is being delivered
- Taste of the Valley - Brian reported on the progress and he has secured 1,500 bags
- 4 hand euchre at Culls Red Shop - February 27, 2026 has been confirmed
- Admaston/Bromley appreciation dinner is December 19, 2026
- Government training grant is closed

5. New Business

- Children's Christmas will be December 20, 2025. Volunteers will be appreciated

6. Treasurer's Report as attached

**Motion** to accept Treasurer's Report and pay all bills

Moved by Lynn Agnew

Seconded by Jamie Robertson

Carried

7. CEO's Report as attached
  8. Policy Review - none
  9. Correspondence - none
  10. Monitoring Progress of Strategic Plan - new board members
  11. Other Business
  12. Adjournment - at 7:50 pm
- Next Meeting - January 13, 2026

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Chair

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CEO

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Date

**ADMASTON/BROMLEY PUBLIC LIBRARY  
BOARD OF DIRECTORS MEETING MINUTES  
January 13, 2026  
7 PM**

**Present:** Susan Patterson-O'Neil, Libby LeBlanc CEO, Brian Hamilton, Lynn Clelland, Karen Coulas Lynn Agnew, Charlene Whattam, Karen Payne and Jamie Robertson (via Zoom)

**Regrets:**, Beth McDonald

Libby opened the meeting and chaired the election

Jamie Robertson nominated the present executive to their respective positions. All were acclaimed as follows

Chair Susan O'Neil

Vice Chair Charlene Whattam

Treasurer Lynn Agnew

Secretary Karen payne

Susan O'Neil resumed as Chair

1. Approval of and additions to the agenda

**Motion** to approve agenda

Moved by Lynn Agnew

Seconded by Charlene Whattam

Carried

2. Declaration of Conflict of Interest - none

3. Approval of minutes

**Motion** to approve the minutes from December 9, 2025

Moved by Karen Coulas

Seconded by Brian Hamilton

Carried

4. Business arising from the minutes

- 4 hand euchre at Culls Red Shop - February 27, 2026 has been confirmed and the posters are ready to be circulated

5. New Business

- Delegation to Council meeting - tabled

Motion to purchase a membership to UOVGC at a cost of 10.00 per year  
Moved By Jamie Robertsom  
Seconded By Charlene Whattam  
Carried

6. Treasurer's Report as attached

**Motion** to accept Treasurer's Report and pay all bills  
Moved by Lynn Agnew  
Seconded by Charlene Whatta  
Carried

7. CEO's Report as attached

8. Policy Review - tabled

9. Correspondence - none

10. Monitoring Progress of Strategic Plan - new board members

11. Other Business

12. Adjournment - at 8:19pm

Next Meeting - February 10, 2026

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Chair

CEO

---

Date

## Library CEO's Report – December 2025

- **STATS:** *JASI Checkouts – 274; Books on hold - 262; Libby App Checkouts 248; Total Checkouts 522 (approx.) Inter-Library Loans –5; FB Reach 4386 –FB Reach is the estimated number of people who saw any content from or about our Page.); Total FB Followers – 428*
- **Collections** – Items purchased for collection– **Book purchasing was delayed due to financial strain but due to our cheese fundraiser, we were able to purchase some books. \$367.15**
- **Programming:** We held a Christmas party on December 20<sup>th</sup>. It was attended by over 25 people! Declan and Astrid (a library volunteer) played some music for us. Many of you provided baked goods and thank you for that. We had a lovely time! Almost every child went home with a hand-made ornament. (Some forgot them at the library!)
- **Fundraising:** We are looking forward to planning our card party.
- **Grants:** Nothing so far.
- **Policy Review:** OP-02
- **Correspondence:**
  - Bank Statement
  - UOVGG Publication Reply
  - Bell Phone – Dec.
  - Bell Internet –Dec.

### Miscellaneous:

- UOVGG Publications: I have been in contact with Larry from the UOVGG. He has all the publications that we could want regarding cemeteries and a couple of hundred family histories. He suggests that we buy a membership for our patrons to use in house. I am not sure if we want just access to digital copies if our objective is to preserve the records. If we are satisfied with access we can proceed with a membership. It will take some managing as they don't want patrons accessing it on their own.
- I received training on the VOLT on December 11<sup>th</sup>, and I will try to begin that huge task in the New Year.
- Lynn picked up our book order this month. Thank you again, Lynn!
- We held a great Christmas party on December 20<sup>th</sup>. We had a couple volunteers come out to help. They organized crafts and games for the children. We had live music thanks to Declan and Astrid. Thank you to our board members for bringing some yummy treats. You're the best.
- Our cheese orders were great! We made a good bit of monies to go toward our book budget.

- I have renewed our Overdrive and Park Passes for the 2026 season. New Art Gallery Passes have arrived. They have been processed and are now in circulation.
- Many hours have been donated by our amazing volunteers. We are so grateful to our Elaine, Beth, Dara, Kennedy, Astrid and Laura!

## Library CEO's Report – January 2026

- **STATS:** *JASI Checkouts –300; Books on hold 254 -; Libby App Checkouts 276; Total Checkouts 576 (approx.) Inter-Library Loans - 2; FB Reach 3164 (up 17%) – FB Reach is the estimated number of people who saw any content from or about our Page.); Total FB Followers- 433*
- **Collections** – Items purchased for collection– **Book purchasing was delayed due to financial strain. I purchased books late in the month, after we knew about the twp. advancement. \$388.00**
- **Programming:** Frosty Fun plans are in the works. It has been moved up this year and will be held on January 30, 31 and February 1. Come out and enjoy!
- **Fundraising:** We are looking forward to planning our card party.
- **Grants:** Student Experience Grant
- **Policy Review:** OP-02
- **Correspondence:**
  - Bank Statement
  - Bell Phone – Jan.
  - Bell Internet –Jan.

### Miscellaneous:

- I have applied for the Summer Student Experience Grant. Here's hoping!
- Lynn picked up our book order this month. Thank you again, Lynn! Lynn and Tom also got a new microwave stand to clean up the messy area in the library. Susan helped to clean and organize. I got a new privacy window cling and it looks great. Thank you to Lynn and Susan!
- We are planned our activities for Frosty fun, which will be over by the time you read this. We made playdough, did some amazing science and erupted snow volcanos. We had some tasty treats (thank you, Susan!) and had some hot chocolate. The program brought in about 50 people.
- I have had an author reach out and ask to speak about her books. I will be organizing her talk in the coming months.
- The [info@admastonbromleylibrary.com](mailto:info@admastonbromleylibrary.com) email is not working as it transitions to a new server. I am working with Carol to see that it gets sorted out as soon as possible.
- Please see the 2025 statistics infographic that I made.
- I would like to purchase/renew our MS Suite. Is that possible? I would also like to purchase a freeze program for the PACs. It will help ensure we don't get viruses or have malware on our computer system.

- We continue to be grateful for the Zoom account by the OFA. Thank you!
- Park Passes have arrived and are in the catalogue for the year ahead.
- It's true again this month! Many hours have been donated by our amazing volunteers. We are so grateful to our Elaine, Lynn, Susan, Bronwynn, Maggie, Laura and our amazing board members!

**FEBRUARY 10, 2026**

**TREASURER REPORT BY LYNN A AGNEW**

**BALANCE IN ACCOUNT TODAY** **\$3,136.05**

**BILLS THAT HAVE BEEN PAID**

Jan 16, 2026 Bell internet \$ 163.79  
Ref # 5946355

Feb 02, 2026 Jan wages \$1,957.22  
Check # 1114

**Feb 02,2026 Dec 2025 wages \$2,012.51**  
**Check # 1113**

Jan 28, 2026 Overdrive \$1,607.71  
**Outstanding check # 1112**

Feb 10, 2026 MC \$ 450.36  
Ref # 3036355

**Deposited advancement from the twp of \$6000.00 on Jan 23, 2026**

**I will be reconciling the 2025 books this week so I can deliver them to the Township prior to leaving on Feb 18, 2026**

**Township of Admaston/Bromley  
477 Stone Road, R.R. #2  
Renfrew, ON  
K7V 3Z5**

**E-Mail Address – info@admastonbromley.com**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: February 19th 2026  
To: Council  
From: Steve Visinski  
Re: Public Works January 2026 Report

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On a monthly basis the Public Works Superintendent prepares a report to Council with information on road maintenance, remediation works and current and upcoming projects within the Township which occurred during the month. This report is for the month of January 2026.

**Township**

Recycling for the township was picked up weekly from the Stone Road Transfer site and on a call-in basis when needed at the Douglas Transfer and the Osceola Landfill by Miller Waste. Staff are noticing that Osceola Landfill is seeing an increase in blue box materials and is now requiring the blue box bin to be emptied every 3 weeks compared to the previous 5 to 6 weeks.

Staff complete and document Bi-Weekly Road inspections to ensure roads are meeting the Minimum Maintenance Standards. 911 signs and entrance permits are measured and installed as per requests.

There were 7 special weather events in the month of January. This is very normal compared to previous years. 2023, 2024, and 2025 all had 6 special weather events in January.

**Current Projects**

- Ice removal on gravel roads will continue when weather permits to reduce snow and ice build-up.
- Maintenance of equipment will continue.

- Snowplowing operations will continue.
- Small brushing operations will continue.
- Bump signs will be installed as needed.

### **Upcoming Events**

- Maintenance of equipment will continue, for winter operations.
- Brushing will continue were needed.
- Snowplowing and Sanding operations will continue as needed.
- Staff have been working on 2026 tenders to be advertised upon the approval of the 2026 budget.

### **Recommendation for Council:**

BE IT RESOLVED THAT the Council receive the Public Works January 2026 Report as information.

**Township of Admaston/Bromley  
477 Stone Road, R.R. #2  
Renfrew, ON  
K7V 3Z5**

**E-Mail Address – info@admastonbromley.com**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: February 19<sup>th</sup>, 2026  
To: Council  
Re: Pothole Grant  
From: Jennifer Charkavi

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**Background & Discussion:**

The Ontario government is investing \$10 million to make roads safer by preventing accidents and damage that can occur from potholes. Under the new Pothole Prevention and Repair Program, municipalities with populations of up to 10,000 people can apply for funding to support critical road maintenance and pothole repair. The program is part of the government's work to protect Ontario by making record investments in infrastructure that will keep communities safe, keep workers on the job and support economic growth.

The Pothole Prevention and Repair Program is designed to support smaller communities that do not have the same capacity or funding base as larger municipalities. Eligible municipalities can receive up to \$38,000 for projects.

The Treasurer-Deputy CAO/Clerk and Public Works Superintendent were successful in their application for up to a maximum of \$38,000.

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**Recommendation:**

BE IT RESOLVED that Council approves By-Law 2026-12, being a By-Law to enter into an agreement with His Majesty the King in Right of the Province of Ontario, represented by the Ministry of Transportation for funding through the Pothole Prevention and Repair Program.

**ONTARIO TRANSFER PAYMENT AGREEMENT  
POTHOLE PREVENTION AND REPAIR PROGRAM**

**THE AGREEMENT is effective as of the 30<sup>th</sup> day of January 2026.**

**BETWEEN:**

**His Majesty the King in right of Ontario  
as represented by Hon. Minister of Transportation**

**(the “Province”)**

**- and -**

**TOWNSHIP OF ADMASTON/BROMLEY**

**(the “Recipient”)**

**WHEREAS** the Recipient has requested funding from the Province for the Project (as defined in section A.1.2) and the Province has agreed to provide such funding to the Recipient subject to certain terms and conditions;

**AND WHEREAS** the Agreement sets out the terms and conditions upon which the Province has agreed to provide funds, up to the Maximum Funds (as defined in section A1.2) to the Recipient for the purpose of carrying out the Project, and upon which the Recipient has agreed to carry out the Project.

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

**1.0 ENTIRE AGREEMENT**

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

Schedule “A” -	General Terms and Conditions
Schedule “B” -	Project Specific Information
Schedule “C” -	Project Description and Timelines

Schedule "D" - Eligible Expenditures and Ineligible Expenditures  
Schedule "E" - Payment Plan  
Schedule "F" - Reporting and Compliance Audit  
Sub-Schedule F1 - Project Reports

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

## **2.0 CONFLICT OR INCONSISTENCY**

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

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

## **3.0 COUNTERPARTS**

**3.1 One and the Same Agreement.** The Agreement may be executed in any number of counterparts, with the same effect as if the Parties had signed the same document, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

## **4.0 AMENDING THE AGREEMENT**

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

## **5.0 ACKNOWLEDGEMENT**

**5.1 Acknowledgement.** The Recipient acknowledges that:

- (a) by receiving Funds it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor*

*General Act (Ontario)*;

- (b) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010 (Ontario)*;
- (c) the Funds are:
  - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
  - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996 (Ontario)*;
- (d) the Province is not responsible for carrying out the Project;
- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act (Ontario)* and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act; and
- (f) the Province is bound by the *Financial Administration Act (Ontario)* (“FAA”) and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to:
  - (i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the Funding Year in which the payment becomes due; or
  - (ii) the payment having been charged to an appropriation for a previous fiscal year.

**- SIGNATURE PAGE FOLLOWS -**

**IN WITNESS WHEREOF** the Parties have executed the Agreement on the dates set out below.

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO**  
as represented by the Minister of Transportation

Date Name: Prabmeet Sarkaria  
Title: Minister

**TOWNSHIP OF ADMASTON/BROMLEY**

Date Name: Kelly Coughlin  
Title: Treasurer-Deputy CAO/Clerk  
  
I have authority to bind the Recipient

Date Name:  
Title:  
  
I have authority to bind the Recipient

**SCHEDULE “A”  
GENERAL TERMS AND CONDITIONS**

**A1.0 INTERPRETATION AND DEFINITIONS**

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

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) “include”, “includes” and “including” denote that the subsequent list is not exhaustive.
- (f) all accounting terms not otherwise defined in the Agreement have their ordinary meanings.

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

**“Additional Provisions”** means the terms and conditions set out in Schedule “B”.

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

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

**“Effective Date”** means the date set out at the top of the Agreement.

**“Eligible Expenditures”** means the costs of the Project that are eligible for funding by the Province under the Agreement and that are further described in Scheduled D.

**“Event of Default”** has the meaning ascribed to it in section A12.1.

“**Expiry Date**” means the expiry date set out in Schedule “B”.

“**Final Report**” means the report described in Schedule “F”.

“**Funding Year**” means in the case, the period commencing on the Effective Date and ending on the following March 31.

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

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

“**Loss**” means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

“**Materials**” means material, machinery, equipment and fixtures forming part of the Project.

“**Maximum Funds**” means the maximum set out in Schedule “B”.

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

“**Notice Period**” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b), and includes any such period or periods of time by which the Province extends that time pursuant to section A12.4.

“**Parties**” means the Province and the Recipient.

“**Party**” means either the Province or the Recipient.

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

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

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

“**Reports**” means the reports described in Schedule “F” and Sub-schedule “F1”.

“**Requirements of Law**” means all applicable requirements, laws, statutes, codes, acts, ordinances, approvals, orders, decrees, injunctions, by laws, rules,

regulations, official plans, permits, licenses, authorizations, directions and agreements with all authorities.

**“Substantial Performance”** means when the Work or a substantial part thereof has passed inspection and testing and is ready for use or is being used for intended purposes.

**A1.3 References** This Agreement refers to the following standards, specifications or publications:

**Ontario Provincial Standard Specifications, Construction**

OPSS PROV 127

OPSS MUNI 301

OPSS MUNI 303

OPSS MUNI 304

OPSS MUNI 310

OPSS MUNI 336

OPSS MUNI 337

OPSS MUNI 341

OPSS MUNI 369

**A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS**

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

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (d) that, unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

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

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

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

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

**A2.4 Supporting Proof.** Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

### **A3.0 TERM OF THE AGREEMENT**

**A3.1 Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or Article A12.0.

### **A4.0 FUNDS AND CARRYING OUT THE PROJECT**

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

- (a) provide the Recipient with \$38,000 in Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule "E" ; and

- (c) deposit the Funds into an account the Recipient designates provided that the account:
  - (i) resides at a Canadian financial institution; and
  - (ii) is in the name of the Recipient.

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

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A10.2 ;
- (b) the Province may adjust the amount of Funds it provides to the Recipient for any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.2.

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

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the maximum funds set out in Schedule B.”;
- (d) not use the Funds to cover any cost that has been or will be funded or reimbursed by any other funding program or source. .

**A4.4 Interest-Bearing Account.** If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

**A4.5 Interest.** If the Recipient earns any interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount equal to the interest from any further instalments of Funds;
- (b) demand from the Recipient the payment of an amount equal to the interest.

**A4.6 Rebates, Credits, and Refunds.** The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

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

**A5.1 Acquisition.** If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

**A5.2 Disposal.** The Recipient will not, without the Province's prior consent, sell, lease, or otherwise dispose off any asset purchased or created with the Funds or for which the Funds were provided.

**A6.0 CONFLICT OF INTEREST**

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

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

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

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

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

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

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

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

- (a) submit to the Province at the address set out in Schedule “B”:
  - (i) all Reports in accordance with the timelines and content requirements set out in Schedule “F”;
  - (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;
- (b) ensure that all Reports and other reports are:
  - (i) completed to the satisfaction of the Province; and
  - (i) signed by an authorized signing officer of the Recipient.

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

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

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

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

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

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

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

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

**A7.7 No Control of Records.** No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.

**A7.8 Auditor General.** The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

## **A8.0 COMMUNICATIONS REQUIREMENTS**

**A8.1 Acknowledge Support.** Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual:

- (a) acknowledge the support of the Province for the Project;
- (b) ensure that any acknowledgement is in a form and manner as the Province directs; and
- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

## **A9.0 INDEMNITY**

**A9.1 Indemnify.** The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the gross negligence or wilful misconduct of the Indemnified Parties.

## **A10.0 INSURANCE**

**A10.1 Insurance.** The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule “B” per occurrence, which commercial general liability insurance policy will include the following:

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

**A10.2 Proof of Insurance.** The Recipient will:

- (a) provide to the Province, either:
  - (i) certificates of insurance that confirm the insurance coverage required by section A10.1; or
  - (ii) other proof that confirms the insurance coverage required by section A10.1; and
- (b) in the event of a Proceeding, and upon the Province’s request, the Recipient will provide to the Province a copy of any of the Recipient’s insurance policies that relate to the Project or otherwise to the Agreement, or both.

**A10.3 Subcontractor insurance.** The Recipient will ensure that any subcontractors retained to perform any part or parts of the Project will obtain and maintain all the necessary and appropriate insurance that a prudent person in the business of the subcontractor would obtain and maintain.

#### **A11.0 TERMINATION ON NOTICE**

**A11.1 Termination on Notice.** The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days’ Notice to the Recipient.

**A11.2 Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
  - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
  - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

**A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT**

**A12.1 Events of Default.** Each of the following events will constitute an Event of Default:

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

**A12.2 Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (j) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.

**A12.3 Opportunity to Remedy.** If, pursuant to section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

**A12.4 Recipient not Remediating.** If the Province provides the Recipient with an opportunity to remedy the Event of Default pursuant to section A12.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

**A12.5 When Termination Effective.** Termination under Article A12.0 will take effect as provided for in the Notice.

**A13.0 FUNDS AT THE END OF A FUNDING YEAR**

**A13.1 Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article A12.0, if, by the end of a Funding Year, the Recipient has not spent all of the Funds allocated for that Funding Year as provided for in the maximum funds set out in Schedule B.”, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds;
- (b) adjust the amount of any further instalments of Funds accordingly.

**A14.0 FUNDS UPON EXPIRY**

**A14.1 Funds Upon Expiry.** Upon expiry of the Agreement, the Recipient will pay to the Province any Funds remaining in its possession, under its control, or both.

**A15.0 DEBT DUE AND PAYMENT**

**A15.1 Payment of Overpayment.** If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

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

**A15.2 Debt Due.** If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds, an

amount equal to any Funds or any other amounts owing under the Agreement; or

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

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

**A15.3 Interest Rate.** The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

**A15.4 Payment of Money to Province.** The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province at the address set out in Schedule "B".

**A15.5 Fails to Pay.** Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

#### **A16.0 NOTICE**

**A16.1 Notice in Writing and Addressed.** Notice will be:

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

**A16.2 Notice Given.** Notice will be deemed to have been given:

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

**A16.3 Postal Disruption.** Despite section A16.2(a), in the event of a postal

disruption:

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

#### **A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT**

**A17.1 Consent.** When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

#### **A18.0 SEVERABILITY OF PROVISIONS**

**A18.1 Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

#### **A19.0 WAIVER**

**A19.1 Condonation not a waiver.** Failure or delay by the either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

**A19.2 Waiver.** Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver.

#### **A20.0 INDEPENDENT PARTIES**

**A20.1 Parties Independent.** The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

## **A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS**

**A21.1 No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

**A21.2 Agreement Binding.** All rights and obligations contained in the Agreement will extend to and be binding on:

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

## **A22.0 GOVERNING LAW**

**A22.1 Governing Law.** The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

## **A23.0 FURTHER ASSURANCES**

**A23.1 Agreement into Effect.** The Recipient will:

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

## **A24.0 JOINT AND SEVERAL LIABILITY**

**A24.1 Joint and Several Liability.** Where the Recipient comprises more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

## **A25.0 RIGHTS AND REMEDIES CUMULATIVE**

**A25.1 Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

## **A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS**

### **A26.1 Other Agreements.** If the Recipient:

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

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

## **A27.0 SURVIVAL**

**A27.1 Survival.** The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A7.8, Article A8.0, Article A9.0, section A11.2, section A12.1, sections A12.2(d), (e), (f), (g), (h), (i) and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, section A21.2, Article A22.0, Article A24.0, Article A25.0 and Article A27.0.

## **A28.0 ELECTRONIC SIGNATURE**

**A28.1 Electronic Signature.** The Province and the Recipient agree that the Agreement may be validly executed electronically, and that their respective electronic signature is the legal equivalent of a manual signature. An electronic signature of an authorized signing representative may be evidenced by (i) a manual signature, (ii) a digital signature including the name of the authorized signing representative in the respective signature line of the Agreement, (iii) an image of a manual signature, (iv) an Adobe signature, or (v) any other digital signature with the prior written consent of both Parties, placed in the respective signature line of the Agreement and the Agreement delivered by electronic means to the other Party, including by email.

**END OF GENERAL TERMS AND CONDITIONS**

**SCHEDULE “B”  
PROJECT SPECIFIC INFORMATION**

<b>Maximum Funds</b>	\$38,000
<b>Program Title</b>	Pothole Prevention and Repair Program
<b>Expiry Date</b>	June 30, 2026
<b>Insurance</b>	\$ 5,000,000
<b>Contact information for the purposes of Notice to the Province</b>	Position: James Flanders, Team Lead, Special Highway Operations Initiatives Highway Operations Management Branch, Operations Division Address: 2 <sup>nd</sup> Floor 301 St. Paul Street St. Catharines, Ontario L2R 7R4  Email: PPRP@ontario.ca
<b>Contact information for the purposes of Notice to the Recipient</b>	Position:  Address:  Fax:  Email:
<b>Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement</b>	Position:  Address:  Fax:  Email:

**Additional Provisions:**

None

**SCHEDULE “C”  
PROJECT DESCRIPTION AND TIMELINES**

**C1.0 PROJECT DESCRIPTION**

**C1.1 Project Details.** The Project will use the pothole prevention and repair measures set out in section C1.2, C1.3 and C1.4 on road(s) under the jurisdiction of the Recipient. The Project will deploy one or a combination of the methods set out in this Schedule “C”.

**C1.2 Pothole Prevention Strategies**

- (a) Rout and Seal, means routing, cleaning and sealing cracks using hot poured rubberized asphalt sealant compound as per OPSS MUNI 341.
- (b) Microsurfacing means applying a thin lift of polymer modified asphalt emulsion mix to distressed pavement.as per OPSS MUNI 336.
- (c) Slurry Seal means applying a homogeneous mixture of emulsified asphalt, fine aggregates, water, mineral filler, and, if required, additive in a cold fluid state on a prepared bituminous surface as per OPSS.MUNI 337.
- (d) Single Surface Treatment means a single application of bituminous binder followed by a single application of Class 1, Class 2, Class 3, Class 4, Class 5, or Class 6 aggregate as per OPSS.MUNI 304
- (e) Double Chip Seal means two successive single chip seals with different aggregate gradations as per OPSS.MUNI 303.and
- (f) Granular In-Fill and Grading, Drainage and Stabilization of Unpaved Roadways means surfaces that are typically existing granular but may include sub grade soil surfaces as per OPSS.MUNI 301.

**C1.3 Pothole Repair Strategies**

- (a) Hot Mix Asphalt (HMA) Patching of Flexible Pavement means resurfacing localized areas of distressed pavement using Hot Mix Asphalt as per OPSS MUNI 310.
- (b) Scarification and Grading of Unpaved Roadways means uniform loosening of the roadway surface to remove damaged areas such as raveling and potholes as per OPSS.MUNI 301.
- (c) Concrete – Pavement and Joint Seal Repairs means sawcutting, cleaning and sealing or resealing cracks in concrete pavement and concrete base as per OPSS MUNI 369.

**C1.4 Other**

- (a) Project design works related to pothole preservation and repair works that will be completed between April 1, 2025 and March 31, 2026.

**C2.0 PROJECT TIMELINES**

**C2.1 Project Timelines.** The Recipient will begin the Project by April 1, 2025, and will achieve Substantial Performance of the Project by March 31, 2026.

## **SCHEDULE “D”**

### **ELIGIBLE AND INELIGIBLE EXPENDITURES**

#### **D1.0 ELIGIBLE EXPENDITURES**

**D1.1 Eligible Expenditures.** Subject to Article D2.0, Eligible Expenditures include the direct costs incurred and paid by the Recipient between April 1, 2025, and March 31, 2026 and that, in the opinion and at the sole discretion of the Province, are considered to have been properly and reasonably incurred and are necessary for the successful implementation of the Project, and include:

- (a) Purchase and delivery of materials required for the Project;
- (b) Project design related to preservation and repair works that will be completed between the period of April 1, 2025, and March 31, 2026;
- (c) Labour for contracted construction and repairs if used for Eligible Expenditures;
- (d) Recipient-owned equipment to be reimbursed at OPSS 127 Rates if used for Eligible Expenditures;
- (e) Updating Road Condition Reports if prepared by an external consultant;
- (f) Any other costs, as determined by the Province from time to time and at its sole discretion.

**D1.2 Required Documentation.** Eligible Expenditures must be documented through paid invoices or original receipts, or both, satisfactory to the Province.

#### **D2.0 INELIGIBLE EXPENDITURES**

**D2.1 Ineligible Expenditures.** Without limitation, the following costs, unless they have received the prior written approval of the Province, will be considered Ineligible Expenditures:

- (a) Costs not associated with the Project;
- (b) Costs incurred before April 1, 2025, or after March 31, 2026;
- (c) Costs associated with feasibility studies and design work that will not be completed between April 1, 2025 and March 31, 2026;
- (d) Any costs related to a project that has already received funding for eligible expenses from another funding source;
- (e) Administrative costs;
- (f) Audit and financial reporting costs;
- (g) Any other costs, as determined by the Province from time to time and at its sole discretion.

**SCHEDULE "E"**  
**PAYMENT PLAN**

<b>Project Milestones</b>	<b>Required Reports/ Documents</b>	<b>Date</b>	<b>Payment</b>
<b># 1 TPA Dually Executed</b>		January 30, 2026 to February 27, 2026	100% of Maximum Funds
<b># 2 Compliance Reporting</b>	<ul style="list-style-type: none"> <li>• As per F1.1</li> </ul>	January 30, 2026	
<b># 3 Final Reporting</b>	<ul style="list-style-type: none"> <li>• As per F2.1</li> </ul>	April 17, 2026	

## **SCHEDULE “F” REPORTING AND COMPLIANCE AUDIT**

### **F1.0 DEFINITION**

**F1.1 Definition.** In this Schedule “F”:

**“Generally Accepted Auditing Standards”** means Canadian Generally Accepted Auditing Standards as adopted by the Chartered Professional Accountants of Canada or the Public Sector Accounting Board applicable as of the date on which such a record is kept or required to be kept in accordance with such standards.

### **F2.0 REPORTS, DOCUMENTS AND SUBMISSION DATES**

**F2.1 Description and Submission Dates** The Recipient will submit to the Province, at the email address [pprp@ontario.ca](mailto:pprp@ontario.ca), the Reports and other documents described as requested that are further described in Sub-schedule “F1” and section A.10.2 by their respective submission dates.

### **F3.0 COMPLIANCE AUDIT**

**F3.1 Compliance Audit.** The Province may, at its sole discretion and within timelines set out by the Province, request that the Recipient carry out a Project compliance audit in accordance with Generally Accepted Auditing Standards and delivers the corresponding compliance audit report(s) within the timelines set out by the Province.

**F3.2 Compliance Audit Requirements.** If the Province requests a Project compliance audit pursuant to section F3.1, the Recipient will retain at the Recipient’s expense and within the timelines set out by the Province, an accredited external independent auditor(s) to carry out the audit and will deliver any compliance audit reports(s) from such audit to the province within seven Business Days of the Recipient’s receipt of the report.

**F3.3 Compliance Audit Objectives.** The key objectives of the compliance audit(s) are to:

- (a) determine whether Funds were expended for the purposes intended and with due regard to the economy, efficiency and effectiveness;
- (b) determine compliance with the Agreement;

- (c) ensure that the Project, Reports and other reports, and financial information are complete, timely, accurate, in accordance with the terms and conditions of the Agreement;
- (d) ensure that information and monitoring processes and systems are sufficient for the identification, capture, validation and monitoring of the service performance measures;
- (e) assess the overall management and administration of the Project;
- (f) provide recommendations for improvement or redress; and
- (g) ensure that prompt and timely corrective action is taken on audit findings.

## **SUB SCHEDULE “F1” PROJECT REPORTS**

### **F1.0. COMPLIANCE REPORT**

**F1.1.** The Recipient shall submit the following to the Province by January 30<sup>th</sup>, 2026:

- (a) a copy of the Recipient's 2022 Asset Management Plan or current;
- (b) a copy of the Recipient's most recent Pavement/Road Condition Reports;
- (c) a confirmation of submission of the Recipient's 2024 Financial Information Return to Ministry of Municipal Affairs and Housing;
- (d) the number of pothole complaints received by the Recipient in the 2024 and 2025 calendar years, as available;
- (e) additional information requested by the Province.

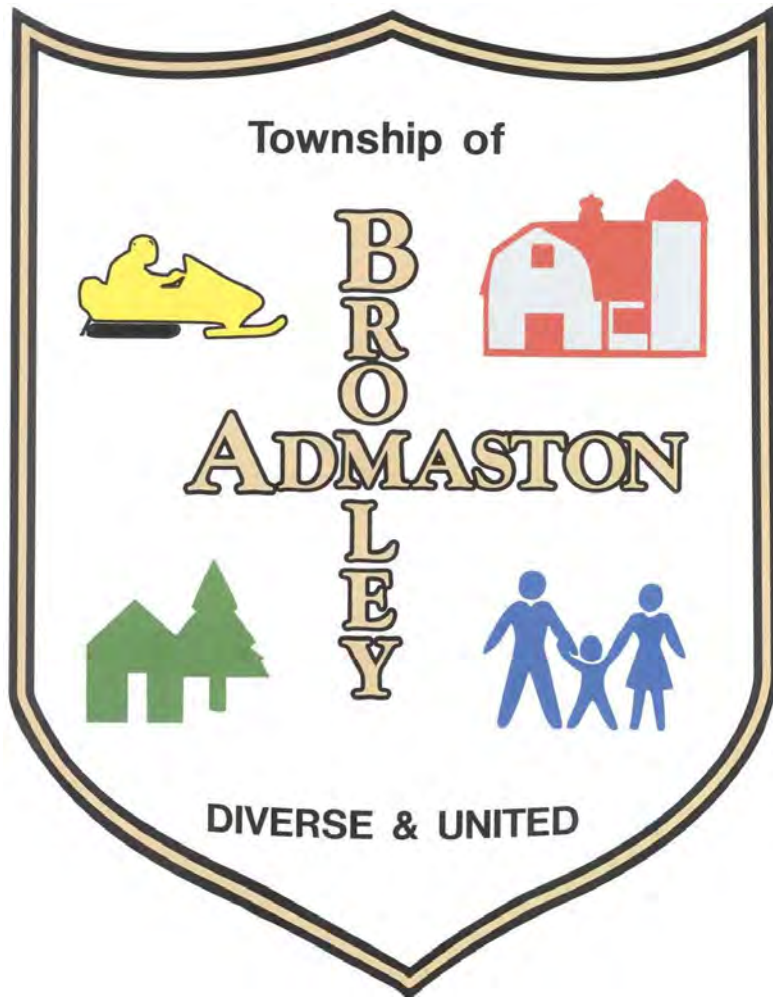
### **F1.2.0 FINAL REPORT**

**F1.2.1 Description and Submission Date.** The Recipient shall submit to the Province a description of the activities completed and certify the completion of the Project as per the Agreement. The reporting period for the Projects and information that pertains to them is April 1, 2025 to March 31, 2026. The deadline to submit required reporting is April 17, 2026.

The final report will include the following:

- (a) Quantitative data on road maintenance supported by the Program, that the Recipient carried out, including the number of kilometres maintained;
- (b) Project details of activities and/or materials related to the use of the Funds. Examples of accepted documentation include: invoices and payment certificates, post construction report, purchase and delivery of assets or supplies;
- (c) Other activities that achieved the Project's objectives.

**F1.2.2 Reporting Failure.** The Province requires submission of the program reports to inform future development of the Program, ensure effective administration and monitor performance of the Program. Any failure by the Recipient to provide Reports to the Province as set out in this Agreement may result in an Event of Default by the Recipient under Section A12.1.



# 2026 Budget Booklet

JANUARY 8, 2026

# Agenda

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Budget Schedule

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Property Assessment Overview

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2026 Final Budget

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Budget Comparison

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Capital Budget

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Pavement Condition Index Scenarios

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10yr Debt Repayment Forecast

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10yr Vehicle Replacement Forecast

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Reserve Forecasts

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Tax Levy Impact

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Contributing Factors

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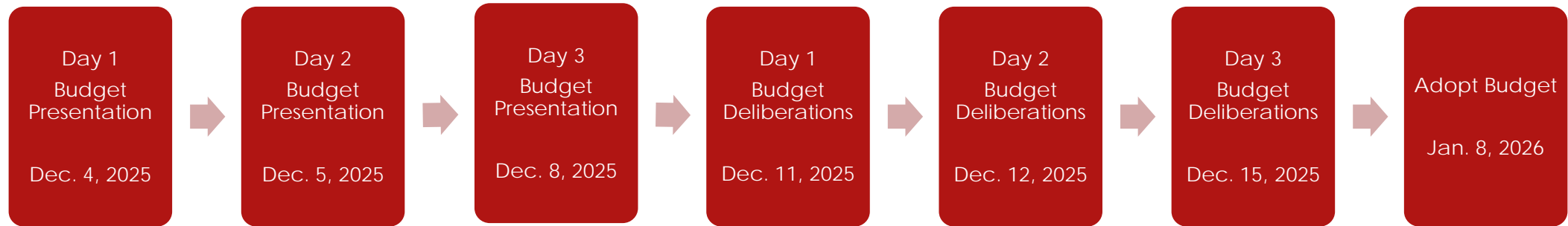


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# Budget Schedule

# Budget Schedule

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- Staff presented budget - Total (7) hours
- Finance & Administration Committee deliberations – Total (10) hours



# Property Assessment Overview

# Assessment Highlights

6

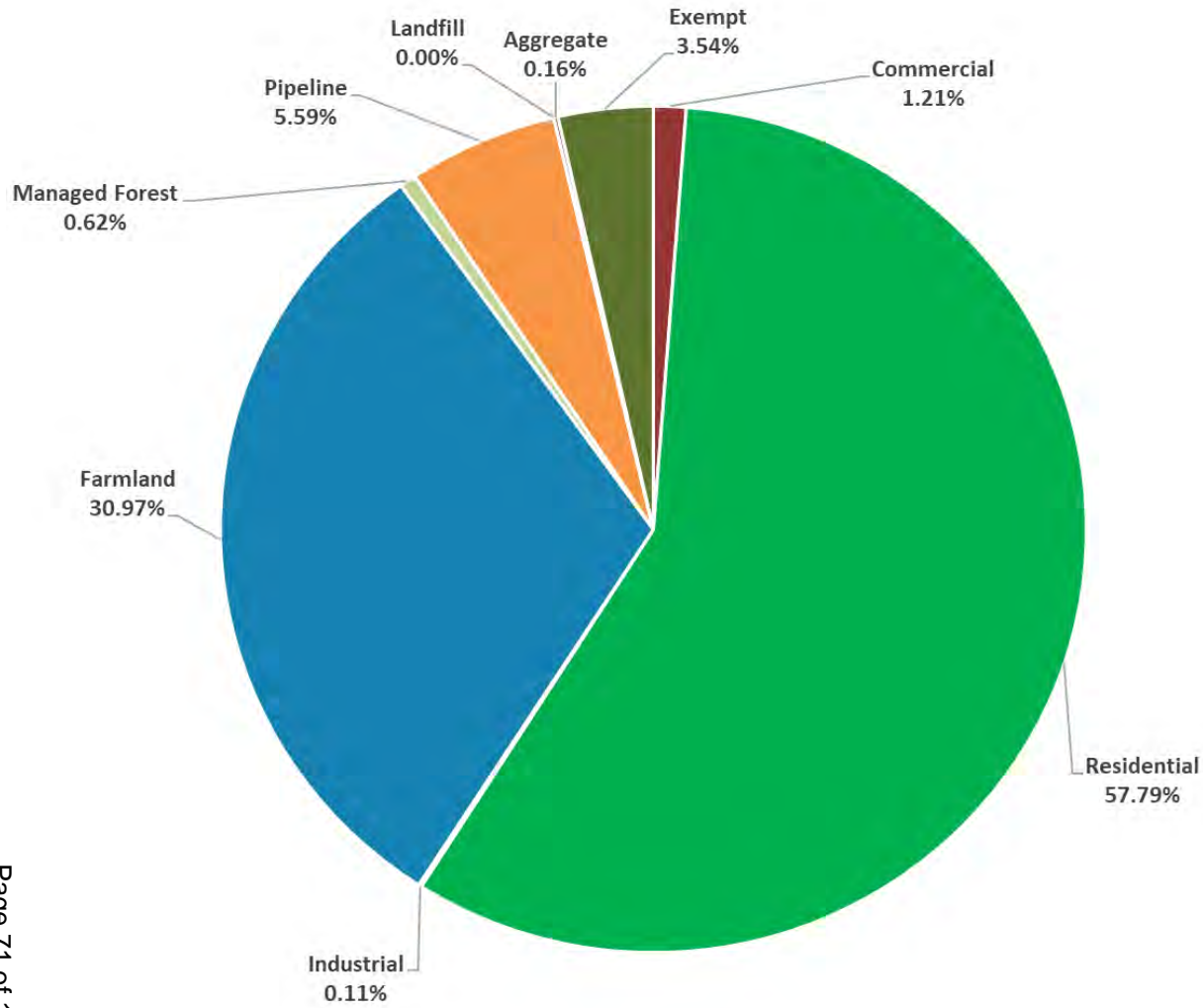
Average  
residential  
assessment  
\$199,000

Total  
assessment\*  
\$493,751,378

\*Exclusive of exempt assessment



# Assessment Overview





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# 2026 Final Budget



Revenue	Amount
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Taxation	(3,781,868)
Penalty	(27,000)
Provincial Gov't	(1,038,926)
Federal Gov't	(112,167)
Fees & Service Charges	(99,100)
Other Revenue	(1,200)
Building Revenue	(147,310)
Waste Management Revenue	(315,525)
Fire Revenue	(48,289)
Long Term Debt	(880,000)
Revenue from Reserves	(188,026)
County & School Boards	(2,346,715)

Expenditures	Amount
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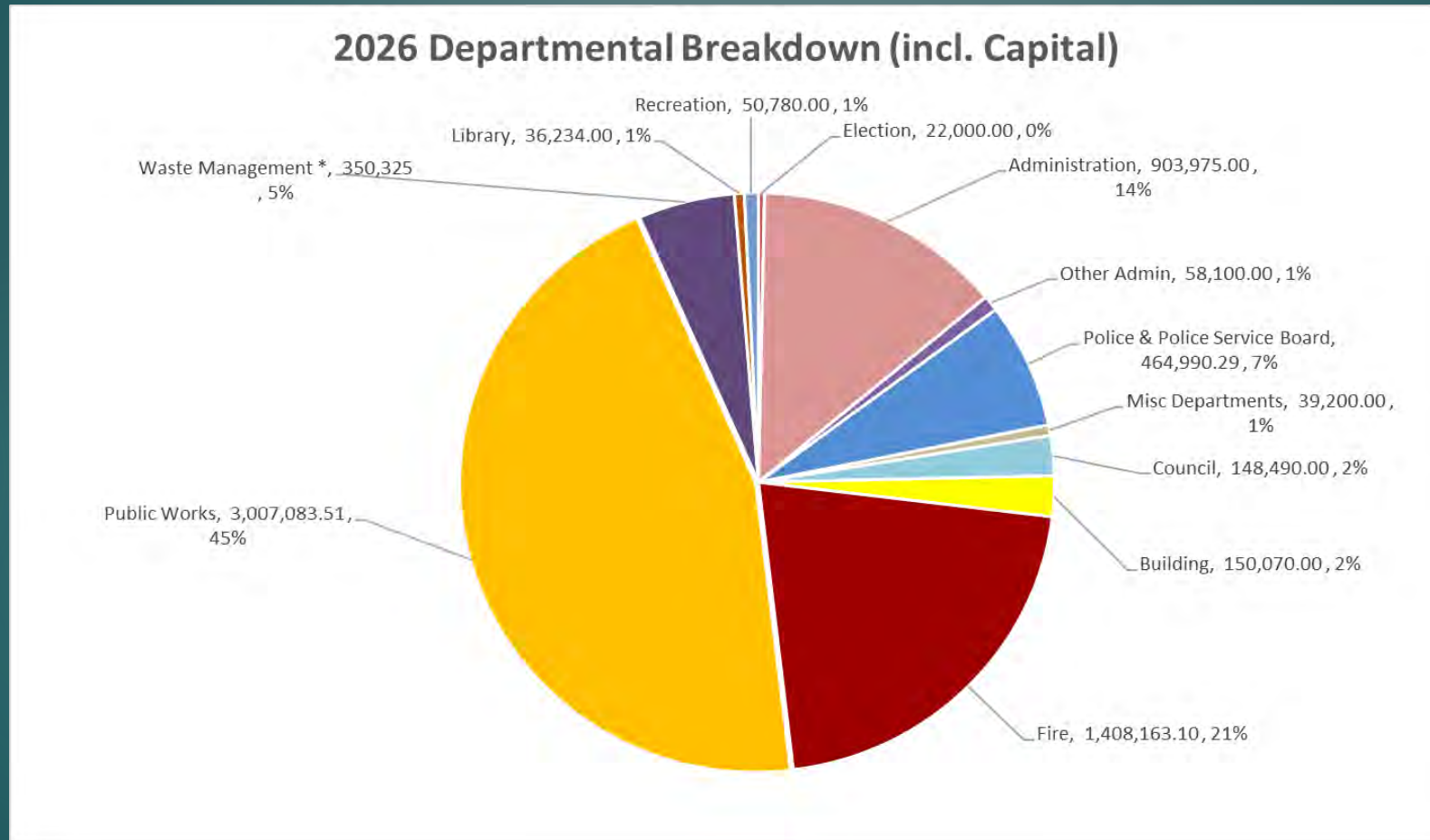
Election	22,000
Administration	903,975
Other Admin	58,100
Police & Police Service Board	464,990
Misc Departments	39,200
Council	148,490
Building	150,070
Fire	1,408,163
Public Works	3,007,084
Waste Management	350,325
Library	36,234
Recreation	50,780
County & School Boards	2,346,715

<b>Total Revenue</b>	<b>(8,986,126)</b>
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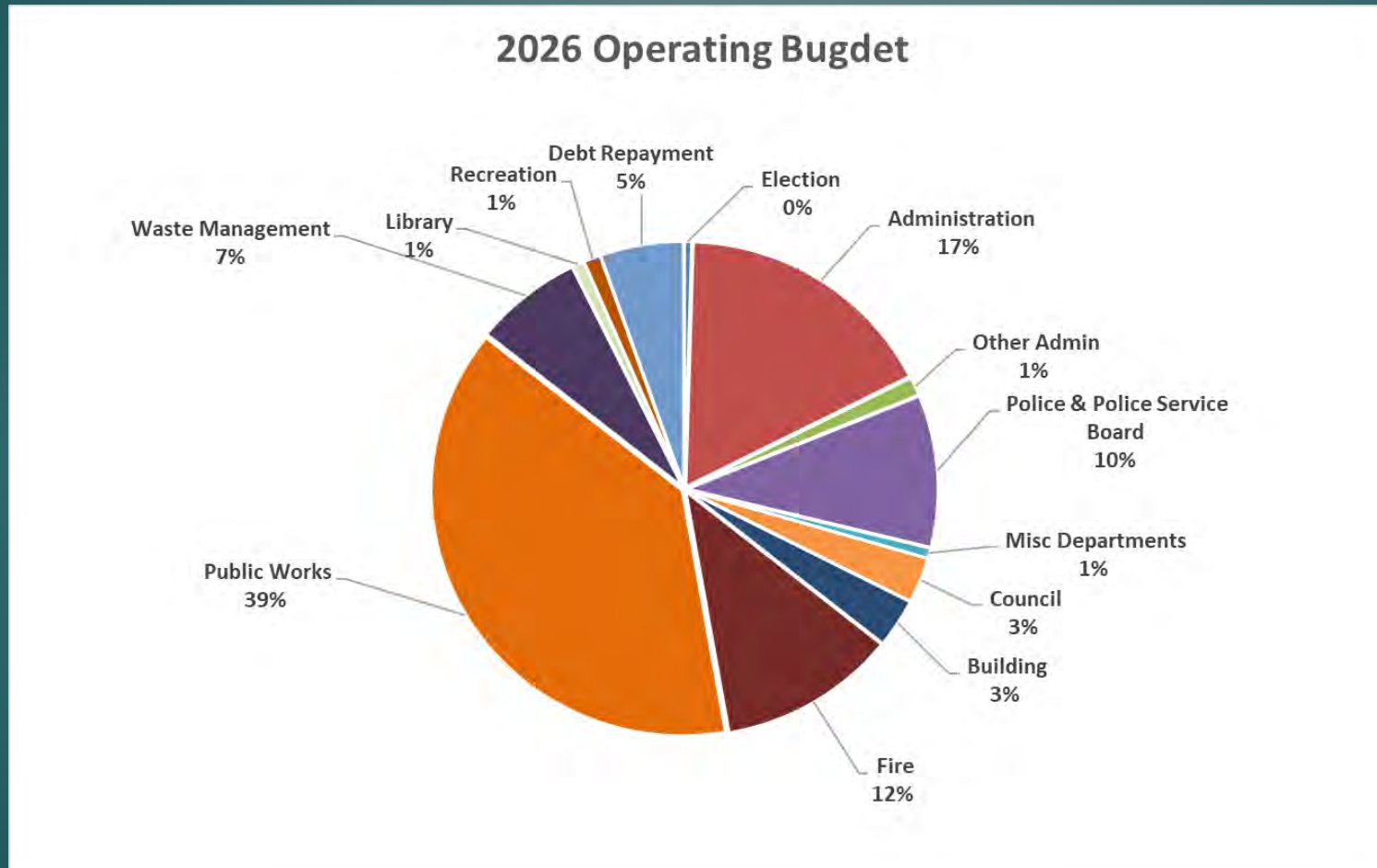
<b>Operating &amp; Capital Expenditures</b>	<b>8,986,126</b>
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# 2026 Final Budget Summary

# 2026 Departmental Breakdown (incl. Capital)

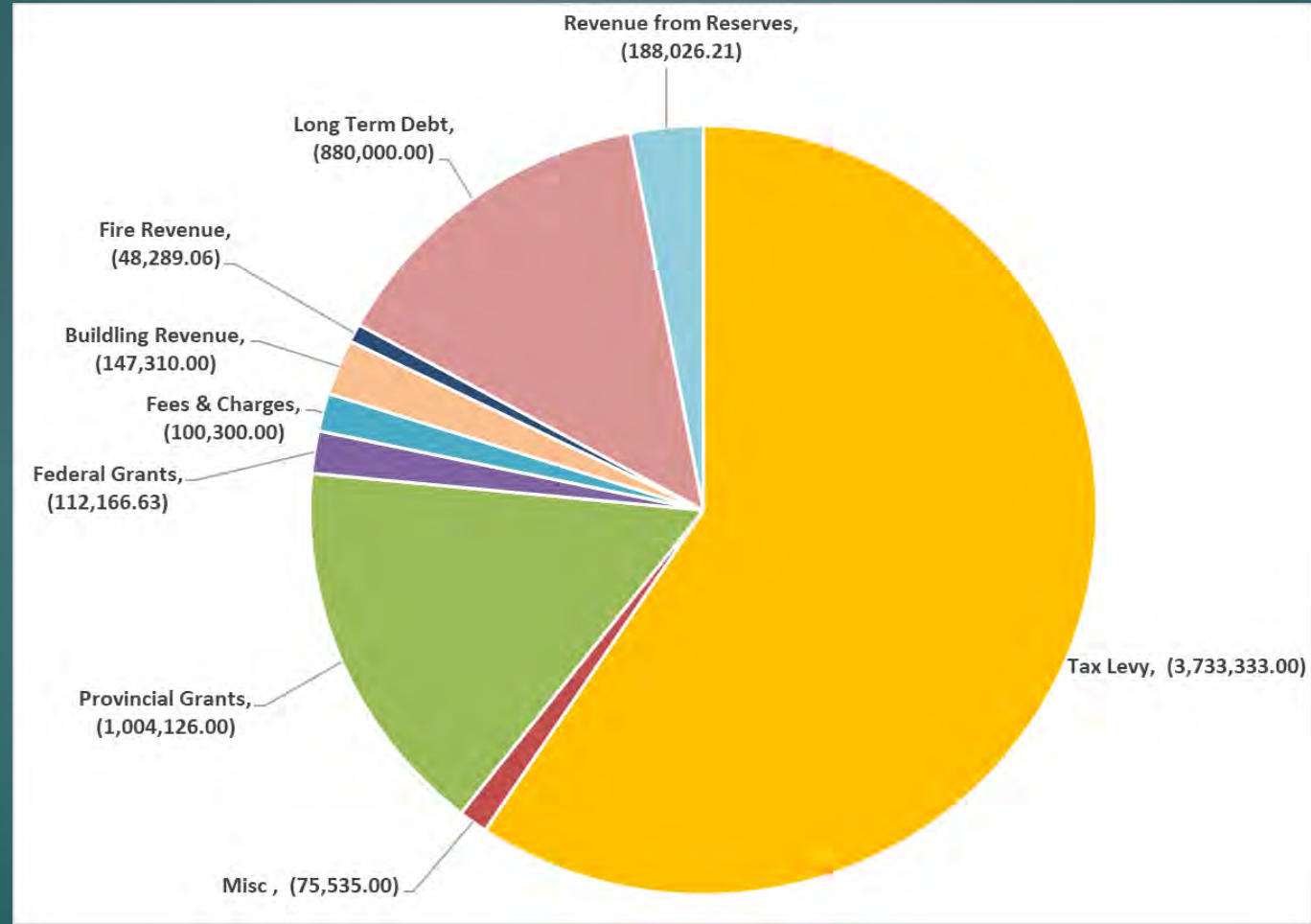


# 2026 Departmental Operating Breakdown



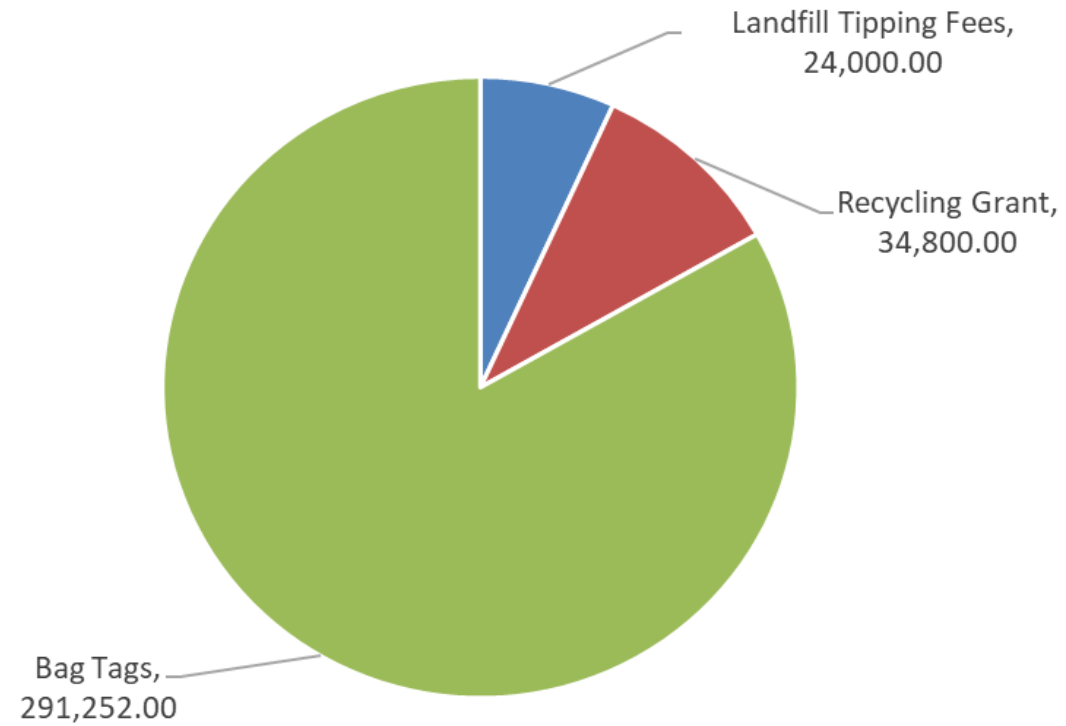
# 2026 Sources of Financing

(all other depts including capital)



# Waste Management Fully Funded

## Waste Management Revenue Sources





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# Budget Comparison

	BUDGET		
	2025	2026	
<b>OPERATING</b>			
Election	8,800	22,000	13,200
Administration	713,855	792,975	79,120
Other Admin	57,397	58,100	703
Police & Police Service Board	427,000	464,990	37,991
Misc Departments	44,800	31,700	(13,100)
Council	136,128	138,490	2,362
Building	138,717	150,070	11,353
Fire	468,639	534,070	65,430
Public Works	1,576,827	1,785,835	209,008
Waste Management	368,406	325,325	(43,081)
Library	31,320	36,234	4,914
Recreation	57,853	50,780	(7,073)
Debt Repayment	290,970	250,542	(40,428)
<b>TOTAL OPERATING EXPENDITURES</b>	<b>4,320,712</b>	<b>4,641,111</b>	<b>320,399</b>
<b>CAPITAL</b>			
Capital Expenditures	1,754,874	1,998,300	243,426
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>1,754,874</b>	<b>1,998,300</b>	<b>243,426</b>
<b>REVENUE</b>			
PIL's	(18,160)	(18,535)	375
Supplemental Taxes	(20,000)	(30,000)	10,000
Provincial Grants	(1,009,170)	(1,038,926)	29,756
Federal Grants	(112,987)	(112,167)	(820)
Fees & Charges	(114,474)	(99,100)	(15,374)
Other Revenue	(28,200)	(28,200)	-
Building Revenue	(139,846)	(147,310)	7,464
Waste Management Revenue	(29,350)	(315,525)	286,175
Fire Revenue	(33,133)	(48,289)	15,156
Long Term Debt	(175,000)	(880,000)	705,000
Revenue from Reserves	(722,385)	(188,026)	(534,359)
<b>TOTAL REVENUE</b>	<b>(2,402,706)</b>	<b>(2,906,078)</b>	<b>(503,372)</b>
<b>TOTAL MUNICIPAL LEVY REQUIREMENTS</b>	<b>3,672,881</b>	<b>3,733,333</b>	<b>60,453</b>

60,453	2026 Budget Increase
	Plus in year
<b>(60,453)</b>	<b>adjustment</b>
	Amount req'd
	(0) from taxation
	2026
<b>0.00%</b>	<b>Levy Increase</b>

# Budget Comparison



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# 2026 Capital Budget



DEPARTMENT / ITEM	PROPOSED BUDGET	FUNDING					Total
		Reserves	Taxation	Grant	Debt	CCBF	
<b>ADMINISTRATION</b>							
Electronic Information Board - 1 board only	30,000.00		-	30,000.00			30,000.00
Laptops (5)	12,000.00		12,000.00				12,000.00
Barr Line Community Centre - Generator	12,500.00			12,500.00			12,500.00
Barr Line Community Centre - Upgrades	66,500.00	66,500.00					66,500.00
Emergency Management	7,500.00			7,500.00			7,500.00
<b>TOTAL ADMIN</b>	<b>128,500.00</b>	<b>66,500.00</b>	<b>12,000.00</b>	<b>50,000.00</b>	<b>-</b>	<b>-</b>	<b>128,500.00</b>
<b>FIRE</b>							
Fluent Burn Permit Program	5,000.00		5,000.00				5,000.00
Bunker Gear (3)	18,000.00		18,000.00				18,000.00
Fire Hall - New Propane Furnace	10,000.00		10,000.00				10,000.00
Pumper / Tanker (9735)	800,000.00				702,000.00	98,000.00	800,000.00
<b>TOTAL FIRE</b>	<b>833,000.00</b>	<b>-</b>	<b>33,000.00</b>	<b>-</b>	<b>702,000.00</b>	<b>98,000.00</b>	<b>833,000.00</b>

# 2026 Capital Budget



DEPARTMENT / ITEM	PROPOSED BUDGET	FUNDING					Total
		Reserves	Taxation	Sale Proceeds	Debt	OCIF	
<b>ROADS</b>							
<b>Vehicles</b>							
V28 Tandem	460,000.00	35,000.00	200,000.00	50,000.00	175,000.00		460,000.00
<b>Sub-Total Roads Vehicles</b>	<b>460,000.00</b>	<b>35,000.00</b>	<b>200,000.00</b>	<b>50,000.00</b>	<b>175,000.00</b>	-	<b>460,000.00</b>
<b>Buildings</b>							
<b>Sub-Total Roads Buildings</b>	-	-	-	-	-	-	-
<b>Road Construction / Rehabilitation</b>							
<b>Total Roads Construction / Rehabilitation</b>	-	-	-	-	-	-	-
<b>Remdiation</b>							
<b>Total Roads Construction / Rehabilitation</b>	-	-	-	-	-	-	-
<b>Preventative Maintenance Program (Streetscan)</b>							
Per Streetscan - 12.7 km total of single surface							
Opeongo (2.3 km)	78,200.00		50,000.00			28,200.00	78,200.00
Pucker St (4.3 km)	146,200.00					146,200.00	146,200.00
Pine Valley (4.3 km)	146,200.00					146,200.00	146,200.00
Foy Road (1.8 km)	61,200.00					61,200.00	61,200.00
<b>Total Preventative Maintenance</b>	<b>431,800.00</b>	-	<b>50,000.00</b>	-	-	<b>381,800.00</b>	<b>431,800.00</b>
<b>Culvert Replacement Program</b>	<b>120,000.00</b>		<b>120,000.00</b>				<b>120,000.00</b>
<b>TOTAL ROADS</b>	<b>1,011,800.00</b>	<b>35,000.00</b>	<b>370,000.00</b>	<b>50,000.00</b>	<b>175,000.00</b>	<b>381,800.00</b>	<b>1,011,800.00</b>

# 2026 Capital Budget (cont'd)



DEPARTMENT / ITEM	PROPOSED BUDGET	FUNDING									
		Reserves	Taxation	Bag Tag Revenue	User Fees	Sale Proceeds	Grant	Debt	OCIF	CCBF	Total
<b>WASTE MANAGEMENT</b>											
Scales - Indicator / Computer	10,000.00			10,000.00							10,000.00
New building - old trailer is dilapidated	15,000.00			15,000.00							15,000.00
<b>TOTAL WASTE MANAGEMENT</b>	<b>25,000.00</b>	-	-	25,000.00	-	-	-	-	-	-	25,000.00
<b>Recreation</b>											
<b>TOTAL RECREATION</b>	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL BUDGET</b>	<b>1,998,300.00</b>	<b>101,500.00</b>	<b>415,000.00</b>	<b>25,000.00</b>	-	<b>50,000.00</b>	<b>50,000.00</b>	<b>877,000.00</b>	<b>381,800.00</b>	<b>98,000.00</b>	<b>1,998,300.00</b>

# 2026 Capital Budget (cont'd)



# Pavement Condition Index Scenarios



# Pavement Condition Index- \$1,000,000 /year

Year	Length (m)	Total Repairs	Cost (\$)	Average Condition Index
2025	127,434	-	11,174,603	74.41
2025	4,532	13	999,942	76.58
2026	4,050	8	999,867	76.18
2027	2,418	8	999,829	74.71
2028	2,302	8	999,976	73.23
2029	4,354	7	999,797	71.94
2030	3,079	10	999,840	70.61
2031	3,474	7	999,837	69.77
2032	5,910	7	999,903	68.59
2033	8,985	7	999,963	68.02
2034	6,058	5	999,949	66.55



Year	Length (m)	Total Repairs	Cost (\$)	Average Condition Index
2025	127,434	-	11,174,603	74.41
2026	1,522	4	499,965	72.59
2027	1,364	6	499,886	70.35
2028	1,123	4	499,837	68.11
2029	3,746	12	499,979	66.31
2030	2,136	9	499,942	64.69
2031	4,460	12	499,985	63.08
2032	2,755	9	499,978	61.49
2033	16,379	11	499,848	60.42
2034	6,082	7	499,947	58.84
2035	3,323	6	499,946	57.43

Pavement  
Condition  
Index  
\$ 500,000 /year



# 10-year Debt Repayment Forecast



Debtenture / Lease Details	Loan Amount	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
PW - 5 Year Loan IO (By-law# 2020-51)	250,000	50,373.98											
PW - 10 Year Loan IO (By-law# 2022-20)	890,623	102,780.98	102,780.98	102,780.98	102,780.98	102,780.98	102,780.98	102,780.98	51,390.36				
PW - 20 Year Loan IO (By-law #2022-21)	1,528,881	105,221.90	105,221.90	105,221.90	105,221.90	105,221.90	105,221.90	105,221.90	105,221.90	105,221.90	105,221.90	105,221.90	105,221.90
PW - 10 Year Loan IO (Grader By-law# 2023-55)	461,000	66,989.92	64,601.94	62,213.95	59,865.23	57,438.00	55,050.02	52,662.04	50,287.15	47,886.08			
Fire - 5yr. Lease (SCBA's)	156,406	40,206.42	40,206.42	40,206.42	40,206.42								
PW - 30 Year Loan IO (Cobden Sand/Salt Shed By-law# 2024-54)	305,740	23,440.54	22,995.18	22,549.81	22,137.39	21,659.08	21,213.72	20,768.36	20,351.07	19,877.64	19,432.28	18,986.92	18,564.74
EST PW - 15 Year Loan IO (Stone Rd Sand/Salt Shed By-law# 2026-XX)	156,000		8,348.51	16,432.61	16,024.40	15,586.05	15,162.77	14,739.48	14,326.65	13,892.93	13,469.65	13,046.37	12,628.89
		389,013.74	344,154.93	349,405.67	346,236.32	302,686.01	299,429.39	296,172.76	241,577.13	186,878.55	138,123.83	137,255.19	136,415.53
Est. Payment - Tandem (V28) - 10 yr	175,000			23,777.67	23,149.56	22,489.68	21,845.67	21,201.68	20,566.50	19,913.67	19,269.68	18,625.68	17,983.44
Est. Payment - Fire Pumper / Tanker (9735) - 20 yr	800,000			65,113.52	63,672.81	62,073.86	60,554.03	59,034.20	57,576.83	55,994.54	54,474.71	52,954.88	51,480.85
<b>Projected Annual Repayments</b>		<b>389,013.74</b>	<b>344,154.93</b>	<b>438,296.86</b>	<b>433,058.69</b>	<b>387,249.55</b>	<b>381,829.09</b>	<b>376,408.64</b>	<b>319,720.46</b>	<b>262,786.76</b>	<b>211,868.22</b>	<b>208,835.75</b>	<b>205,879.82</b>
<b>Impact on Levy</b>			<b>-1.20%</b>	<b>2.52%</b>	<b>-0.14%</b>	<b>-1.23%</b>	<b>-0.15%</b>	<b>-0.15%</b>	<b>-1.52%</b>	<b>-1.52%</b>	<b>-1.36%</b>	<b>-0.08%</b>	<b>-0.08%</b>
Per MMAH, 2025 Annual Repayment Limit (dated 4/2/2025)	438,368												
Debt Repayment Limit remaining		49,354.26	94,213.07	71.14	5,309.31	51,118.45	56,538.91	61,959.36	118,647.54	175,581.24	226,499.78	229,532.25	232,488.18
Updated 2025 Annual Repayment Limit based on 2024 FIR	576,675												
Debt Repayment Limit remaining		187,661.26	232,520.07	138,378.14	143,616.31	189,425.45	194,845.91	200,266.36	256,954.54	313,888.24	364,806.78	367,839.25	370,795.18

# 10-year Debt Repayment Forecast

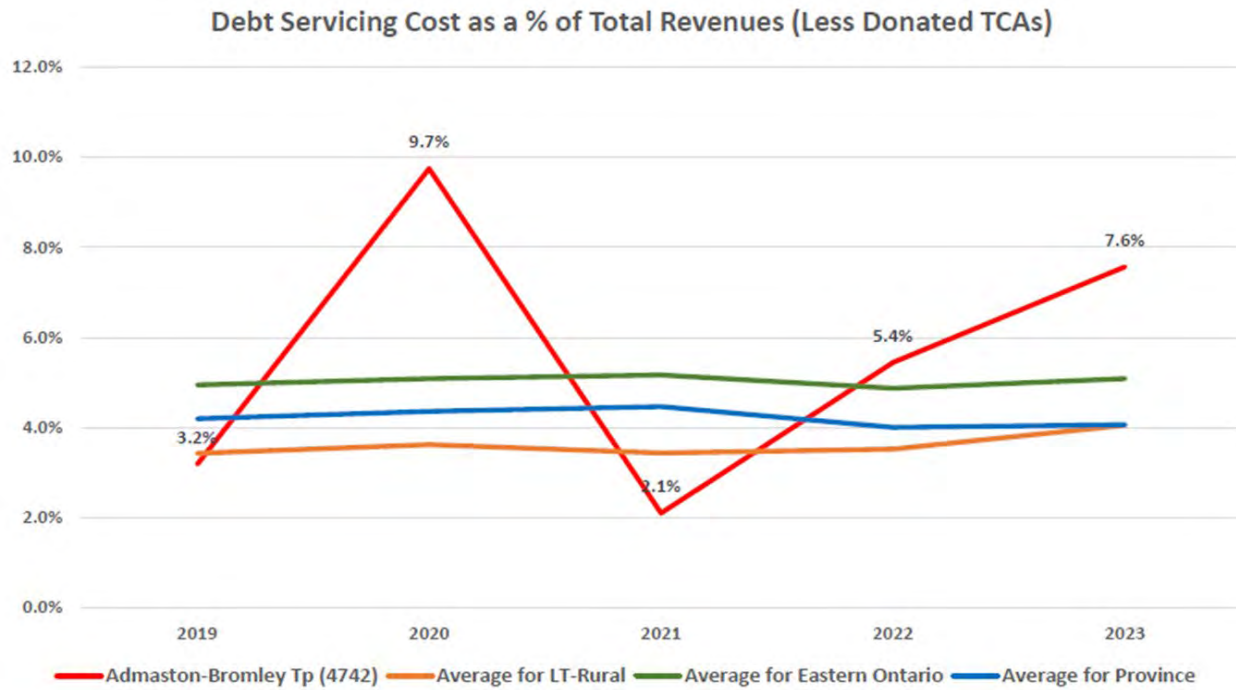


<b>FUTURE CONSIDERATION ANALYSIS:</b>	<b>Loan Amount</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>2034</b>	<b>2035</b>	<b>2036</b>
<b>Projected Annual Repayments</b>		<b>389,013.74</b>	<b>344,154.93</b>	<b>438,296.86</b>	<b>433,058.69</b>	<b>387,249.55</b>	<b>381,829.09</b>	<b>376,408.64</b>	<b>319,720.46</b>	<b>262,786.76</b>	<b>211,868.22</b>	<b>208,835.75</b>	<b>205,879.82</b>
<b>Public Works</b>													
Komatsu Excavator (V23) - 2022 - 15yr	400,000			42,673.10	41,587.76	40,541.09	39,417.10	38,331.76	37,246.43	36,187.86	35,075.76	33,990.44	32,905.10
Volvo Grader (V31) - 2029 - 15 yr	500,000						53,341.39	51,984.72	50,676.37	49,271.39	47,914.72	46,558.05	45,234.83
Western Star (V33) - 2028 - 10 yr	490,000					66,577.50	64,774.30	63,010.62	61,167.90	59,364.70	57,561.50	55,778.06	53,955.10
JCB Backhoe (V35) - 2029 - 10 yr	171,000						23,234.19	22,604.91	21,989.42	21,346.35	20,717.06	20,087.79	19,465.40
JCB Backhoe (V37) - 2030 - 10yr	202,000							27,446.23	26,702.88	25,975.80	25,216.16	24,472.79	23,729.44
Western Star (V38) - 2031 - 10 yr	535,000								72,691.75	70,722.95	68,797.30	66,785.35	64,816.55
Western Start (V41) - 2034 - 10 yr	585,000											79,485.38	77,332.58
<b>Fire</b>													
Freightliner Seagrave - Pumper (9658) - 2029 - 20 yr	500,000						46,377.15	45,294.65	44,265.54	43,129.65	42,047.15	40,964.65	39,923.67
Sterling Truck (T2) - 2029 - 20 yr	118,000						10,945.01	10,689.54	10,446.67	10,178.60	9,923.13	9,667.66	9,421.99
Est. Payment - Fire Hall Expansion 2030 - 30 yr	3,000,000							236,543.07	231,953.07	227,715.18	222,773.07	218,183.07	213,593.06
<b>Estimated Future Debt Repayments</b>		<b>389,013.74</b>	<b>344,154.93</b>	<b>480,969.96</b>	<b>474,646.45</b>	<b>494,368.14</b>	<b>619,918.23</b>	<b>872,314.14</b>	<b>876,860.49</b>	<b>806,679.24</b>	<b>741,894.07</b>	<b>804,808.99</b>	<b>786,257.54</b>
<b>Impact on Levy</b>			<b>-1.20%</b>	<b>3.66%</b>	<b>-0.17%</b>	<b>0.53%</b>	<b>3.36%</b>	<b>6.75%</b>	<b>0.12%</b>	<b>-1.88%</b>	<b>-1.73%</b>	<b>1.68%</b>	<b>-0.50%</b>
<b>ESTIMATED Debt Repayment Limit Remaining based on updated ARL</b>		<b>187,661.26</b>	<b>232,520.07</b>	<b>95,705.04</b>	<b>102,028.55</b>	<b>82,306.86</b>	<b>(43,243.23)</b>	<b>(295,639.14)</b>	<b>(300,185.49)</b>	<b>(230,004.24)</b>	<b>(165,219.07)</b>	<b>(228,133.99)</b>	<b>(209,582.54)</b>

# 10-year Debt Future Consideration

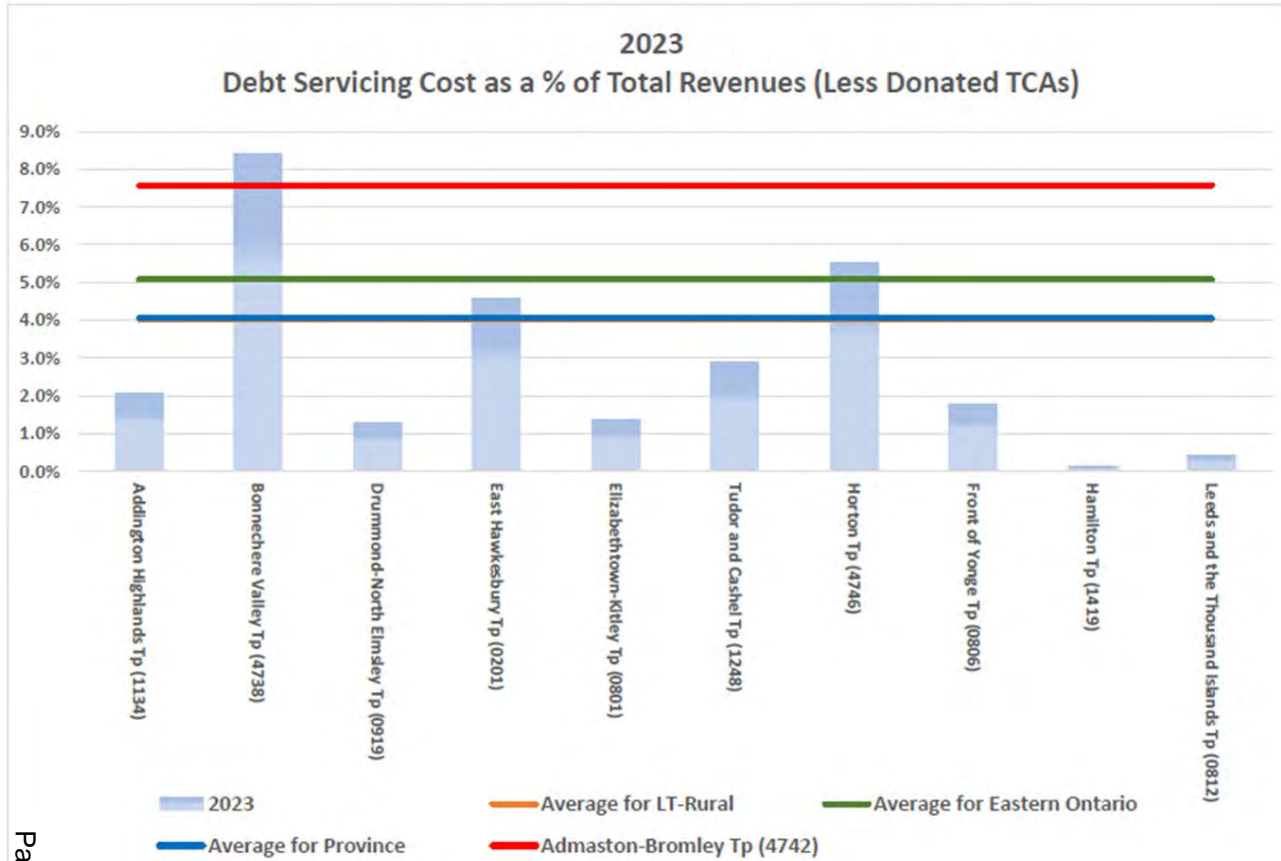


# Debt Servicing Cost as a % of Total Revenues

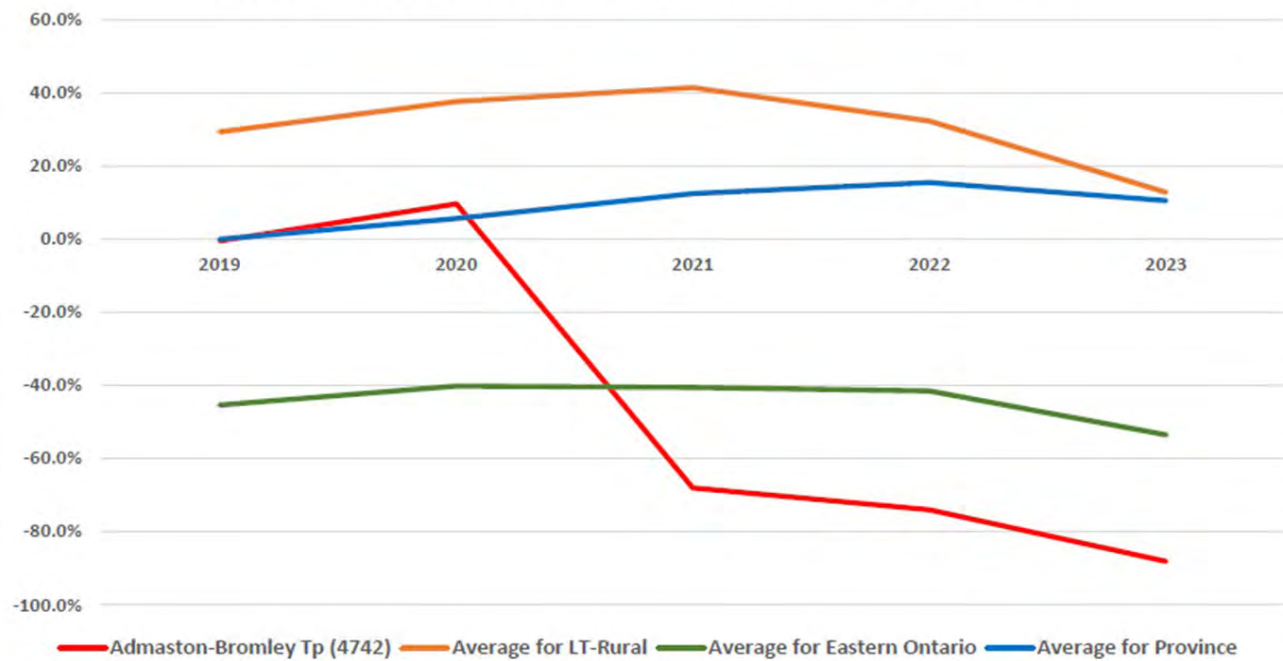




# Debt Servicing Cost as a % of Total Revenues

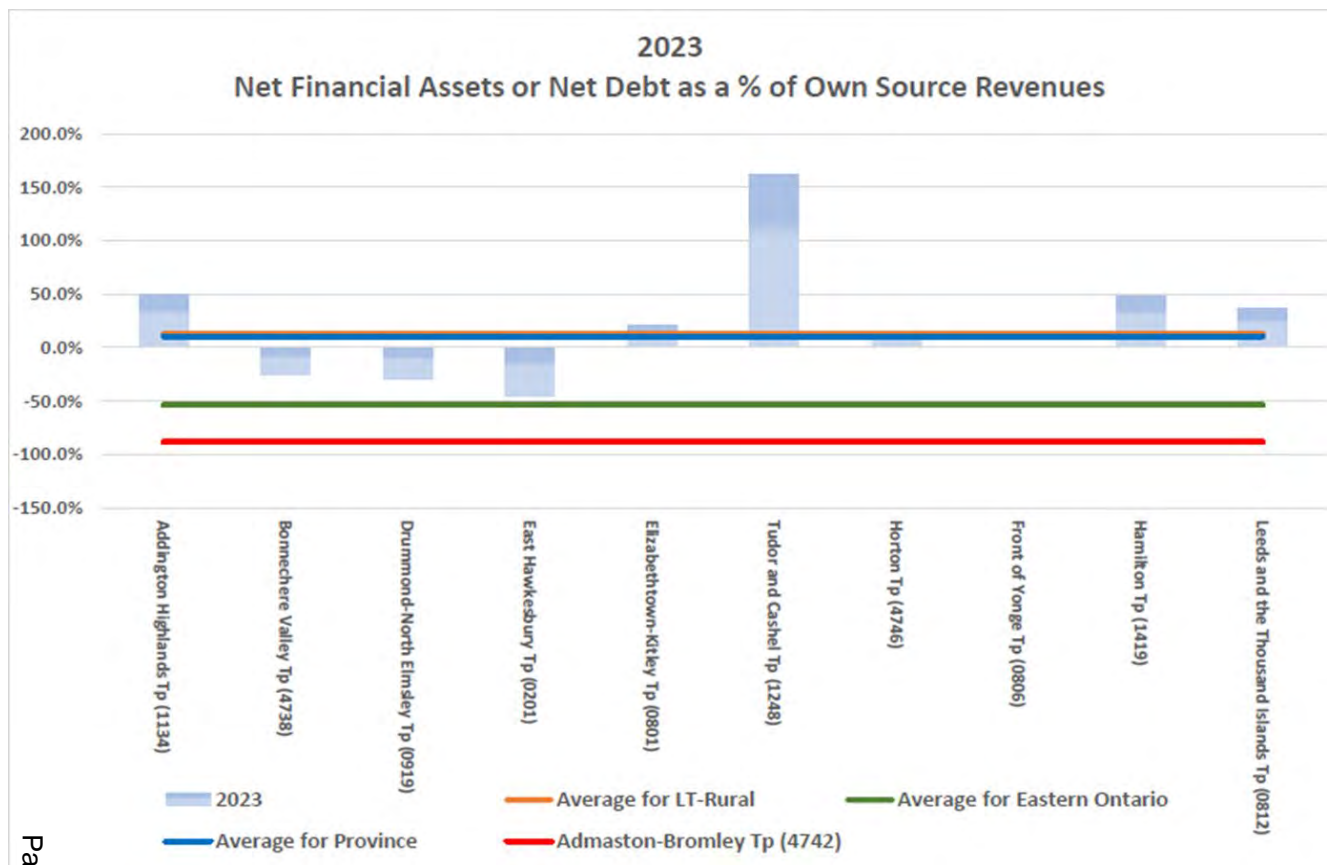



Net Financial Assets or Net Debt as a % of Own Source Revenues



Net Financial  
Assets or Net  
Debt as a % of  
Own Source  
Revenues

# Net Financial Assets or Net Debt as a % of Own Source Revenues





# 10-year Vehicle Replacement Forecast



Department	Vehicle #	Year Purchased	Description	Purchase Date	Historical Cost	Amort. Period per TCA policy	Estimated Future Value	Updated Replacement Costs	Year Replacement	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Roads	V11	1998	Brush Chipper	3/23/98	30,020	20	\$ 54,220		2018	54,220	-	-	-	-	-	-	-	-	-	-
Roads	V20	2002	Sweeper	1/14/02	10,323	15	\$ 16,090	\$ 25,000	2017		25,000	-	-	-	-	-	-	-	-	-
Roads	V23	2007	Komatsu Excavator KM PC160LC-7EO	7/31/07	200,988	15	\$ 313,140	\$ 400,000	2022		-	400,000	-	-	-	-	-	-	-	-
Roads	2023-V27	2023	John Deere Grader 770 GP	8/29/23	145,800	15	\$ 227,160		2038	-	-	-	-	-	-	-	-	-	-	-
Roads	2014-28	2014	Western Star Tandem Plow Truck	3/27/13	207,120	12	\$ 295,310	\$ 460,000	2026	-	460,000	-	-	-	-	-	-	-	-	-
Roads	2025-29	2025	4WD Tractor with loader model# 7030cps	5/1/25	114,000	12	\$ 162,540		2025	114,000	-	-	-	-	-	-	-	-	-	-
Roads	2015-30	2015	25CAM829TA 2015 BLK Float trailer	8/14/14	26,051	15	\$ 40,590		2030	-	-	-	-	-	40,590	-	-	-	-	-
Roads	2011-31	2011	Volvo G970 Grader s/n 525176		178,080	15	\$ 277,450	\$ 500,000	2026	-	-	-	-	500,000	-	-	-	-	-	-
Roads	2016-33	2016	Western Star Tandem Plow Truck		220,337	12	\$ 314,150	\$ 500,000	2028	-	-	-	500,000	-	-	-	-	-	-	-
Roads	2024-34	2024	2024 Chevy 1-ton	7/16/24	76,876	7	\$ 94,550		2031	-	-	-	-	-	-	94,550	-	-	-	-
Roads	2017-35	2017	2017 JCB Backhoe		119,741	12	\$ 170,730		2029	-	-	-	-	170,730	-	-	-	-	-	-
Roads	2025-36	2025	Chevrolet 1/2 ton (Roads Super)	9/7/25	61,461	5	\$ 71,260		2025	61,461	-	-	-	-	71,260	-	-	-	-	71,260

# 10-year Vehicle Replacement Forecast



Department	Vehicle #	Year Purchased	Description	Purchase Date	Historical Cost	Amort. Period per TCA policy	Estimated Future Value	Updated Replacement Costs	Year Replacement	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Roads	2018-37	2018	JCB backhoe		141,614	12	\$ 201,910		2030	-	-	-	-	-	201,910	-	-	-	-	-
Roads	2019-38	2019	Western Star Tandem Plow Truck		271,697	12	\$ 387,380	\$ 535,000	2031	-	-	-	-	-	-	535,000	-	-	-	-
Roads	2021-39	2021	2021 GMC Sierra 4x4		70,983	7	\$ 87,300		2028	-	-	-	87,300	-	-	-	-	-	-	87,300
Roads	2021-40	2021	Ammamm 66" smooth drum ride-on roller		43,885	15	\$ 68,380		2036	-	-	-	-	-	-	-	-	-	-	-
Roads	2022-41	2022	Western Star 4700 SF Tandem Truck	12/31/22	274,502	12	\$ 391,380	\$ 585,000	2034	-	-	-	-	-	-	-	-	-	585,000	-
Roads		2020	Sidewalk Snow Blower		22,387	15	\$ 34,880		2035	-	-	-	-	-	-	-	-	-	-	34,880
Roads		2018	Tornado sander		6,513	15	\$ 10,150		2033	-	-	-	-	-	-	-	-	10,150	-	-
Waste		2007	Osceola Landfill Scales	10/24/07	125,501	15	\$ 195,530		2022	195,530	-	-	-	-	-	-	-	-	-	-
Waste		2001	3 x 46 Yard Bins	6/20/01	29,804	15	\$ 46,440		2016	46,440	-	-	-	-	-	-	-	-	-	-
Waste		2010	2 Roll Off Bins	10/31/10		15	\$ -		2025	-	-	-	-	-	-	-	-	-	-	-

# 10-year Vehicle Replacement Forecast (cont'd)



Department	Vehicle #	Year Purchased	Description	Purchase Date	Historical Cost	Amort. Period per TCA policy	Estimated Future Value	Updated Replacement Costs	Year Replacement	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Fire		1980	GMC King Seagrave	3/12/80	47,965	20	\$ 86,640		2000	86,640	-	-	-	-	-	-	-	-	-	-
Fire	Truck 4	1998	Freightliner (9735)	9/28/98	188,179	20	\$ 339,880	\$ 800,000	2018		800,000	-	-	-	-	-	-	-	-	-
Fire	Truck 1	2009	Freightliner Seagrave - Pumper (9658)	9/24/09	265,113	20	\$ 478,830		2029	-	-	-	-	478,830	-	-	-	-	-	-
Fire	Truck T2	2009	2008 Sterling Truck (9875)		65,151	20	\$ 117,670		2029	-	-	-	-	117,670	-	-	-	-	-	-
<b>TOTALS</b>					<b>2,944,091</b>		<b>\$ 4,483,560</b>			<b>558,291</b>	<b>1,260,000</b>	<b>425,000</b>	<b>587,300</b>	<b>1,267,230</b>	<b>313,760</b>	<b>629,550</b>	<b>-</b>	<b>10,150</b>	<b>585,000</b>	<b>193,440</b>
Plus possible Fire Hall																				

# 10-year Vehicle Replacement Forecast (cont'd)



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# Reserve Forecasts

<b>DISCRETIONARY RESERVES</b>					
<b>GL Acct #</b>	<b>Description</b>	<b>Balance as of 12/31/2023</b>	<b>Additions</b>	<b>Withdrawals</b>	<b>Estimated Balance as of 12/31/2024</b>
1-2-0250-0700	Working Fund	85,193.44	20,000.00		105,193.44
1-2-0250-0701	Reserve - Municipal Election	7,000.00	7,000.00		14,000.00
1-2-0250-0707	Reserve - Weather Contingency Reserve	20,000.00	20,000.00		40,000.00
1-2-0250-0711	Reserve - Waste Capital	29,425.00			29,425.00
1-2-0250-0714	Reserve - Paved / Gravel Roads	83,171.96	35,000.00		118,171.96
1-2-0250-0715	Roads Reserve - Vehicles / Equipment	63,079.50	10,000.00		73,079.50
1-2-0250-0716	Fire Reserve - Vehicles / Equipment	-	25,000.00		25,000.00
1-2-0250-0717	Reserve - CWIP	139,417.64	6,250.00	(25,917.64)	119,750.00
1-2-0250-0718	Reserve - Capital	283,834.23		(224,213.65)	59,620.58
1-2-0250-0719	Fire - Capital	9,858.21	-		9,858.21
1-2-0250-0724	One Time Funding	4,203.89			4,203.89
<b>TOTAL DISCRETIONARY RESERVES</b>		<b>725,183.87</b>	<b>123,250.00</b>	<b>(250,131.29)</b>	<b>598,302.58</b>

# Final Discretionary Reserve Balances 2024

<b>DEFERRED REVENUE</b>					
<b>GL Acct #</b>	<b>Description</b>	<b>Balance as of 12/31/2023</b>	<b>Additions</b>	<b>Withdrawals</b>	<b>Estimated Balance as of 12/31/2024</b>
1-2-0250-0723	Cannabis Reserve Fund	19,414.88			19,414.88
1-2-0250-0725	Safe Restart	29,000.00			29,000.00
<b>TOTAL DEFERRED REVENUE</b>		<b>48,414.88</b>	<b>-</b>	<b>-</b>	<b>48,414.88</b>
<b>OBLIGATORY RESERVES</b>					
<b>GL Acct #</b>	<b>Description</b>	<b>Balance as of 12/31/2023</b>	<b>Additions</b>	<b>Withdrawals</b>	<b>Estimated Balance as of 12/31/2024</b>
<b>1-2-0260-0750</b>	Canada Community Building Fund (CCBF)	129,206.79	100,771.90	(109,383.30)	120,595.39
<b>1-2-0260-0751</b>	Ontario Community Infrastructure Fund (OCIF)	307,490.05	521,604.26	(343,631.49)	485,462.82
<b>TOTAL OBLIGATORY RESERVES</b>		<b>436,696.84</b>	<b>622,376.16</b>	<b>(453,014.79)</b>	<b>606,058.21</b>
<b>TOTAL RESERVES</b>		<b>1,210,295.59</b>	<b>745,626.16</b>	<b>(703,146.08)</b>	<b>1,252,775.67</b>

## Final Deferred Revenue & Obligatory Reserve Balances 2024

# Estimated Discretionary Reserve Balances 2025

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DISCRETIONARY RESERVES							
GL Acct #	Description	Balance as of 12/31/2024	2024 Surplus / (Deficit)	Additions	Withdrawals	Adjustments	Estimated Balance as of 12/31/2025
1-2-0250-0700	Working Fund	105,193.44	265,000.35	55,949.90	(142,271.00)	(72,879.42)	210,993.27
1-2-0250-0701	Reserve - Municipal Election	14,000.00		7,000.00			21,000.00
1-2-0250-0705	Reserve - Accessibility	-		1,000.00			1,000.00
1-2-0250-0707	Reserve - Weather Contingency Reserve	40,000.00		20,000.00			60,000.00
1-2-0250-0708	Reserve - Municipal Development Reserve	-		8,500.00			8,500.00
1-2-0250-0711	Reserve - Waste Capital	29,425.00					29,425.00
1-2-0250-0712	Reserve - Building (Fire)	-	76,148.00	8,500.00			84,648.00
1-2-0250-0713	Reserve - Building (Public Works)	-		8,500.00			8,500.00
1-2-0250-0714	Reserve - Paved / Gravel Roads	118,171.96		37,000.00			155,171.96
1-2-0250-0715	Reserves - PW Vehicles / Equipment	73,079.50		34,000.00			107,079.50
1-2-0250-0716	Reserve - Fire Vehicles / Equipment	25,000.00		25,000.00			50,000.00
1-2-0250-0717	Reserve - CWIP	119,750.00					119,750.00
1-2-0250-0718	Reserve - Capital	59,620.58			(132,500.00)	72,879.42	-
1-2-0250-0719	Fire - Capital	9,858.21					9,858.21
1-2-0250-0724	One-Time Funding	4,203.89			(174.00)		4,029.89
<b>TOTAL DISCRETIONARY RESERVES</b>		<b>598,302.58</b>	<b>341,148.35</b>	<b>205,449.90</b>	<b>(274,945.00)</b>	<b>-</b>	<b>869,955.83</b>

# Estimated Deferred Revenue & Obligatory Reserve Balances 2025

DEFERRED REVENUE							
GL Acct #	Description	Balance as of 12/31/2024		Additions	Withdrawals		Estimated Balance as of 12/31/2025
1-2-0250-0723	Cannabis Reserve Fund	19,414.88					19,414.88
1-2-0250-0725	Safe Restart	29,000.00			(29,000.00)		-
<b>TOTAL DEFERRED REVENUE</b>		<b>48,414.88</b>	<b>-</b>	<b>-</b>	<b>(29,000.00)</b>		<b>19,414.88</b>
OBLIGATORY RESERVES							
GL Acct #	Description	Balance as of 12/31/2024		Additions	Withdrawals		Estimated Balance as of 12/31/2025
<b>1-2-0260-0750</b>	Canada Community Building Fund (CCBF)	120,595.39		101,686.63	(224,719.60)	2,437.58	0.00
<b>1-2-0260-0751</b>	Ontario Community Infrastructure Fund (OCIF)	485,462.82		439,473.00	(624,064.61)		300,871.21
<b>TOTAL OBLIGATORY RESERVES</b>		<b>606,058.21</b>	<b>-</b>	<b>541,159.63</b>	<b>(848,784.21)</b>		<b>300,871.21</b>
<b>TOTAL RESERVES</b>		<b>1,252,775.67</b>	<b>341,148.35</b>	<b>746,609.53</b>	<b>(1,123,729.21)</b>		<b>1,190,241.92</b>

# Estimated Discretionary Reserve Balances 2026

<b>DISCRETIONARY RESERVES</b>						
<b>GL Acct #</b>	<b>Description</b>	<b>Estimated Balance as of 12/31/2025</b>	<b>Additions</b>	<b>Withdrawals</b>	<b>Estimated Balance as of 12/31/2026</b>	<b>Target Limits</b>
1-2-0250-0700	Working Fund	210,993.27	18,360.00	(126,852.21)	102,501.06	500,000.00
1-2-0250-0701	Reserve - Municipal Election	21,000.00		(21,000.00)	-	
1-2-0250-0705	Reserve - Accessibility	1,000.00	1,000.00		2,000.00	5,000.00
1-2-0250-0707	Reserve - Weather Contingency Reserve	60,000.00	20,000.00		80,000.00	186,667.00
1-2-0250-0708	Reserve - Municipal Development Reserve	8,500.00	9,180.00		17,680.00	50,000.00
1-2-0250-0711	Reserve - Waste Capital	29,425.00	11,077.00		40,502.00	352,000.00
1-2-0250-0712	Reserve - Building (Fire)	84,648.00	18,360.00		103,008.00	528,000.00
1-2-0250-0713	Reserve - Building (Public Works)	8,500.00	18,360.00		26,860.00	528,000.00
1-2-0250-0714	Reserve - Paved / Gravel Roads	155,171.96	30,000.00		185,171.96	3,600,000.00
1-2-0250-0715	Reserves - PW Vehicles / Equipment	107,079.50	55,100.00	(35,000.00)	127,179.50	1,200,000.00
1-2-0250-0716	Reserve - Fire Vehicles / Equipment	50,000.00	36,728.00		86,728.00	1,200,000.00
1-2-0250-0717	Reserve - CWIP	119,750.00			119,750.00	
1-2-0250-0719	Fire - Capital	9,858.21			9,858.21	
1-2-0250-0724	One-Time Funding	4,029.89			4,029.89	
<b>TOTAL DISCRETIONARY RESERVES</b>		<b>869,955.83</b>	<b>218,165.00</b>	<b>(182,852.21)</b>	<b>905,268.62</b>	<b>8,149,667.00</b>

# Estimated Deferred Revenue & Obligatory Reserve Balances 2026

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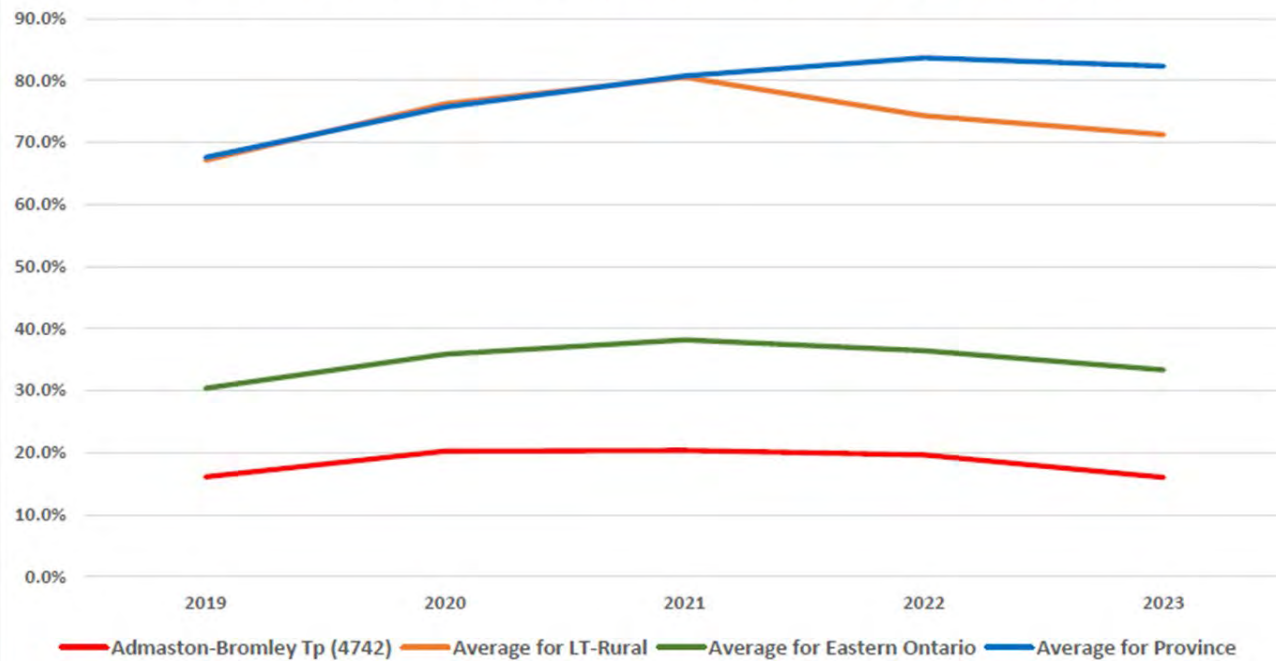
<b>DEFERRED REVENUE</b>					
<b>GL Acct #</b>	<b>Description</b>	<b>Estimated Balance as of 12/31/2025</b>	<b>Additions</b>	<b>Withdrawals</b>	<b>Estimated Balance as of 12/31/2026</b>
1-2-0250-0723	Cannabis Reserve Fund	19,414.88			19,414.88
<b>TOTAL DEFERRED REVENUE</b>		<b>19,414.88</b>	<b>-</b>	<b>-</b>	<b>19,414.88</b>

<b>OBLIGATORY RESERVES</b>					
<b>GL Acct #</b>	<b>Description</b>	<b>Estimated Balance as of 12/31/2025</b>	<b>Additions</b>	<b>Withdrawals</b>	<b>Estimated Balance as of 12/31/2026</b>
<b>1-2-0260-0750</b>	Canada Community Building Fund (CCBF)	0.00	101,086.63	(98,000.00)	3,086.63
<b>1-2-0260-0751</b>	Ontario Community Infrastructure Fund (OCIF)	300,871.21	391,626.00	(386,974.00)	305,523.21
<b>TOTAL OBLIGATORY RESERVES</b>		<b>300,871.21</b>	<b>492,712.63</b>	<b>(484,974.00)</b>	<b>308,609.84</b>

<b>TOTAL RESERVES</b>		<b>1,190,241.92</b>	<b>710,877.63</b>	<b>(667,826.21)</b>	<b>1,233,293.34</b>
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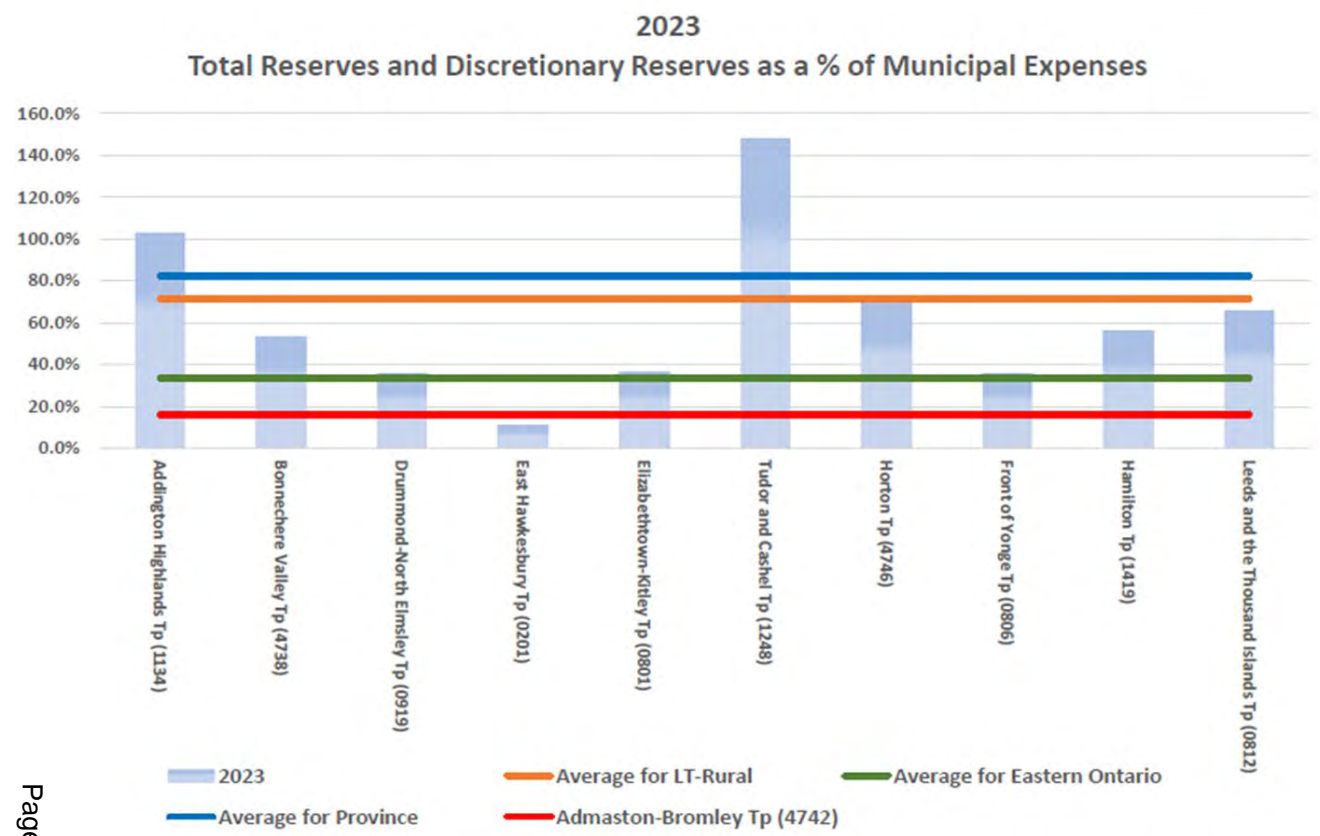


Total Reserves and Discretionary Reserves as a % of Municipal Expenses



Total Reserves and Discretionary Reserves as a % of Municipal Expenses

# Total Reserves and Discretionary Reserves as a % of Municipal Expenses





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# Tax Levy Impact

# 1% Tax Levy

\$37,333

# CALCULATING **PROPERTY TAX**



ASSESSED VALUE

×



TAX RATE

=



PROPERTY TAXES

## How Property Tax is Calculated

	2025	2026	% Incr/-decr.
Township	0.00960424	0.00960424	0.00%
County	0.00435326	0.00435326	0.00%
School	0.00153000	0.00153000	0.00%
<b>Total Tax Rate per \$1 of assessment</b>	<b>0.01548750</b>	<b>0.01548750</b>	<b>0.00%</b>

	2025	2026	Annual Increase	Monthly Increase f/ levy	Est Mthly Fee Bag Tags	Total Monthly Increase	Annual Increase - taking bag tags into account
Avg Assessment (RT)	\$200,000	\$200,000					
Township	1,920.85	1,920.85	-	-	16.25	16.25	195.00
County	870.65	870.65	-	-			
Education	306.00	306.00	-	-			
<b>Total Tax Bill</b>	<b>3,097.50</b>	<b>3,097.50</b>	-	-			

The expected impact on the average single family detached home is an annual increase of \$195.00 or \$16.25 per month.

# Impact on Ratepayer

	2025	2026	% Incr/-decr.
Township	0.00960424	0.00960424	0.00%
County	0.00435326	0.00435326	0.00%
School	0.00153000	0.00153000	0.00%
<b>Total Tax Rate per \$1 of assessment</b>	<b>0.01548750</b>	<b>0.01548750</b>	<b>0.00%</b>

Avg Assessment (RT)	2025	2026	Annual Increase	Monthly Increase f/ levy	Est Mthly Fee Bag Tags	Total Monthly Increase	Annual Increase - taking bag tags into account
\$400,000	\$400,000	\$400,000					
Township	3,841.70	3,841.70	-	-	16.25	16.25	195.00
County	1,741.30	1,741.30	-	-			
Education	612.00	612.00	-	-			
<b>Total Tax Bill</b>	<b>6,195.00</b>	<b>6,195.00</b>	<b>-</b>	<b>-</b>			

The expected impact on the average single family detached home is an annual increase of \$195.00 or \$16.25 per month.

# Impact on Ratepayer



---

# Contributing Factors

Description	Amount	%age of levy	Comments
<b>Operating Expenditures</b>			
Wages / Benefits	129,623.96	3.47%	\$71K - COLA, VFF2 Certification - \$44K, (3) new positions - \$53K
Conventions / Training	(2,245.00)	-0.06%	
IT Subscriptions	18,015.00	0.48%	Variance b/w VFF1 and VFF2 certification costs year over year
Debt Repayment (incl. interest)	(44,859.00)	-1.20%	5yr debt fully paid
New Contributions to Reserves	67,165.00	1.80%	Incl \$21K to Waste Mngt Reserve plus 0.25% increase to each of the other reserves
Contracted Services	44,359.00	1.19%	New Producer pay system effective July 1, 2025
Materials	55,500.00	1.49%	\$50k for gravel contract
Repairs/ Bldg Mtce	27,400.00	0.73%	
Operating Expenditures	25,439.79	0.68%	
<b>Total Operating Expenditures</b>	<b>320,398.75</b>	<b>8.58%</b>	
<b>Capital Expenditures</b>	<b>243,426.00</b>	<b>6.52%</b>	
<b>Sub-Total</b>	<b>563,824.75</b>	<b>15.10%</b>	

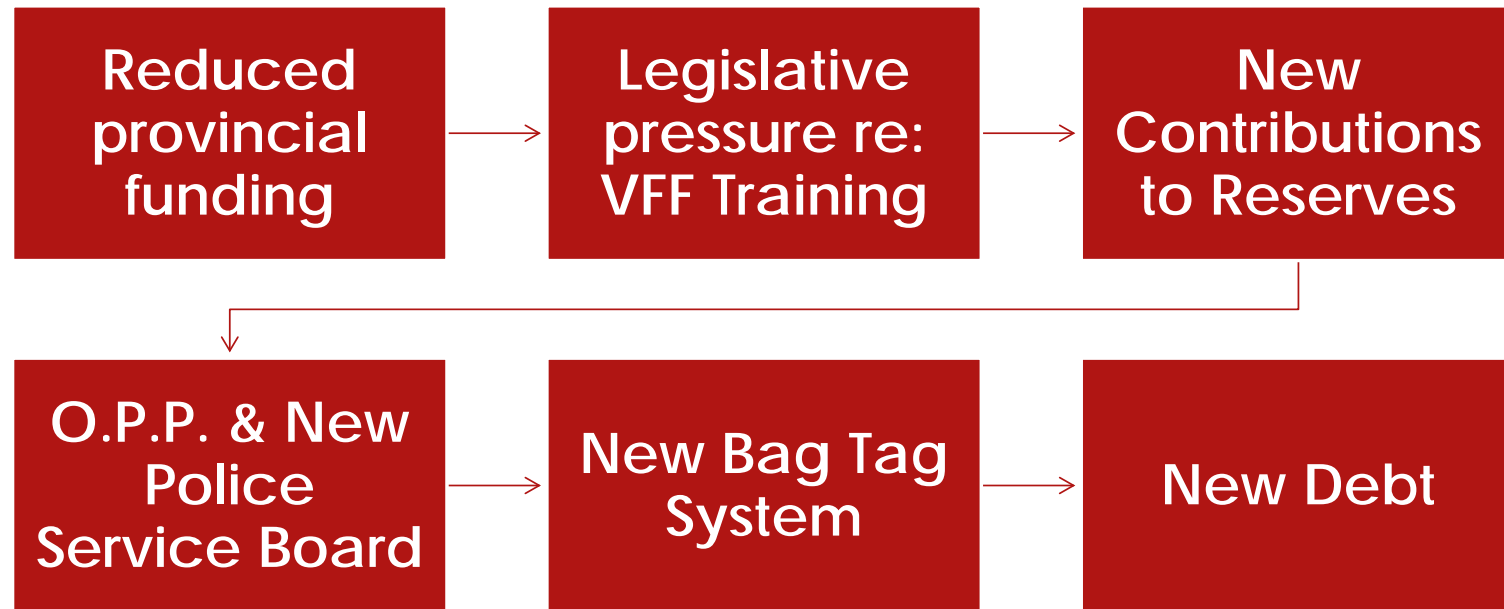
# Contributing Factors

<b>Less: Other Revenue Sources</b>			
Misc Revenues	27,620.90	0.74%	
OMPF	32,200.00	0.86%	
OCIF (inc. transfer f/ reserve)	(36,847.00)	-0.99%	* OCIF funding reduced by \$41,847
CCBF (inc. transfer f / reserve)	(2,200.00)	-0.06%	
Grants	30,982.51	0.83%	incl. provision of \$50k for Community Emergency Preparedness Grant
Proceeds f/ sale of TCA	(10,000.00)	-0.27%	
Waste Management User Fees	290,975.00	7.79%	incl. est. Bag Tag Revenue
Debt	705,000.00	18.88%	new debt for new Tandem & Fire Truck
Transfers f/ Reserves	(534,359.16)	-14.31%	
<b>Total Other Revenue Sources</b>	<b>503,372.25</b>	<b>13.48%</b>	
<b>Less: Growth /(In Year Adj.)</b>	<b>60,452.50</b>	<b>1.62%</b>	
<b>Total Amount To Raise through Tax Levy</b>	<b>-</b>	<b>0.00%</b>	

# Contributing Factors

# Final Takeaways

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The End

TOWNSHIP OF ADMASTON/BROMLEY



477 Stone Road, RR2  
Renfrew ON K7V 3Z5

DATE:

RESOLUTION NO.

MOVED BY: Brian Hamilton SECONDED BY: \_\_\_\_\_

Be it resolved that council consider amending the existing proposed budget of 0% levy increase that was presented on January 18 2026 be increased to a 3% levy increase to be presented at February 19 2026 council consideration

<input type="checkbox"/>	<b>CARRIED</b>
<input type="checkbox"/>	<b>DEFEATED</b>
<input type="checkbox"/>	<b>DEFERRED</b>

**RECORDED VOTE:**

POSITION	NAME	FOR	AGAINST
Councillor	Angela Field		
Councillor	Brian Hamilton		
Councillor	Kevin LeGris		
Deputy Mayor	Keith Gourley		
Mayor	Michael Donohue		

**Declaration of Pecuniary Interest**

\_\_\_\_\_ Declared their interest, abstained from discussion and did not vote on the resolution.



## Re-Nature And RCCDSB Are Working Together!

February 9<sup>th</sup>, 2026

Mayor Michael Donohue & Council  
Twp. of Admaston/Bromley  
477 Stone Road, R.R. #2  
Renfrew, Ontario K7V 3Z5

Dear Mayor Donohue,

Re-Nature Foundation is looking forward to working on more projects in Renfrew County School yards. We are very excited to announce that our outdoor learning spaces project will now include work with the Renfrew County Catholic District School Board (RCCDSB)!

We'll be working together to create forested spaces with outdoor classroom features in several more local schools, including in the Township of Admaston/Bromley.

We are **not** asking the municipality to provide funding.

The funding will come directly from the Federation of Canadian Municipalities Green Municipal Fund. But as part of the application process, we must demonstrate proof of council support. To that end we have provided a resolution text, attached below.

Please also find a short introduction to the project, which will be familiar to council members due to our work last summer in funding the work with the public school board. There are also two letters of support, from Re-Nature Foundation's board and the RCCDSB's Director of Education, Mark Seanson.

Thank you to the Mayor and Council for supporting this project. We look forward to working with the RCCDSB to give the students and community a new place to spend time outside under the trees!

Jamie Thomson  
Director of Development,  
Re-Nature Foundation.



Resolution of Support Text:

**Whereas, The Township of Admaston/Bromley** has the following interest: Improving our schoolyards by creating outdoor learning spaces and tree canopy environments; and

**Whereas,** The Re-Nature Foundation is undertaking the "Growing Renfrew County Catholic District School Board Schoolyard Canopies with Re-Nature" program, which will be building outdoor learning spaces and planting trees at the elementary schools with the Renfrew County Catholic District School Board.

**Now Be it Resolved** that the Council of **The Township of Admaston/Bromley** acknowledges and supports the funding opportunity from the Federation of Canadian Municipalities' "Growing Canada's Community Canopies" initiative for the "Growing Renfrew County Catholic District School Board Schoolyard Canopies with Re-Nature" program, which will be building learning spaces and planting trees at the elementary schools in Renfrew County Catholic District School Board, in partnership with **The Township of Admaston/Bromley**.

**And** that Council also recognizes that the lifetime contribution from the "Growing Canada's Community Canopies" initiative will not exceed \$10 million for tree planting within our municipality, inclusive of a maximum contribution of \$1 million for infrastructure activity costs, and that if approved this project will be counted towards that limit.



## Growing RCCDSB Schoolyards Canopy with Re-Nature

The 'Growing RCCDSB Schoolyards Canopy with Re-Nature' Program aims to enrich the educational experience for children within the Renfrew County Catholic District School Board through the creation of outdoor learning spaces and the planting of tree canopies.

**Our Goal:** Every school in Canada will have its own forest and outdoor learning space, and every teacher will have the support they need to use it.

For more information, please view [Your School & Re-Nature Foundation](https://www.renature.org/) at <https://www.renature.org/>



### **Our Approach to funding projects in Renfrew County:**

Our collaborative partnership with the school board will allow us to apply for federal funding under the Federation of Canadian Municipalities' "Growing Canada's Community Canopies" (GCCC) program. This program offers a 50% match for our tree planting costs, and will enable us to establish vital green infrastructure, enhancing staff and student well-being, and providing invaluable hands-on learning environments for the next generation.

Re-Nature's work will be funded in part by federal grant programs, but Re-Nature will also provide funding and bring outside funders on board to complete the funding of the projects.

### **Included Materials:**

With this package you will find the following elements:

- An introduction to Re-Nature, the program, our work & goals.
- An example site plan and list of features planned for the school sites.



## Municipal Council Resolutions

The Federation of Canadian Municipalities (FCM) delivers the Green Municipal Fund (GMF), a program funded by the Government of Canada that supports municipal sustainability. A specific initiative under the GMF is “Growing Canada’s Community Canopies” (GCCC), which provides funding and resources for communities to enhance their forests.

To be eligible for the “Growing Canada’s Community Canopies” grant program, applicants must provide a resolution drafted and adopted by each municipal council partnering on the project.

The scope of our initiative:

- Re-Nature is applying for a tree-planting grant from the federally funded program.
- Re-Nature is requesting \$50,000 in federal grant support per school site.
- Re-Nature is asking the council to acknowledge that the funding we receive will be part of the maximum \$10M allowed within each municipality.
- The federal grant support will significantly reduce the cost of the integrated forest which is an important part of the successful outdoor learning environments we intend to build for the schools.

## Site Plan and Feature List

We’ve provided an example project site plan to illustrate what all the school sites included in the initiative will get, and how outdoor learning features might be distributed across a site to encourage student-led gathering and spark moments of experiential learning.

### Multiple Zones

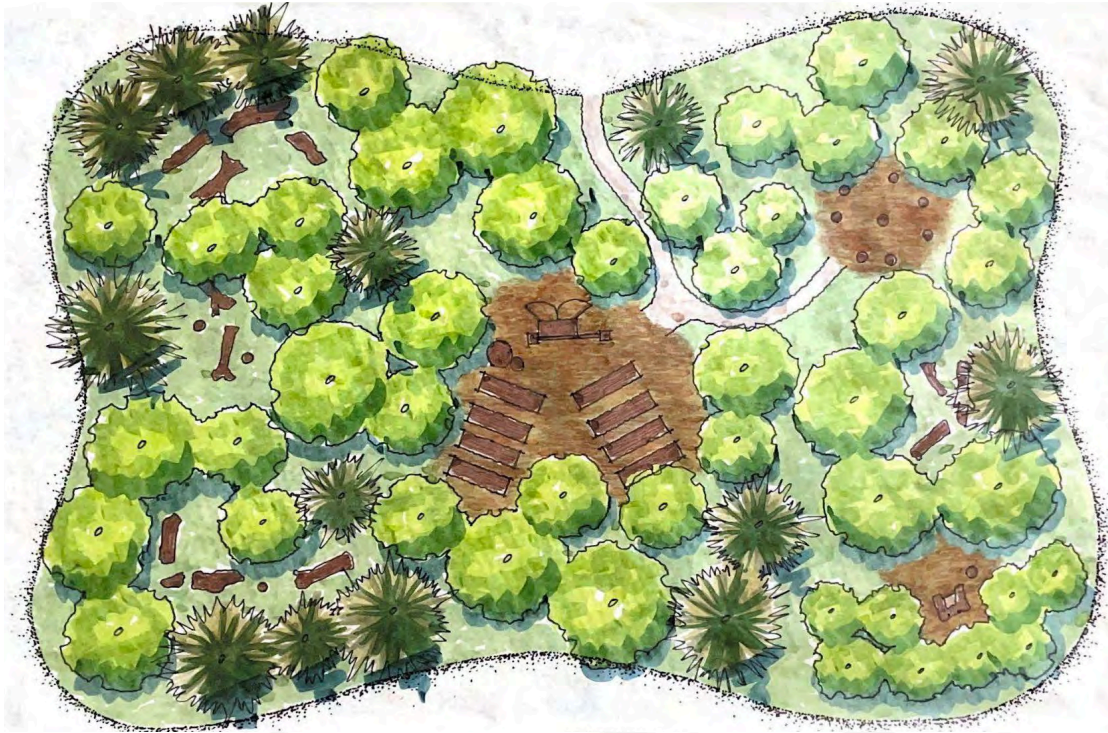
A 7500-8500 sq. ft. site can support several multi-use learning zones, each with a focal point supporting various pedagogical approaches. Features are spaced to allow for full-class and group activities without excessive distraction from other zones.

- blackboard with curriculum cabinet & teacher station, with seating for 20-30 students
- a talking circle for up to 5-10 students
- one-to-one seating pockets for teacher-student mentoring
- multiple informal seating arrangements using reclaimed local logs in ecological restoration zones

“**Ecological Restoration**” zones make the most of the available space. These are informal areas equipped with large logs (18-inches in diameter) for seating, student-led learning or simply for play. Some of these logs will be cut into additional stools to help create more points of interest throughout the zones. The features in these areas will help focus student social interaction and they’ll also contribute to the forest environment as they eventually become part of the soil of the site.



## Example Project Plan:



### Key Features of the Outdoor Learning Spaces

The pedagogical foundation of this site plan emphasizes experiential and inquiry-based learning. The focal points and zones are framed by trees, which provide shade, habitat, and the living backdrop for the spaces. These natural elements are accompanied by features meant to enhance learning and play:

- 1 post-mounted blackboard with curriculum cabinet secured to the blackboard posts
- 8 milled benches
- 1 teacher station
- 8 sculpted stump seats
- 1 carved chair or spiral bench
- 100 linear feet of Ecological Restoration logs. (18-inch diameter logs up to 8 feet long), scattered across the zones to serve as seating, incidental focal points and group work. Some cut into stump stools.
- 50 or more single stem and multi-stem trees



## An introduction to Re-Nature's Philosophies.

### A Schoolyard... Or A Parking Lot?



If more of our schoolyards aren't shaded by resilient forest in the next ten years, it will simply be too hot for the kids to be outside.

Our children deserve better.

To thrive, a regenerative forest requires a minimum of 15 square feet per daily student user. While more is better, for most schools in Canada, this equates to 50 single and multi-stemmed trees covering 7500-8500 square feet per schoolyard forest.

### Re-Nature's Four Guiding Principles:

Teachers will take their children outside if there is a forest to provide shade, a classroom to teach in, a mentor to lean on, and a curriculum to teach.





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Pembroke, Ontario  
K8A 5P1  
1-800-267-0191  
(613) 735-1031  
FAX: (613) 735-2649  
www.rccdsb.ca

February 9, 2026

Mayor Michael Donohue & Council  
Twp. of Admaston/Bromley  
477 Stone Road, R.R. #2  
Renfrew, Ontario K7V 3Z5

Dear Mayor Donohue,

On behalf of the Renfrew County Catholic District School Board (RCCDSB), I am writing to express support for our upcoming program, **"Growing RCCDSB Schoolyard Canopies with Re-Nature"** in partnership with Renature Foundation.

We are currently endorsing a Re-Nature application to the Federation of Canadian Municipalities' (FCM) "Growing Canada's Community Canopies" initiative. This funding is vital to our goal of planting trees and constructing natural outdoor learning spaces across our school properties in Renfrew County.

This initiative is designed to create unique and inspiring environments for our students. By transforming our schoolyards, we aim to:

- Provide valuable outdoor learning opportunities and improved conditions for school communities.
- Significantly enhance the green space and tree canopy within our wider communities.
- Ensure that our school properties become a regenerative part of the natural landscape.

As the landowners, the RCCDSB has fully affirmed our commitment to planting these trees and maintaining the forest as it grows. However, the success of our application to the FCM relies heavily on demonstrating strong community backing including a Resolution of Support from the Municipal Council, required to unlock the federal funding for the tree planting program.

We would be honoured to include this Resolution of Support from the Twp. of Admaston/Bromley in our application package. Your endorsement would signal to the Federation of Canadian Municipalities that this project aligns with the values and environmental goals of the broader Renfrew County community.

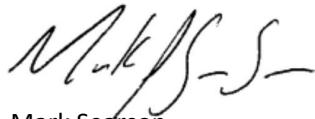
*We are an inclusive Catholic learning community called to love unconditionally and educate hearts and minds in the way of Christ.*

*Schools to believe in!*

If you have any questions regarding the specific sites or the Re-Nature partnership, please do not hesitate to contact our Project Lead, Jillian Rizzuto at 613-735-1031, ext. 340 or at [jillian.rizzuto@rccdsb.ca](mailto:jillian.rizzuto@rccdsb.ca) .

Thank you for your time and for your continued partnership in supporting our students and our environment.

Sincerely,



Mark Searson  
Director of Education

*Schools to believe in!*



## Confirmation of Project Support with Renfrew County Catholic District School Board

January 29th, 2026

To Whom It May Concern,

As Founder and Director of the Re-Nature Foundation, I confirm our full organizational support for the Growing Canada's Community Canopies (GCCC) grant application in partnership with the Renfrew County Catholic District School Board. Please consider this letter a formal confirmation of our commitment and readiness to cooperate in this initiative.

The GCCC program resonates with Re-Nature's mission to create inclusive, climate-resilient community spaces that provide children with direct, daily access to nature. This project supports tree planting, encourages environmental stewardship and provides children with more opportunities to spend productive learning time outside.

The proposed planting site will include a minimum of 50 trees, along with natural log features to support programming, environmental literacy, and connection. The regenerative forest system will grow into permanent infrastructure and become a beloved part of the community—restoring biodiversity, improving soil and air quality, and contributing to stormwater management & heat island effect mitigation.

Re-Nature's delivery model includes mentorship and training for teachers, program staff, and facilities personnel to ensure long-term care and essential time spent in the regenerative forest and outdoor activity space. We will also provide resources and continued professional learning that equip communities to integrate nature into their programming and stewardship practices.

Re-Nature Foundation looks forward to delivering this work in close cooperation with Renfrew County Catholic District School Board. We are prepared to meet the environmental, program, and community-building goals of the GCCC program in this undertaking.

Sincerely,

Adam Bienenstock  
Founder & Business Director at Re-Nature Foundation

**Township of Admaston/Bromley  
477 Stone Road, R.R. #2  
Renfrew, ON  
K7V 3Z5**

**E-Mail Address – info@admastonbromley.com**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: March 5, 2026  
To: Council  
Re: Upcoming Schedule for Summer Council Meetings  
From: Jennifer Charkavi

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**Background:**

According to the Procedure By-Law No. 2012-34 Part III Section 6 (c) Council may by resolution, alter the date and/or time of a regular meeting provided that adequate notice of the change is published or broadcast in a manner approved by Council.

**Discussion:**

Summer Schedule:

In 2025 the Township followed the County of Renfrew and did not schedule Council or Committee meetings in July.

Staff are recommending that Council follow the County of Renfrew and not schedule any meetings in July 2026.

It is important to note that should an item arise that must be brought forth to Council, a Special Council meeting may be called by the Mayor.

**Financial Implications:**

None.

**People Consulted:**

None.

**Recommendation:**

**BE IT RESOLVED** that Council approve the following Council meeting cancellations to the schedule for Regular Council meetings in 2026:

- July 2, 2026 – Cancelled
- July 16, 2026 – Cancelled

**Township of Admaston/Bromley  
477 Stone Road, R.R. #2  
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K7V 3Z5**

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**REPORT**

Date: March 5, 2026  
To: Council  
Re: Christmas Office Schedule  
From: Jennifer Charkavi

**Background & Discussion:**

In recent years staff have requested that the office be closed over the Christmas holiday season.

**Christmas Schedule:**

The Christmas holidays for staff for 2026 are as follows:

- Thursday December 24 – ½ day Holiday
- Friday December 25 – Full Day Holiday
- Monday December 28 – Full Day Holiday – in lieu of Boxing Day
- Thursday December 31 – ½ day Holiday
- Friday January 1 – Full Day Holiday

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
20	21	22	23	24	25	26
				Office open until 12pm 12:30-4 Stat	<b>Office Closed (stat)</b>	Closed Mon Dec. 28 in lieu
27	28	29	30	31	1	2
	<b>Office Closed (stat)</b>	<b>Office Closed</b>	<b>Office Closed</b>	<b>Office Closed (1/2 day stat)</b>	<b>Office Closed (stat)</b>	
3	4	5	6	7	8	9
	Office Re-open					

Staff are recommending closing the office from noon on Thursday December 24, 2026 until Friday January 1, 2027, reopening on Monday January 4, 2027. Staff would be required to use 2 ½ days of vacation, float or banked time.

**Financial Implications:**

Staff are paid out at the end of the year any leftover vacation or banked time, by using this time up reduces the amount that would otherwise be paid out by the municipality.

**People Consulted:**

Kelly Coughlin, Treasurer-Deputy CAO/Clerk  
Steve Visinski, Public Works Superintendent

**Recommendation:**

**BE IT RESOLVED** that Council approve the closing of the Township office from noon on December 24, 2026 until and including January 1, 2027.

**Township of Admaston/Bromley  
477 Stone Road, R.R. #2  
Renfrew, ON  
K7V 3Z5**

**E-Mail Address – info@admastonbromley.com**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: February 19<sup>th</sup>, 2026  
To: Council  
Re: Fire Protection Grant 2025/2026  
From: Jennifer Charkavi

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**Background & Discussion:**

The Fire Protection (FP) Grant program was announced in 2024 and would be a 3year grant. The municipality was successful in the first year receiving almost \$9,000 towards a second set of bunker gear for Cancer Prevention Initiatives. For the second year of the grant 2025/2026 the Township will receive \$18,663 The FP Grant will assist fire departments in acquiring critical equipment to enhance firefighter health and safety, and minor infrastructure at the local level.

For the 2025-26 year, project eligibility has been expanded to include equipment and supplies for lithium-ion incident response. The FP Grant will assist fire departments in acquiring critical equipment to enhance firefighter health and safety, and minor infrastructure at the local level.

Only projects whose objectives align with at least one of the objectives in the list below will be eligible for funding.

- (1) Cancer Prevention – Equipment and Supplies
- (2) Cancer Prevention – Personal Protective Equipment (PPE)
- (3) Cancer Prevention – Minor Infrastructure
- (4) Minor Infrastructure Modernization – Enhanced Broadband and Internet Connectivity
- (5) Lithium-Ion Incident Response – Equipment and Supplies

The FP Grant will be awarded over three years, with a total of \$10M available each year. The types of projects eligible for grant funding will be revisited annually to ensure that the FP Grant continues to meet local and provincial priorities. As such, calls for applications will take place annually. Each application cycle will require fire departments to complete outlined projects and demonstrate the success of the initiatives.

The Government of Ontario is committed to protecting the health and safety of Ontario's firefighters. Ensuring public safety is a key priority for the Ministry of the Solicitor General (ministry) which is committed to working with municipal fire departments to provide them with the tools and resources they need to keep Ontario's firefighters and communities safe. The ministry acknowledges the challenges that fire departments face in addressing firefighter cancer prevention.

Firefighters die of cancer at a rate up to four times higher than the general population. On average, 50 to 60 firefighters die of cancer yearly in Canada, and half of those are from Ontario. Contaminated PPE may expose firefighters to hazardous biological and chemical contaminants and reduce the effectiveness of the protection it is intended to provide. The FP Grant is designed to provide funding to support firefighter cancer prevention programs.

The Township received notice in December 2025, that they were successful in their 2025/2026 grant application. The Township applied for \$18,863 towards the purchase of building a second set of bunker gear, including flash hoods and gloves which is one of the recommendations in the grant. The estimated total cost is \$18,863.00. The Township qualified for \$18,863.

#### **Cancer Prevention – PPE**

- Bunker gear extractors
- Personal Protective Equipment o Bunker gear (second set or increasing spare supply)
- Additional self-contained breathing apparatus (SCBA)
- Personal SCBA facepieces
- Gloves or flash hoods (second set or increasing spare supply)
- Testing and inspection programs for PPE (including third party contracting)

The agreement notes that the funds should be spent by March 31, 2026. Staff had noted on the application that we were not purchasing the items listed in the quote if we were not successful in the grant application.

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#### **Recommendation:**

BE IT RESOLVED that Council approves By-Law 2026-11, being a By-Law to enter into an agreement with His Majesty the King in Right of the Province of Ontario, represented by the Ministry of the Solicitor General for funding through the Fire Protection Grant.

**ONTARIO FIRE PROTECTION GRANT TRANSFER PAYMENT AGREEMENT**

**THE AGREEMENT**, effective as of the \_\_\_\_\_ (The “**Effective Date**”)

**B E T W E E N:**

**His Majesty the King in right of Ontario  
as represented by the Solicitor General**

(referred to as the “**Province**”)

- and -

TOWNSHIP OF ADMASTON/BROMLEY

(the “**Recipient**”)

**CONSIDERATION**

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

**1.0 ENTIRE AGREEMENT**

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

Schedule “A” -	General Terms and Conditions
Schedule “B” -	Project Specific Information and Additional Provisions
Schedule “C” -	Project
Schedule “D” -	Budget
Schedule “E” -	Payment Plan
Schedule “F” -	Reports

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

**2.0 CONFLICT OR INCONSISTENCY**

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

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

### **3.0 COUNTERPARTS**

- 3.1 **One and the Same Agreement.** The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

### **4.0 AMENDING THE AGREEMENT**

- 4.1 This Agreement may be amended upon the agreement of all Parties, which shall be executed in writing.

### **5.0 ACKNOWLEDGEMENT**

- 5.1 The Recipient acknowledges that:
  - (a) by receiving Funds, it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario;
  - (b) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
  - (c) the Funds are:
    - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
    - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
  - (d) the Province is not responsible for carrying out the Project;
  - (e) the Province is bound by the Freedom of Information and Protection of Privacy Act (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement

may be subject to disclosure in accordance with that Act; and

- (f) the Province is bound by the Financial Administration Act (Ontario) (“FAA”) and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to,
  - (i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the Funding Year in which the payment becomes due; or
  - (ii) the payment having been charged to an appropriation for a previous fiscal year.

**SIGNATURE PAGE FOLLOWS**

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

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO  
as represented by the Solicitor General**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Name:** Carrie Clark

**Title:** Deputy Fire Marshal

TOWNSHIP OF ADMASTON/BROMLEY

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Name:**

\_\_\_\_\_  
**Title:**

I have authority to bind the Recipient

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Name:**

\_\_\_\_\_  
**Title:**

I have authority to bind the Recipient

**SCHEDULE "A"**  
**GENERAL TERMS AND CONDITIONS**

---

**A1.0 INTERPRETATION AND DEFINITIONS**

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

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

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

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

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

**"Budget"** means the budget attached to the Agreement as Schedule "D".

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

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

**"Event of Default"** has the meaning ascribed to it in section A12.1.

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

**"Funding Year"** means.

(a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and

(b) in the case of Funding Years subsequent to the first Funding Year, the

period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiry Date, whichever is first.

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

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

**“Loss”** means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

**“Maximum Funds”** means the maximum set out in Schedule “B”.

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

**“Notice Period”** means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b) and includes any such period or periods of time by which the Province extends that time.

**“Parties”** means the Province and the Recipient.

**“Party”** means either the Province or the Recipient.

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

**“Project”** means the undertaking described in Schedule “C” and as may be amended from time to time.

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

**“Reports”** means the reports described in Schedule “F”.

## **A2.0 REPRESENTATIONS, WARRANTIES AND COVENANTS**

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

- (a) it is, and will continue to be a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and

provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and

- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

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

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

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

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

**A2.4 Supporting Proof.** Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

### **A3.0 TERM OF THE AGREEMENT**

**A3.1 Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or Article A12.0.

#### **A4.0 FUNDS AND CARRYING OUT THE PROJECT**

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

- (a) provide the Recipient with Funds up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule "E"; and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
  - (i) resides at a Canadian financial institution;
  - (ii) is in the name of the Recipient; and
  - (iii) is registered in TPON.

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

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A10.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and
- (c) the Province may adjust the amount of Funds it provides to the Recipient based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.2.

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

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

##### **A4.4 Interest-Bearing Account.** If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

**A4.5 Interest.** If the Recipient earns any interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount equal to the interest from any further instalments of Funds;
- (b) demand from the Recipient the payment of an amount equal to the interest.

**A4.6 Interest. Rebates, Credits, and Refunds.** The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

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

**A5.1 Acquisition.** If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

**A5.2 Disposal.** The Recipient will not, without the Province's prior consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as set out in Schedule "B" at the time of purchase.

**A6.0 CONFLICT OF INTEREST**

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

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

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

- (a) the Recipient:
  - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and

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

## **A7.0 REPORTING, ACCOUNTING AND REVIEW**

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

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

- (a) submit to the Province at the address set out in Schedule “B”:
  - (i) all Reports in accordance with the timelines and content requirements set out in Schedule “F”;
  - (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;
- (b) ensure that all Reports and other reports are:
  - (i) completed to the satisfaction of the Province; and
  - (ii) signed by an authorized signing officer of the Recipient.

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

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

**A7.4 Records Review.** The Province may, at its own expense, upon twenty-four hours’ Notice to the Recipient and during normal business hours, enter upon the Recipient’s premises to conduct an audit or investigation of the Recipient

regarding the Recipient's compliance with the Agreement, including assessing any of the following:

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

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

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

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

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

**A7.7 No Control of Records.** No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.

**A7.8 Auditor General.** The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the Auditor General Act (Ontario).

## **A8.0 COMMUNICATIONS REQUIREMENTS**

**A8.1 Acknowledge Support.** Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual, including public announcements or communications:

- (a) acknowledge the support of the Province for the Project;
- (b) ensure that any acknowledgement is in a form and manner as the

Province directs;

- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province; and
- (d) obtain prior written approval from the Province before using any logo or symbol of the Government of Ontario, the Ministry of the Solicitor General or the Office of the Fire Marshal in any communications including press releases, published reports, radio and television programs and public or private meetings, or in any other type of promotional material, relating to the Project or this Agreement.

**A8.2 Notice of Project-Related Communications.** Unless the Province directs the Recipient to do otherwise, the Recipient will provide written notice to the Province a minimum of 14 Business Days in advance of all Project-related publications, whether written, oral, or visual, including public announcements or communications.

#### **A9.0 INDEMNITY**

**A9.1 Indemnify.** The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the gross negligence or wilful misconduct of the Indemnified Parties.

#### **A10.0 INSURANCE**

**A10.1 Insurance.** The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

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

**A10.2 Proof of Insurance.** The Recipient will,

- (a) provide to the Province, either,
  - (i) certificates of insurance that confirm the insurance coverage required by section A10.1; or
  - (ii) other proof that confirms the insurance coverage required by section A10.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

**A11.0 TERMINATION ON NOTICE**

**A11.1 Termination on Notice.** This Agreement may be terminated by the Province at any time without liability, penalty, or costs upon giving at least thirty (30) days prior written Notice to the Recipient.

**A11.2 When Termination Effective.** Termination under Article A11.1 will take effect as provided for in the Notice.

**A11.3 Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further installments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do the following:
  - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b);
  - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

**A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT**

**A12.1 Events of Default.** Each of the following events will constitute an Event of Default:

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

**A12.2 Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the

possession or under the control of the Recipient;

- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (j) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.

**A12.3 Opportunity to Remedy.** If, pursuant to section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

**A12.4 Recipient not Remediating.** If the Province provides the Recipient with an opportunity to remedy the Event of Default pursuant to section A12.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

**A12.5 When Termination Effective.** Termination under Article A12.0 will take effect as provided for in the Notice.

### **A13.0 FUNDS AT THE END OF A FUNDING YEAR**

**A13.1 Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article A12.0, if, by the end of a Funding Year, the Recipient

has not spent all of the Funds allocated for that Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds;
- (b) adjust the amount of any further instalments of Funds accordingly.

#### **A14.0 FUNDS UPON EXPIRY**

**A14.1 Funds Upon Expiry.** Upon expiry of the Agreement, the Recipient will pay to the Province any Funds remaining in its possession, under its control, or both.

#### **A15.0 DEBT DUE AND PAYMENT**

**A15.1 Payment of Overpayment.** If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

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

**A15.2 Debt Due.** If, pursuant to the Agreement:

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

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

**A15.3 Interest Rate.** The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

**A15.4 Payment of Money to Province.** The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province at the address set out in Schedule "B".

**A15.5 Fails to Pay.** Without limiting the application of section 43 of the Financial Administration Act (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

**A16.0 NOTICE**

**A16.1 Notice in Writing and Addressed.** Notice will be:

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

**A16.2 Notice Given.** Notice will be deemed to have been given:

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

**A16.3 Postal Disruption.** Despite section A16.2(a), in the event of a postal disruption:

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

**A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT**

**A17.1 Consent.** When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and

- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

#### **A18.0 SEVERABILITY OF PROVISIONS**

**A18.1 Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

#### **A19.0 WAIVER**

**A19.1 Condonation not a waiver.** Failure or delay by the either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

**A19.2 Waiver.** Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver.

#### **A20.0 INDEPENDENT PARTIES**

**A20.1 Parties Independent.** The Recipient is not an agent, joint venturer, partner or employee of the Province and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

#### **A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS**

**A21.1 No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

**A21.2 Agreement Binding.** All rights and obligations contained in the Agreement will extend to and be binding on:

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

#### **A22.0 GOVERNING LAW**

**A22.1 Governing Law.** The Agreement and the rights, obligations and relations of the

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

#### **A23.0 FURTHER ASSURANCES**

**A23.1 Agreement into Effect.** The Recipient will:

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

#### **A24.0 JOINT AND SEVERAL LIABILITY**

**A24.1 Joint and Several Liability.** Where the Recipient comprises more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

#### **A25.0 RIGHTS AND REMEDIES CUMULATIVE**

**A25.1 Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

#### **A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS**

**A26.1 Other Agreements.** If the Recipient:

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

the Province may suspend the payment of Funds for such period as the

Province determines appropriate.

**A27.0 SURVIVAL**

**A27.1 Survival.** The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A.8, Article A8.0, Article A9.0, Article A10.0, section A11.2, sections A12.1, sections A12.2(d), (e), (f), (g), (h), (i), and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, section A21.2, Article A22.0, Article A24.0, Article A25.0, and Article A27.0.

**-- END OF GENERAL TERMS AND CONDITIONS --**

**SCHEDULE "B"**  
**PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS**

<b>Maximum Funds</b>	<b>\$18,863</b>
<b>Expiry Date</b>	<b>March 31, 2026</b>
<b>Amount for the purposes of section A5.2 (Disposal) of Schedule "A"</b>	<b>\$ 5,000</b>
<b>Insurance</b>	<b>\$ 2,000,000</b>
<b>Contact information for the purposes of Notice to the Province</b>	<p><b>Name:</b> Program Development &amp; Analytics Unit, Office of the Fire Marshal, Public Safety Division Ministry of the Solicitor General</p> <p><b>Attention:</b> Katrina Nedeljkovich, Operations Manager</p> <p><b>Address:</b> 2284 Nursery Road, Midhurst, ON L0L 1N0</p> <p><b>Fax:</b> (705) 305-4595</p> <p><b>Email:</b> <a href="mailto:Katrina.nedeljkovich@Ontario.ca">Katrina.nedeljkovich@Ontario.ca</a> / <a href="mailto:OFMGrants@ontario.ca">OFMGrants@ontario.ca</a></p>
<b>Contact information for the purposes of Notice to the Recipient</b>	<p><b>Name:</b> Bill McHale</p> <p><b>Position:</b> Fire Chief</p> <p><b>Address:</b> , , ,</p> <p><b>Phone:</b> 613-432-2885</p> <p><b>Email:</b> <a href="mailto:firechief@admastonbromley.com">firechief@admastonbromley.com</a></p>
<b>Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement</b>	<p><b>Name:</b> Jennifer Charkavi</p> <p><b>Position:</b> CAO/Clerk</p> <p><b>Address:</b> , , ,</p> <p><b>Phone:</b> 613-432-2885</p> <p><b>Email:</b> <a href="mailto:cao@admastonbromley.com">cao@admastonbromley.com</a></p>

**Additional Provisions:**

**None**

## **SCHEDULE “C” PROJECT**

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The Ministry of the Solicitor General, Office of the Fire Marshal received Treasury Board (TB) approval to support the municipal fire service in acquiring critical equipment and other needs (health and safety, minor infrastructure and specialized tools) to improve and enhance the level of fire protection service being provided. These approved funds are provided through what is known as the Fire Protection Grant.

Year two of the Fire Protection Grant focuses on firefighter health and safety (specifically, cancer prevention measures) minor infrastructure updates and support for Lithium-Ion Incident Responses. These themes were chosen based on feedback from fire stakeholders across Ontario about the challenges and risks firefighters face in performing their duties.

The Ministry has identified five categories of eligibility:

- Cancer Prevention – Equipment and Supplies (such as exhaust extraction systems in the fire station or washing machines for firefighting gear to remove contaminants, etc.)
- Cancer Prevention - Personal Protective Equipment (such as facepieces, balaclavas, etc.)
- Cancer Prevention – Minor Infrastructure (such as showers in the fire station, etc.)
- Technology – Minor Infrastructure (such as bringing internet to fire stations that do not currently have access to improve connectivity and training opportunities, etc.)
- Lithium-Ion Incident Response – Equipment and Supplies (such as extinguishing agents, fire decontamination systems and safety solutions)

The grant application window opened August 13, 2025 and closed September 30, 2025.

TOWNSHIP OF ADMASTON/BROMLEY is approved for \$18,863

Funding to support the purchase of Purchase bunker gear over the next 3 years to ensure that firefighters have a clean spare set of gear to wear while other gear is being washed and dried..

**SCHEDULE "D"**  
**BUDGET**

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Funding will be provided to TOWNSHIP OF ADMASTON/BROMLEY upon execution of this Agreement.

Funding will be provided to TOWNSHIP OF ADMASTON/BROMLEY explicitly for the purchase of one, or a combination of, the items prescribed within the listed summary in Schedule "C". Copies of all invoices and receipts for said items will be provided to the Office of The Fire Marshal as part of the Report Back described in Schedule "F" that forms part of this agreement.

The funds must be committed to the project as approved by March 31st, 2026. Subsequently, the funds must be spent by the municipality by the end of Provincial Financial Quarter Three (Q3) (December 31, 2026).

**SCHEDULE "E"**  
**PAYMENT PLAN**

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**E.1 MAXIMUM FUNDS**

The Maximum Funds to be provided by the Province to the Recipient under this Agreement is set out in Schedule "B".

**E.2 PAYMENT SCHEDULE**

The Funds will be provided to the Recipient for the Funding Year subject to the Agreement having been signed by the Province.

**SCHEDULE "F"**  
**REPORTS**

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As a condition of the Fire Protection Grant, a report back to the Office of the Fire Marshal must be received, through the Transfer Payment Ontario or as otherwise directed, by the end of Provincial Financial Quarter, Q3, to outline how the grant funding was utilized, and the benefit(s) seen at the department level.

As part of the report back, the municipality is required to provide copies of all invoices and receipts for the items purchased for the approved project(s) as noted in Schedule "C".

# Council and Committee Monthly Summary

## January 2026

Below you will find highlights of the County of Renfrew County Council and Committee meetings held January 14 and January 28, 2026 and the Budget Workshop on January 29.

Please note that this summary does not constitute the official record of the meetings and approved minutes should be consulted for that purpose.

The full [Council and Committee packages](#) can be found online.

The [January 14, 2026](#), [January 28, 2026](#) and [January 29, 2026](#) meetings are on YouTube.

## Warden's Address

### Key highlights

- Warden Jennifer Murphy highlighted her return to the Eastern Ontario Warden's Caucus, which she called a driving force for regional advocacy, infrastructure investment, and sustainable growth across Eastern Ontario. She congratulated Bonnie Clark (County of Peterborough) on her acclamation as Chair of the EOWC and Warden Nathan Townend from Lennox & Addington on his election as Vice-Chair.
- She also reflected on the County of Renfrew's participation in the [2026 Rural Ontario Municipal Association \(ROMA\) Conference](#), noting the group contributed to the largest number of delegations ever hosted by ROMA. She noted the efforts at ROMA positioned the County of Renfrew for several promising opportunities, including potential funding announcements and enhancements to County programs and services. She believes the delegations truly resonated.
- The Warden highlighted her attendance at the Renfrew County Agriculture Wall of Fame induction dinner, which honours the extraordinary individuals and organizations who have shaped the heritage, innovation, and future of agriculture in our region. She thanked Councillor Neil Nicholson for presenting the awards to Wall inductees Tony Ruyter, Alex and Betty Briscoe, and the Renfrew North & South District Women's Institutes.

## Delegations

- On January 14, Angela Rintoul, Dean, and Jodi Bucholtz, Manager of Community and Student Affairs, provided an update about the [Algonquin College Pembroke Campus](#). They highlighted strong local enrolment; a growing student population, including a diverse student body; program expansions; hands-on community partnerships and the regional impact of campus programs and partnerships that are strengthening Renfrew County's talent pipeline in healthcare, forestry, skilled trades, and environmental/technical fields.
- At the January 28 meeting, Dennis Carr, President & CEO and John Osborne, Vice-President and Chief Nuclear Officer, Canadian Nuclear Laboratories, provided an annual update about the Chalk River Laboratories, highlighting major projects, accomplishments and plans for the future. CNL employs 3,468 staff at Chalk River, contributing more than \$300 million in local salaries each year; it works with over 300 local suppliers, representing about \$75 million in regional spending and the organization supports over 125 student placements annually and contributes more than \$300,000 to community initiatives each year.

Throughout each Committee of the Whole meeting, members were provided with departmental updates highlighting strategic priorities and emerging pressures. These briefings served as a critical foundation for the decisions taken later in the month at the annual budget session.

## Development & Property Committee

Presented by: James Brose, Chair

- Development and Property Committee approved the award to T.S. General Contracting, Pembroke, Ontario, for the conversion of the building at 224 Vimy Boulevard, Renfrew, Ontario, into a two-bedroom housing unit, in the amount of \$61,985.95, plus applicable taxes to be funded through the 2026 Capital Budget.
- County Council supported a resolution from the Town of Deep River, endorsing the Canadians for CANDU movement and advocating for the future use and deployment of Canadian nuclear energy, including Canadian-designed CANDU Reactors, associated medical isotopes, and Small Modular Reactors (SMRs).
- Late last year, the Manager of Economic Development met with staff from the Algonquins of Pikwakanagan Limited Partnership to review the Memorandum of Understanding (MOU) between the County of Renfrew and the Algonquins of Pikwakanagan First Nation. The Limited Partnership is the economic development agency for the First Nation. The MOU outlines areas of collaboration, including work related to the CP Rail Trail (Algonquin Trail), Highway 17 extension, promoting Algonquin training opportunities through Enterprise Renfrew County, supporting Algonquin business and economic development and other agreed-upon priorities. Because the MOU was originally signed in 2016, staff is reviewing it to ensure it still reflects current collaborative goals. Any recommended updates will be brought back to Committee and Council at a future meeting.
- Ottawa Valley Tourist Association (OVTA) membership grew by 5.2% in 2025, with 17 new tourism businesses joining, bringing the total to 342 members. OVTA membership continues to be free for tourism businesses, organizations, and communities within Renfrew County, the City of Pembroke, and for Indigenous tourism operators in the Ottawa Valley. Businesses located outside these areas pay an annual fee. The OVTA currently has 10 paid members, contributing about \$1,600 per year in membership revenue.

## Operations Committee

Presented by: Glenn Doncaster, Chair

- The Transportation Master Plan Report has been deferred until the first quarter of 2026 to allow for a more thorough review and discussion with local municipalities.
- County Council adopted a new by-law authorizing a speed-limit reduction on County Road 9 (Bulger Road) from 80 km/hr to 70km/hr between Highway 41 and civic address 2009. This is in the vicinity of Shaw Woods Outdoor Education Centre where there is already a Community Safety Zone in place.
- The approved contracts/tenders were as follows:
  - For White Water Road Patrol Radiant Tube Heaters as submitted by Brendon MacKay Plumbing & Heating Inc., Pembroke in the amount of \$34,380.00.
  - For the Supply and Delivery of Inhibited Calcium Chloride as submitted by Da-Lee Dust Control Ltd., Stoney Creek, Ontario in the amount of \$60,965.00.

- For a Four-Wheel Drive Front End Loader as submitted by J. R. Brisson Ltee. of Vars, Ontario in the amount of \$351,479.45 excluding applicable taxes.
- For the replacement of County Structure B103 (O'Grady Bridge), located on O'Grady Settlement Road, a distance of approximately 4.5 km west of County Road 512, in the Township of Killaloe, Hagarty and Richards, as submitted by Kehoe Marine Construction Ltd., Landsdowne, Ontario, in the amount of \$432,880.00, plus applicable taxes.
- For the replacement of County Structure B091 (Danny Constant Bridge), located on Constant Lake Road, a distance of approximately 1.8 km west of Highway 41, in the Township of Bonnechere Valley, as submitted by Kehoe Marine Construction Ltd., Landsdowne, Ontario, in the amount of \$458,830.00, plus applicable taxes.

## Corporate Services Committee

### Presented by: Peter Emon, Chair

- County Council approved a resolution which clarified the roles and duties of the Deputy Warden. The Deputy Warden's role is to support the Warden when needed. This includes representing the Warden at meetings or community events when the Warden is unavailable and helping with advocacy efforts at all levels of government. The Deputy Warden meets with the Warden regularly to stay informed about County matters. The role does not include automatic membership on committees or boards, and it does not give any extra authority beyond the responsibilities of a County Councillor. The Deputy Warden's role is not expected to result in additional costs.
- County Council adopted the revised by-law for the Remuneration of Members of the Council of the County of Renfrew effective January 1, 2026. The Council base remuneration includes the final of the four-year annual phase-in of \$1,573 to the base salary and the budgeted 2.0% Cost of Living Allowance (COLA) increase, adjusting the Council base remuneration to \$21,065. All resolution approved 2027 adjustments will be returned next year.

## Health and Corporate Services Committees

The January meetings of these committees focused primarily on administrative updates and statutory requirements, with no significant strategic or policy matters brought forward for decision.

## BUDGET MEETING

The annual budget meeting represented the culmination of several weeks of [detailed departmental presentations](#), financial analysis, and careful deliberation. This was one of the most challenging budgets the County has faced in recent years, as Council worked to balance significant cost pressures with the responsibility to maintain the essential services our residents rely upon. After thoughtful and, at times, difficult conversations, Council approved a [6.68% levy increase](#). The decision reflects a disciplined effort to protect core services, address infrastructure and service demands, and ensure the long-term financial stability of the County, while remaining mindful of the affordability concerns facing our community.

### Additional Information

**Craig Kelley, Chief Administrative Officer/Deputy Clerk**

613-735-7288



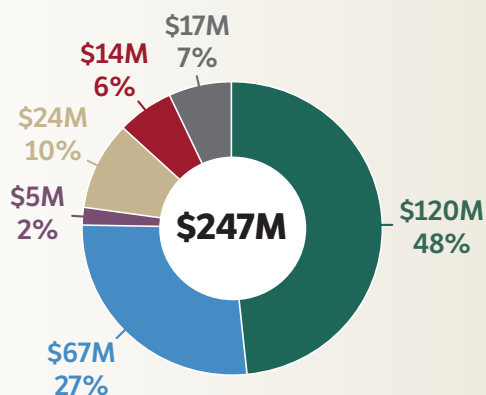
# 2026 County of Renfrew BUDGET OVERVIEW

## The Overview

The County of Renfrew approved the 2026 operating budget following several months of presentations from the leadership team and detailed discussion by County Council.

The County of Renfrew remains focused on today and the future. With the 2026 budget approved, the County will continue delivering the programs and services residents rely on every day, while also advancing priorities that respond to increasing community needs and evolving expectations of local government.

**County of Renfrew  
Source of Revenue**  
(in Millions - \$247M)



- Provincial / Federal Grants
- Property Tax
- Pembroke Cost Share
- Fees, Rents, Interest & Other
- Consumption of Reserves (Net)
- Issuance of Debt (Net)

## In 2026, the County will continue to invest in:

- Frontline and community-based health and wellness responses, including coordinated supports related to mental health and addictions.
- Housing stability and homelessness response, including partnerships that strengthen local capacity.
- Paramedic services and system coordination that improve response times and strengthen supports for vulnerable residents.
- Ongoing capital renewal and infrastructure stewardship to protect public assets and maintain reliable service.
- Regional economic development, planning and growth management initiatives that support long-term prosperity.

## What shaped the 2026 budget?

- Continued affordability pressures for households
- Increased service demand and complexity
- Maintaining core services while advancing key initiatives
- Ongoing commitment to long-term sustainability

## The approved County levy for 2026 will rise by 6.68%.

The approved levy reflects the combined impact of inflationary pressures, increased service demand, and the need to protect core services and long-term organizational capacity.

Council reached this decision after extensive deliberation and careful consideration of affordability pressures, service demands, and the County's responsibility to maintain core programs and long-term sustainability.



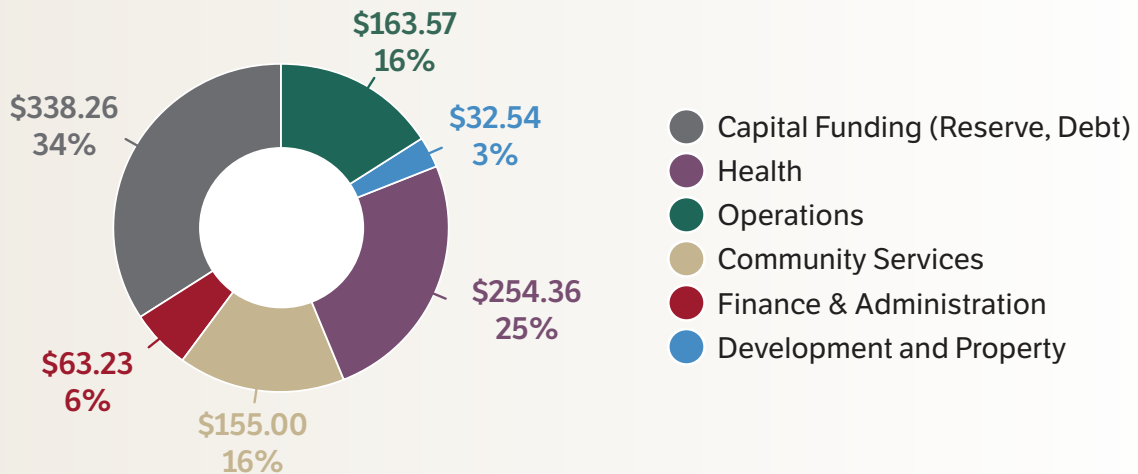
# 2026 County of Renfrew BUDGET OVERVIEW

With these tax dollars, the County of Renfrew delivers and coordinates essential services across the region, including:

- **Long-term Care:** Operation of Bonnechere Manor (Renfrew) and Miramichi Lodge (Pembroke), supporting residents and families with quality care.
- **Paramedic Services:** 911 response, transfers, community paramedicine, and mobile response supports, including enhanced coordination for mental health and addictions.
- **Housing and Homelessness Supports:** Community housing, homelessness prevention and system coordination, and partnerships that support housing stability.
- **Infrastructure and Asset Stewardship:** Roads, bridges, culverts, and trails, along with critical capital renewal to protect public assets.
- **Corporate and Shared Services:** Finance, HR, IT, governance, communications and administrative supports that keep services reliable, modern and accountable.

## Where Your Tax Dollars Go (Median annual County property tax \$1,007)

Final amount varies by municipality due to local tax rates, assessment and tax ratios.



**Important note:** The County levy represents only the County portion of a resident's total property tax bill. Local municipal and education portions are set separately.



# 2026 County of Renfrew BUDGET OVERVIEW



This has been one of the most challenging budgets our County has ever faced. Balancing significant financial pressures with our responsibility to maintain the essential services our residents rely on required difficult conversations and thoughtful decision making. I want to extend my sincere thanks to Council for their perseverance and leadership throughout this process, and to our dedicated staff for their expertise, hard work, and unwavering commitment to serving our community. Together, we have charted a responsible path forward in a demanding year.”

– JENNIFER MURPHY  
Warden, County of Renfrew

## 2026 Major Projects

- Construction of a new Whitewater Paramedic Base
- Replacement of five Ambulances
- Replacement of five Plow Trucks
- Turcotte Bridge Rehabilitation
- Calabogie Road Rehabilitation
- Round Lake Road Rehabilitation
- Petawawa Boulevard Roundabout (multi-year project)
- Trails - stone dusting north of Bissett Creek to Renfrew-Papineau-Cameron boundary
- Renfrew County Housing Corporation (RCHC) Refurbishment of various units
- Bonnechere Manor Elevator Refurbishment/Facility Upgrades for Residents
- Miramichi Lodge Facility Upgrades for Residents



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# County of Renfrew 2026 PRIORITIES

- 1 FINANCIAL SUSTAINABILITY & RESPONSIBLE STEWARDSHIP**  
Protect long-term capacity through disciplined planning, asset management, and responsible budgeting.
- 2 WORKFORCE & ORGANIZATIONAL CAPACITY**  
Support recruitment, retention and workplace culture to deliver reliable services.
- 3 COMMUNITY WELLNESS & SYSTEM COORDINATION**  
Strengthen coordinated responses that support residents facing complex needs.
- 4 INFRASTRUCTURE RENEWAL & SHARED SERVICE REVIEW**  
Maintain roads, bridges, trails and facilities while investing in long-term asset renewal.
- 5 HOUSING STABILITY AND ATTAINABLE GROWTH**  
Support housing supply, homelessness response and partnerships that strengthen local capacity.
- 6 ENVIRONMENTAL RESILIENCY**  
Improve services through smarter tools, streamlined processes and innovation, with a climate lens.



County of  
**Renfrew**  
Ontario . Canada

*Experience Our History, Share Our Future!*

#### Contact Details

Craig Kelley, CAO/Deputy Clerk, 613-735-7288  
9 International Drive, Pembroke, Ontario K8A 6W5

[www.countyofrenfrew.on.ca](http://www.countyofrenfrew.on.ca)

**CORPORATION OF THE TOWNSHIP OF ADMASTON / BROMLEY**

**BY-LAW NO. 2026-03**

Being a By-law to adopt the estimates for the sums required during the year 2026 for general, capital and all purposes of the Township of Admaston / Bromley.

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**WHEREAS** Section 290 of the Municipal Act, S.O. 2001, c. 25, as amended, dictates that the Council of a local municipality shall, in the year or immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality including amounts sufficient to pay all debts of the municipality falling due within the year, and amounts required for any Board, Commission, or other body;

**NOW THEREFORE** the Council of the Corporation of the Township of Admaston / Bromley hereby enacts as follows:

1. That Council adopt the 2026 Township of Admaston / Bromley budget requiring an amount of the sum of Three Million, Seven Hundred, Thirty Three Thousand, Three Hundred and Thirty Three Dollars (\$3,733,333.00) as the estimate of the property tax levy required during the year 2026 for the general, capital and all purposes of the Corporation of the Township of Admaston / Bromley.
2. That this By-Law shall come into full force and take effect upon the passing thereof.

**BE IT FURTHER ENACTED**, that all By-Laws, or parts thereof, and all or any resolutions of Council contrary thereto, or inconsistent herewith, be and the same are hereby repealed.

READ a first and second time this 19<sup>th</sup> day of February 2026.

READ a third time and finally passed this 19<sup>th</sup> day of February 2026.

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MAYOR

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CAO/CLERK

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2026-11

**BEING A BY-LAW AUTHORIZING THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY TO ENTER INTO AN AGREEMENT WITH HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF ONTARIO REPRESENTED BY THE MINISTRY OF THE SOLICITOR GENERAL**

**WHEREAS** the Ministry of the Solicitor General has approved funding in the amount of up to \$18,863 to the Corporation of the Township of Admaston/Bromley under the Fire Protection Grant (2025-26);

**NOW THEREFORE**, the Council of the Township of Admaston/Bromley enacts as follows:

- 1) The Mayor and CAO/Clerk are hereby authorized to execute the Agreement (Schedule "A") between the Ministry of the Solicitor General and the Corporation of the Township of Admaston/Bromley.
- 2) That the said agreement attached hereto shall form part of this by-law.

Read a first and second time this 19<sup>TH</sup> day of February, 2026.

Read a third time and finally passed this 19<sup>th</sup> day of February, 2026.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO/Clerk

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2026-12

**BEING A BY-LAW AUTHORIZING THE CORPORATION OF THE  
TOWNSHIP OF ADMASTON/BROMLEY TO ENTER INTO AN AGREEMENT  
WITH HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF ONTARIO  
REPRESENTED BY THE MINISTRY OF TRANSPORTATION**

**WHEREAS** the Ministry of the Transportation has approved funding in the amount of up to \$38,000 to the Corporation of the Township of Admaston/Bromley under the Pothole Prevention and Repair Program.

**NOW THEREFORE**, the Council of the Township of Admaston/Bromley enacts as follows:

- 1) The Mayor and CAO/Clerk are hereby authorized to execute the Agreement (Schedule "A") between the Ministry of Transportation and the Corporation of the Township of Admaston/Bromley.
- 2) That the said agreement attached hereto shall form part of this by-law.

Read a first and second time this 19<sup>TH</sup> day of February, 2026.

Read a third time and finally passed this 19<sup>th</sup> day of February, 2026.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO/Clerk

**CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY**

**By-Law No. 2026-xx**

**Being a By-Law amend By-Law 2023-44 being a By-Law to Establish a  
Schedule of Fees for Municipal Services**

**WHEREAS** s. 11 (3) 6. – a lower tier municipality and an upper tier municipality may pass by-laws, subject to the rules set out in subsection (4), respecting matters within the following spheres of jurisdiction: Drainage and flood control, except storm sewers.

**AND WHEREAS** s. 391 (a) of the Municipal Act, 2001 and various other statutes authorize a municipality to impose fees or charges on a person for services or activities provided or done by or on behalf of it.

**NOW THEREFORE** the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

1. That Section Part 4 – PLANNING is amended to add the following fee:

<b>Municipal Drain Reassessment / Re-Apportionment</b>	<b>Full Cost Recovery</b>
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2. That this By-Law shall come into force and take effect immediately upon the passage thereof.

Read a first and second time this 19<sup>th</sup> day of February 2026.

Read a third time and finally passed this 19<sup>th</sup>, day of February 2026.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CAO/CLERK

**SCHEDULE 'A' TO BY-LAW # 2025-27  
FEES & CHARGES**

<b>PART 1 - DOG LICENSING</b>	
Spayed/Neutered -Before April 30th	\$20.00
Spayed/Neutered -After April 30th	\$25.00
Unsterilized Dogs - Before April 30th	\$25.00
Unsterilized Dogs - After April 30th	\$30.00
Replacement Tag	N/C
Kennel License	\$50.00
Kennel License (+ Dog Tag)	\$10.00
Service/Guide Dog	N/C
<b>PART 2 - FEES &amp; SERVICES</b>	
Tax Certificates	\$50.00
Zoning Compliance	\$50.00
Consents for Municipal Drains	\$100.00
Township Road Map	N/C
County Map	N/C
Copy of Official Plan	\$50.00
Copy of Zoning By-Law	\$50.00
Photocopies	\$0.25
Faxes - Local	\$2.00
Faxes - Long Distance	\$2.00
NSF Charge	\$45.00
Rates for Council Chambers - Non-Resident	\$40.00
<b>PART 3 – FIRE</b>	
Recreation Burning Permit	N/C
Open Air Burning Permit	N/C
Burning Permit Inspection Fee	N/C
Fire Report	\$40.00
<b>PART 4 – PLANNING</b>	
General Inquiry	per County of Renfrew By-law
Minor Variance	
Official Plan Amendment	
Amend County of Renfrew Official	
Approval of an adopted Local Official Plan Amendment	
Zoning By-Law Amendment	

Karst Land Inspections	\$100.00
All other amendment requests	as per costs
Site Plan Application	\$1,000.00
Consent Applications - New Lot Created	per County of Renfrew By-law
Consent Applications - does not create a new lot	
Cancelation of consent certificate	
Issuance of Final Certificate of Approval	
Fee for Major Revisions to Consent Application	
Fee for Minor Revisions to Consent Application	
Validation of Title	
Special Council Meeting	N/C
Planning Comment - Hourly Rate	N/C
Subdivision Compliance Report	N/C
Site Plan Control Offences	N/C
Subdivision Development Application (\$5,000 deposit)	N/C
Subdivisions - Initial Application Fee (up to 10 developable lots / blocks)	per County of Renfrew By-law
Subdivisions - Initial Application Fee (more than 10 developable lots / blocks)	
Subdivision - Major Plan Revisions (re-circulation)	
Subdivision - Minor Plan Revisions (re-circulation)	
Subdivisions - Draft Approval Extension (annual)	
Peer Review Deposits - Plan of Subdivision and Plan of Condominium	
Request to Amend Site Plan Agreement	\$550.00
Request for releases of Registered Site Plan	\$300.00
Condominiums - Initial Application Fee (up to 10 units/ common elements/blocks)	per County of Renfrew By-law
Condominiums - Initial Application Fee (more than 10 units/ common elements/blocks)	
Condominiums exempt under section 50 of the Condominium Act	per County of Renfrew By-law
Condominiums- Major Plan Revisions (re-circulation)	
Condominiums - Minor Plan Revisions or Emergency Extension	per County of Renfrew By-law
Condominiums - Draft Approval Extension (annual)	
Part Lot Control Exemption By-law - Final Approval	
County of Renfrew Pre-Consultation Fees	
<b>Municipal Drain Reassessment / Re-apportionment</b>	<b>Full Cost</b>

<b>PART 5 - SEWAGE SYSTEM FEES</b>	
Class 2 System (grey-water)	\$350.00
Class 3 System (cesspool)	\$350.00
Class 4 System (leaching bed, filter bed)	\$500.00
Class 5 System (holding tank)	\$500.00
An engineered designed system	\$500.00
Replacement of Tank and/or up to 100 ft. weepers	\$200.00
<b>PART 6 - COMMENTS RELATED TO SEWAGE SYSTEM FEES</b>	
Consents (per severed lot)	\$100.00
Minor Variance	\$25.00
Plan of Subdivision Review	\$75.00
Administration Charge/Septic Permit Search	\$50.00
<b>PART 7 - BUILDING PERMIT FEES</b>	
Residential Buildings (garages and additions) per sq. ft.	\$0.75
Sundecks/Porches	\$100.00
Accessory Buildings (minimum charge)	\$100.00
Accessory Buildings per sq. ft.	\$0.40
Mobile Home	N/C
Alterations and Renovations	\$100.00
Swimming Pools/Hottubs	\$100.00
Outdoor Wood Burning Furnace	\$100.00
Farm Building excl. house & garage (minimum charge)	\$100.00
Farm Building excl. house & garage	\$0.30
Carports	\$100.00
Commercial and Industrial Construction per sq. ft.	\$0.50
Tower – charge per foot	\$2.00
Demolition of Building	\$100.00
Occupancy Permit	\$100.00
Compliance Letter	\$100.00
Additional Inspection	N/C
Additional Inspection (after 4 yrs)	N/C
Commence Construction with NO Permit	N/C
Solar Panels (Council's Approval)	\$100.00
Revision or Renewal of Permit	\$100.00

<b>PART 8 - MUNICIPAL TAX SALES ACT</b>	
Title Search and all Lawyer Fees	Actual
Prior to First Notice	Actual
Prior to Final Notice	Actual
After Final Notice	Actual
Sale by Tender	Actual
All other disbursements and expenses	Actual
<b>PART 9 - ROAD CLOSURES</b>	
Administration Costs	\$200.00
Consents	\$100.00
Appraisal Costs	Actual
All other disbursements and expenses	Actual
Appraised Value of Property	Per Appraisal
<b>Part 10 – General Road Operations</b>	
Grader Rental (min 1 hr. charge) per hour	\$100.00
Entrance Permit	\$100.00
Consents	\$100.00
Tile Drain and Utility Road Crossing Permit	N/C
Civic Address Sign	Actual
Installation of Culverts	Actual
<b>PART 11 – STAFF CHARGE OUT RATES (per hours plus admin fee)</b>	
CAO / CLERK	\$90.00
Treasurer - Deputy CAO/Clerk	\$80.00
Treasurer - Deputy Clerk	\$70.00
Roads Superintendent	\$65.00
Lead Hand	\$45.00
Finance Clerk	\$40.00
Admin. Assistant	\$35.00
Equipment Operator	\$35.00
Waste Site Attendant	\$30.00
<b>PART 12 – WASTE MANAGEMENT FEES</b>	
Bag Tag Stickers	\$2.50
Charge for ineligible bag	4 X fee of Bag Tag
Charge for each oversized bag	\$2.50
Charge for mixed waste, MHSW or prohibited waste in bag	4 X fee of Bag Tag

Request to open Osceola Landfill	\$100.00
Operator Costs (min. 3 hours) per hour	\$30.00
White Goods – Refrigerant Degassing Fee - Each	\$30.00
Small Dumpster / Roll Off Bin – 6 to 10 Cubic Yards	\$250.00
Medium Dumpster / Roll Off Bin – 12 to 20 Cubic Yards	\$300.00
Large Dumpster / Roll Off Bin – Over 20 Cubic Yards	\$350.00
Truck – Half Tonne / Tonne	\$100.00
Trailer Towed by Private Automobile	\$100.00
Single-Axle Truck	\$200.00
Tandem Axle Dump Trailer (ball or pintle hitch)	\$250.00
Tandem Truck / Farm Wagon / Semi-Trailer	\$300.00
Tri-Axle Truck	\$400.00
Appliances and Furniture (per item) – Small	\$5.00
Appliances and Furniture (per item) – Large	\$20.00
Tires and Tires on Rims	No Charge
Metal	No Charge
Tri-Axle Truck Load of Waste – Fuel Spill – Per Tonne	\$30/Tonne – min. \$500
Tri-Axle Truck Load of Waste – Fire Clean-Up – Per Tonne	\$30/Tonne – min. \$500
RCDSB (1 High School & 1 Elementary School)	\$500/Month
RCCDSB (1 Elementary School)	\$100/Month

**ACTION TRACKING LIST**

				Updated Information
				NEW
Date	Item	Assigned To	Due Date	Current Status
November. 2020	Shared Services	CAO/Clerk	continuing	The CAO/Clerk is provide Council with Regular updates.
October 2021	Forced Roads	Clerk	continuing	Staff are to investigate a policy for the assumption of forced roads.
Sept. 2023	Douglas Beach	CAO/Clerk	continuing	Investigate ideas to rejuvenate beach
Jan. 2025	Fire Hall Needs Analysis	CAO/Clerk & Fire Chief	2026	Determine the needs and requirements of a Fire Hall for a Volunteer Fire Department
Dec. 2025	Barr Line Community Centre Review	CAO/Clerk	2025	Rehabilitation of BLCC
Jan. 2025	Comprehensive Zoning By-law Review	CAO/Clerk & County Planning Division	2025	Complete a review and revision of the Comprehensive Zoning By-Law
Jan. 2025	Taste of the Valley	CAO/Clerk	2026	Taste of the Valley 2026
June. 2025	Strategic Plan Action Tracking List Quarterly	CAO/Clerk	continuing	quarterly updates
Sept. 2025	Waste Management Update	CAO/Clerk & Public Works Superintendent	continuing	quarterly updates
Jan. 2026	Diligent Agenda Management	CAO/Clerk	2026	New Agenda and Minutes site on website
Feb. 2026	Municipal Drains	CAO/Clerk	2026	Update Municipal Drains Process

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2026-14

**A BY-LAW TO CONFIRM PROCEEDINGS OF  
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY  
AT THE COUNCIL MEETING HELD FEBRUARY 19<sup>th</sup>, 2026.**

**WHEREAS** Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

**AND WHEREAS** it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

**THEREFORE** the Council of the Township of Admaston/Bromley enacts as follows:

1. That the actions of the Council at its meeting held on the 19<sup>th</sup> day of February, 2026 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Admaston/Bromley are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Admaston/Bromley to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 19<sup>th</sup> day of February 2026.

READ a third time and finally passed this 19<sup>th</sup> day of February 2026.

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Mayor

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CAO/Clerk