

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
Regular Meeting of Council

Agenda

Tuesday October 14, 2025 at 6 p.m.

Council Chambers

3720 County Road 34

Alexandria, Ontario K0C 1A0

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. ACCEPT THE AGENDA (Additions/Deletions)

4. ADOPTION OF PREVIOUS MINUTES

Regular Meeting of Council Minutes – Monday September 29, 2025

5. DELEGATIONS

6. STAFF REPORTS

a. Administrative Department

i. AD 2025-10: Award 2026 Municipal Elections RFP

ii. AD 2025-11: Alternative Voting Methods-2026
Municipal Elections.

b. Public Works Department

i. Alexandria Main Street and Mill Square
Improvements Project Update - Direction for New
Design Consultant

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Council Correspondence Package September 17- October 8,
2025

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Meeting of Council

Monday October 27, 2025, at 6pm. in the Council Chambers, 3720
County Road 34, Alexandria, Ontario

Note: Meetings are subject to change and cancellation

11. QUESTION PERIOD

a. (Limit of one question per person and subsequent questions will be at
the discretion of the Mayor/Chair)

12. CLOSED SESSION

As this matter deals with personal matters about an identifiable
individual, including municipal or local board employees they may
be discussed in closed session under sections 239 (2)(b) of the
Ontario Municipal Act)

And to adopt the Municipal Closed Session of Council for Monday
September 29, 2025.

13. CONFIRMATION BY-LAW

a. By-law 33-2025

14. ADJOURNMENT

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Agenda

Monday September 29th at 6 p.m.

Council Chambers

3720 County Road 34

Alexandria, Ontario K0C 1A0

PRESENT: Mayor: Jamie MacDonald
Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Jeff Manley
Councillor: Brian Caddell
Councillor: Michael Madden
Councillor: Gary Martin

ALSO PRESENT: Interim CAO/Clerk: Timothy Simpson
Deputy Clerk: Jena Doonan
Director of Finance/Treasurer: Zoe Bougie
Director of Public Works: Timothy Wright
Director of Planning and Economic Development Services at the Counties of SDG: Peter Young
Welch LLP Partner: Christina Morgan

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

- a. Mayor Jamie Macdonald declared a pecuniary interest with section 6 c. iii as the owner of Trillium Landing is his client

3. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved by: Carma Williams

Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday September 29, 2025

Carried

4. ADOPTION OF PREVIOUS MINUTES

Resolution No. 2

Moved by: Jacques Massie

Seconded by: Brian Caddell

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

- Regular Meeting of Council Minutes – Monday September 8, 2025.

Carried

5. DELEGATIONS

- a. Ontario SPCA Cornwall & Region Animal Centre and Veterinary Clinic –Rob Hunter, Development Officer – Eastern Ontario, Ontario SPCA & Bonnie Bishop, East Regional Manager, Community Outreach Services, Ontario SPCA

The Ontario SPCA presented Council with an update on services and a request for \$20,000 over five years to support a new animal centre and veterinary clinic in Cornwall, noting increased demand and limitations of the current facility; the matter was referred to the Treasurer for budget consideration.

6. STAFF REPORTS

- a. Administrative Department
 - i. AD 2025-08: CAO Hire Process

Resolution No. 3

MOVED BY: Jeff Manley
SECONDED BY: Micheal Madden

Recommended Motion

THAT the Council of the Township of North Glengarry receives Staff report AD 2025-08: CAO Recruitment Process; and
THAT Council authorize the HR Manager of the United Counties of SDG to manage the recruitment process for a permanent CAO/Clerk for the Township; and
THAT a Selection Committee, comprised of the Mayor, two other members of Township Council and the Interim CAO/Clerk, be constituted to assist where required in the recruitment process; and
THAT Council approve the attached updated Job Description for CAO/Clerk and further that any and all previous versions of the same be and are hereby rescinded in their entirety.
AND THAT the attached Job Advertisement for the CAO/Clerk position be approved.

Carried

AD 2025-09: Review of Township Personnel Policies

Resolution No. 4

MOVED BY: Brian Caddell
SECONDED BY: Jeff Manley

Recommended Motion

THAT the Council of the Township of North Glengarry receives Staff report AD 2025-09: Review of Township Personnel Policies; and

THAT the Council of the Township of North Glengarry defer the approval/implementation of a standalone *Employee Code of Conduct*; and

THAT the incoming CAO/Clerk be tasked by Council with a comprehensive review of Township personnel-related policies/By-laws, with a view to completing the same as early as possible in 2026.

Carried

b. Treasury Department

TR 2025-16: Tile Drainage Loan Application

Resolution No. 5

MOVED BY: Michael Madden

SECONDED BY: Gary Martin

Recommended Motion

THAT the Council of the Township of North Glengarry receives staff report TR-2025-16 Tile Drainage Loan Application; and

THAT Council approves the application for a tile drainage loan for roll number 011101600730000 in the estimated amount of \$34,200.

Carried

TR 2025-17: 2024 Audited Financial Statements

Resolution No. 6

MOVED BY: Gary Martim

SECONDED BY: Carma Williams

Recommended Motion

THAT the Council of the Township of North Glengarry receives staff report TR-2025-17 Award of Audit Services; and

THAT Council award RFP 2025-TR-01 Municipal Audit Services to Welch LLP;

AND THAT the Council of the Township of North Glengarry authorizes the Mayor and Interim CAO/Clerk to enter into an agreement with Welch LLP to provide auditing services over a four-year period for a total cost of \$162,000 excluding HST.

Carried

TR 2025-18: Award of Audit Services

Resolution No. 7

MOVED BY: Carma Williams

SECONDED BY: Jacques Massie

Recommended Motion

THAT the Council of the Township of North Glengarry receives Staff Report TR-2025-18, 2024 Audited Financial Statements; and

THAT Council accept the 2024 Audited Financial Statements as presented by Christina Morgan, CPA from Welch LLP during the meeting of open Council this 29th day of September 2025.

Carried

c. Building, Planning & By-law Department

BP 2025-21: Zoning By law Amendment Z-05-2025 (Eastwood Dairy Farm)

Resolution No. 8

MOVED BY: Brian Caddell

SECONDED BY: Jeff Manley

Recommended Motion

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-05-2025; and

THAT By-law No. Z-05-2025 be read a first second and third time and enacted in open Council this 29th day of September 2025.

Carried

BP 2025-22: Zoning By-law Amendment Z-06-2025 (Reynald Blais)

Resolution No. 9

Recommended Motion

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-06-2025; and

THAT By-law No. Z-06-2025 be read a first second and third time and enacted in open Council this 29th day of September 2025.

Carried

BP 2025-23: Subdivision Agreement – Trillium Landing Development – *Chair Mayor MacDonald Excused himself from Council Chambers, Deputy Mayor Williams proceeded as Chair*

Resolution No. 10

Recommended Motion

THAT the Council of North Glengarry authorizes the CAO/Clerk to enter into a subdivision with Alcore Homes Inc. for the Trillium Landing Subdivision Phase 1 development.

Carried

Chair Mayor MacDonald returned to Council Chambers and resumed as chair.

d. Public Works Department

PW 2025-18: DWQMS Infrastructure Maintenance, Rehabilitation & Renewal Review

Resolution No. 11

MOVED BY: Gary Martin

SECONDED BY: Carma Williams

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff report PW 2025-18, QMS Update-2025 Infrastructure Maintenance, Rehabilitation and Renewal Review for information purposes.

Carried

Resolution No. 12

Recommended Motion

THAT the Council of the Township of North Glengarry receives Staff Report No. PW-2025-19 Annual DWQMS Internal Audit Report and Results for information purposes only.

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Resolution No. 13

Moved by: Jacques Massie

Seconded by: Brian Caddell

THAT the Council of the Township of North Glengarry receives the item(s) from the consent agenda for information purposes only.

Carried

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Meeting of Council

Tuesday October 14 2025, at 6 pm. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario

Note: Meeting are subject to change and cancellation

11. QUESTION PERIOD

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

12. CLOSED SESSION

Resolution No. 14

Moved by: Jeff Manley

Seconded by: Brian Caddell

Proceed "In closed Session"

As this matter deals with a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization they may be discussed in closed session under sections 239 (2)(i) of the *Ontario Municipal Act*);

Carried

Resolution No. 15

Moved by: Michael Madden

Seconded by: Gary Martin

THAT we return to the Regular Meeting at 8:10 p.m.

Carried

13. CONFIRMATION BY-LAW

Resolution No. 16
Moved by: Gary Martin
Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry adopts by-law 31-2025, being a by-law to adopt, confirm, and ratify the matters dealt with by Resolution; and

THAT by-law 31-2025 be read a first, second and third time and enacted in Open Council this 29th day of September 2025.

Carried

14. ADJOURMENT

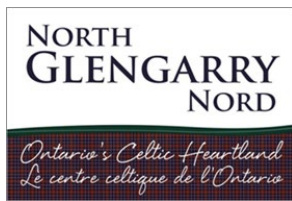
Resolution No. 17
Moved by: Jacques Massie
Seconded by: Brian Caddell

THERE being no further business to discuss, the meeting was adjourned at 8:11 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor



STAFF REPORT TO COUNCIL

Report No. AD 2025-10

DATE: October 14, 2025

From: Jena Doonan, Deputy Clerk

RE: Award 2026 Municipal Election Request for Proposal

Recommended Motion:

THAT Council of the Township of North Glengarry Receives Staff report AD 2025-10: 2026 Municipal Election RFP; and

THAT Council of the Township of North Glengarry accepts and awards the Request for Proposal for Election Services to Voatz; and

AND THAT Council authorizes the Clerk to make any minor amendments to the agreement as may be necessary to give effect to this decision

THAT Council authorizes the Mayor and CAO enter into an agreement with Voatz for the upcoming 2026 Municipal Election for an overall estimated cost of \$30, 488.64 to be broken up into 4 billing cycles;

Background / Analysis: The next Municipal Election will be taking place on October 26, 2026. In preparation for this, the Clerks department has begun planning to meet mandated timelines for several election-related tasks. Keeping line with previous elections, the Clerks Department is working with the neighboring lower municipalities of SDG and the and City of Cornwall and established an Elections working group.

On the 16th of July, an RFP was issued throughout the lower tiers of SDG and the City of Cornwall for the supply of telephone, internet and paper ballots and tabulators for the 2026 Municipal Elections. The RFP's mandatory submission requirement consisted of a brief project overview, high-level summary of the organization's approach, key capabilities, benefits to the client, and key differentiators that make the proposal compelling. The evaluation of submissions was based on the following categories software capability and project approach (including technical requirements), experience, qualifications Project Understanding, and pricing for a total score of 100%.

Each category was assigned a weighting and a description to guide scoring. Respondents had to have met a minimum threshold score of 70% in each category to be considered for the next stage of the evaluation process.

The following is the consolidation of RFP scores.

- Voatz – 98/100
- Intelivote – 86/100
- Neuvote – 83/100

Pricing (Internet and Telephone)

Intelivote	\$1.52 / Elector – No tabulators available
Voatz	\$1.34 / Elector
Neuvote	\$1.85 / Elector

Pricing (Tabulators & Optional Services)

Intelivote	N/A
Voatz	\$2,000 / unit (tabulators) – minimum 2 required Tabulator Implementation Services - \$5,000
Neuvote	\$1,500 / unit (tabulators) \$2,800 / unit (ballot marking device) Onsite Support = \$1,400/day

The RFP closed on August 25, 2025, and the SDG working group along with the Director of IT Michael St. Onge met to evaluate the submissions. After two rounds of discussions, it was concluded that Voatz was the leading option as it appeared the best cost-wise, and multiple municipalities have already signed on for the upcoming election. Furthermore, the working group reached out to one of these municipalities and heard positive feedback.

Alternatives:

Recommended: THAT Council awards the RFP to Voatz the 2026 Municipal Election services.

Not recommended: THAT Council does not award RFP to Voatz the 2026 Municipal Election services

Financial Implications: The total cost of \$30,488.64 will form part of the 2026 budget. The amount of \$9,146.59 will be incurred in 2025, however as it is for products and services related to 2026, it will be reflected in the 2026 budget.

Attachments & Relevant Legislation:

Other Consulted:

Zoe Bougie – Director of Finance

Timothy Simpson – Interim CAO/Clerk

Reviewed and Approved by:
Timothy Simpson, interim CAO/Clerk



MASTER SERVICES AGREEMENT

THIS SERVICE AGREEMENT (the “Agreement”), made this _____ is entered into by and between THE TOWNSHIP OF NORTH GLENGARRY, having its principle offices at 3720 County Road 34, R.R. 2, Alexandria, ON K0C 1A0 (the “Client”), and VOATZ CANADA LTD., registered in Ontario (*a wholly owned subsidiary of Voatz, Inc.*). Voatz Canada Ltd. will be the primary contracting entity for the purposes of this Agreement, having offices at 333 Bay Street Suite 2400, Toronto ON M5H 2T5 (the “Vendor”). The Client and the Vendor are referred to collectively as the “Parties”.

WHEREAS the Client issued the Joint Request for Proposal No. SDG-2025-01, with The Township of South Glengarry as the lead municipality for “The Municipalities”, inviting submission of proposals to provide the Services and Products, as herein defined;

AND WHEREAS the Vendor submitted a proposal to the Client dated August 25, 2025 in response to the Request for Proposals;

AND WHEREAS, the Client desires to retain the services of the Vendor;

AND WHEREAS, Vendor desires to provide secure voting technologies and related technical services and products to the Client,

NOW THEREFORE, inconsideration of the mutual covenants and promises contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties, intending to be bound, agree as follows:

DEFINITIONS

“2026 Municipal Election” means the 2026 regular election and all by-elections, as prescribed by the Municipal Elections Act, 1990, S. O. 1996, c. 32, Sched within the Township of North Glengarry.

“Action” means any existing or pending claim, action, cause of action, demand, lawsuit, litigation, arbitration, notice of regulatory violation, or legal proceeding of any nature, whether civil, criminal, administrative, or regulatory, whether at law or in equity.

“Acceptance” means the final acceptance after successful testing conducted by the Client to confirm that the platform fulfills the voting platform and election requirements (the “Specifications”). This is performed with a temporary configuration (e.g. with the 2022 ballot) and it is later completed with the Logic and Accuracy (L&A) testing (which is performed with the actual 2026 ballot).

“Agreement” means this Master Services Agreement, as amended from time to time, and all Schedules and Exhibits, including any Statements of Work and/or Change Orders, made pursuant to this Agreement and any documents included by reference, as each may be amended from time to time in accordance with the terms of this Agreement.

“Applicable Law” means all applicable laws and regulations, including all applicable municipal, provincial, and federal and foreign laws, treaties, by-laws and regulations as well as orders of courts or laws, regulations, by-laws or ordinances of applicable governmental agencies;

“Business Day(s)” means Monday to Friday, excluding federal and provincial statutory or civic holidays observed in the Township of North Glengarry, Ontario.

“Change Order” means a change to the Products, Services or Statement of Work (with or without a change to the Fees) that proceeds by mutual agreement of the Parties, documented in a written instrument which is signed by an authorized signatory for each Party.

“Client Data” means information, data and content, in any form or medium, collected, downloaded, or otherwise received by the Vendor, either directly or indirectly from Client or end-users by or through the Voatz Platform including any Personal Information provided or made available to the Vendor. Client Data constitutes Confidential Information of the Client.

“Commercially Reasonable Efforts” means a Party’s obligation to act diligently and take all available and practicable steps to achieve a given result, without doing significant material harm to that Party’s overall commercial interests.

“Data Breach” means the Mishandling of, or loss of or inability to account for, Client Data, Personal Information, or Confidential Information, while in the possession, custody or control of the Vendor including any act, error or omission that violates, or causes the Client to violate, any applicable data privacy/security laws or regulations.

“Deliverables” means that which is contained in Exhibit A.

“Documentation” means an electronic version of then-current Hardware and Services related user manuals, user policies and operational instructions as made available by the Vendor for distribution to the Client and Vendor’s other customers.

“Early Voting” means the period of time when internet and in-person voting begins as set by the Chief Administrative Officer / Deputy Clerk /Returning Officer in early October and closes prior to Voting Day.

“Effective Date” means the date on which the last signatory hereto executed this

Agreement.

“Event of Default” has the meaning ascribed to it in Section 9.

“Fees” means all charges, fees taxes and costs that are properly due and payable by the Municipality to the Contractor in relation to the Services, Dependencies and or Consulting Services, as detailed in Schedule A– the Services & Fees, Statement of Work, or Change Order.

“Handle” means to access, receive, collect, use, transmit, store, process, record, disclose, transfer, retain, dispose of, destroy, remove, manage or otherwise handle.

“Industry Standards” means the then current industry standards, practices, technology platforms, processes and systems for the supply, delivery, installation, repair and maintenance of operations that are:

- i. used or observed; or
- ii. considered reasonable and appropriate;
- iii. by leading providers of services and deliverables that are the same as or similar to the Products and Services and that are not based on restricted proprietary technologies.

“Intellectual Property” means incorporeal property rights in industrial knowledge and processes, information technology, software code and similar works that are protected by or protectable under the laws of Canada, United States or in foreign jurisdictions, and includes without limitation: (i) trade names, trademarks, service marks, logos, brand names and other identifiers; (ii) copyright, copyleft (also called ‘open source software’ and ‘shareware’), moral rights (including rights of attribution and rights of integrity); (iii) trade secrets, inventions, discoveries, devices, processes, designs, techniques, ideas, know-how and other proprietary information, whether or not reduced to practice; (iv) all domestic and foreign patents and the registrations, applications, renewals, extensions and continuations (in whole or in part) thereof; and (v) goodwill associated therewith and all rights and causes of action for infringement, misappropriation, misuse, dilution or unfair trade practices associated with (i) through (v) above.

“Losses” means any and all damages, fines, penalties, deficiencies, losses, liabilities (including settlements and judgments), costs and expenses (including interest, court costs, reasonable fees and expenses of lawyers, accountants and other experts and professionals or other reasonable fees and expenses of litigation or other proceedings or of any claim, default or assessment).

“Maintenance and Support” means the maintenance and support services, support access and response, and service levels for the Project as set out in Exhibit B.

“Material Change” means, where used in relation to the affairs of the Vendor, a change in the

business, operations or capital of the Vendor which would materially affect the ability or capability of the Vendor to perform and discharge its obligations under this Agreement.

“Mishandling” means the collection, handling, access, use, management, control, retention, storage, disclosure, transfer, disposal, destruction, hack, or loss of Data in a manner that fails to comply with (i) this Agreement and the Municipality’s lawful instructions relative thereto, (ii) the Contractor’s data privacy/security policies and procedures, or (iii) applicable data privacy/security laws and regulations (e.g., the Contractor’s obligations with respect to Personal Information).

“Products” means the products contained in Exhibit A.

“Personal Information” means any recorded information about an identifiable individual and as more particularly described in the Municipal Freedom of Information and Protection of Privacy Act (Ontario).

“Project” means the provision of election software and related services for the municipal and school board elections required by the Township of North Glengarry.

“Request for Proposal” means the Request for Proposal (“RFP”) No. SDG-2025-01.

“Returning Officer” means the Chief Administrative Officer or Deputy Clerk or the Acting Chief Administrative Officer or Acting Deputy Clerk and/or their delegate.

“RFP Response” means the Request for Proposal No. SDG-2025-01 response submitted by the Vendor to the Client dated August 25, 2025.

“Services” means that which is contained in Exhibit A.

“Specification” means the written description of the Services’ functional attributes and performance capabilities that are set out as requirements in the RFP, as these requirements are satisfied in the Proposal and Service Level Agreement. The Specifications may be amended in the Exhibit A Statement of Work or in a Change Order.

“Third Party Products” means software, equipment or services that are provided or delivered by third parties to the Client that are not part of the Services or Deliverables, but which are intended by the Parties to interoperate, interface or integrate with the Services at the Client’s demand. This specifically refers to the integration with DataFix’s VoterView.

“Voatz Platform” and **“Voatz Online Voting Solution”** means Voatz proprietary Internet based secure software election solution.

“Voting Day” means the day on which the final vote is to be taken as prescribed by the Municipal Elections Act, 1990, S. O. 1996, c. 32, Sched., more particularly the fourth Monday in

October.

“Voting Window Time Period” means the period in which votes can be taken in an election, including between early voting and voting day.

“Vendor Personnel” means any employee, director, officer, agent, service provider or supplier of the Vendor.

1. Access and Scope of Use/Grant of License: The Vendor grants a temporary license for its used in the planned Ontario Municipal Elections.
2. Products and Services: The Vendor agrees, during the Term of this Agreement, to provide the Products and perform the Services specified in Exhibit A attached hereto and made a part hereof, and such other services as the Parties may mutually agree upon in writing, and in accordance with the terms and conditions of this Agreement. Any additional Products and/or Services shall be deemed incorporated in additional schedule(s), separately executed by the Parties, attached hereto and deemed incorporated herein by reference. Exhibit A, together with any additional exhibits/schedules the Parties may enter shall be referred to, collectively, as the 'Exhibits'.. The Vendor agrees to perform the work in a prompt, efficient and professional manner. In providing the Products and Services, the Vendor shall at all times meet or exceed the implementation service standards described in Exhibit A – Statement of Work and the ongoing service standards described in Exhibit B – the Service Level Agreement. The Vendor shall procure and maintain all approvals, licenses, permits, certificates and registrations that are required or necessary for carrying out the Services or providing the Products.
3. Independent Contractor: The Vendor shall perform the Services as an independent contractor and not as an employee, joint venturer, or partner of the Client. The Vendor shall assign only duly qualified, competent and skilled personnel to carry out its obligations to the Client under this Agreement.
4. Representations, Warranties and Covenants of the Vendor: At the execution of this Agreement and during the Term, the Vendor represents, warrants and covenants to and in favour of the Client and acknowledges that the Client is relying thereon as follows:
 - a. The Vendor is a corporation incorporated, duly organized, validly existing and in good standing under the laws of its jurisdiction of incorporation or formation, and has all requisite corporate power and authority to own and operate its business and properties and to carry on its business as such business is now being conducted, and is duly qualified to do business in all jurisdictions in which qualification is necessary in order to transact its business and perform its obligations set out in this Agreement;

- b. The Vendor has the legal capacity and right to execute this Agreement and carry out and observe the provisions thereof to be performed or observed by the Vendor hereunder and to take all actions pursuant hereto and all necessary approvals have been given or obtained to authorize the Vendor to execute this Agreement and perform hereunder and to take all actions required pursuant hereto;
- c. this Agreement has been duly executed and delivered by the Vendor and is valid and binding on the Vendor, enforceable in accordance with its terms, except as enforcement thereof may be limited by or with respect to: (i) applicable insolvency, moratorium, bankruptcy, fraudulent conveyance and other similar laws of general application relating to or affecting the rights and remedies of creditors; (ii) application of equitable principles (whether enforcement is sought in proceedings in equity or at law); and (iii) the fact that the remedy of specific enforcement or of injunctive relief is subject to the discretion of the court before which any proceeding therefor may be brought;
- d. the execution, delivery and performance of this Agreement by the Vendor and the consummation of the transactions contemplated herein do not and will not contravene the constating documents of the Vendor (including any certificate of incorporation, by-laws, or charter, as applicable), any unanimous shareholders' agreement or any declaration of trust and do not and will not conflict with or result in a breach or violation of: (a) any indenture, agreement, instrument, judgment, decree, order or ruling to which the Vendor is a party or is otherwise subject that would materially adversely affect the Vendor's ability to perform its obligations under this Agreement; (b) any Applicable Law; or (c) any other Person's rights;
- e. the Vendor and all Vendor Personnel and Vendor Subcontractors will have, maintain and exercise throughout the Term all skills, qualifications, expertise, training, competence, experience and resources necessary to perform the Services and provide the Products in accordance with the terms of this Agreement.
- f. The Vendor will complete the work and perform the Services set out in this Agreement to the reasonable satisfaction of the Client and in compliance with all Applicable Law;
- g. The Vendor has and will have obtained all required consents for the operation of its business that pertains to the provision of the Products and Services;
- h. The Vendor will conduct its business and perform its obligations hereunder in a professional manner consistent with the highest Industry Standards reasonably applicable to its business and the performance of such obligations. Without limiting the generality of the foregoing, the Vendor will refrain from engaging in

any unfair or deceptive trade practice, or unethical business practice whatsoever, or any other practice that is inconsistent with Applicable Law or Client Policies;

- i. Vendor will not provide any gifts, incentives, enticements or entertainment to any Client representative, elected official, employee or agent (not including to Vendor Personnel) for purposes of marketing or otherwise advancing the business interests of any Person (including Vendor);
- j. The Vendor will provide the Products and Services in good and merchantable quality suitable for their intended use, and free of defects in design, engineering, materials, construction and workmanship and which are in conformity with the requirements of the above clauses of this Section;
- k. The Products and Services will conform to the specifications and requirements set out in this Agreement including the Client's requirements set out in the RFP and the Vendor is, and will remain at all times, in compliance with this Agreement.
- l. The Vendor has and will have all necessary rights to grant to the Client the rights and permissions granted pursuant to this Agreement;
- m. The performance by Vendor, Vendor Personnel and Vendor Subcontractors of their obligations under this Agreement and the possession and use of the Products and Services by the Client in accordance with this Agreement do not conflict with, infringe upon or violate and are not alleged by any Person to conflict with, infringe upon or violate the rights of any other Person. In addition, there are no existing or threatened legal proceedings against the Vendor in respect of the development, manufacture, supply, provision, licensing, configuration, use, operation, support or maintenance ("**Supply**") of services, products or deliverables similar to the Products and Services. Should the Vendor become aware of any such conflict, infringement or violation or potential conflict, infringement or violation, the Vendor will notify the Municipality immediately;
- n. The Documentation is complete and accurate in all respects. The Documentation provides such information concerning the installation, configuration, implementation, testing, operation, support and maintenance of the Products and Services.
- o. All Vendor Personnel providing the Products and Services, including all Personnel of any Vendor Subcontractors, have undergone accessibility awareness training in accordance with the requirements of the Accessibility for Ontarians With Disabilities Act, 2005, S.O. 2005, c.11 (as it may be amended, the "Act") and the

Integrated Accessibility Standards O. Reg 191/11. The Vendor will indemnify the Municipality from and against any cost, expenses, fines, penalties, damages or losses that the Municipality incurs or suffers as a result of Vendor's failure to comply with the Act;

- p. In the event that the Vendor, Vendor Personnel or any Vendor Subcontractor causes a Data Breach, Vendor will, acting in a timely manner, remedy the deleterious effects of the Data Breach (i) in accordance with Applicable Law and this Agreement, and as may be supplemented by Industry Standards in regard to security breaches, business continuity and disaster recovery plans, and (ii) in a manner that restores operational efficiency and safeguards Client Data and Personal Information;
 - q. The RFP Proposal is accurate and complete in all material respects and the Products and Services will be suitable for the Client and will substantially satisfy the Client's requirements, as documented in the RFP and this Agreement, in all material respects; and
5. Term: This Agreement shall commence as of the Effective Date and shall continue throughout the 2026 Municipal Election until March 31, 2030, (the "Term"), unless terminated earlier in accordance with the provisions of Section 9. Notwithstanding the foregoing, the termination of this Agreement for any reason shall not terminate or in any way affect the survival of any clause in this Agreement which by their nature are to survive termination or expiration of this Agreement.
6. Extension Term: At the option of the Client, and upon providing the Vendor twelve (12) months' notice, the Term may be extended for the 2030 Municipal Election until March 31, 2034 ("Extension Term") on the same terms and conditions set out herein or as otherwise may be agreed upon by the Parties
7. Fee Increases: During the Extension Term, if any, any pricing increase of the Fees by the Vendor shall not exceed the percentage change in the Consumer Price Index (CPI) – Ontario (All items) for the twelve (12) months immediately preceding the Extension Term.
8. Compensation: Subject to compliance by the Vendor with this Agreement, the Client shall pay the Vendor the Fees as described in the Exhibit A. The Vendor shall submit invoices in a form satisfactory to the Client for the Products and Services to be performed, as detailed in Exhibit A. The Client shall pay all undisputed amounts within thirty (30) calendar days of receipt of invoices. Except for as expressly set out in this Agreement (i) there will be no other fees, charges or other amounts payable by the Client to the Vendor in respect of the Products and Services ; and (ii) the Vendor will be responsible for performing its obligations set out in the Agreement and the Statement of Work ("SOW") at its expense (including taxes applicable to any

payment obligations incurred in connection with such performance) without additional charge or additional cost to the Client. Client will not reimburse Vendor for any costs or expenses related to the provision of any Products and Services or performance of Vendor's obligations ("**Expenses**") unless such Expenses are: (i) expressly identified in a Statement of Work; and (ii) approved by Client in advance. No payment by the Client to the Vendor hereunder will be construed to be an acceptance or approval by the Client of incomplete, defective, or improper performance by the Vendor of any of its obligations under this Agreement or operate to relieve the Vendor from the performance of any of its obligations hereunder that have not been performed in accordance with the requirements set out herein. If the Vendor is not a resident of Canada, the Vendor acknowledges and agrees that the Client shall be authorized, if required by law, to withhold any tax from any amounts payable to the Vendor and to remit that tax to the Receiver General of Canada on the Vendor's behalf. Any Material Change to the Products and Services or the Fees in Exhibit A – Statement of Work, or to service standards described in Exhibit B - the Service Level Agreement must proceed by way of a Change Order. The Client will not be considered in default of its payment obligations under this Agreement if a payment on an invoice is disputed, delayed or adjusted as a result of the operation of this Article 8.

9. Termination: The Client may, without prejudice to any right or remedy it may have, terminate this Agreement and its Exhibits/Schedules upon thirty (30) days prior written notice to The Vendor for any reason, with or without cause. Notwithstanding the foregoing, The Client may terminate this Agreement, effective immediately upon receipt of written notice, if any of the following occur ("Event of Default"):
- a. Vendor breaches any material term or condition of this Agreement, provided that such breach is not remedied by the Vendor to the Client's reasonable satisfaction within ten (10) days after delivery of written notice from the Client of the breach, and further provided that Vendor will have additional time as may be reasonably be required, but in any event no greater than thirty (30) days, to remedy the breach if Vendor demonstrates to the Client's reasonable satisfaction that Vendor is actively and diligently pursuing remedial action;
 - b. Vendor is in material default of any loan, is unable or unwilling to pay its debts as they become due, is in receivership, becomes bankrupt (whether voluntary or involuntary) or insolvent, makes an assignment for the benefit of, or compromise with its creditors, makes a plan of arrangement, or is subject to a similar circumstance;
 - c. Vendor is wound up or dissolved or ceased or threatens to cease to carry on business as a going concern;
 - d. Vendor undergoes a Material Change which, in the reasonable opinion of the Client, has a material negative effect on the ability or capability of Vendor to

- perform the covenants, terms, and conditions of this Agreement;
- e. Vendor fails to or refuses to maintain the insurance coverage as provided under this Agreement; or
- f. Any of Vendor's representations warranties in this Agreement or any statement made to the Client by Vendor are materially false, misleading or inaccurate.

Upon termination of this Agreement, for any reason:

- g. Vendor will not incur any expenses under this Agreement after the notice of termination and the Client will not be responsible for any expenses after the notice of termination;
 - h. Subject to subsection a) the Client will remit (i) all Fees payable to the Vendor for the Services and Products accepted by the Client prior to the date of such termination; (ii) all such other costs of Vendor directly related to the winding down of the Services, if approved by the Client. Such payment shall settle any and all claims of the Vendor of every description, whether known, unknown or reasonably anticipated against the client;
 - i. In the event that the Client terminates this Agreement due to an Event of Default, Vendor will reimburse the Client any Fees pre-paid by the Client to Vendor for the period commencing on the date of termination to the end of the Term;
 - j. The Client may replace Vendor from the time such termination becomes effective;
 - k. The termination will not relieve the parties from liability accrued prior to the time such termination became effective; and
 - l. Nothing in this Agreement will limit the rights of each party to recover damages from the other party in respect of any default or breach of the Agreement by the other party, including an Event of Default, or to exercise any other rights or remedies that the party may have at law or in equity or otherwise.
10. Cooperation: The Client shall provide such access to its information and property as may be reasonably required in order to permit the Vendor to perform the obligations hereunder. The Vendor shall cooperate with the Client's personnel, shall not interfere with the conduct of the Client's business and shall observe all policies, rules, regulations and security requirements of the Client, which are now in effect or may come into effect during the Term of this Agreement ("Client Policies") concerning the safety of persons and property.
11. Conflict of Interest: The Vendor shall not permit a conflict of interest to arise between its obligations to the Client under this Agreement and its obligations to any third party. The Vendor shall immediately notify the Client in writing if any potential or actual conflict of interest should arise at any time during the Term
12. Subcontractors: The Vendor shall not engage, retain or utilize any subcontractor (each, a "**Vendor Subcontractor**") with respect to the Products and Services without the prior

written approval of the Client. The Vendor shall be solely responsible for the payment of any Vendor Subcontractor engaged, retained or utilized by it with respect to the Products and Services. The Vendor shall co-ordinate all Vendor Subcontractors engaged, retained or utilized by it with respect to the Products and Services and shall ensure that such Vendor Subcontractors comply with all relevant requirements of this Agreement. The use of any Vendor Subcontractor for any portion of the Products and Services will not relieve the Vendor of its obligations under this Agreement and the Vendor will remain responsible for the performance of all or any part of its obligations set out in this Agreement that are performed by any Vendor Subcontractors to the same extent as if such obligations were performed by the Vendor.

13. Confidential Information: The Vendor acknowledges that the Vendor will or may have access to Confidential Information of a special and unique nature and value to the Client. Confidential Information shall mean, by way of illustration and not limitation, all information (whether or not patentable and whether or not copyrightable) owned, possessed or used by the Client which is (i) denoted confidential; (ii) which the Vendor is informed is confidential (either verbally or in writing); or (iii) which the nature of, or the circumstances surrounding the disclosure, development, treatment by the Client, or receipt, reasonable suggest ought to be treated as confidential, including, without limitation, any employee or delegate list that is communicated to, learned of, developed or otherwise acquired by the Vendor in the course of providing technical services to the Client. The Vendor further acknowledges that any information and materials received by the Client from third parties in confidence shall be included in the definition of Confidential Information.
- a. Parties agree that they will not, during the Term hereof or at any time thereafter, disclose to others, or use for his benefit or the benefit of others, any Confidential Information (including any Personal Information) shared between each other as part of this Agreement.
 - b. The Client agrees not to copy, alter, modify, disassemble, reverse engineer or decompile any of the software technology provided to the Client by the Vendor unless permitted in writing by the Vendor. The Client acknowledges that the Vendor holds all right, title, and interest in and to all tangible and intangible incidents of the software provided, including, without limitation, all trade secrets, copyrights, patent rights and derivative works pertaining thereto, and that this Agreement conveys to the Client only a limited right to use the software technologies and resell/distribute them as agreed to under the Exhibit A of this Agreement. Such right is fully revocable in accordance with the provisions of this Agreement. The Client further agrees that, except for such right of use, it shall not assert any ownership right, title, or interest in or to the software technologies.
 - c. Confidential Information shall not include any information that (i) is or becomes known to the general public under circumstances involving no breach by the Parties or others of the terms of this Section 6, (ii) is generally disclosed to third parties by the Parties without restriction on such third parties. Disclosure of

Confidential Information shall not be prohibited if such disclosure is directly pursuant to a valid and existing order of a court or other governmental body or agency.

- d. Notwithstanding any provision of this Agreement, Vendor acknowledges that the Client is subject to the *Municipal Freedom of Information and Protection of Privacy Act* (Ontario) which provides for access to government information under its custody and control and for the protection of Personal Information and that all documents and information provided by Vendor to the Client pursuant to this Agreement may be disclosed to the public by operation of law unless exempted from disclosure pursuant to such statute.

14. Client Data: All Client Data, regardless of storage format, or whether in draft or final form, is the exclusive property of the Client and, to the extent that the Vendor has any rights in the Client Data such rights are hereby irrevocably assigned by the Vendor to the Client. All such Client Data is and will remain the property of and is the Confidential Information of the Client regardless of the location where the Client Data is created, processed or stored.

- a. The Client reserves the right, in its sole discretion, to publish or release, in whole or in part, or to refrain from publishing or releasing, the Client Data.
- b. If, during the Term, the Vendor takes possession of Client Data as part of providing the Products and Services it shall securely store the Client Data at the Vendor's hosting facilities (or at facilities subcontracted by the Vendor) located in Canada. In circumstances where the Vendor has custody or control of Client Data in an electronic/digital format, the Services will include real-time Data access and transfer (both inbound and outbound) of the Client Data at the instigation of the Client.

15. Information Security: The Vendor acknowledges and agrees that, in the course of providing the Services, the Vendor may receive, have access to, control over, or custody of Client Data and Personal Information. In circumstances where this occurs, the Vendor shall comply with the terms and conditions set forth in this Agreement, including the security provisions provided in the RFP Proposal regarding the collection, receipt, transmission, retention, storage, use, disclosure and disposal of Client Data and Personal Information, (collectively in this Article 15 "Use") and be responsible for any unlawful or unauthorized Use or Mishandling of Client Data or Personal Information it receives, has access to, or which is under its control or custody (or the temporary control or custody), to the extent such unlawful or unauthorized Use arises out of or is related to the Vendor or Vendor Subcontractor's negligent act or omission, or failure to act in accordance with the terms of this Agreement.

16. Indemnity from the Vendor to the Client: The Vendor shall, both during and after the Term, save harmless and fully indemnify and defend the Client and its elected officials, officers, employees, affiliates, contractors, volunteers, agents, representatives,

successors, and assigns (collectively, “**Indemnified Persons**”) from and against all Losses which may be brought against or made upon the Client or any of the Indemnified Persons or which the Client or any of the Indemnified Persons may sustain, suffer, incur or be liable for, resulting from, arising from or in any way incidental to or as a result of:

- i. any negligence or misconduct on the part of the Vendor, the Vendor Subcontractors, any Vendor Personnel or any of its or their agents or representatives while they are engaged in providing any Products and Services under this Agreement;
 - ii. a Data Breach,
 - iii. a breach or non-performance of the Vendor’s obligations, representations or warranties as described in this Agreement,
- a. Without limiting the generality of the foregoing, the Vendor shall save harmless and fully indemnify and defend the Client and the Indemnified Persons against all Losses arising out of or as a result of:
- i. any breach, violation or non-performance of the terms, conditions, covenants, provisions and obligations on the part of the Vendor as set out in this Agreement or any agreement contemplated by this Agreement;
 - ii. any property damages, either real or personal, tangible or intangible, and either owned by the Client or others, howsoever occasioned by the Vendor, the Vendor Subcontractors, any Vendor Personnel or any of its or their agents or representatives performing work under this Agreement or any agreement contemplated by this Agreement; or
 - iii. any personal or bodily injury to any persons, including death resulting at any time therefrom, howsoever occasioned by the Vendor, the Vendor Subcontractors, any Vendor Personnel or any of its or their agents or representatives performing work under this Agreement or any agreement contemplated by this Agreement.
- b. These obligations of the Vendor will apply to this Agreement and any agreement contemplated by this Agreement and will survive any termination or expiration of all such agreements, notwithstanding anything in any such agreements to the contrary.

17. **Intellectual Property Indemnity:** The Vendor shall defend, at its expense, any action brought against any of the Client or the Indemnified Persons to the extent that the action is based on a claim that the Products or Services or any part or component thereof conflicts with, infringes upon or violates any third party’s Intellectual Property rights, and the Vendor shall indemnify and hold the Client and the Indemnified Persons harmless with respect to all resulting Losses; provided that the Client promptly notifies the Vendor of any matter in respect of which the foregoing may apply and of which the Client has actual knowledge. The Vendor shall consult with the Client regarding the defence, settlement or compromise of any such action.

- a. If the Products and Services (or any part thereof) become, or in the Vendor’s opinion is likely to become, the subject of a claim based on an alleged conflict,

infringement or violation as aforesaid, then the Vendor may, at its expense and option, with prior written notice to the Client do one of the following:

- i. modify the applicable part of the Products and Services so that there is no longer any conflict, infringement or violation; provided that such modification does not adversely affect the functional capabilities of the Services or the Products, as the case may be, as set out in this Agreement;
- ii. procure for the Client the right to continue to use the applicable part of the Services or the Products; or
- iii. substitute for the applicable part of the Services or the Products other components having a capability equivalent to the replaced part of Services or the Products and which would satisfy the Vendor's obligations as set out in this Agreement.

18. Insurance: The Vendor is expected to obtain and maintain in force during the Term of this Agreement or as otherwise provided in this Section the following insurance policies:

- i. Commercial general liability insurance insuring the Vendor's obligations and responsibilities with respect to the performance of work as set out in this Agreement. The policy or policies will be extended to include bodily injury and property damage, products and completed operations, personal and advertising injury, employer's liability, owners and contractors protective, broad form property damage, and contractual liability to a limit of no less than one million dollars (\$1,000,000) per occurrence and five million (\$5,000,000.00) in the aggregate. The policy will include a cross liability and severability of interest clause and will name the Client as additional insured;
 - ii. Information Technology Professional Liability/Errors and Omissions Insurance Coverage in an amount not less than One Million (\$1,000,000) per occurrence and Two Million (\$ 2,000,000) in the aggregate. The policy shall include coverage for claims resulting from errors and omissions made arising from the provision of the product, in the rendering of, or failure to render, professional services in connection with the agreement.
- a. The Vendor should ensure that all policies of insurance will:
 - i. be written with an insurer licensed to provide coverage in Ontario;
 - ii. contain an undertaking by the insurers to notify the Client in writing no less than thirty (30) Business Days prior to any termination or cancellation of coverage unless otherwise required by law;
 - iii. be non-contributing with and will apply only as primary and not excess to any other insurance or self-insurance available to the Client; and
 - iv. contain a waiver of any rights of subrogation which the insurer may have against the Client and those for whom the Client is in law responsible whether the damage is caused by the act, omission or negligence of the Vendor or such other persons.
 - b. Any deductible amounts will be borne by the Vendor.

- c. Upon the execution of this Agreement, the Vendor shall provide to the Client proof of insurance on a form of certificates of insurance which have been signed by authorized representatives of the insurer.
 - d. The Vendor shall deliver to the Client certificates of insurance evidencing renewal or replacement of policies required under this Agreement within fifteen (15) Business Days of the expiration or replacement of the current policies without demand by the Client.
 - e. If the Vendor fails to maintain in force any insurance required to be maintained by it hereunder, then the Client, without prejudice to any of its other remedies, may obtain such insurance on behalf of and at the cost of the Vendor.
 - f. Where a portion of any of the work related to this Agreement is to be carried out by a Vendor Subcontractor on behalf of the Vendor, the Vendor will have the Vendor Subcontractor furnish the same insurance as provided under this Section. The Vendor Subcontractor's commercial general liability policy will name the Client as additional insured.
 - g. The Vendor and its agents, volunteers, contractors, subcontractors, employees, and insurer(s) hereby release the Client and its elected officials, officers, directors, employees, volunteers, agents and representatives (the "Releasees") from any and all liability or responsibility, including anyone claiming through or under them, by way of subrogation or otherwise for any loss or damage which the Vendor may sustain directly or incidental to or in any way related to the Vendor's obligations under this Agreement.
 - h. The above insurance requirements will not be read to limit the liability of the Vendor and will not be deemed a waiver by the Client of its right to damages and indemnity from the Vendor for default under this Agreement or for any loss arising out of or related to the performance or non-performance by the Vendor of its obligations under this Agreement.
19. Dispute Resolution: Any dispute, controversy, claim or alleged breach arising out of or in connection with this Agreement ("**Dispute**"), with the exception of those provisions dealing with the termination of this Agreement, will be dealt with as follows:
- i. in the event of any Dispute, the Dispute will first be referred to the project managers (or designate) of each party;
 - ii. should the Dispute not be resolved within five (5) Business Days of its referral to the project managers (or designate), the Dispute will be escalated to the Returning Officer (or designate) and the Vendor's General Manager (Canada); and
 - iii. should the Dispute not be resolved within ten (10) Business Days of its referral to the Returning Officer (or designate) and the Vendor's General Manager (Canada) either party may exercise its rights available at law.
- a. All negotiations and settlement discussions to resolve a Dispute will be treated as compromise and settlement negotiations between the parties and will not be subject to disclosure through discovery or any other process and will not be

admissible into evidence in any proceeding.

- b. Except where clearly prevented by the nature of the Dispute, the Municipality and the Vendor agree to continue performing their respective obligations under this Agreement while a Dispute is subject to the provisions of this Section.

20. Non-solicitation of Employees: During the term of this Agreement and for one (1) year thereafter, neither Party will directly approach, counsel, or attempt to induce any person who is then in the employment of or an independent contract of the other Party, to leave the other Party's employment or engagement, with the other Party's prior written consent. This restriction shall not be deemed to prohibit the placement of advertisements addressed to the general public in newspapers or trade publications.

21. Notices: All notices required or permitted under this Agreement shall be in writing and shall sent by facsimile transmission, overnight mail, or upon deposit in the United States Post office, by registered or certified mail, postage prepaid, addressed to the other party at the address shown above, or at such other address or addresses as either party shall designate to the other in accordance with this Section.

22. Force Majeure: Neither Party shall be responsible for failure to fulfill its obligations hereunder or liable for damages resulting from delay in performance as a result of war, fire, strike, riot or insurrection, natural disaster, delay of carriers, governmental order or regulation, default of a subcontractor or vendor to the Party if such default arises out of causes beyond the reasonable control of such subcontractor or vendor, the acts or omissions of the other Party, or its officers, directors, employees, agents, contractors, or elected officials, and/or other occurrences beyond the Party's reasonable control ("**Excusable Delay**" hereunder). In the event of such Excusable Delay, performance shall be extended as otherwise reasonably necessary to compensate for such delay, provided that if such Excusable Delay continues for 10 Business Days or more, Client may terminate this Agreement on written notice to the Vendor.

- a. The Parties acknowledge that the events of force majeure or Excusable Delays that excuse delays or failures in performance by a Party under this Agreement do not include sickness or pandemics including COVID-19. Each Party is responsible for performing its obligations under this Agreement in accordance with the terms of this Agreement (other than Section 14(a) which does not apply in the circumstances), notwithstanding any sickness or the impacts of any pandemic including COVID-19 on the Party including on its Personnel.

23. Governing Law: The obligations of the parties and resolutions of any disputes shall be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada, both as to interpretation and performance, and shall be treated, in all respects, as an Ontario contract. The parties shall attorn to the exclusive jurisdiction of the courts of the Province of Ontario.

24. General: This Agreement contains the entire agreement and understanding by and between parties with respect to the select matter hereof, and no representations, promises, agreements or understandings, written or oral, not herein contained shall be of any force or effect. No change, modification or amendment shall be inure to the benefit of, The Client and The Vendor, and their respective successors, unless mutually agreed upon and in writing. The provisions of this Agreement shall be deemed severable, and the invalidity or unenforceability of any one or more of the provisions hereof shall not affect the validity and enforceability of the other provisions hereof. The headings and other captions in this Agreement are for convenience and reference only and shall not be used in interpreting, construing or enforcing any of the provisions of this Agreement. No waiver of any provision of this Agreement shall be valid unless in writing and signed by the party against whom such waiver is sought to be enforced; moreover, no waiver of any provision of this Agreement at any time shall be deemed a waiver of any other provision of this Agreement at such time or shall be deemed a valid waiver of such provision at any other time. This Agreement may be executed in two or more counterparts. Facsimile or electronic signatures (via an online service such as Docusign, Opensign or equivalent) shall be considered original signatures for the purposes of execution and enforcement of the rights and obligations described herein.
- a. Time is of the essence. The Vendor must complete delivery and installation of the Products and Services, by the agreed upon timelines in Exhibit A. If delivery cannot be met as agreed upon by the Parties, the Vendor must inform the Client immediately.
 - b. All dollar amounts referred to in this Agreement are Canadian dollars, unless expressly provided.

In the event of any conflict or inconsistency between the provisions of any of the documents below, then unless the parties expressly agree otherwise, the descending order of priority will apply to the extent of such conflict or inconsistency.

The following exhibits and schedules attached or referred to in this Agreement are an integral part of this Agreement:

Change Orders and Amendments
Master Services Agreement
Exhibit A – Statement of Work
Exhibit B – Service Level and Support Terms
Exhibit C – Voatz proposal in response to RFP

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year set forth above.

Client:

Vendor:

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____



EXHIBIT A - STATEMENT OF WORK ("SOW")

1. PROJECT OBJECTIVE

The Client, using the Voatz Online Voting solution, will conduct the 2026 Municipal Election, and any necessary recounts and by-elections up to March 31, 2030, with the option to renew for the 2030 Municipal Election. This document describes the Election Products and Services that Voatz is offering to execute during the Project, and the responsibilities of the Client.

2. DELIVERABLES

This Section includes a detailed description of all the products and services that will be delivered by Voatz to execute the Project.

2.1. PRODUCTS

Voatz will provide its Voatz Online Voting solution to allow the Client to use the Internet and Telephone voting channel for the 2026 Municipal Election and any necessary recounts and by-elections, including the following:

1. Provide a single-use license of Voatz Online Voting for its use in the 2026 Municipal Election.
 - a. Any by-elections that do occur, up to March 31, 2030, will be priced separately at the same rate as the single-use license (*i.e. no group discounts if applicable*) of Voatz Online Voting for its use in the 2026 Municipal Election.
2. Provide a dedicated Voatz Online Voting platform that meets the following characteristics:
 - a. Accessible via the Internet.
 - b. Sized to handle over 7,915 North Glengarry voters concurrently.
 - c. Languages supported: English. Additional languages supported upon request.
 - d. Compliant with all legislation for conducting a Municipal and School Board election within the Province of Ontario including the Municipal Elections Act, the Education Act, and all applicable by-laws.
 - e. Voatz proprietary Internet based secure software election solution, including mobile application, if desired.

- i. Potentially, the Client may use the additional modules of the Voatz Online Voting Platform that include petitions, polling and surveys.
 - f. (Optional) Voatz Interactive Voice Response (IVR) method of ballot return using the telephone based on Amazon Connect to securely verify a voter's identity and digitally mark their ballots.
 - g. Provide all necessary staffing and support resources to support municipal elections, school board elections, and any other special elections, as required. The platform will support the configuration of the election ballot types. The following electoral models are supported:
 - i. List of candidates.
 - ii. List of questions.
 - iii. Simple preferential voting.
 - iv. Write-in questions.
 - h. Online Ballot filling rules will include:
 - i. Overvoting will not be allowed.
 - ii. Undervoting will be allowed (including a warning for the voter).
 - iii. Blank votes will be allowed.
 - iv. Spoiling the ballot (null votes) will be allowed.
 - v. An option to decline the ballot will be provided to voters.
 - i. Each voter will be identified in the platform through a one-step multi-factor process (Voter PIN and Date of Birth).
 - j. The election results will be provided at the closing of the election as a report in the previously agreed formats (file format types available: csv, xls, pdf, html).
 - k. Full integration in real-time with Datafix's VoterView product as the solution to manage the approved voters list.
 - l. Provision of a "Human Interface Challenge" (Captcha) to ensure that the entity casting a ballot is human.
3. Provide a website for electors with access to the online voting application and other information related to the online voting channel.
4. Voatz will provide Tabulator(s) and related services including the following:
- a. Tabulator lease including delivery and return shipping
 - b. Required implementation services: project management, initial setup/configuration, equipment operations training, ballot layout and coding.
 - c. The tabulator systems will be integrated with the Voatz online voting platform for integrated results reporting.
5. Voatz will provide remote support throughout the Voting Window and on-site support on Voting Day (October 26, 2026).

2.2. HOSTING

Voatz will include the required services and hosting components to host the Voatz Online Voting solution described in SOW Section 2.1 Products, in accordance with the Infrastructure requirements and Voatz's response to such requirements detailed in Section F (Technical Capabilities) of the RFP response, including:

1. Cloud hosting, data protection, back-up redundancies; disaster recovery and mitigation capabilities resident (hosted) in Amazon AWS Canada (central) region cloud environment and Voatz's physical disaster recovery facility located in Canada.
2. Combination of redundant DNS, elastic load balancing, multiple points of presence (PoPs) and proactive monitoring to ensure a minimum availability of 99.9% during the voting period.
3. The details of these items will be established during the implementation to meet the operational business requirements of the Municipality and to the mutual agreement of the both parties.

2.3. SERVICES

The following subsections describe the professional services that will be delivered by Voatz during the Project, which will include all the services detailed in the RFP Response. All services will be provided remotely, except if explicitly noted otherwise in the Statement of Work.

2.3.1. PROJECT MANAGEMENT SERVICES

Voatz will provide the following Project Management services during the Project in accordance with the Voatz's Project Delivery Approach (as detailed in SOW and RFP response), including, but not limited to:

1. Voatz's team will be composed of experienced project management staff, technical support staff and training resources.
2. Voatz will appoint a Project Manager at the beginning of the project, who will act as the single point of contact for the Client.
3. The Voatz's Project Manager will manage the project using Voatz's proprietary project methodology as utilized in all Voatz assisted election events.
4. Voatz's Project Manager will be in charge of managing all the functional and non-functional aspects of the project that are under the responsibility of Voatz.
5. Voatz's Project Manager will assist the Client with the overall implementation of the Project.

6. Voatz's Project Manager will attend, prepare for, and provide written responses to questions raised at all meetings with Client staff and other stakeholders.
7. Voatz's Project Manager will issue correspondence resulting from the meeting (minutes, responses, etc.) within 5 business days.
8. Voatz's Project Manager will prepare and submit progress reports; monthly from project commencement until July 2026, with increasing frequency in August – October 2026:
 - a. A detailing of work completed that month and if applicable, list of disbursements (prior to creating an invoice for that months' work);
 - b. A list of anticipated work for the following month; and
 - c. Issues and concerns, and any potential changes to scope or schedule.

2.3.2. INFORMATION SECURITY SERVICES

Voatz will provide the Information Security services detailed in the RFP response during the Project, including, among others, the following services:

1. Regular auditing (includes audits and penetration testing performed on Voatz' cloud infrastructure with regards to security, and remediation process) are performed and the remediation of any finding form part of Voatz' security strategy. Proof of auditing compliance can be requested by the Client during each contract renewal. Company's hosting service provider, has confirmed that it engages an independent third party to conduct a SOC 2 Type II audit which audit shall be conducted on an annual basis and in accordance with industry standards such as the attestation standards established by the American Institute of Certified Public Accountants (AICPA) and assurance standards established by the Chartered Professional Accountants of Canada (CPA Canada) and the Trust Services Principles and Criteria for Security, Availability, and Confidentiality. If any time, Company is notified or becomes aware of any instances of control failures in connection with this hosting service provider, then Voatz shall immediately notify the Client.
2. Voatz will provide proof (documentation, certificates, reports, etc.) that the internet voting solution as well as the Voatz's internal network has been subject to a third party External Penetration Test (Discovery, Enumeration, Research, Exploitation and Reporting) and complete Network Security Assessment that evaluates the security of the internal system, its vulnerabilities, and solutions that have been implemented to mitigate the vulnerabilities.
3. Voatz will provide a Disaster Recovery Plan as part of their Information Security Services.

2.3.3. DEPLOYMENT

Voatz will perform the following tasks to deploy Voatz Online Voting in the proposed environment:

1. Voatz will deploy the voting platform in the proposed infrastructure described in Section 2.2 Hosting. This will be a secure environment that has been hardened to ensure that only the required services, users and remote connections are allowed. Hardening will be performed in compliance with Voatz's proposal.

2.3.4. TRAINING

Voatz will provide the following training remotely, unless otherwise stated:

1. Provide training to all CLIENT election staff and all the necessary reference material for the platform including parts of the training to be delivered:
 - a. Election Administrator Training.
 - b. Product Training.
 - c. Self-Training Resources and Documentation.
 - d. Voter Support Training (Tier 1 Support).
2. Training documents will be available in English.
3. Client is allowed to record the sessions and distribute for internal use.
4. The Vendor will provide qualified, trained and experience instructor(s), as well as ensuring that they do not perform other duties during the training period that will interfere with instruction. Instructor(s) will provide a survey to trainees to evaluate presentation and course materials for effective feedback to the Client.

2.3.5. CONFIGURATION

The products provided by Voatz require a limited amount of configuration to fulfill the Client's requirements. Voatz has foreseen the configuration needs listed below for the proposed solution:

1. Voatz will configure the voting system in the aspects described below:
 - a. Electoral model - The solution will be configured to support municipal elections, school board elections, and any other special elections, as required. Voatz will include in the voting platform the electoral model legally recognized by the

Client for the 2026 Municipal Election, mainly the way voters vote (e.g. select X options out of Y), the voting sequence and the tallying process. The following electoral models supported are described in section 2.1.

- i. Voter credentials - One Voting PIN of eight (8) or more numeric/alphanumeric digits that is randomly generated.
 1. Voters will be required to provide their Voting PIN and their date of birth to log into the voting system.
2. Configuration activities will continue until the code freeze date (once all the Specifications have been implemented and confirmed, and no further changes are required) as agreed with the Client. After the solution goes live, no further changes will be accepted.

2.3.6. TESTING

Voatz will provide different services to perform the testing of the voting system before the election:

1. Voatz will perform an end-to-end test to check:
 - a. System reliability.
 - b. System performance.
 - c. System operation.
2. Voatz will assist the Client in the execution of the User Acceptance Test (UAT). If defects are detected, all the defects identified will be tracked using a ticketing portal and a timeline will be established to ensure they are addressed. Once fixed, testing will be completed again to confirm the defects have been resolved. Voatz will provide any updates required by the Client before the system goes live.

2.3.7. SYSTEM OPERATION

Voatz will operate certain aspects of the proposed system on behalf of the Client during the Project, including, among others, the following services:

1. Supervision of the voting solution.
2. Operation of the voting solution in terms of configuring the election.
3. Operation of the voting solution back office to perform the mixing process in order to obtain voting results.

- a. The mixing process will be executed in accordance with the description of the Voter anonymity features described in the proposal.
 - b. These results will be securely communicated to the Client. Results can be sent via e-mail, SFTP or a similar mechanism or provided on-site with a secure USB stick or similar
 - c. The closing procedures and results communication.
4. Destruction of any data after the election is closed and as agreed with the Client.
 - a. Data destruction is initiated upon authorization from the Returning Officer.
 - b. Data destruction can be witnessed by two Client staff members.
 - c. Voatz will issue a signed data destruction certificate upon completion.

2.3.8. SUPPORT SERVICES

Voatz will provide technical support to the Client during the Project as detailed in Exhibit B (Service Level and Support Terms), including, among others, the following services:

1. Provision of Support to the Municipality (2nd and 3rd level support) for the Voter Call Centre (1st level provided by Client) during the voting period window.
 - a. 1st level of support (Tier 1 Support): Support related to basic process and technical issues and questions. Accomplished by phone or email interactions.
 - b. 2nd level of support (Tier 2 Support): Support related to issues that cannot be addressed by Tier 1 would be escalated to Tier 2. This includes questions not covered by Tier 1 Support as well as technical system issues including those that may need to be escalated to Tier 3 Support. These issues would cover complex election technical questions.
 - c. 3rd level of support (Tier 3 Support): Support shall cover any incident that involves a critical failure of the voting solution platform as a result of a defect that renders the voting solution unable to perform the necessary business functions.
2. Support terms are further detailed in Exhibit B.

3. CLIENT RESPONSIBILITIES

Certain tasks must be performed by the Client to guarantee the success of the Project:

1. Appoint a person to be the single point of contact for Voatz. They will act in coordination with Voatz's Project Manager.
2. Actively participate in the detailed requirements gathering meetings and during its acceptance.
3. Provide all the required electoral information for configuring the voting system, such as the electoral model, the questions on the ballot, the candidates, the wards, the list(s) of eligible electors, etc.
4. Review all the information once included in the implemented solutions.
5. Define the test cases for the UAT (User Acceptance Testing) and send them to Voatz at least 10 working days before the UAT in order to evaluate them.
6. Lead the UAT and validate the customized and installed solutions.
7. Provide 1st Level support to voters during the Election.
8. Disseminate the voting results after receiving them from Voatz.
9. Any task required for the execution of the Project not specifically assigned to Voatz.

4. EXCLUSIONS

Voatz has developed this Statement of Work based on the products purchased by the Client, and the scope of work will include the aforementioned deliverables only.

The following services are out of the scope and, therefore, not included in Voatz's proposal. If the Client wishes to make modifications to the project scope once started, this will be handled through Voatz's Change Management process.

1. The solution will only work with the supported browsers/versions. Compatibility with other browsers (Blackberry, Unix) or older versions of the supported browsers is not supported.
2. All configuration, operation and support services will be provided remotely, except if explicitly noted otherwise in Voatz's proposal.
3. All support will be provided to the Client directly, not to end users of the platform (voters). Support terms are further described in Exhibit C (Support Terms).
4. In general, any good or service not included under Section 2 Deliverables.

5. PROJECT SCHEDULE

5.1. VOATZ PROJECT SCHEDULE AND PROJECT PLAN

This section presents a proposed Project Schedule for the municipal election. The schedule lists major work items, dependencies, the responsible party, and suggested dates.

Work items are grouped into these phases (see details in the following Gantt chart, which include a summary of the proposed work packages):

- Platform Integration and Customization Work.
- Pre-Election Staging and Support Work.
- Voting Window Work.
- Post-Election Work.

5.1.1. ASSUMPTIONS

Work items and dates in this schedule can be adjusted following review by the Municipality. Dates below are based on the following information from the RFP:

- Election day is 10/26/2026
- Internet & Telephone voting (with Advanced voting) will be available for a 10-14 day period.
- Project work to begin formally in late 2025.

6. FEES

6.1. TOTAL COMPENSATION

The total estimated compensation for the project is the following:

	Amount (CAD)
Provision of Internet Voting System, Project Management & Support Services (<i>assumes 7,915 eligible electors and unit cost of \$1.00</i>)	\$ 7,915.00
Design & Printing of Voter Information Letters (<i>assumes 7,915 B&W kits of 8.5" x 11" size and unit cost of \$0.34</i>). Postage is not included.	\$ 2,691.10
Provision of paper ballot tabulator(s) and related services (<i>assumes delivery of 5 tabulators at a unit cost of \$2000, implementation services at a cost of \$5000 and 5,500 pre-printed paper ballots at a unit cost of \$0.25</i>)	\$ 16,375.00
HST (13%)	\$ 3,507.54
Total Price	\$ 30,488.64

Future by-elections:

Any by-elections that do occur, up to March 31, 2030, will be priced separately at the same rate as the single-use license of Voatz Online Voting for its use in the 2026 Municipal Election. Services and support can be negotiated accordingly at such time.

Additional Products & Services:

Optional Products, Accessories & Services, including additional on-site support, ballot boxes, electronic VIL delivery and iPad rentals can be negotiated and billed accordingly at such time.

6.2. PAYMENT SCHEDULE

The billing schedule for the aforementioned goods and services (excluding Provisional items) in Exhibit A will be aligned with specific milestones of the Project Schedule (see section 5). The billing schedule shall be as follows:

Milestone	Expected completion date (section 5)	Payment
Contract Execution	10/15/2025	30%
Platform customization requirements confirmed by the Municipality	02/28/2026	25%
Completion of Logic & Accuracy (L & A) testing	09/28/2026	30%
Return or destruction of election data	30 days after the election day, for regular elections	15%

VOATZ will submit invoices in a form satisfactory to the Client for the Services to be performed. The Client shall pay all undisputed amounts within net thirty (30) days after receipt of invoices.

These products and services will be provided by Voatz Canada Ltd. (a wholly owned subsidiary of Voatz, Inc.), which will be the invoicing entity for this project, as well.



EXHIBIT B – SERVICE LEVEL AND SUPPORT TERMS

DEFINITIONS

The following terms shall bear the following meanings (Words used in the singular shall include the plural and vice versa):

“Upgrade Maintenance Service”: The service of study, conception, realization and deployment of changes to the Solution. This Service is described in article 3.

“Incident”: Reproducible malfunction, which either prevents full or partial normal use of one or several functionalities of the VOATZ Platform, or creates a result or an action not complying with the Specification, or allows the use of a functionality but via a non-customary procedure, whilst the action of users has been conducted under normal conditions, and may include support tickets.

To optimize Support Service to the Client, VOATZ defines four classes of Incidents, describing each, a specific severity:

- **Blocker:** Online vote transaction activity cannot be conducted and a user-fault has been ruled out. Many or all users impacted. Applies to production environment only.
 - e.g. Voting transaction failures
- **Critical:** A critical administrative transaction is completely or partially inoperative or causes immediate error
 - e.g. admin-type of activities and modules, e.g. reports, receiving voting receipts, etc.
- **Major:** loss of function and/or service degradation which are not critical to overall operations
 - e.g. System response is slow on certain admin pages or the mobile application
- **Minor:** Impact on functions but not critical to the election
 - e.g. vote transaction history page fail to show latest transactions

Notes:

- The above classification does not apply to non-production environments (e.g. test) or Change Requests

“Incident Report”: means specific online form to be filled in by Client whenever an Incident with the Voatz Platform has been identified.

“Intervention Time”: means the period which will commence from the time VOATZ has acknowledged an Incident Report of the Client and until VOATZ starts to fix this Incident.

“Maintenance Services”: means the Support Service and the Upgrade Maintenance Service, as described.

“Operational Management Plan”: means the document detailing the operational procedures and tools in place to perform the Maintenance Services. This document is validated by VOATZ and the Client and shall be the reference for performing and measuring the Maintenance Services.

“Project Management Plan”: means the document detailing the work plan and listing major work items, dependencies, the responsible party, and suggested dates. This document is validated by VOATZ and the Client and shall be a reference for performing and measuring the Maintenance Services.

“Resolution time”: means the period taken by VOATZ for resolving temporarily or definitely an Incident (Service Recovery), which shall commence from the time VOATZ has acknowledged the Incident Report in accordance with the Agreement and shall close when VOATZ fixes the Incident. For Blocker/Critical the time starts once development has access to production system.

“Response Time”: means the time interval from the receipt of a Client’s Incident Report (IR) to the acknowledgement of VOATZ sent by e-mail with its reference. Problem must be opened by phone for blockers and critical incidents.

“Workaround Time”: time to take corrective action to restore the functionality affected by the Support Request.

“Service Recovery”: means the temporary or final corrective action taken by VOATZ to restore the functionalities of the Solution affected by the Incident.

“Solutions Support”: means the department of VOATZ responsible for Support Service to Client.

“Specific Developments”: means new requirements as per the Change Order process defined in the MSA that have been provided to Voatz by the Municipality.

“Support Service”: means the service aiming at correcting the Incidents occurring on the Solution, so as to make it conform to the Specification. This Corrective maintenance shall be done so as to (i) either implement a workaround solution or (ii) cure the Incident in a definitive manner.

“Update(s)”: means corrections and minor improvement of the existing features of the Standard Software based on VOATZ’s and users’ fault reports issued as such by VOATZ, excluding all new functions, including functional evolutions (Release) or corrective maintenance or release adaptation (Index).

"Version": A product is identified by a name (e.g. "Voatz", "Voatz Web App", "Voatz Mobile App") and a sequence of four (4) numbers separated with a dot designated as "Major_Version.Minor_Version.Release.Index".

- **"Index":** corrective maintenance or release adaptation, including those denoted by a change to the right of the third decimal point (e.g., 3.2.0.4 to 3.2.0.5). This can be set to 0 as well.
- **"Major Version":** major functional level of the product (or a module), regardless of the version name or number, but including those denoted by a change to the left of the first decimal point (e.g., 3.2.0.2 to 4.0.0.0) and/or (ii) the addition of a date designation or a change in an existing date designation (e.g., v1999 to 2000).
- **"Minor Version":** minor functional level of the product (or a module), regardless of the version name or number, but including those denoted by a change to the right of the first decimal point (e.g., 3.2.0.2 to 3.3.0.0).
- **"Release":** specific functional evolution, including those denoted by a change to the right of the second decimal point (e.g., 3.2.0.3 to 3.2.1.0).

Notes:

- When a Support Request requires changes and/or resolution from a third party vendor, such time will not be accounted for in the overall SLA time. ***One key example of this is the time taken by the Apple iOS App Store/Google Play Store approval process.***

1. SUPPORT MODEL

Voatz will provide the support as detailed in their proposal and as follows. The Voatz customer support will provide election support services throughout the election management phases. Services include ballot programming and configuration, vote window, early voting, election day voting, election night reporting and post-election audit. Voatz's system support staff will operate on an incident escalation approach and prioritize support requests based on the severity of the Incident. Response time and corrective actions are contained in the service level agreement (see section 3.5).

Voatz specialists will provide remote and/or onsite assistance in support of the election. Remote services will be handled through the Voatz Help Desk platform. Voatz's help desk agents will be available to assist the Client's staff and voters (for 2nd and 3rd level of support only) via phone or email. All support requests received by the help desk are logged as tickets and are considered Incidents. Tickets are reviewed regularly, as further described herein, by the

customer support managers on call. Interested parties can follow a case by referencing the ticket number provided at the time the support request is received – via phone or email.

Voatz will also prepare a web page with helpful material available 24/7. This website, called the landing page, will have a variety of materials to help voters register to vote, get their credential and vote. It includes a video, a list of FAQs, contact information, and voter guide with step-by-step instructions. The voter education materials found in the landing page will be customized to the Client election requirements.

2. SUPPORT FOR VOTERS

Voatz will work with the Client to ensure robust support for voters. Support will include intuitive application design, a comprehensive online FAQ, Help within the Web App, Mobile App, videos, quick starts, and web-based step-by-steps. A Client specific support email address and phone number will also be available.

The following assistance will be available for voters:

- Voatz will stage an election information web Landing Page for every election with written and video instruction. The page will be branded for the Client and will include links to a comprehensive FAQ.
- Context-Sensitive Help: All voting screens in the Voatz Web App will contain instructions on voting and submitting a ballot by use by accessible and non-accessible voters.
- Live Support: The Voatz Web App Help screen can include email and phone details directing the users to the 1st level support information to be provided by the Client team.

3. SUPPORT FOR MUNICIPAL AND ELECTION WORKERS

3.1 VOTER SUPPORT TIERS

Voatz escalates support requests based on nature and level of severity. The escalation process is handled internally and is transparent to the voter or election administrators. The escalation methodology ensures that the requester receives a timely and adequate response based on the issue reported.

A summary of support levels follows:

1st level of support / Tier 1 – Voatz App operation/navigation questions, ballot marking/submittal issues

Provided by Client's Voter Help Centre. The Client Voter Help Centre agents are the first point of contact for voters.

Support related to basic process and technical issues and questions. Other requests are escalated to Tier 2.

Accomplished by phone or email interactions.

2nd level of support / Tier 2 – Issues impairing voter participation (handled by system specialists)

Provided by Voatz.

This includes questions not covered by Tier 1 Support as well as technical system issues including those that may need to be escalated to Tier 3 Support. These issues would cover complex election technical questions.

3rd level of support / Tier 3 – Issues that prevent or block the functioning of the Voatz voting platform (handled by developer)

Support shall cover any incident that involves a critical failure of the voting solution platform as a result of a defect that renders the voting solution unable to perform the necessary business functions.

Provided by Voatz.

3.2 TECHNICAL AND VOTER SUPPORT

Technical support for all technical components of the Voatz Elections Platform are ultimately the responsibility of Voatz, with assistance from the Client IT staff only expected in Tier 1 scenarios.

The Help Desk Voter support will be structured as follows:

- The Voter Help Centre agents of the Client will provide Tier 1 Help Desk support to voters who will vote using the Voatz System for the 2022 Ontario Municipal elections.
 - Level 1 Support: Support related to basic process and technical issues and questions. Accomplished by phone or email interactions.
- Voatz will provide for Tier 2 and Tier 3 support, including 24/7 support, to voters through the Municipality (2nd and 3rd level of support) who will vote using the Voatz System for the 2026 Ontario Municipal elections.
 - Tier 1 (1st level of support) Municipality staff will be trained by Voatz to be able to provide a response to Tier 1 operation/navigation questions, ballot marking/submittal issues etc. If Municipality staff are not able to address the request they will escalate to the 2nd level of support.
 - Tier 2 Support: Support related to issues that cannot be addressed by Level 1 would be escalated to Level 2. This includes questions not covered by Level 1 Support as well as technical system issues including those that may need to be escalated to Level 3 Support. These issues would cover complex election technical questions.

- Tier 3 Support: Support shall cover any incident that involves a critical failure of the voting solution platform as a result of a defect that renders the voting solution unable to perform the necessary business functions.

Scope of Voatz support includes but is not limited to:

- Support for all Voatz software components (Voatz Web App, Admin Portal, Audit Suite)
- Support for Voatz issues arising from or pertaining to Voatz infrastructure, including system and data security, system performance, data storage, and disaster recovery.
- Technical and instructional support for voters and election officials attempting to use Voatz products

Out of scope for provided support are:

- Technical support (hardware, OS, and network) for the devices the Client uses to access Voatz web applications, except where an issue is specific to a Voatz product itself, or except in the instance that the Client engages Voatz to provide hardware as an add-on service.
- Support for using Voatz products on non-supported platforms.

3.3 CUSTOMER SUPPORT SCHEDULES

Remote customer support provided during each election engagement will be provided as follows:

- Election preparation phase: business hours (8:00 a.m. - 5:00 p.m. EST) Monday – Friday (excluding holidays)
- Voting Window – Extended help desk hours
- Post-election phase: business hours Monday – Friday (excluding holidays)

As required by the Client, Voatz is proposing the following extended support coverage:

- Voatz will provide enhanced support beginning (3) weeks prior to Voting Day. Monday - Friday 8:00 a.m. - 8:00 p.m. EST with (2) hour response time.
- Voatz will provide enhanced support during early in person voting days, which would include 1/2-hour response time beginning one (1) hour before locations open and continuing for one (1) hour after closing.
- Voatz will provide extended telephone support when the Client is conducting Logic and Accuracy Testing. Telephone support from 8:00 a.m. - 8:00 p.m. EST with two (2) hour response time.

3.4 SOFTWARE AND HARDWARE SUPPORT

Software Maintenance

Voatz will be responsible for software support. Though rare in occurrence, Voatz system specialists are responsible for correcting any Voatz software incidents to make it conform to the specifications and requirements. This corrective maintenance includes troubleshooting and implementing a temporary or permanent solution. VOATZ's help desk agents are the first point of contact, escalating support tickets to higher support levels as needed. The issue response and resolution times are managed based on the election cycle (election preparation tasks, election day, post-election day activities).

3.5 SERVICE LEVEL AGREEMENT

3.5.1. SUPPORT PORTAL

The purpose of Voatz Support Portal is to:

- Receive Client's Incident Reports on a 24 hours per day, 7 days a week, and 365 days per year basis;
- Provide the support for fixing the Incident in the terms exposed in article 3.5.2.3 "Service Level Agreement";
- Voatz support helpdesk will acts as a Single Point of Contact for all support requests, and depending on the nature of the request, Voatz will redirect the request to ES&S, and
- Report to the Client the results of the Support Service.

The Support Portal pertains only to the current and previous Major Versions of the Voatz Platform.

3.5.1.1. SUPPORT SERVICE LEVEL AGREEMENT

Where an Incident has been identified, the Client must complete an Incident Report form via the Voatz Support Portal in order to register the Incident. The Client will define the priority/severity of the Incident.

VOATZ consequently will take the Incident report into account within the maximum response time defined in the following Response Time table. VOATZ will start to treat the default at the priority raised by the Client, but if the priority level assigned is deemed as incorrect, the rationale for the re-classification will be shared with the Client via the Voatz Support Tool, the priority will be re-classified and the Client will be notified of such change via the Voatz Support Tool notifications. If the Client believes the rationale behind the re-classification is not adequate, they will be able to provide that feedback via the Voatz Support Tool and the issue will be analyzed in further detail.

Severity	Response time	Workaround time	Resolution time
Blocker	2 hours	6 hours	2 business days
Critical	4 hours	12 hours	4 business days
Major	8 hours	2 business days	5 business days
Minor	24 hours	5 business days	10 business days

The following mean and maximum resolution times for any technical issue is given in the table below are proposed, though we expect that most issues will be resolved without much delay.

Severity	Mean Resolution Time (Early Voting and Voting Day)	Maximum Resolution Time (Early Voting and Voting Day)
Blocker/Critical	2 business hours	4 business hours
Major	4 business hours	8 business hours
Minor (**1 medium impact)	8 business hours	12 business hours
Minor (**2 low impact)	2-3 business days	6 business days

*(**1) A Minor/medium severity issue affects some users and a normal service is moderately impacted.*

*(**2) A Minor/low severity issue impacts few users and has minimal impact on the functionality of the system.*

As soon as VOATZ has found and applied a temporary solution to partially fix the Incident, the Parties, if needed, will reassess the priority of the Incident to adapt, if possible, its final resolution time.

The above SLA will not apply on Incidents related to Specific Developments of the Solution (if any), for which VOATZ will endeavour its best efforts to deliver the best level of support to Client.

When a Support Request requires changes and/or resolution from a third party vendor, such time will not be accounted in the overall SLA time. ***One key example of this is the time taken by the Apple iOS App Store/Google Play Store approval process.***

Any modifications performed on the Client's technical environment or procedures potentially related to the use of the Voatz Solution (e.g. last minute changes to the ballot definition files, etc.) have to be reported to VOATZ for impact analysis. Failure to report such changes may authorize VOATZ to review the above-agreed SLA.

3.5.1.2. INCIDENT ESCALATION MANAGEMENT

To ensure that Client receives management attention on unresolved support tickets and incidents, VOATZ operates an Incident escalation procedure in order that any unresolved Incidents are notified to VOATZ's operational and management teams on a priority basis, dependent upon the severity of the Incident. There are four levels of Incident priorities and three levels of escalation. This escalation process is specified as follows:

- The Services are provided through the Voatz Support Portal, which is the point of contact within VOATZ.
- Each Party shall appoint a fully skilled representative and a deputy, named in the Project Management Plan (which will be provided after the project Kick-off, once the project team of Voatz and the Customer has been defined). These representatives shall have to be easily available by any means of communication.
- Client will define the priority of the Incident to be reported to VOATZ. VOATZ will start to treat the default at the priority raised by Client. If during the remedy process both Parties will find out that the Incident priority was over/under estimated, the priority of the Incident will be adjusted accordingly.
 - As detailed in section 3.5.2.1, if the priority level assigned is deemed as incorrect, the rationale for the re-classification will be shared with the Client via the Voatz Support Tool, the priority will be re-classified and the Client will be notified of such change via the Voatz Support Tool notifications.
 - If the Client believes the rationale behind the re-classification is not adequate, they will be able to provide that feedback via the Voatz Support Tool and the issue will be analyzed in further detail.
- Escalation management is initiated when it is determined that the Solutions Support department cannot deliver an acceptable solution or when Client and/or VOATZ disagree on a Class Incident definition.
- In case of a disagreement, the class of the Incident will have to be confirmed by the senior executives of the Client and VOATZ.

- Three escalation levels are defined:
 - level 0 as the Voatz Support Portal;
 - level 1 as the Voatz Support Manager;
 - level 2 as the CTO (Chief Technology Officer).

Names of the representatives will be provided separately to the Client in the Operational Management Plan.

3.5.1.2.1. Emergency Phone assistance

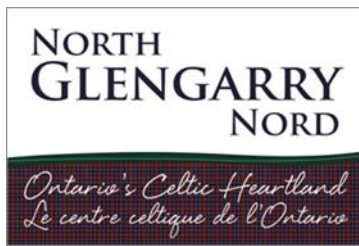
The purpose of telephone assistance is to provide Client with an alternative solution when the Voatz Support Portal is unavailable and to report urgent Incident Reports.

3.5.2. UPGRADE MAINTENANCE SERVICE

The purpose of Upgrade Maintenance Service is to deploy:

- New Major Versions of the Standard Voatz Software, and/or
 - Specific customizations requested by the Client,
- on to the production environment and make those available for Client usage.

Upgrade Maintenance will be performed through scheduled maintenance operations under conditions previously agreed with the Client.



STAFF REPORT TO COUNCIL

Report No: AD 2025-11

DATE: October 14, 2025

From: Jena Doonan, Deputy Clerk

RE: Alternate Voting Methods – 2026 Municipal Election

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2025-11: Alternate Voting Methods – 2026 Municipal Election; and

THAT the Council of the Township of North Glengarry adopts by-law No. 32-2025, being a By-law to authorize voting by internet, telephone and the use of optical scanning equipment – paper ballots for the 2026 Municipal Election;

AND THAT by-law No. 32-2025 be read a first, second and third time and enacted in open Council this 14th day of October 2025.

Background/Analysis:

The 2026 election Key dates are:

- May 1, 2026- Nomination period Begins
- June 1, 2026 – Last day to establish voting procedures
- August 21, 2026 – Nomination Day
- October 26, 2026 – Voting Day
- November 15, 2026 – New term of office commences (2026-2030)

The 2026 Municipal Election will take place on October 26, 2026. Planning is underway at the Township, in conjunction with the SDG Election Working Group and other SDG Clerks.

The Municipal Elections Act (MEA), provides the statutory authority for a Municipal Clerk to prepare for and conduct municipal elections. The MEA authorizes municipal Councils to pass By-laws authorizing the use of alternative voting methods and vote counting equipment.

- The voting period would be extended over a period of a number of days for electronic voting to provide greater flexibility for electors;
- An elector would not be required to preselect a particular method of voting and in the case of internet/telephone voting, the elector may vote from anywhere;
- An elector may initiate voting using one method and complete the voting using another method.

Electors confirm their selections before their vote is registered when voting electronically.

Previous Municipal Elections

In 2022, the Municipal Election was conducted using internet, telephone and paper ballots, with tabulators for voting. The proposal for the 2026 Municipal Election is to once again provide an integrated electoral system that enables an elector to choose between internet, telephone or ballot.

In 2022, 1,951 of 6,987 eligible voters cast their ballots, resulting in a voter participation rate of 27.9%. The lower turnout can be attributed to a number of acclaimed seats. Of those who voted, 63.6% did so online, 14.6% by telephone, and 21.8% using paper ballots. The majority of paper ballot voters were between the ages of 50 and 80, a demographic that also represents the largest demographic turnout.

Alternatives:

Option 1: (Recommended) That Council adopt the By-law to authorize voting by internet, telephone and the use of optical scanning equipment – paper ballots for the 2026 Municipal Election.

Option 2: (not recommended) That Council not approve the use of alternative voting methods for the 2026 Municipal Election.

Financial Implications:

Software and tabulator costs will be built into the 2026 budget and are covered by the Elections Reserve.

Attachments & Relevant Legislation:

By-law No. 32-2025

2022 Voting Statistics

Other Consulted:

Reviewed and Approved by:
Timothy Simpson, Interim CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
BYLAW NO. 32-2025

BEING a by-law to authorize voting by internet, telephone and the use of optical scanning equipment for the 2026 Municipal Election.

WHEREAS the Municipal Act, 2001. Section 5.3, provides that the powers of a municipality shall be exercised by by-law unless the municipality is specifically authorized to do so otherwise;

AND WHEREAS the Municipal Elections Act, as amended, provides that council of a local municipality may pass By-laws authorizing the use of voting and vote-counting equipment such as voting machines, voting records or optical scanning vote tabulators and authorizes electors to use alternative voting methods that do not require electors to attend at a voting place in order to vote;

AND WHEREAS the Council of the Corporation of the Township of North Glengarry deems it desirable to authorize voting by internet, telephone and the use of optical scanning equipment for the 2026 Municipal Election;

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY AS FOLLOWS:

- 1. **THAT:** Council hereby authorizes the use of internet and telephone as alternative voting methods that do not require electors to attend at a voting place in order to vote.
- 2. **THAT:** Council hereby authorizes the use of optical scanning vote tabulators for the purposes of counting votes at the 2026 Municipal Election.
- 3. **THAT:** Any person, corporation or trade union guilty of corrupt practice or contravention of the provisions of the Municipal Elections Act, 1996 may be prosecuted pursuant to the provisions of the Municipal Elections Act, 1996, Sections 89 to 94 inclusive.
- 4. **THAT:** This bylaw shall come into force and effect on the date of its final passage.

READ a first, second, third time and enacted in Open council this 14th day of October 2025.

Clerk/Deputy Clerk	Mayor/Deputy Mayor
I, hereby certify that the forgoing is a true copy of By-Law No. 32-2025, duly adopted by the Council of the Township of North Glengarry on the 14th day of October 2025.	
Date Certified	CAO/Clerk/Deputy Clerk



intelivote systems inc

TOWNSHIP OF NORTH GLENGARRY

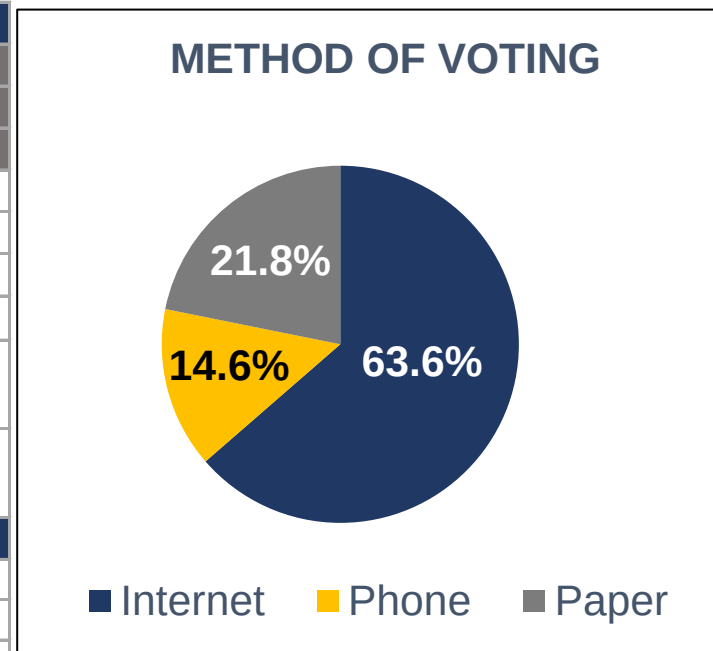
2022 MUNICIPAL ELECTION

ELECTION STATISTICS

Prepared by: Intelivote Systems Inc.

Date: November 16, 2022

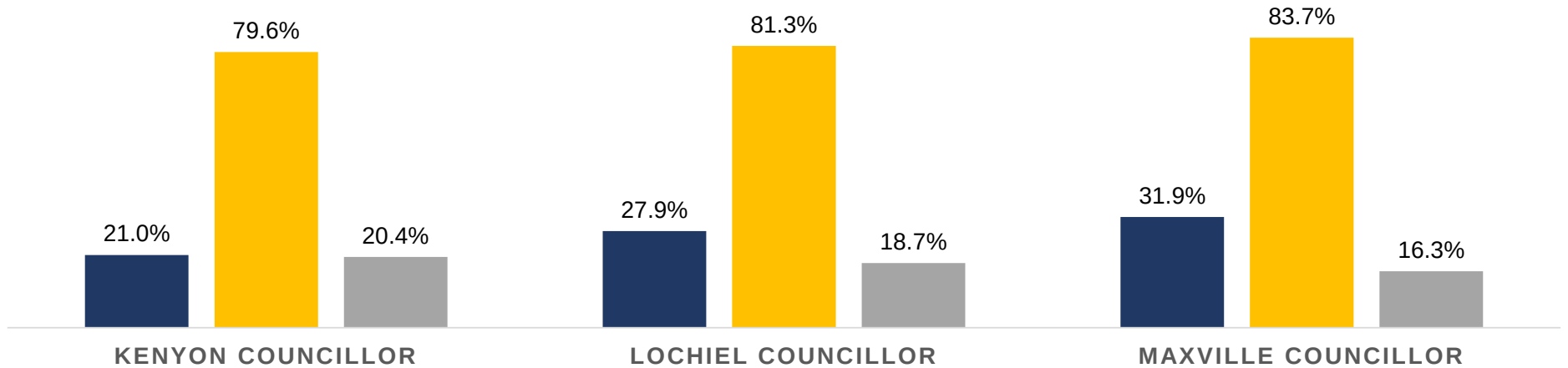
	Information Base	Number	%
1	Number of eligible electors in system.	6,987	
2	Number of electors who cast at least one ballot.	1,951	
3	Participation rate.	27.9%	
4	Voters who used the internet to vote.	1,241	63.6%
5	Voters who used the phone to vote.	284	14.6%
6	Voters who used the paper to vote.	426	21.8%
7	Internet votes cast at a kiosk computer	N/A	
8	Average amount of time a voter spent voting using the Internet.	59 sec	
9	Average amount of time a voter spent voting using the telephone.	1 min 13 sec	
	Residency Status	Number	%
10	Total eligible electors with "Resident" status.	6,274	89.8%
11	Voters casting ballots with "Resident" status.	1,827	93.6%
12	Total eligible electors with "Non-Resident" status.	713	10.2%
13	Voters casting ballots with "Non-Resident" status.	124	6.4%
	Occupancy Status	Number	%
14	Total eligible electors with "Owner" status.	4,609	66.0%
15	Voters casting ballots with "Owner" status.	1,428	73.2%
16	Total eligible electors with "Spouse" status.	283	4.1%
17	Voters casting ballots with "Spouse" status.	133	6.8%
18	Total eligible electors with "Tenant" status.	952	13.6%
19	Voters casting ballots with "Tenant" status.	210	10.8%
20	Total eligible electors with "Boarder/Other" status.	1,143	16.4%
21	Voters casting ballots with "Boarder/Other" status.	180	9.2%



2022 North Glengarry Municipal and School Board Elections Participation Statistics

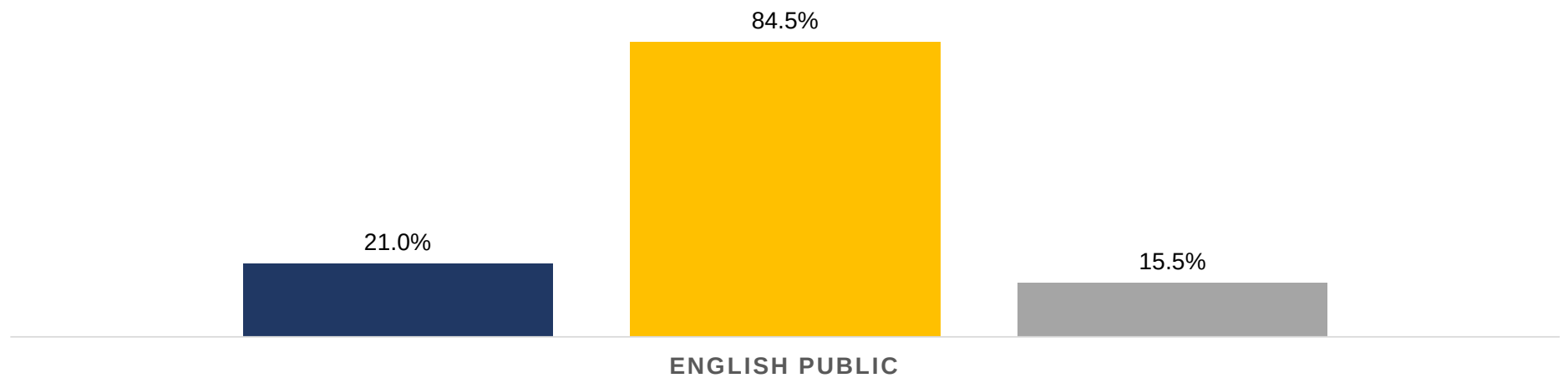
MUNICIPAL ELECTION PARTICIPATION STATISTICS

■ Total % ■ Internet % ■ Phone %



SCHOOL BOARD ELECTION PARTICIPATION STATISTICS

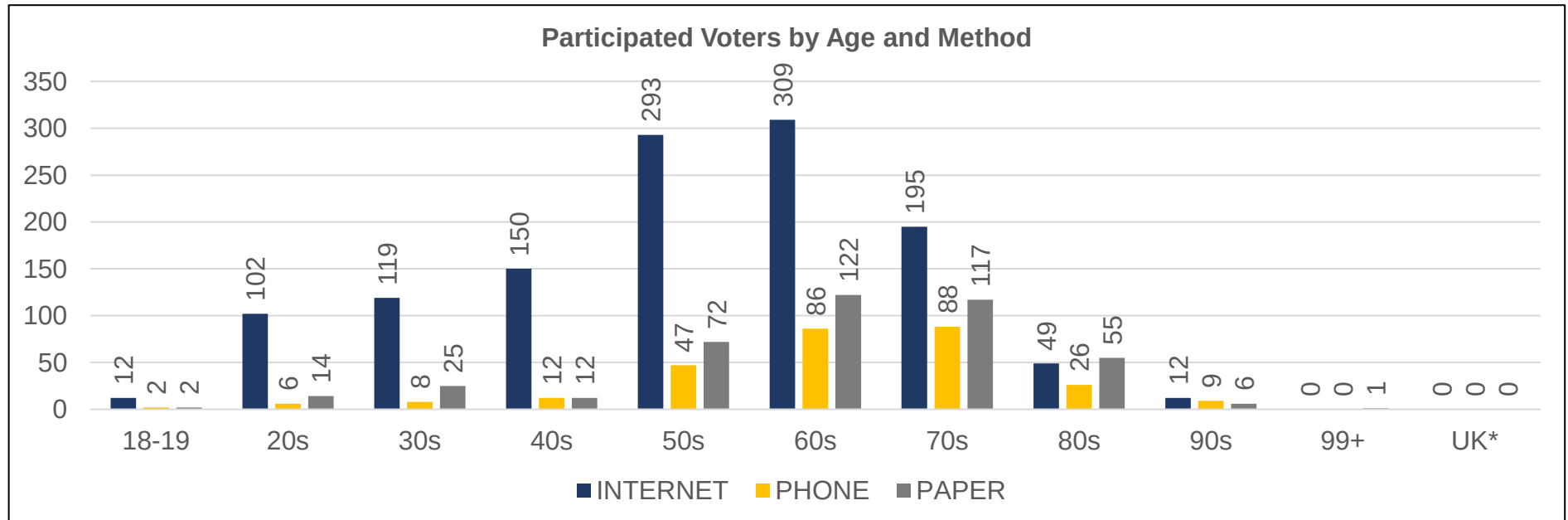
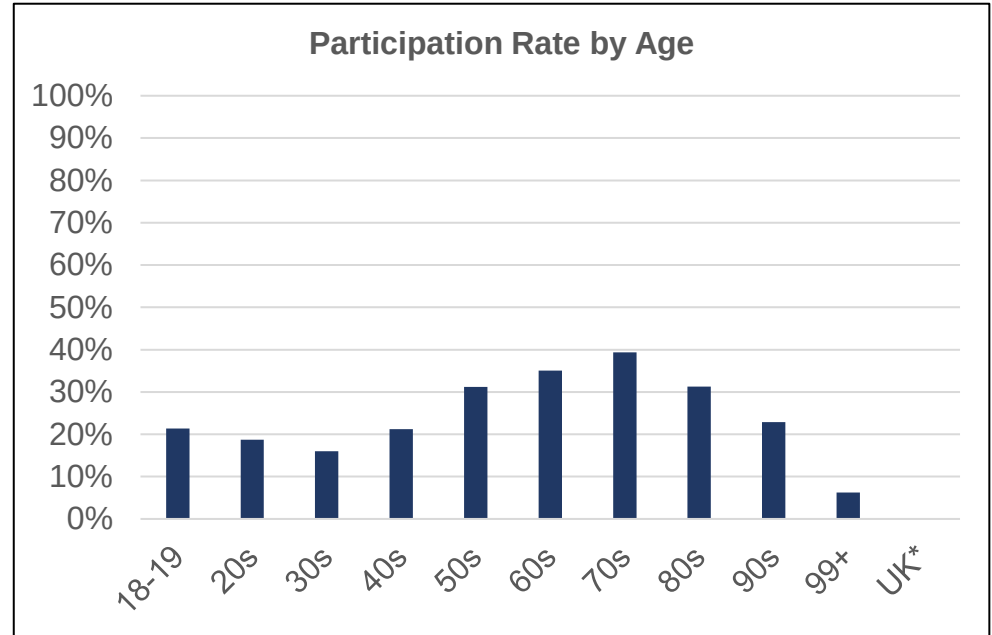
■ Total % ■ Internet % ■ Phone %

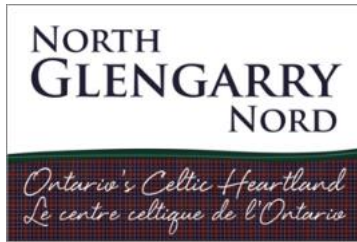


2022 North Glengarry Municipal and School Board Elections

Age Statistics

Age Breakdown of Who Voted						
Age	ELIG.	VOTED	INTERNET	PHONE	PAPER	% Part.
18-19	75	16	12	2	2	21.3%
20s	651	122	102	6	14	18.7%
30s	948	152	119	8	25	16.0%
40s	821	174	150	12	12	21.2%
50s	1322	412	293	47	72	31.2%
60s	1475	517	309	86	122	35.1%
70s	1016	400	195	88	117	39.4%
80s	416	130	49	26	55	31.3%
90s	118	27	12	9	6	22.9%
99+	16	1	0	0	1	6.3%
UK*	129	0	0	0	0	0.0%
Total	6,987	1,951	1,241	284	426	27.9%
			63.6%	14.6%	21.8%	





STAFF REPORT TO COUNCIL

Report No. PW 2025-20

DATE: October 14, 2025

From: Timothy Wright, Director of Public Works

RE: Alexandria Main Street and Mill Square Improvements Project Update - Direction for New Design Consultant

Recommended Motion:

THAT Council approve the updated project direction document for the Alexandria Main Street and Mill Square Improvements project as presented; and

THAT Council endorse the four-area project scope with enhanced accessibility features and refined utilities burial strategy; and

THAT Council acknowledge that the United Counties of SDG are the lead agency on this project as they own the Main Street right-of-way, with the new design consultant yet to be confirmed by SDG Council; and

THAT Council approve the Township's commitment to fund 50% of the design costs for the project, as supported by the 2025 budget; and

THAT Council provide delegated authority to the Mayor and CAO to enter into a cost-sharing agreement with SDG Counties for the design portion of the project;

THAT Council note the intent for construction to commence in 2027, with funding strategy dependent on external funding availability.

EXECUTIVE SUMMARY

Council is being asked to approve the updated project direction document for the Alexandria Main Street and Mill Square Improvements project. This comprehensive infrastructure project

will reconstruct and enhance Main Street (County Road 34) from County Road 43 to County Road 10, including Mill Square and adjacent municipal properties. The project builds upon the Municipal Class Environmental Assessment completed in March 2021 and incorporates valuable community feedback received through public consultation.

It should be noted that the United Counties of Stormont, Dundas & Glengarry (SDG) are the lead on this project as they own the Main Street right-of-way. The new design consultant is yet to be confirmed by SDG Council.

With the design process scheduled for completion in December 2026, the intent is for construction to commence in 2027, subject to budget approval and final design completion.

Key Recommendations:

- Approve the refined project scope with four distinct project areas
- Endorse the enhanced accessibility features and barrier-free design requirements
Support the phased approach that allows for flexible staging and funding allocation
- Authorize staff to proceed with consultant selection based on the updated direction document
- Approve Township funding commitment for 50% of design costs (supported by 2025 budget) Provide delegated authority to enter into cost-sharing agreement with SDG Counties
- Support strategic capital works planning for 2026 to enable project funding flexibility

BACKGROUND

The Alexandria Main Street and Mill Square Improvements project originated from community needs identified through the Municipal Class Environmental Assessment completed by BT Engineering in March 2021. The project was initially tendered under RFP NO. 2022-34-21386, with Jacobs Engineering selected as the design consultant. Following Jacobs Engineering's preliminary design work and subsequent project transition, staff have developed this updated project direction document to guide the new design consultant.

The project has been refined based on three critical sources of input:

1. Feedback from the first Public Information Centre
2. Dedicated consultation with accessibility advocates and organizations
3. Insights gained from Jacobs Engineering's preliminary design work

As the United Counties of SDG own the Main Street right-of-way, they are the lead agency on this project. The new design consultant is yet to be confirmed by SDG Council.

PROJECT SCOPE AND AREAS

The project has been expanded from two to four distinct project areas to enable flexible staging and funding allocation:

Main Street Project Area

Location: County Road 34 from County Road 43 to County Road 10

Key Features:

- Traffic calming through narrowed lanes (3.2m to 3.5m)
- New sidewalks with minimum 2.0m width where feasible
- Barrier-free accessibility with Type C level crossings
- Comprehensive underground infrastructure rehabilitation
- Gary River crossing structure rehabilitation
- Business coordination, particularly for Lanthier Bakery access
- Buried utility fibre optic cable installation

County Road 10 Project Area

Location: County Road 10 from County Road 34 to 20455 Glen Robertson Road

Key Features:

- Integration with existing watermain replacement design
- Wider sidewalks and barrier-free accessibility
- Conditional telecommunications burial if open cut construction selected
- Assessment required for optimal rehabilitation method (open cut vs. pipe bursting/lining)

Mill Square Project Area

Location: Mill Square right-of-way between Ottawa Street and Main Street

Key Features:

- Pedestrianization while maintaining vehicular access to Ottawa Street
- Elevation raised to match Main Street sidewalk for accessibility
- Community park amenities including seating, lighting, and landscaping
- Complete underground infrastructure rehabilitation

- Selective hydro infrastructure burial (limited to Mill Square area only)

Adjacent Property Project Areas

Includes three Township-owned or leased properties:

- Vacant lot across from 65 Main Street (community park design)
- 65 Main Street municipal parking lot (optimization and accessibility)
- St. Paul Street/Main Street parking lot (integration with Main Street design)

UTILITIES BURIAL STRATEGY

The project scope has been refined regarding utility burial based on technical feasibility and visual impact assessments:

Fibre Optic Cable Burial

The project will include burying utility fibre optic cables along Main Street. As the main visual disruption along the streetscape comes from overhead fibre optic cables, a buried communications utility trench has been identified as the recommended solution to significantly improve the aesthetic quality of the corridor.

Hydro Infrastructure Considerations

The project scope has been refined to not include burying the hydro service along Main Street. Technical analysis has determined that for hydro infrastructure to be buried, pad-mounted transformers would have to be installed throughout the corridor. **The setback requirements for such transformers make this approach unfeasible within the constrained right-of-way.** The required transformer setbacks would conflict with:

- Sidewalk placement and accessibility requirements
- Building proximity and property line constraints
- Emergency vehicle access requirements
- Pedestrian circulation and business access needs

The selective approach of burying telecommunications infrastructure while maintaining overhead hydro provides the optimal balance of visual improvement and technical feasibility for this urban corridor.

ACCESSIBILITY ENHANCEMENTS

The updated project direction significantly expands accessibility features based on community consultation:

- **Barrier-free access** throughout all project areas
- **Level crossings** at all side streets
- **Type C level crossings** at strategic locations including Mill Square, Municipal Parking Lot, and Peel Street
- **Full AODA compliance** across all project areas
- **Accessible parking** optimization in municipal lots

INFRASTRUCTURE COORDINATION

The project addresses critical infrastructure needs while managing complex coordination requirements:

Underground Infrastructure:

- Water supply infrastructure rehabilitation
- Sanitary sewer infrastructure rehabilitation
- Stormwater infrastructure rehabilitation with sump pump connection recommendations

Utilities Management:

- Fibre optic telecommunications cables to be buried along Main Street
- Hydro infrastructure to remain overhead along Main Street due to transformer setback constraints
- Limited hydro infrastructure burial in Mill Square area where space permits
- Early engagement required with all utility providers

Coordination Requirements:

- Integration with County Road 10 watermain replacement project
- Geotechnical coordination with municipal consultants
- Environmental compliance including archaeological procedures
- Species at Risk considerations (Barn Swallow habitat)

BUSINESS AND COMMUNITY IMPACT

Significant attention has been given to minimizing disruption to local businesses:

Business Coordination:

- Special delivery access coordination protocols
- Maintenance of customer access during construction
- Phased construction to minimize disruption
- Emergency vehicle access maintained throughout

Community Enhancement:

- Enhanced streetscaping and decorative lighting
- New street furniture and waste/recycling receptacles
- Community park spaces and vendor accommodation areas
- Future consideration for Island Park waterfront connection
- Improved visual corridor through buried telecommunications infrastructure

COST CONSIDERATIONS AND FUNDING RESPONSIBILITIES

Design and construction cost estimates will be maintained by jurisdiction, recognizing the shared responsibilities between the United Counties of Stormont, Dundas & Glengarry (SDG) and the Township of North Glengarry.

Project Leadership and Approval Process

The United Counties of SDG are the lead agency on this project as they own the Main Street right-of-way (County Road 34). The new design consultant is yet to be confirmed by SDG Council. The Township's approval represents endorsement of the project scope and commitment to funding participation.

Jurisdictional Cost Responsibilities

Upper Tier (SDG Counties) Responsibilities:

- Roadway reconstruction and traffic infrastructure within County right-of-way

- County-owned utilities within right-of-way
- Traffic management and signage
- Pavement and road base rehabilitation

Lower Tier (Township) Responsibilities within County Right-of-Way:

- Sidewalks and pedestrian infrastructure
- Streetscaping and decorative lighting
- Sanitary sewer infrastructure
- Water supply infrastructure

Design Cost Funding

The Township should be prepared to fund 50% of the design costs for the project. The 2025 budget supports this cost commitment. This funding allocation reflects the substantial Township infrastructure components within the project including:

- All sidewalk and pedestrian infrastructure design across four project areas Complete water supply system design and rehabilitation
- Comprehensive sanitary sewer infrastructure design
- Mill Square pedestrianization and community park design Three adjacent municipal property improvements
- Enhanced accessibility features and AODA compliance elements Decorative lighting and streetscaping design throughout
- Telecommunications infrastructure burial design

Delegated authority is requested to enter into a cost-sharing agreement with SDG Counties for the design portion of the project.

PROJECT TIMELINE AND FUNDING STRATEGY

The project timeline is structured to achieve design completion by December 2026, with construction intended to commence in 2027:

Approval Phase:

- Township Council approval: October 2025

- **SDG Council confirmation of design consultant:** November/December 2025 Cost-sharing agreement execution: December 2025 - January 2026

Design Phase Key Milestones:

- 30% design submission and review: February 2026
- Accessibility committee presentation: March 2026
- 70% design submission and review: July 2026
- Public consultation session: July 2026
- 95% design submission and review: September 2026
- Council presentations: September 2026
- Final tender-ready submission: December 2026

Construction Phase:

- Construction tender process: Early 2027
- Construction commencement: 2027 (subject to funding availability and final design completion)

Construction Funding Strategy

The plan is to complete the design and actively pursue external funding opportunities for the construction phase. However, recognizing that external funding may not be available, the recommendation is to prepare for construction by strategically deferring regular major capital works in 2026 if external funding cannot be secured.

This approach ensures the Township can fund its portion of the Main Street construction work should external funding not materialize. **If external funding is successfully secured, Public Works is confident in utilizing the reserved funds**

to catch up on the deferred 2026 capital works, ensuring no long-term impact to the Township's infrastructure program.

This strategic approach provides flexibility while ensuring the project can proceed regardless of external funding outcomes.

FINANCIAL IMPLICATIONS

Design Phase Funding (2025-2026)

The Township's 50% commitment to design costs is supported by the 2025 budget. Detailed cost estimates for design services will be provided through the consultant selection process and refined at each design milestone.

Construction Phase Funding Strategy (2027)

The Township will pursue external funding opportunities including federal and provincial infrastructure programs while maintaining internal funding capability through strategic capital works deferral in 2026 if required.

Benefits of this approach:

- Ensures project can proceed regardless of external funding outcomes
- Maintains Township's infrastructure investment priorities
- Provides flexibility to catch up deferred works if external funding is secured
- Demonstrates fiscal responsibility and project commitment

The project scope has been refined to minimize land acquisition requirements, with the only consideration being currently leased land on the corner of St. Paul Street.

Attachments & Relevant Legislation:

N/A

Other Consulted:

Cameron Harper – Director of Transportation SDG Counties

Timothy Simpson – Interim CAO/Clerk

Reviewed and Approved by:
Timothy Simpson, interim CAO/Clerk

Alexandria Main Street and Mill Square Improvements

Project Direction Document

Engineering Firm: TBC

Previous Consultant: Jacobs Engineering

Client: United Counties of Stormont, Dundas & Glengarry / Township of North Glengarry

Original Document: RFP NO. 2022-34-21386

Date: 3rd October 2025

Executive Summary

This document provides updated project direction for the new design consultant to complete the detailed design and engineering services for the Alexandria Main Street and Mill Square Improvements project. This work builds upon the Municipal Class Environmental Assessment completed by BT Engineering (March 2021) and incorporates the refined scope of work requirements established by the Township.

The project involves the comprehensive reconstruction and enhancement of Main Street (County Road 34) from County Road 43 to County Road 10, including Mill Square area, County Road 10 improvements, and adjacent municipal properties, with a focus on traffic calming, accessibility, infrastructure rehabilitation, and community enhancement.

Document Purpose and Refinements

This updated direction document refines the original RFP based on valuable input received from the first Public Information Centre, dedicated consultation with accessibility advocates and organizations, and insights gained from Jacobs Engineering's preliminary design work before project transition. The feedback process revealed critical community priorities including enhanced accessibility features, specific business operational requirements, and refined traffic calming approaches that were not fully captured in the original tender documents.

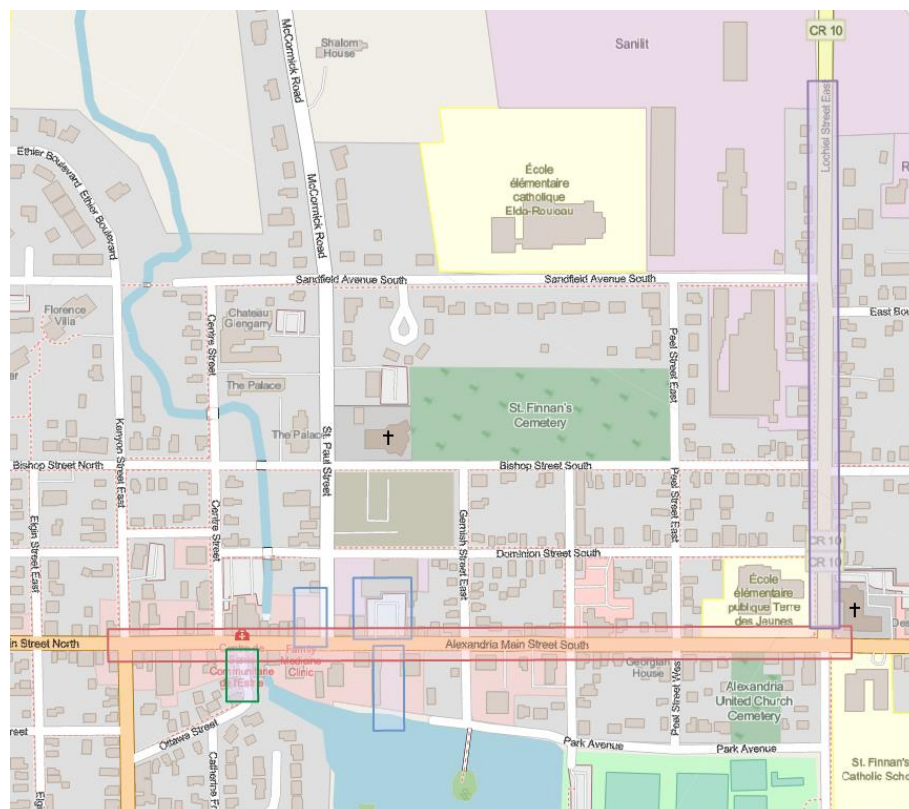
The most significant refinements include the expansion from two to four distinct project areas to enable flexible staging and funding allocation, detailed specifications for barrier-free accessibility including Type C level crossings at strategic locations, and comprehensive utility management protocols that address both telecommunications burial requirements and conditional hydro infrastructure improvements. Business

coordination requirements have been substantially enhanced to address delivery access patterns, particularly for established operations like Lanthier Bakery, while parking optimization strategies now reflect community input about maintaining commercial viability during and after construction.

The document also incorporates lessons learned from Jacobs' design progress, including specific integration requirements for the new design consultant's existing County Road 10 watermain replacement design and refined approaches to the Gary River crossing challenge. Underground infrastructure rehabilitation scope has been clarified to include sump pump connection recommendations based on drainage concerns identified during initial design phases.

These refinements serve a dual purpose of responding to legitimate community and stakeholder concerns while providing the new design consultant with sufficiently detailed scope parameters to minimize change orders and scope creep. By clearly defining project boundaries, utility coordination responsibilities, business access requirements, and staging capabilities, the partner municipalities aim to achieve more predictable project delivery timelines and costs. The enhanced specificity reduces ambiguity that could lead to disputes or additional work authorizations, ultimately protecting both the consultant and the municipalities from unforeseen complications that historically plague complex urban reconstruction projects

OVERALL PROJECT AREA



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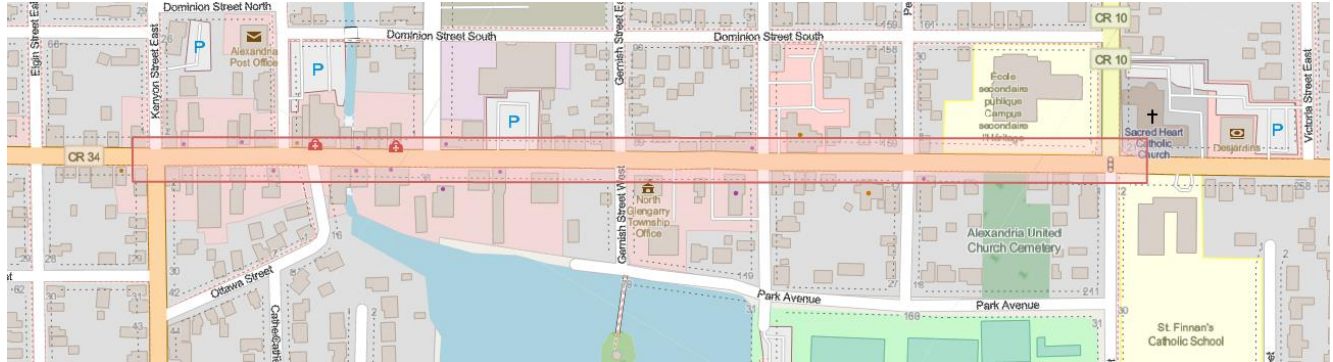
Appendices

- A) Overall Project Area
- B) Main St Project Area
- C) County Rd 10 Project Area
- D) Mill Square Project Area
- E) Adjacent Property Project Areas

Project Area and Scope

Main Street Project Area

Location: County Road 34 from County Road 43 to County Road 10, inclusive of intersections



Surface Work Requirements:

- Traffic Calming Design:
 - Narrowed traffic lanes (3.2m to 3.5m)
 - Enhanced space allocation for sidewalks and/or parking
 - Implementation of bulb-outs with landscaping where feasible
- Infrastructure:
 - New asphalt surface throughout
 - New sidewalks (minimum 2.0m width where feasible)
 - Decorative lighting system
 - New street furniture installation
 - Plantings and comprehensive streetscaping
- Accessibility Features:
 - Barrier-free access throughout
 - Level crossings at all side streets
 - Level intersections at County Road 34 with County Roads 10 and 43
 - Type C level crossings at Mill Square, Municipal Parking Lot, and Peel Street
- Parking Strategy:
 - Retain maximum parking capacity on Main Street
 - Implement parking pockets where space permits
- Business Coordination:

- Special consideration for delivery access coordination
- Particular attention to Lanthier Bakery access via St. Paul and Gernish Street East

Underground Infrastructure:

- Water Supply Infrastructure Rehabilitation
- Sanitary Sewer Infrastructure Rehabilitation
- Stormwater Infrastructure Rehabilitation
 - Include recommendations for private sump pump connections

Culvert Structure (Gary River Crossing):

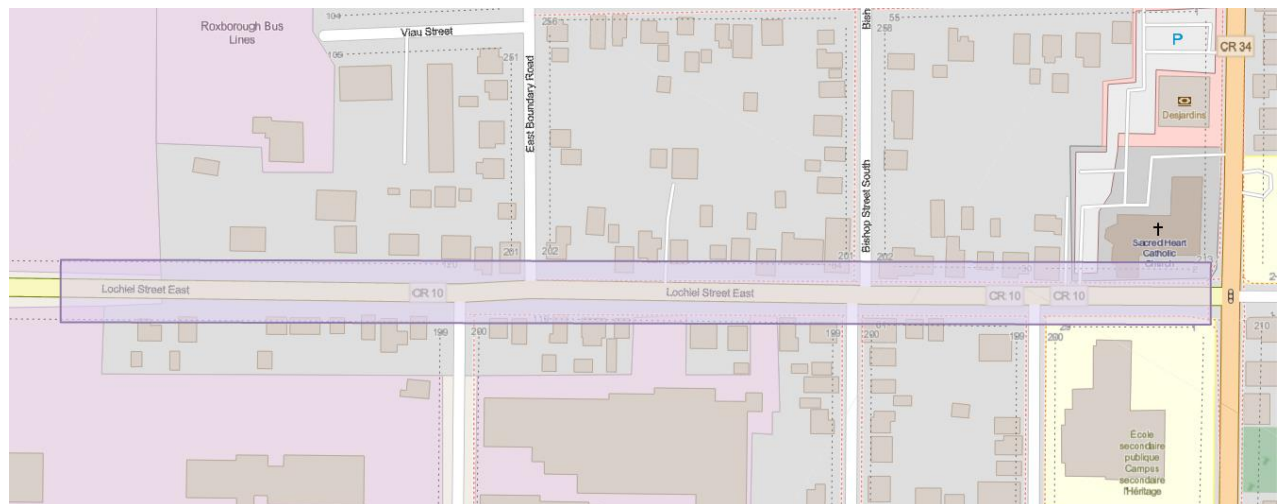
- Structure Rehabilitation in line with the planning study report conducted by Jacobs – while considering the surrounding infrastructure

Utilities Management:

- **Hydro:** Burying feasibility assessment not required (transformer installation costs prohibitive due to property acquisition requirements)
- **Telecommunications:** All telecom cables to be buried

County Road 10 Project Area

Location: County Road 10 from intersection with County Road 34 to civic address 20455 Glen Robertson Road



Surface Work Requirements:

- New asphalt surface
- Wider sidewalks installation

- Decorative lighting system
- New street furniture
- Plantings and streetscaping
- **Accessibility:** Level crossings at all side streets and Type C level crossing between Dominion and Bishop Streets

Underground Infrastructure:

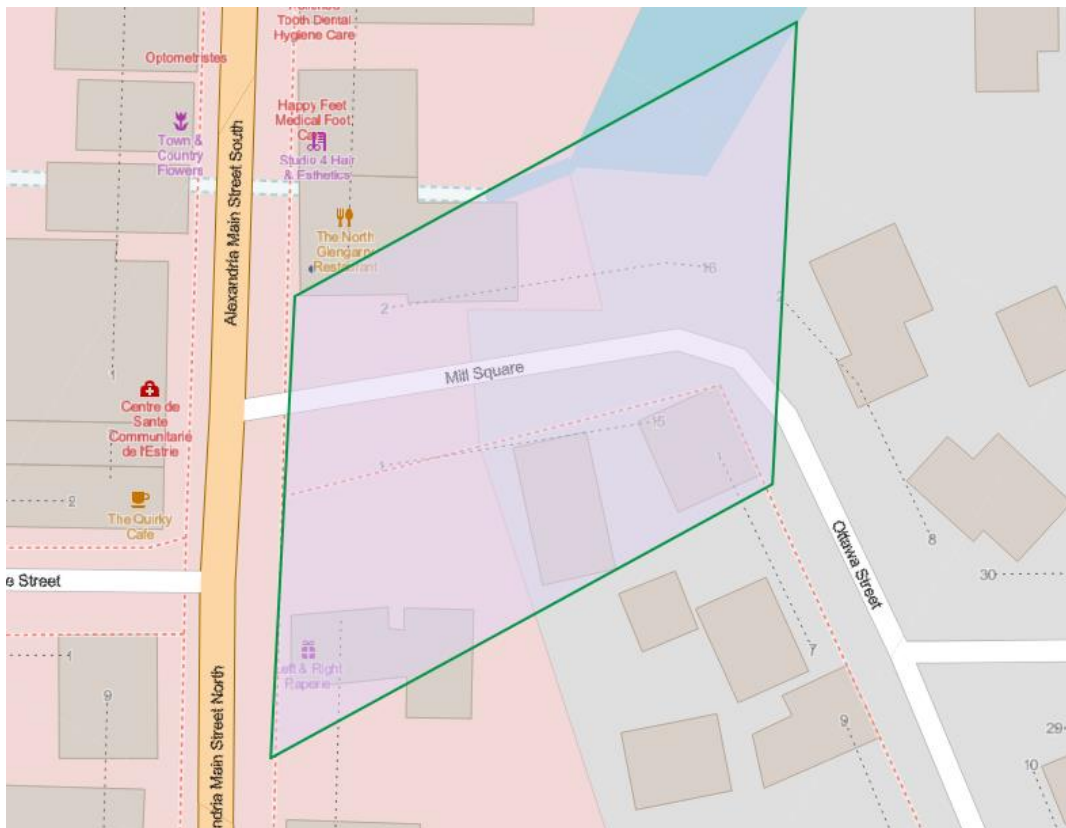
- **Engineering Assessment Required:** Determine optimal method (open cut vs. pipe bursting/lining) for:
 - Water supply infrastructure rehabilitation
 - Sanitary sewer infrastructure rehabilitation
 - Stormwater infrastructure rehabilitation with sump pump connection recommendations

Utilities:

- **Conditional Telecom Burial:** If open cut construction method selected, telecom cables to be buried

Mill Square Project Area

Location: Mill Square right-of-way between Ottawa Street and Main Street, including corner of Ottawa Street adjacent to Mill Square and adjacent Township-owned lot



Surface Work Requirements:

- **Pedestrianization:** Redesign to provide pedestrian space and community park while maintaining vehicular access to Ottawa Street
- **Elevation:** Raise area to match Main Street sidewalk elevation for accessibility
- **Access Control:** Removable bollards for vehicle movement control
- **Amenities:** Benches, waste receptacles, decorative lighting, bistro seating, signage, planters, and trees
- **Future Planning:** Consider future Island Park waterfront connection
- **Service Access:** Large delivery vehicle loading bay with business owner coordination

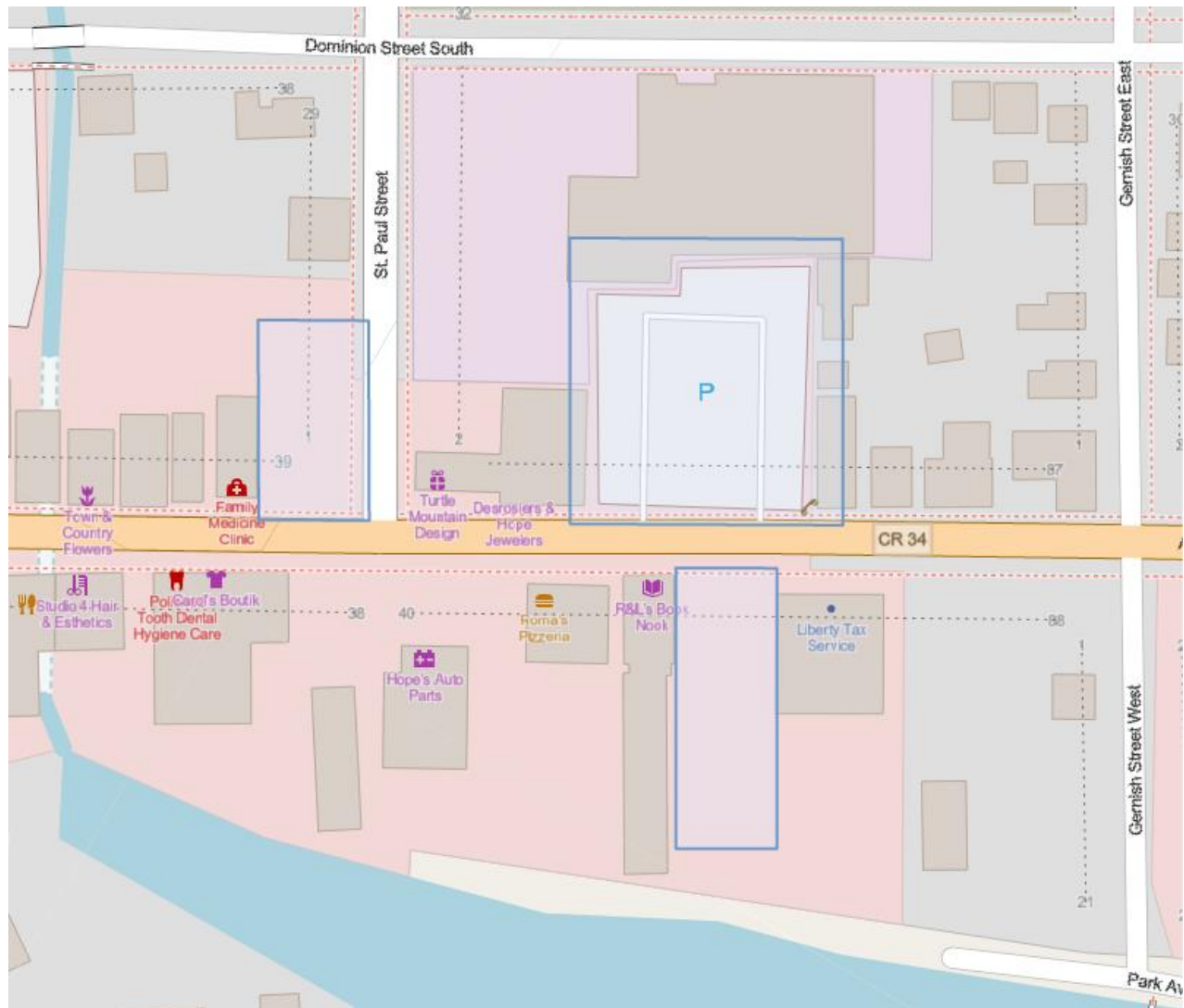
Underground Infrastructure:

- Complete rehabilitation of water supply, sanitary sewer, and stormwater infrastructure
- Sump pump connection recommendations

Utilities:

- Bury all telecom cables
- **Hydro Infrastructure:** Bury feed from Ottawa Street to Main Street including:
 - One pole with service connection and streetlight
 - One pole with streetlight only
 - **Exclusion:** Hydro pole with transformers at Ottawa Street/Mill Square corner

Adjacent Property Project Areas



Vacant Township Lot (across from 65 Main Street):

- **Community Park Design:** Accommodate chip stand relocation for optimized 65 Main Street parking
- **Amenities:** Benches, waste receptacles, decorative lighting, bistro seating, signage, planters, trees
- **Vendor Accommodation:** Areas for mobile vendors with power and water servicing
- **Drainage:** Stormwater design as required

65 Main Street Municipal Parking Lot (Township-Owned):

- **Optimization:** Redesign and optimize layout with Main Street design integration
- **Accessibility:** Barrier-free accessibility focus
- **Infrastructure:** New asphalt, line painting, decorative lighting, street furniture
- **Enhancements:** New pedestrian areas around perimeter, stormwater design

St. Paul Street/Main Street Parking Lot (Township-Leased):

- **Integration:** Redesign with pedestrian entrance integration to Main Street design
- **Accessibility:** Barrier-free accessibility priority
- **Infrastructure:** New asphalt, line painting, decorative lighting, street furniture, stormwater design

Background Information

The following information is available for review and should be used to inform the design:

- Hard copy of various legal plans;
- BT Engineering's study report;
- As-builts;
- OSIM Reports;
- Survey of SDG 34 by Callon Dietz;
- Storm sewer inspection CCTV and reports;
- SDG 10 watermain replacement design by The new design consultant
- Extensive Surveys conducted by the Counties
- CCTV inspections of the storm and sanitary sewers online via CTspec
- Planning Study for the Garry River Tunnel
- Jacobs pdf plan layouts of County rd. 34 and County rd 10

Other relevant documents / background requested will be furnished if available.

Cost Estimates for Construction

- Maintain construction cost estimates by jurisdiction (County vs Township responsibilities). Generally the responsibilities are defined by right of way ownership however the lower tier municipality is responsible for the following in the Upper tier right of way
 - Lower Tier Responsibility within Upper Tier right of way
 - Sidewalks and pedestrian infrastructure
 - Streetscaping and lighting
 - Sanitary Sewer
 - Water Supply Infrastructure

Key Design Considerations

- **Accessibility:** Full AODA compliance throughout all project areas

- **Staging Capability:** Each project area must be designed for separate implementation if required
- **Lighting and Street Furniture:** Consultant to provide a suitable number of options at 30% design review for each type of fixture as well as the design restraints (dimensions, materials etc.) This is to be used by the respective committees to choose or source suitable products while the design continues assuming a selection within the design restraints. Receptacles to have both recycling and waste capabilities

Infrastructure Coordination

- **Utility Coordination:** Early engagement with all utility providers required
- **Geotechnical Requirements:** Coordinate with each Municipalities' geotechnical consultant
- **Permits:** Secure all required permits for Gary River works
- **Property Impacts:** The project scope has been refined to minimize land acquisition requirements; the only consideration is the currently leased land on the corner of St Paul St

Traffic Management Business and Community Impact

- **Emergency Access:** Maintain emergency vehicle access throughout
- **Construction Staging:** Minimize business disruption during construction
- **Truck Traffic:** Consider large delivery Vehicle access for existing businesses
- **Construction Coordination Requirements:** To minimize disruption to local businesses
- **Access Maintenance:** Ensure delivery and customer access during construction phases
- **Public Consultation:** Ongoing engagement throughout design process

Environmental and Heritage

- **Cultural Heritage:** Compliance with previous Archeological Assessments and specify procedures for unexpected finds
- **Excess soils:** Conduct contamination studies and determine where and how any excess soils can be taken, include in cost estimates
- **Species at Risk:** Consider Barn Swallow habitat under structures
- **Permits:** Consult and prepare reports for all relevant review agencies

Project Deliverables

Preliminary Design Phase

- Pre-planning stage
 - Provide scope of work for any third party investigations required to be coordinated by the new consultant such as:
 - Geotechnical investigations
 - Additional surveys
 - Heritage compliance consultations
 - Sampling and Laboratory testing
 - Provide scoping support to assist the County's planner in preparing a Cultural Heritage Assessment Report
 - Identify the most cost effective way to achieve the design, which may include either full width reconstruction or reuse of existing road base where feasible;
 - Determine if County Rd 10 need to be open cut or not
- 30% Design Submission including:
 - Preliminary design drawings (plan view)
 - Class C cost estimates separated by owner (County vs Township)
 - Utility recommendations

Detailed Design Phase

- 70% Design Submission including:
 - Updated drawings incorporating 30% review comments plan and profile
 - Detailed cross-sections, illumination, electrical, and landscaping plans
 - Traffic signage and pavement marking plans
 - Updated Class C cost estimates
- 95% Design Submission including:
 - Construction staging plans
 - Final design drawings and specifications
 - Environmental compliance documentation
 - Class A construction estimates

Final Deliverables

- Tender-Ready Documents:

- Electronic copies (PDF, MS Word, AutoCAD .dwg)
- Two hard copy sets of drawings
- Complete specifications
- Final cost estimates

Schedule and Coordination

Key Milestones & Formal Meetings

- 30% design submission and review with steering committee - February 2026
- Attend accessibility committee (1 required) – March 2026
- 70% design submission and review with steering committee – July 2026
- Public consultation sessions (1 required) – July 2026
- 95% design submission and review with steering committee – September - 2026
- Council Presentations (2) – September - 2026
- Final tender-ready submission – December - 2026

Coordination Requirements

- **Stakeholder Meetings:** Regular coordination with County and Township staff (every two weeks)
- **Utility Meetings:** Ongoing coordination with all utility providers
- **Regulatory Coordination:** Permit applications and approvals management

Council
Correspondence
September 17th - October 1st 2025

Subject	Received from
Board Newsletter - September	SDG Library Board
AMO Watchfile	AMO (Sept 18) (Sept 25)
Hawkesbury Office Moving to new Location	EOHU
Ontario Volunteer Service Award	Ontario.ca
RRCA Strategic Action Plan 2025-2026	RRCA * booklet in your Mailbox*
News Releases MMAH	Ontario News
Letter From CUPW/ Canada Post Mandate Review	Canadian Union of Postal Workers
Memorandum: Canada post Labour Disruption	Office of the Register General
Motion: State of Emergency	Niagara Region
Resolution: Swim to Survive Training	City of Dryden
Resolution: NORDS Pilot Program	Municipality of St Charles
Resolution: Proposed Amendment to the Resource Recovery and Circular Economy Act	Municipality of South Heron
Resolution: implementing proportional representation in Canada's electoral systems.	Municipality of Brighton
Resolution: appealing to Canada Post and CUPW to return to negotiations.	Township of Bonfield
Resolution: Bill C-61 First Nations Clear Water Act	Township of Woolwich
Resolution: Postage	City of Kitchener
Resolution: Support Consultation on the Future of Community Natural Gas Expansion	Township of West Lincon
Resolution: Elect Respect Campaign Support	Town of Aurora
Knowldgement of Receipt: income support for Canadian Veterans	Townshio of Perry
Resolution: Elect Respect	City of Pickering
Eorn Cell GapProject Monthly update- Sept	EORN

***Garry River Blpckage**

RRCA

***Updates tp Ministry pf the Envirpnment, Cpnsevation and Parks' Cpmpliance Pplicy - Pptential fpr Lpw-Risk Incident Referrals tp Municipalities**

**Ministry pf the Envirpnment, Cpnsevation and Parks
Eastern Region**

THE SDG LIBRARY AND UCDSB-PIC PARTNERSHIP OFFERS EDUCATIONAL RESOURCES FOR PARENTS

The SDG Library is proud to launch a new partnership with the UCDSB-PIC (Parent Involvement Committee). As part of this partnership, the UCDSB has committed \$13,000 through the work of PIC to support the purchase of books, which will be housed and circulated by the SDG Library.

United by a shared commitment to student wellness and family support. This collaboration has led to a curated collection of over 450 titles focused on parenting, mental health, inclusion, and youth empowerment. The collection includes both fiction and non-fiction titles, with a strong emphasis on supporting Canadian authors and enhancing parent engagement.

The full collection can be viewed on the SDG Library's website: <https://www.sdglibrary.ca/ucdsb-pic/>



Pictured left to right: Casey Nelson – UCDSB, Superintendent of Schools, Lynda Johnston – UCDSB, Vice Chair of the Board/Trustee Ward 1, Ron Ferguson – UCDSB, Director of Education, Margaret MacDonald (Front) – SDG Library Board, Chair, Andrea Carpenter – UCDSB-PIC Member, Jason Broad – SDG Library Board (Mayor of South Dundas), Lachlan McDonald – SDG Library Board (Mayor of South Glengarry), Jo-Anne McCaslin (Front) – SDG Library Board, Rebecca Luck – SDG Library, Director of Library Services, Tony Fraser – SDG Library Board, Vice-Chair (Mayor of North Dundas).

iPADS JOIN THE COLLECTION

The SDG Library is excited to announce the newest addition to its collection: iPads. This initiative is part of the Library's ongoing commitment to expanding digital access and supporting technology-based learning for all ages.



The iPads are pre-loaded with helpful apps and links to Library eResources, including eBooks, audiobooks, learning platforms, and more. They can be borrowed for ten (10) days at a time with an SDG Library card.

The SDG Library will be celebrating Canadian Library Month and Ontario Public Library Week with a campaign highlighting the many services we offer and the value of a Library card. Sign up for a card in October or refer a friend if you're already a member for a chance to win a prize. Details will be announced on our website and social media in October.

Connect.

TD SUMMER READING CLUB A HUGE SUCCESS!

TD Summer Reading Club (TDSRC) is Canada's biggest, bilingual summer reading program for kids of all ages, all interests, and all abilities. Summer Coordinators: Quinn and Kisha facilitated the program across all fifteen (15) branches over a period of seven (7) weeks. The theme this year was 'Around the World', where participants enjoyed books and crafts from various continents around the globe. The success of this program was made possible through the dedication of Library staff, volunteers, and our TDSRC Coordinators. Many families attended for the first time, and we look forward to encouraging even more participation in 2026.



From: AMO Communications <communicate@amo.on.ca>
Sent: September 18, 2025 10:01 AM
To: Jena Doonan
Subject: AMO Watchfile - September 18, 2025

September 18, 2025

In This Issue:

- AMO Work-Learn Institute Municipal Talent Project.
- Funding readiness, protecting communities: Apply for CEPG!
- Rural Ontario Development Program opens for applications.
- Ontario Community Environment Fund: apply by Sept 24.
- Household Food Waste Prevention Webinar.
- Applications open for 2025 Cyber Security Cooperation program.
- Indigenous Community Awareness Training - September 24.
- Mastering Crisis Communications Training - October 8-9.
- Cybersecurity for Municipal Councillors Training - October 21.
- Healthy Democracy Forum - Important conversations for October 2026 election.
- AMO Trade and Tariff Forum - Understanding and planning for Ontario's future.
- Canoe newsletter - new supplier updates.
- Upgrade your lights before they become obsolete.
- Pembina Institute Guide on Granting Municipal Support Confirmations.
- Register Today for OMSSA's 2025 Virtual Forum!
- IESO LT2 RFP Q&A Webinar Session.
- CAO Employment Guide.
- Ontario Professional Planners Institute launches Employer Readiness Course.
- AdvantAge Municipal Councillors webinar: The Current LTC Environment.
- Careers.

AMO Matters

AMO is partnering with the University of Waterloo's Work-Learn Institute to explore how work-integrated learning (WIL) can support long-term municipal workforce development. If you are a municipal CAO or HR manager, [please share your experience working with student co-ops and interns](#).

Provincial Matters

Ontario has announced \$5 million through an application-based program to help increase emergency preparedness. Municipalities under 100,000 residents, that have not received the grant in prior years, are eligible to apply. [Applications are due October 28, 2025](#).

The Ontario government is providing almost \$3 million through the [Ontario Community Environment Fund](#) to support community-based projects that support and restore the environment.

The Ministry of Rural Affairs is accepting applications to the modernized [Rural Ontario Development \(ROD\) Program](#). Applications are being accepted through to September 24, 2025.

Federal Matters

[Register now](#) for Environment and Climate Change Canada's (ECCC) webinar series showcasing Waste Reduction and Management Division's Grant and Contribution funding recipients and their food waste prevention projects.

The Government of Canada is offering up to \$10.3 million to support initiatives enhancing cyber resilience including innovation, knowledge sharing, and capacity building. [Applications are open](#) until September 25.

Education Opportunities

Grow your understanding and capacity in the municipal role of protecting the rights of Indigenous Peoples. This training is recommended for those seeking knowledge and tools to improve and strengthen Indigenous relations and to develop their own local leadership. View full Indigenous Community Awareness training details and register [here](#).

Crises aren't planned – but communication is. As a local leader, knowing how and when to respond is critical for stability in your community during a crisis. Join this training to develop, master and deliver your own messages with confidence. View full Managing Communications through Crisis training details and register [here](#).

Instances and success of cyberattacks on municipalities are increasing – are you prepared? To effectively protect your municipality, elected officials must understand how to best prepare for a cyber incident. This training focuses on understanding potential risk, identify preventative actions, and define your role during an incident. View full Cybersecurity for Municipal Councillors training details and register [here](#).

Register today for AMO's 2nd Annual Healthy Democracy Forum where you will engage in important matters on local leadership. Join us October 18-19. With a mix of keynotes, panels, and interactive workshops, attendees will engage in thought-provoking conversations and explore ways to strengthen civic participation and governance in your communities. For more information click [here](#) and to register click [here](#).

Join your colleagues and experts in discussion on building Ontario's economic future October 24 at Toronto's Sheraton Centre. Understanding that the economic and diplomatic consequences will continue for many years, AMO is assembling members and subject matter experts to plan today for a stronger and more stable Ontario. [Program information is now available](#). Register [here](#).

LAS

Keep up with the [Canoe Procurement Group](#) as it expands to meet even more of your needs. [Subscribe to the Trader Newsletter](#) for supplier updates, education opportunities, and special promotions.

Starting January 1, 2026 mercury containing lights will be prohibited. Be sure to include a [Facility Lighting upgrade](#) in your 2026 budget so you can keep your spaces lit. [Contact Christian](#) to learn how LAS can help.

Municipal Wire*

The Pembina Institute has released [Power Playbook Part 2](#), a step-by-step infographic guiding Ontario municipalities through the process of granting MSCs to energy development proposals and maximizing community benefits.

Join us virtually on September 23-24 & October 7-8 to learn about the specific needs and interests across the core social services sectors. Hear from national and international experts over four mornings. [Register today.](#)

The IESO is [hosting a one-hour webinar on September 25 at 3pm](#) exclusively for municipalities. This Q&A session is aimed at supporting communities by providing a forum to answer any questions you may have about the process.

OMAA and the Ontario Municipal Human Resources Association (OMHRA) are pleased to release the [second edition of the CAO Employment Guide](#). This guidebook provides Mayors, Councillors, Human Resource Directors, and CAOs with practical tools for recruiting, employing, and evaluating a CAO.

Looking for tools to support and invest in new hires? Register for OPPI's [Employer Readiness course](#). It includes an AMO supported employer handbook exploring HR best practices for retention and long-term success.

This [free AdvantAge webinar](#) on October 14 from 1-2pm will share insights related to long-term care governance and compliance for municipal councillors and their staff.

Careers

[Director of Finance/ Treasurer](#) - Town of Petawawa. Closing Date: September 26, 2025.

[Director, Transportation and Fleet Management Services](#) - City of Vaughan. Closing Date: October 17, 2025

[General Manager, Development Services - Town of East Gwillimbury](#). Closing Date: October 13, 2025.

About AMO

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AMO Contacts

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#)

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)



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Jena Doonan

From: AMO Communications <communicate@amo.on.ca>
Sent: September 25, 2025 10:01 AM
To: Jena Doonan
Subject: AMO Watchfile - September 25, 2025

September 25, 2025

In This Issue:

- Get access to MIDAS!
- MECP best practices for Source Water Protection Program.
- Funding readiness, protecting communities: Apply for CEPG!
- Household Food Waste Prevention webinar.
- Applications open for 2025 Cyber Security Cooperation Program.
- Mastering Crisis Communications for Elected Officials - October 8-9.
- 2nd Annual Healthy Democracy Forum - Program details.
- AMO Trade & Tariff Forum: Understanding and planning for Ontario's economic future.
- Understanding your Cybersecurity Risks and How to Respond - October 21.
- Show me the money webinar.
- Stay up to date with free webinars from LAS.
- IESO LT2 RFP Q&A webinar session.
- Pembina Institute Guide on Granting Municipal Support Confirmations.
- AdvantAge municipal councillors webinar: The Current LTC Environment.
- Careers.

AMO Matters

MIDAS - the Municipal Information & Data Analysis System - provides access to Financial Information Returns (FIRs) data to all Ontario municipalities. MIDAS converts FIR data into meaningful reports and identifies multiple year trends. For access, municipal elected officials and municipal staff can email MIDASAdmin@amo.on.ca.

Provincial Matters

The Ministry of the Environment, Conservation and Parks is accepting applications to assist municipalities and First Nations communities to develop source water protection action plans. Applications can be submitted until October 31, 2025. Contact SourceProtectionFunding@ontario.ca for more information.

Ontario has announced \$5 million through the Community Emergency Preparedness Grant, an application-based program, to help increase emergency preparedness. Municipalities under 100,000 residents, that have not received the grant in prior years, are eligible to apply. Applications are due October 28, 2025.

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Join your colleagues and experts in discussion on building Ontario's economic future October 24 at Toronto's Sheraton Centre. Understanding that the economic and diplomatic consequences will continue for many years, AMO is assembling members and subject matter experts to plan today for a stronger and more stable Ontario. Program information is now available. Register here.

LAS

Municipal buildings account for a significant portion of energy consumption and greenhouse gas emissions. Show me the money webinar on October 24 will explain the benefits of an energy focus while exploring and providing links to many sources of funding available to move your municipal projects forward.

LAS offers various free webinars to help keep you up to date with issues and solutions for your municipality. Stay tuned for future webinars by visiting our website.

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Careers

Occupational Health & Safety Inspector, Construction - Ministry of Labour, Immigration, Training and Skills Development. October 15, 2025.

Licensed Mechanic A - Town of Oakville, Closing Date: September 30, 2025

Chief Congestion Officer & Executive Director, Strategic Capital Coordination - City of Toronto, Closing Date: October 18, 2025.

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AMO Contacts

AMO Watchfile Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

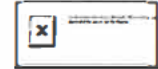
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From: AMO Communications <communicate@amo.on.ca>
Sent: October 2, 2025 10:01 AM
To: Jena Doonan
Subject: AMO Watchfile - October 2, 2025

October 02, 2025

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- MECP best practices for Source Water Protection Program.
- Household Food Waste Prevention webinar.
- Mastering Crisis Communications for Elected Officials - October 8-9.
- 2nd Annual Healthy Democracy Forum - Program details.
- AMO Trade & Tariff Forum: Understanding and planning for Ontario's economic future.
- Understanding your Cybersecurity Risks and How to Respond - October 21.
- Addressing growth through asset management.
- Blog - Solutions for Failing Water and Wastewater Infrastructure.
- Show me the money webinar.
- Fluorescent lamps phase-out - Is your municipality ready?
- MADD Canada releases recommendations for municipalities.
- Pembina Institute Guide on Granting Municipal Support Confirmations.
- OPPI's Fall Employer Readiness course.
- AdvantAge municipal councillors webinar: The Current LTC Environment.
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Join us next week on October 7th at 1 PM for a panel on [growth and asset management](#) and capital planning. Pose questions to municipal staff from Muskoka, Thunder Bay, Centre Wellington, and Minto. [Register here](#).

LAS

Much of the essential Ontario municipal water and wastewater infrastructure is in need of repair, and the costs are substantial, especially for the portions of the system that are the responsibility of private homeowners. [Read about an available solution](#) in our latest blog.

Municipal buildings account for a significant portion of energy consumption and greenhouse gas emissions. [Show me the money webinar](#) on October 24 will explain the benefits of an energy focus while exploring and providing links to many sources of funding available to move your municipal projects forward.

Starting 1 January 2026, federal regulations will begin phasing out mercury-containing lamps, including fluorescent and HID lighting. How ready is your municipality? Join us for a free webinar on October 29 to learn more. [Register here to attend](#).

Municipal Wire*

MADD Canada has released their [Top 10 Report](#) outlining what municipalities can do to minimize impaired driving and support those impacted.

The Pembina Institute has released [Power Playbook Part 2](#), a step-by-step infographic guiding Ontario municipalities through the process of granting MSCs to energy development proposals and maximizing community benefits.

Looking for tools to support and invest in new hires? Register for OPPI's [Employer Readiness course](#). It includes an AMO supported employer handbook exploring HR best practices for retention and long-term success.

This [free AdvantAge webinar](#) on October 14 from 1-2pm will share insights related to long-term care governance and compliance for municipal councillors and their staff.

Careers

[Specialist, Labour Relations - City of London](#). Closing date: September 30, 2025

Chief Administrative Officer - Toronto Police Service Board. Closing Date: October 29, 2025.

Physician Recruitment and Engagement Specialist - City of Quinte West. Closing Date: October 17, 2025

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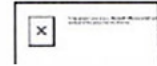
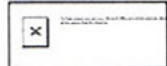
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September 17, 2025

ATTN: COMMUNITY PARTNERS

RE: EOHU HAWKESBURY OFFICE MOVING TO NEW LOCATION THIS FALL

Dear community partner,

We are reaching out to give you an advance notice that the Eastern Ontario Health Unit's (EOHU) Hawkesbury office will move to a new location this fall. The new office will feature a dental clinic that will offer services to clients eligible through the HSO (Healthy Smiles Ontario) and OSDCP (Ontario Seniors Dental Care Program) programs.

As of October 1, 2025, the EOHU will begin operating out of its new office located at:

**297 Main Street West
Hawkesbury, ON K6A 0B3**

In the meantime, our services will continue to be offered at our current office until September 25, 2025, inclusively. Note that our Hawkesbury office will be closed on September 26, 29, and 30. Our current office is located at:

134 Main Street East
Suite 301
Hawkesbury, ON K6A 1A3

We are sending this notice so you may advise clients and patients of the upcoming move. While our location will change, our hours of operation and the services we offer to the public will remain the same.

Thank you in advance for your collaboration. If you have any questions or require support, please contact Linda Cleroux, Director, Health Protection and Prescott-Russell Operations, at 613-933-1375, extension 1279 or at lcleroux@eohu.ca.

Sincerely,

Dr. Paul Roumeliotis, MD, CM, MPH, FRCP(C), CCPE
Medical Officer of Health and Chief Executive Officer



CORNWALL • ALEXANDRIA • CASSELMAN • HAWKESBURY • ROCKLAND • WINCHESTER

EOHU.ca • 1-800-267-7120 • BSEO.ca

If you require this information in an alternate format, please call 1-800-267-7120 and press 0.

Si les renseignements sont requis dans un autre format, veuillez appeler au 1 800 267-7120 et faire le 0.

Le 17 septembre 2025

À l'attention des : Partenaires communautaires

Objet : LE BUREAU DE HAWKESBURY DU BSEO EMMÉNAGE DANS DE NOUVEAUX LOCAUX CET AUTOMNE

Cher partenaire communautaire,

Nous communiquons avec vous pour vous aviser à l'avance que le bureau de Hawkesbury du Bureau de santé de l'est de l'Ontario (BSEO) emménagera dans de nouveaux locaux cet automne. Le nouveau bureau comprendra une clinique dentaire qui offrira des services aux clients admissibles dans le cadre des programmes BSO (Beaux sourires Ontario) et POSDA (Programme ontarien de soins dentaires pour les aînés).

Dès le 1^{er} octobre 2025, les services du BSEO seront offerts dans ses nouveaux locaux situés au :

**297, rue Main Ouest
Hawkesbury (Ontario) K6A 0B3**

Entre-temps, nos services continueront d'être offerts à notre bureau actuel jusqu'au 25 septembre 2025, inclusivement. Veuillez noter que notre bureau de Hawkesbury sera fermé les 26, 29 et 30 septembre. Notre bureau actuel est situé au :

**134, rue Main Est
Suite 301
Hawkesbury (Ontario) K6A 1A3**

Vous recevez cet avis pour que vous puissiez informer vos clients et patients du déménagement prochain. Même si notre emplacement changera, nos heures d'ouverture et les services que nous offrons au public ne changeront pas.

Merci à l'avance pour votre collaboration. Si vous avez des questions ou avez besoin d'aide, veuillez contacter Linda Cleroux, Directrice, Protection de la santé et Opérations Prescott-Russell, au 613 933-1375, poste 1279, ou à lcleroux@eohu.ca.

Sincèrement,

Dr Paul Roumeliotis, MD, CM, MPH, FRCP(C), CCPE
Médecin hygiéniste et Directeur général



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Jena Doonan

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[REDACTED] [REDACTED]
[REDACTED] [REDACTED]

Subject: Ontario Volunteer Service Award nomination deadline is fast approaching / La date limite approche pour la mise en candidature Distinction de l'Ontario pour services bénévoles

[REDACTED] [REDACTED]

The **Ontario Volunteer Service Award** nomination deadline is fast approaching – **November 15, 2025**. (Refer to attached document for additional information.) This is a provincial government program that helps local community organizations recognize the contributions of their volunteers. Everyday thousands of Ontarians of all ages give their time and talent to thousands of community organizations. By submitting a nomination, you can help ensure that volunteers receive the recognition they deserve.

If your organization has been in existence for more than 5 years, get more information about the program and download a nomination form at the [Ontario Volunteer Service Awards](#) web page.

If you have any questions about the program, please contact:

Ontario Honours and Awards Secretariat
Ministry of Citizenship and Multiculturalism
Email: OntarioVolunteerServiceAwards@ontario.ca
Phone: 416-314-7526
Toll Free: 1-877-832-8622

La date limite de mise en candidature pour la **Distinction de l'Ontario pour services bénévoles** est prévue le **15 novembre 2025**. (Veuillez consulter le document ci-joint pour de plus amples informations.) La Distinction de l'Ontario pour services bénévoles est un programme du gouvernement provincial qui aide les organismes communautaires locaux à reconnaître la contribution de leurs bénévoles. Chaque jour, des milliers d'Ontariennes et d'Ontariens de tous âges font don de leur temps et de leur talent à des milliers d'organismes communautaires. En présentant une mise en candidature, vous pouvez contribuer à ce que des bénévoles reçoivent la reconnaissance qui leur est due.

Si votre organisme existe depuis 5 ans ou plus, obtenez plus d'informations sur le programme et téléchargez le formulaire à la page-web de la [Distinction de l'Ontario pour services bénévoles](#).

Si vous avez des questions sur le programme, veuillez contacter:

Secrétariat des distinctions et prix de l'Ontario
Ministère des Industries du patrimoine, du sport, du tourisme et de la culture
Tél. : 416-314-7526
Sans frais : 1-877-832-8622
Courriel : OntarioVolunteerServiceAwards@ontario.ca

Louise Lauzon
Regional Development Advisor | Regional Services Branch
Ministry of Tourism, Culture and Gaming | Ontario Public Service
613-531-1184 | louise.lauzon2@ontario.ca



Taking pride in strengthening Ontario, its places and its people

Louise Lauzon
Conseillère en développement régional | Direction des services régionaux
Ministère du Tourisme, de la Culture et des Jeux | Fonction publique de l'Ontario
613-531-1184 | louise.lauzon2@ontario.ca



Fiers de renforcer l'Ontario, ses lieux et sa population

As per the [accessible customer service policy](#), please contact me if you wish to provide feedback, require accommodations, communication supports, or an alternate format.

Conformément à la [politique d'accessibilité pour les services à la clientèle](#), veuillez me contacter si vous souhaitez faire part de vos commentaires, si vous avez besoin d'adaptations, d'aides à la communication ou d'un autre format.

Ontario Volunteer Service Awards



This award recognizes volunteers for providing committed and dedicated service to an organization. Adults are recognized by the length of time they've volunteered with one organization, ranging from five to 65 years of continuous service. Youth (24 years old and under) are recognized for two or more years of continuous service.

Eligibility

Organizations that have been in existence for a minimum of five years may submit a nomination.

Each organization may nominate up to nine volunteers (of which a maximum of 6 nominees may be adults).

The nominee(s) must:

- be living persons volunteering in Ontario
- not have received payment for their volunteer work
- be active beyond simple membership in an organization
- not have performed the services as part of their regular business or professional duties

A youth nominee must:

- be under 24 years old and under
- have volunteered with one organization for at least two consecutive years

An adult nominee must have volunteered with one organization for at least five consecutive years.

Organizations with more than one branch can submit separate nominations for up to nine volunteers for each branch.

Required information

- Nominating organization name, address, email, phone number and year established
- Volunteer first name, last name, address, email, and phone number

- Head of organization (if applicable) first name, last name, email, phone number and position title.

How to nominate someone

1. Gather the required information:
2. Create an account (or sign in for returning users) on the Ontario Honours and Awards Portal.
3. Submit your nomination through the portal.

[**Go to nomination portal**](#)

Deadline

The deadline to nominate someone is November 15 of each year. Nominations received after the deadline will be considered in the following year.

Selection process

If the nomination criteria are met, a notification is sent to the organization confirming that the nomination has been accepted.

Award presentation

Recipients receive a personalized certificate and lapel pin acknowledging their years of service and may be invited to a local award recognition ceremony.

Distinction de l'Ontario pour services bénévoles



Cette distinction rend hommage à des bénévoles pour leur engagement et leurs années de services continus auprès d'une organisation.

Les adultes sont distingués pour la durée pendant laquelle ils ont été bénévoles au sein de l'organisation, soit de cinq à plus de 65 années de services continus. Les jeunes (24 ans et moins) sont distingués pour deux années ou plus de service continu.

Admissibilité

Les organisations existant depuis au moins cinq ans peuvent soumettre une candidature.

Chaque organisation peut proposer jusqu'à neuf bénévoles (dont un maximum de 6 adultes).

Les candidates et les candidats doivent :

- être des personnes vivantes et faisant du bénévolat en Ontario
- ne pas avoir reçu de paiement pour leur travail bénévole
- être actifs au-delà de la simple adhésion à l'organisation
- ne pas avoir effectué les services dans le cadre de leurs fonctions ou tâches professionnelles habituelles

Les jeunes bénévoles doivent :

- avoir 24 ans et moins
- avoir fait du bénévolat auprès de l'organisation pendant au moins deux années consécutives

Les bénévoles adultes doivent :

- avoir fait du bénévolat auprès de l'organisation pendant au moins cinq années consécutives

Les organisations ayant plus d'une succursale peuvent soumettre des candidatures distinctes pour un maximum de neuf bénévoles pour chaque succursale.

Renseignements nécessaires :

- renseignements sur l'organisation
- nom(s) et coordonnées de la, du ou des bénévole(s) (adresse personnelle, numéro de téléphone, adresse électronique, etc.)
- coordonnées de la personne représentant l'organisation (nom, adresse professionnelle, numéro de téléphone, adresse électronique, etc.)

Comment proposer une candidature

1. Rassemblez les informations requises
2. Créez un compte (ou connectez-vous pour les anciens utilisateurs) sur le Portail des distinctions et prix de l'Ontario.
3. Soumettez votre candidature par le biais du portail.

[Accéder au portail des candidatures](#)

Échéance

La date limite pour présenter une candidature est le 15 novembre de chaque année. Les candidatures reçues après cette date seront considérées pour le programme de l'année suivante.

Processus de sélection

Si les critères de nomination sont remplis, une notification est envoyée à l'organisme confirmant que la nomination a été acceptée.

Présentation des prix

Les récipiendaires reçoivent un certificat personnalisé et une épinglette en reconnaissance de leurs années de service et peuvent être invités à une cérémonie de reconnaissance locale.



Raisin Region Conservation Authority

18045 County Road 2, P.O. Box 429, Cornwall, ON K6H 5T2

Tel: 613-938-3611 www.rrca.on.ca

To: Township of North Glengarry Council, CAO, and Clerk
From: Bryan McGillis, Chair, Raisin Region Conservation Authority
Date: September 12, 2025
Subject: RRCA Strategic Action Plan 2025–2028

On behalf of the Board of Directors of the Raisin Region Conservation Authority (RRCA), I am pleased to share with you our updated Strategic Action Plan for the years 2025–2028. The enclosed Plan contains clear, concrete actions to further our mission to work together for a better environment and healthy future through community-led, watershed-based natural resource management.

We thank the Township of North Glengarry, our other municipal and community partners, and the hundreds of residents who provided us with the valuable feedback that helped shape this updated Action Plan. The success of the RRCA's programs and services for healthy and resilient watersheds is due in large part to our strong partnerships and engaged residents.

We look forward to continuing our work with you as we achieve the four key goals listed in our Action Plan: environmental conservation and healthy living, strong partnerships and engaged residents, financial stability, and organizational excellence.

Should you have any questions about the RRCA's programs and services, do not hesitate to contact Josianne Sabourin, Executive Assistant, at (613) 938-3611 ext. 221 or Josianne.Sabourin@rrca.on.ca.

Sincerely,

A black rectangular box redacts the signature of Bryan McGillis. A handwritten blue mark, possibly initials, is visible to the right of the box.

Bryan McGillis
Chair

Enclosure: RRCA Strategic Action Plan 2025–2028

From: Ontario News <do.not.reply@ontario.ca>
Sent: September 25, 2025 12:04 PM
To: Jena Doonan
Subject: New Affordable Homes Coming to Peterborough



BULLETIN

New Affordable Homes Coming to Peterborough

September 25, 2025

Ministry of Municipal Affairs and Housing

Peterborough ON – Solving Canada's housing challenges requires immediate action to bring down costs. To provide Canadians with increased access to affordable and sustainable housing, the federal and provincial governments announced the grand opening of 681 Monaghan Road with an additional investment of \$830,015 for the construction of 7 housing units, to support vulnerable populations in Peterborough.

The announcement was made by Emma Harrison, Member of Parliament for Peterborough, on behalf of the Honourable Gregor Robertson, Minister of Housing and Infrastructure and Minister responsible for Pacific Economic Development Canada, and Brian Saunderson, Parliamentary Assistant to the Honourable Rob Flack, Ontario's Minister of Municipal Affairs and Housing, alongside Jeff Leal, Mayor of Peterborough and Bonnie Clark, Warden of Peterborough County.

These units are part of a new six-storey affordable housing development designed with the community in mind. The building includes 53 units - 37 one-bedroom, 11 two-bedroom, and five three-bedroom units, created to support individuals and families facing challenges. This project is a meaningful step toward meeting the urgent housing needs in the community.

This investment is made possible thanks to the Ontario Priorities Housing Initiative (OPHI), an initiative of the Canada-Ontario Bilateral Agreement under the National Housing Strategy. The Governments of Canada and Ontario previously announced over \$854,000 for this project, bringing the total joint federal-provincial investment to more than \$1.6 million.

As we build a strong Canadian housing sector, purposeful collaboration will be essential. That means working hand-in-hand with the non-profit sector to bring down costs and build homes at a scale and speed not seen since the Second World War.

Quick Facts

- The **National Housing Strategy (NHS)** is a 10+ year, \$115+ billion plan to give more Canadians a place to call home. Progress on programs and initiatives are updated quarterly on the Housing, Infrastructure and Communities Canada (HICC) website. The Housing and Infrastructure Project Map shows affordable housing projects that have been developed.
 - As of June 2025, the federal government has committed \$69.62 billion to support the creation of over 170,000 units and the repair of over 322,300 units. These measures prioritize those in greatest need, including seniors, Indigenous Peoples, people experiencing or at risk of homelessness, and women and children fleeing violence.
 - NHS is built on strong partnerships between the federal, provincial, and territorial governments, and continuous engagement with others, including municipalities, Indigenous governments and organizations, and the social and private housing sectors. This includes consultations with Canadians from all walks of life, and people with lived experience of housing need.
- All NHS investments delivered by the federal, provincial, and territorial governments will respect the key principles of NHS that support partnerships, people, and communities.
- The **Ontario Priorities Housing Initiative (OPHI)** is a funding initiative under the CMHC-Ontario Bilateral Agreement. This 10-year agreement provides more than \$378 million in federal OPHI funding to help protect, renew and expand community housing and support Ontario's priorities related to housing repair, construction and affordability.
- Funding provided for 681 Monaghan Road is as follows:
 - \$18.9 million through the federal government's Rapid Housing Initiative previously announced in 2023
 - \$1.6 million from the federal and provincial governments through the Ontario Priorities Housing Initiative to support the construction of 13 units.
 - \$4 million from the City of Peterborough

Quotes

"The federal government is committed to helping communities develop local solutions to address the housing crisis. The projects announced today will provide more safe, affordable homes for the most vulnerable residents of Peterborough. I'm proud of our government's involvement, and of the tangible difference it will make for people in this community."

- The Honourable Gregor Robertson
Minister of Housing and Infrastructure and Minister responsible for Pacific Economic Development Canada

"Everyone deserves a roof over their head and a safe place to call home. This investment will help many families and individuals to heal and rebuild their lives, offering

not just a home but also hope. The federal government's ongoing support and commitment to creating affordable housing will help improve the lives of the most vulnerable from our community, here in Peterborough."

- Emma Harrison

Member of Parliament for Peterborough

"Our government continues to work hand-in-hand with our federal and municipal partners to strengthen our communities and protect people across every corner of our province. Today's announcement is the latest example of our ongoing commitment to ensuring vulnerable people in Peterborough have access to safe and affordable housing."

- The Honourable Rob Flack

Ontario's Minister of Municipal Affairs and Housing

"This project is a perfect example of what can be accomplished when all levels of government work together to tackle the housing crisis. Providing these new, affordable units at 681 Monaghan Road is a significant step forward for our community. We are not just building homes; we are creating stable foundations for individuals and families in the City and County of Peterborough, ensuring they have the support they need to thrive."

- Dave Smith

Member of Provincial Parliament for Peterborough-Kawartha

"The City of Peterborough is facing significant housing challenges, and the project at 681 Monaghan Rd. represents a major step forward in addressing them. By working in partnership with the federal and provincial governments, we are securing the resources needed to build and repair affordable homes for the people who need them most. These investments provide safe, stable housing, and they strengthen our community for years to come. This project shows what we can accomplish at the local level by working together with our provincial and federal partners."

- Jeff Leal

Mayor, City of Peterborough

"As a partner in the delivery of affordable housing across the Peterborough region, Peterborough County welcomes this investment in our community from the Provincial and Federal Governments. As our population grows, the demand for housing grows. Developments such as 681 Monaghan Road are needed for those on our waitlist and to help increase housing supply in our communities. Thank you to the Province and Federal governments for their support."

- Bonnie Clark

Warden, Peterborough County

Additional Resources

- Visit canada.ca/housing for the most-requested Government of Canada housing information.
- CMHC plays a critical role as a national facilitator to promote stability and sustainability in Canada's housing finance system. Our mortgage insurance products support access to homeownership and the creation and maintenance of rental supply. We also actively support the Government of Canada in delivering on its commitment to make housing more affordable. Our research and data help inform housing policy. By facilitating cooperation between all levels of government, private and non-profit sectors, we contribute to advancing housing affordability, equity, and climate compatibility. Follow us on [X](#), [YouTube](#), [LinkedIn](#), [Facebook](#) and [Instagram](#).
- The *Protect Ontario by Building Faster and Smarter Act, 2025*, helps speed up the construction of new homes and infrastructure by streamlining development processes and reducing costs, in partnership with municipalities.
- For more information on affordable housing in Ontario, visit ontario.ca/affordablehousing or follow us on [X](#).

Media Contacts

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renee.proctor@infc.gc.ca

Media Relations
Canada Mortgage and Housing Corporation
media@cmhc-schl.gc.ca

Alexandra Sanita
Office of the Minister of Municipal Affairs and Housing
Alexandra.Sanita2@ontario.ca

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From: Ontario News <do.not.reply@ontario.ca>
Sent: October 1, 2025 10:14 AM
To: Jena Doonan
Subject: Ontario Rewards Milton With \$8.4 Million Through the Building Faster Fund

NEWS RELEASE

Ontario Rewards Milton With \$8.4 Million Through the Building Faster Fund

Second round of funding rewards municipalities for progress toward housing targets

October 01, 2025

[Ministry of Municipal Affairs and Housing](#)

MILTON — The Ontario government is awarding Milton with \$8,400,000 through the second round of the Building Faster Fund, which provides funding to municipalities that achieve at least 80 per cent of their provincially designated housing targets. Milton broke ground on 2,260 new homes in 2024, which works out to nearly 130 per cent of its 2024 housing target. This funding will help Milton build more homes and community infrastructure and supports the province's plan to protect Ontario by investing in infrastructure to support economic growth and keep workers on the job.

"Through the Building Faster Fund, we're partnering with Mayor Krantz to get shovels in the ground in Milton," said Graydon Smith, Associate Minister of Municipal Affairs and Housing. "This investment, along with our government's latest legislation, is another step forward in our plan to streamline and speed up approvals to get more homes built faster in partnership with municipalities across Ontario."

[Announced in August 2023](#), the Building Faster Fund is a three-year, \$1.2 billion program that is designed to encourage municipalities to speed up approval processes and get more homes built faster. The program rewards municipalities that make significant progress against their targets by providing funding for housing-enabling and community-enabling infrastructure.

Ontario is investing nearly \$35 million in municipalities across Halton Region through the Municipal Housing Infrastructure Program to enable the construction of over 29,000 new homes. This includes more than \$10.5 million for the Town of Milton.



"On behalf of Milton Council, I want to thank the Ontario government for this investment through the Building Faster Fund," said Gord Krantz, Mayor of Milton. "This funding will support critical infrastructure, such as stormwater management, road rehabilitation and active transportation routes that directly support housing throughout our growing community. As we continue to plan and build for the future, this funding strengthens our efforts to create complete, connected communities and helps ensure Milton remains A Place of Possibility."

The Ontario government is also helping to speed up the construction of new homes and infrastructure, including by streamlining development processes and reducing costs in close partnership with municipalities, through the [*Protect Ontario by Building Faster and Smarter Act 2025*](#).

Quick Facts

- From January to August 2025, Ontario saw 13,910 rental starts, an increase of 23.1 per cent compared to the same period in 2024. This is the highest level of rental starts on record for this time of the year.
- To help make way for more housing opportunities and support growing communities, the government is also giving municipalities more time to spend funds awarded through the Building Faster Fund, extending the deadline to 2028.

Quotes

"Through the Building Faster Fund and our historic infrastructure investments, our government is working with local leadership to get more shovels in the ground to build the homes that Milton needs. We're working hard across the province to reduce delays, streamline approvals and build more homes faster."

- Zee Hamid

Member of Provincial Parliament for Milton

Additional Resources

- [Ontario Launches Building Faster Fund and Expands Strong Mayor Powers](#)
- [Background: Municipal Housing Targets and Building Faster Fund](#)

Media Contacts

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Jena Doonan

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BY EMAIL AND MAIL

September 24, 2025

Mayor Jamie MacDonald
Township of North Glengarry
3720 County Road 34, R.R. 2
Alexandria ON K0C 1A0
jamiemacdonald@northglengarry.ca

Dear Mayor MacDonald,

Re: Upcoming Mandate Review of Canada Post Could Affect Jobs and Services in Your Community

I am writing you to let you know that the Federal Government is planning a mandate review of Canada Post from October 2025 to March 2026. At this time, we do not have details regarding the format, process or terms of reference. We are very concerned that there is no guarantee of public or stakeholder consultation ([please see enclosure](#)).

I had written you earlier this year about the Industrial Inquiry Commission (IIC) launched to review negotiations between Canada Post and our union. Unfortunately, it examined issues that were beyond collective bargaining

and made some recommendations for drastic service cuts. Notably, these were in the form of post office closures and to resume conversion to community mailboxes – something the first Liberal Government after Harper was elected to stop.

CUPW's recommendations for expanded services, including things like postal banking, seniors check ins, community hubs, the reinstatement of an improved Food Mail Program, were rejected as a means to immediately address the financial challenges faced by Canada Post. This, despite the fact that many individuals, municipalities and organizations have supported our efforts over the years.

Canada Post also used the IIC to set up its demands for regulatory changes that could form the basis of the mandate review. We believe that regulatory changes should only be examined after Canada Post returns to stabilized operations, the full impact of the January 2025 stamp price increase is realized, and when parcel volumes reflect sectoral demand.

Canadians deserve to have their say on a public service they own. Our Federal Government must respect their voice, their needs, their communities, including those in rural, remote and Northern locations, workers and their rights, and safeguard public services and jobs – not try to quietly erode them.

I am asking your municipality to:

- 1) Pass a resolution asking for a delay on this mandate review,
- 2) Ask the Government to commit to a fully transparent, public process involving input and hearings from all stakeholders in all regions, and;
- 3) Make a written and/or oral submission to the upcoming mandate review – if you have the capacity and depending upon how the review is structured.

Should you have any questions or concerns, please feel free to reach out to me via Vanessa Murenzi at vmurenzi@cupw-sttp.org

Thank you for your attention to this matter.

Sincerely,
Jan Simpson
National President
Canadian Union of Postal Workers

Encl.

PS - We are pleased to see some municipal-level pushback around the unilateral change in delivery practice for the red flags on rural mailboxes. This has raised concerns, in particular for elderly residents and those with mobility issues, who now have to go to their mailbox to check for mail.

C.C.:
National Executive Board
Regional Executive Committees
CUPW Locals
CUPW Specialists

/mlg cope 225

Appendix A

Canada Post Corporation Review

Notionally, public consultations may be undertaken to consider the Canadian Postal Service Charter (2009) and to get a pulse on Canadians' needs and use of the postal service. Should engagement be necessary, the goal would be obtain [sic] views from Canadians and stakeholders to redefine the government's service-oriented vision for Canada Post, in a context where the postal industry landscape has changed, the needs of Canadians have evolved, and the volume of mail and letters has declined significantly to the point where Canada Post's sustainability has been undermined.

Source: Secretariat, Treasury Board of Canada. 2025. "Consulting with Canadians." Canada.ca. <https://www.canada.ca/en/government/system/consultations/consultingcanadians.html>. Accessed September 5, 2025. Search term "Canada Post Corporation Review"

Federal Government Plan: Canada Post Corporation Review

WHEREAS the Federal Government has announced a planned Canada Post Corporation Review from October 1, 2025 to March 31, 2026 as follows:

Notionally, public consultations may be undertaken to consider the Canadian Postal Service Charter (2009) and to get a pulse on Canadians' needs and use of the postal service. Should engagement be necessary, the goal would be obtain [sic] views from Canadians and stakeholders to redefine the government's service-oriented vision for Canada Post, in a context where the postal industry landscape has changed, the needs of Canadians have evolved, and the volume of mail and letters has declined significantly to the point where Canada Post's sustainability has been undermined.¹

WHEREAS the current plan does not ensure that there will be any public consultation or engagement with all stakeholders, and the process and terms of reference for the mandate review have yet to be announced.

WHEREAS the recent Industrial Inquiry Commission report recommended service cuts in the form of post office closures and the reintroduction of the community mailbox conversion plans of the last Federal Conservative government.

WHEREAS it will be crucial for the mandate review to hear the views from municipalities on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the Canadian Postal Service Charter, home mail delivery, parcel delivery, keeping daily delivery, improving postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure that good jobs stay in their communities and that Canada Post can remain financially self-sustaining.

THEREFORE, BE IT RESOLVED that (name of municipality) formally writes the Minister of Government Transformation, Public Works and Procurement, Joël Lightbound, to demand that no mandate review takes place until Canada Post returns to stabilized operations, until the full impact of the stamp price increase is realized, and until parcel volumes reflect sectoral demand.

THEREFORE, BE IT RESOLVED that (name of municipality) will include in its letter to Minister Lightbound that any review of Canada Post and the Canadian Postal Service Charter must be done through a full and thorough transparent public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

THEREFORE, BE IT RESOLVED that (name of municipality) will make a written submission and/or participate in hearings to provide input in the upcoming mandate review of Canada Post.

¹ Secretariat, Treasury Board of Canada. 2025. "Consulting with Canadians." Canada.ca. <https://www.canada.ca/en/government/system/consultations/consultingcanadians.html>. Accessed September 5, 2025. Search term "Canada Post Corporation Review"

MAILING INFORMATION

- 1) Please send your resolution to the Minister responsible for Canada Post, and your Member of Parliament:

- Joël Lightbound, Federal Minister of Government Transformation, Public Works and Procurement, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at

<https://www.ourcommons.ca/Members/en>

- 2) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario, K1N 5P3



ServiceOntario

Office of the Registrar
General

P.O. Box 4600
189 Red River Road
Thunder Bay ON P7B 6L8

Toll free: 800 461-2156
Telephone: 416 325-8305
TTY: 416 325-3408

ServiceOntario

Bureau du registraire général de
l'état civil

C.P. 4600
189, Red River Road
Thunder Bay ON P7B 6L8

Sans Frais: 800 461-2156
Téléphone: 416 325-8305
ATS : 416 325-3408



Memorandum

To: Division Registrars and Marriage Licence Issuers

From: Sirad Mohamoud
Director and Deputy Registrar General

Date: October 7, 2025

Subject: Canada Post Labour Disruption

As you may know, the Canadian Union of Postal Workers (CUPW) began a national strike on September 25, 2025.

ServiceOntario is working to minimize the impact on government services during the Canada Post labour disruption and to continue to provide registration and certificate services to Ontarians. We appreciate that the postal service disruption is inconvenient, and we are doing everything we can to ensure critical services and benefits continue to be delivered in a timely manner.

As a temporary measure during the Canada Post labour disruption, municipalities have the following options to send vital event registration documents to the Office of the Registrar General (ORG):

- Forward vital event registration documents (death, stillbirth, and marriage) to the ORG via courier weekly, as required; or
- **Temporary measure:** package the registration documents weekly, and drop off at any **public** ServiceOntario location, who will forward to the ORG by courier.
 - ensure the envelope is sealed and the outside of the envelope is labelled with the name of the municipality, the date, and "Office of the Registrar General"
 - if using this option, public service centres providing this service can be identified using the Service Finder (when the "submit/drop off your application or receipts" service is selected).
 - ServiceOntario offices not included in the Service Finder link will not be accepting vital event registration documents to be forwarded to the ORG.

- o Please note that this temporary measure will only be applicable for the duration of a Canada Post labour disruption
- Alternatively, municipalities are to hold registration documents until the end of the labour disruption.

Please remember that you are responsible for the proper handling of vital event registration documentation. A significant part of this responsibility is safeguarding the original documents and the information they contain. In the event we receive an urgent request to expedite a death, stillbirth or marriage registration (if the municipal clerk/delegate has performed the marriage) and the documents have not already been sent to the ORG, we will contact you and request that the registration documents be couriered to our office.

Ontarians should be directed to visit <http://www.ontario.ca/mail> for information on critical government services and programs during the strike. All ServiceOntario centres, government call centres and online services are open for business as usual.

Foreign Divorce Authorizations:

Please instruct couples planning to marry, to courier their request and documentation to the Office of the Registrar General, Attention: Foreign Divorce Authorization. Completed authorizations will be sent via courier to the couple.

Expediting a Marriage Registration:

In the event that a recently married couple requires their marriage registration to be expedited due to an immigration matter or/and travel for employment or relocation, they should be encouraged to speak with the person performing their marriage to make arrangements to have their marriage officiant courier the marriage licence to the Office of the Registrar General.

Regular mail delivery will resume once the labour disruption is over. For up-to-date information about service disruptions please visit <http://www.ontario.ca/mail>

Please do not hesitate to contact the dedicated Division Registrar Helpline (1-807-343-7431) should you have any questions or require assistance.

Thank you for your continued support and cooperation.



Sirad Mohamoud
Director and Deputy Registrar General

September 30, 2025

CL 14-2025, September 25, 2025

DISTRIBUTION LIST

SENT ELECTRONICALLY

Motion Respecting State of Emergency on Mental Health, Homelessness and Addictions

Regional Council, at its meeting held on September 25, 2025, passed the following motion:

WHEREAS Niagara Region issued three separate declarations of emergency in the areas of homelessness, mental health and opioid addiction on February 23, 2023, recognizing that the scope and scale of the crisis surpasses the Region's capacity to respond effectively; and

WHEREAS following the submission of the three declarations of emergency, the Provincial Emergency Operations Centre (PEOC) has engaged with the Region's Community Emergency Management Coordinator (CEMC); and

WHEREAS these issues have continued to intensify and add further strain to the social support system in Niagara over the past two years; and

WHEREAS municipalities across Ontario are continuing to experience similar challenges; and

WHEREAS a coordinated, province-wide approach and associated funding support is required to address the growing emergency of mental health, homelessness and opioid addiction, the scale of which falls well beyond the scope of what a municipality can address.

NOW THEREFORE BE IT RESOLVED:

1. That Niagara Region **ADVOCATES** that the Province support a coordinated approach between the Ministry of Health, the Ministry of Municipal Affairs and Housing, and the Ministry of Children, Community and Social Services to address ongoing challenges related to mental health, homelessness and opioid addiction;
2. That Niagara Region **FORMALLY ADVOCATES** for Provincial funding to address identified gaps in programs and services contributing to the state of emergency including affordable housing, supportive housing, addictions treatment, and mental health supports for vulnerable populations; and

3. That this motion **BE SENT** to the Provincial and Federal Governments, FCM, AMO and all municipalities in Ontario.

Yours truly,



Ann-Marie Norio

Regional Clerk

:kl

CLK-C 2025-109

Distribution List

Premier of Ontario
Prime Minister of Canada
Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

THE CORPORATION OF THE CITY OF DRYDEN

MOVED BY: Price

DATE: 22-Sep-25

SECONDED BY: Kiewning

RESOLUTION NO.: 14

Whereas drowning is one of the leading causes of preventable deaths among children in Ontario and research by the Lifesaving Society of Ontario shows that most children who drown never intended to be in the water; and

Whereas evidence demonstrates that even basic swimming and water survival skills significantly reduce the risk of drowning; and

Whereas many children in Ontario do not have equitable access to swimming lessons outside of school due to financial, cultural or geographic barriers; and

Whereas several municipalities across Ontario have expressed strong interest in improving water safety education for children; and

Whereas the Ministry of Education has the authority to incorporate water safety and survival training into the regular elementary school curriculum as a universal, life-saving skill comparable to fire safety and road safety instruction;

Therefore, be it resolved that the Council of The Corporation of The City of Dryden respectfully urges the Government of Ontario, through the Ministry of Education, to incorporate mandatory water safety and Swim-to-Survive training into the elementary school curriculum for all Ontario students; and

Be it further resolved that a copy of this resolution be forwarded to The Honourable Minister of Education of Ontario, local Members of Provincial Parliament, the Association of Municipalities of Ontario and all Ontario municipalities, with a request for their endorsement.

RECORDED VOTE			DECLARATION UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT	
			Councillors who have declared an interest, abstained from discussion and did not vote on this question.	
Council	Yes	No		
Councillor C. Kiewning				
Councillor B. Latham				
Councillor M. MacKinnon				
Councillor R. Noel				
Councillor M. Price				
Councillor B. Tardiff				
Mayor J. Harrison				
TOTALS			Disposition of Resolution (Check One)	
			Carried X	Defeated

Harrison

MAYOR:

**The Corporation of the Municipality of St. Charles
RESOLUTION PAGE**



Regular Meeting of Council

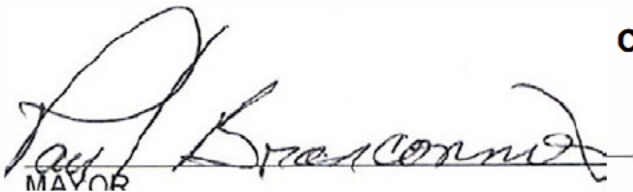
Agenda Number: 4.3.
Resolution Number 2025-223
Title: Resolutions of Support for Correspondence
Date: September 17, 2025

Moved by: Councillor Pothier
Seconded by: Councillor Lachance

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports Resolution No. 2025-279 passed on August 12, 2025 by the City of North Bay and supports Resolution #173-08-2025 passed on August 19, 2025 by the Municipality of Assiginack, regarding making the NORDS Pilot Program permanent;

AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Minister of Northern Development; the Minister of Agriculture, Food and Agribusiness; the Minister of Infrastructure; the Minister of Natural Resources; our local Member of Provincial Parliament (MPP); the Association of Municipalities of Ontario (AMO); the Federation of Northern Ontario Municipalities (FONOM); the Northwestern Ontario Municipal Association (NOMA); the Rural Ontario Municipal Association (ROMA); and all Ontario Municipalities.

CARRIED


MAYOR



The Corporation of the
City of North Bay
200 McIntyre St. East
P.O. Box 360
North Bay, Ontario
Canada P1B 8H8
Tel: 705 474-0400

OFFICE OF THE CITY CLERK
Direct Line: (705) 474-0626, ext. 2522
Fax Line: (705) 495-4353
E-mail: veronique.hie@northbay.ca

August 13, 2025

Honourable Greg Rickford
Minister of Northern Development
Suite 400
160 Bloor Street
Toronto, ON M7A 2E6

Dear Hon. Greg Rickford:

This is Resolution No. 2025-279 which was passed by Council at its Regular Meeting held Tuesday, August 12, 2025.

Resolution No. 2025-279:

"Whereas the Northern Ontario Resource Development Support (NORDS) pilot program was introduced to help Northern Ontario municipalities address infrastructure pressures resulting from natural resource sector activities;

And Whereas the program has been well received and has allowed municipalities, such as the City of North Bay, to strategically accumulate multi-year allocations in order to support large-scale infrastructure initiatives critical to community development and economic growth;

And Whereas the City of North Bay recognizes the importance of modern, safe, and efficient infrastructure to support economic growth and industrial competitiveness;

AND WHEREAS the Seymour Street Widening project from Station Road to Wallace Road, including a signalized intersection, is a critical continuation of the intersection improvement at Hwy 11/17 and Seymour Street, directly supporting a high-value industrial zone;

And Whereas this arterial corridor enables key sectors such as mining, forestry, construction, and manufacturing to receive and ship goods efficiently, impacting markets provincially and beyond;

And Whereas the updated total Seymour Street Widening project budget of approx. \$11 million includes contributions from multiple funding programs such as NORDS (\$2 million) and OCIF (\$4,259,448).

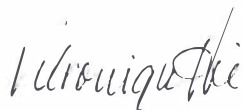
Therefore Be It Resolved That the Council of the City of North Bay strongly urges the Government of Ontario to make the Northern Ontario Resource Development Support (NORDS) program a permanent fixture of its support to Northern municipalities;

And Further Be It Resolved That the Province consider expanding program eligibility to recognize the significant impact that agricultural equipment and operations have on municipal infrastructure, particularly in rural communities;

And Further Be It Resolved That the Council of the City of North Bay formally supports the principle of stacking (accumulating) funding from multiple grant and infrastructure programs to advance strategic capital works, such as the Seymour Street Widening project, and requests continued flexibility from higher levels of government to enable effective financial planning and timely delivery of large-scale municipal infrastructure initiatives;

And Further Be It Resolved That a copy of this resolution be forwarded to the Minister of Northern Development, the Minister of Agriculture, Food and Agribusiness, the Minister of Infrastructure, the Minister of Natural Resources, Nipissing MPP Victor Fedeli, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Northwestern Ontario Municipal Association (NOMA), Rural Ontario Municipal Association (ROMA) and all Northern Ontario municipalities for their awareness and support."

Yours truly,



Veronique Hie
Deputy City Clerk

VH/ck

cc: Minister of Agriculture, Food and Agribusiness
Minister of Infrastructure
Minister of Natural Resources
Nipissing MPP, Victor Fedeli
Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
Northwestern Ontario Municipal Association (NOMA)
Rural Ontario Municipal Association (ROMA)
Northern Ontario Municipalities

MUNICIPALITY



OF ASSIGINACK

The Honourable Greg Rickford
Minister of Northern Development
Suite 400
160 Bloor Street
Toronto, ON M7A 2E6

Re: NORDS Pilot Program

Dear Honourable Greg Rickford,

At its regular meeting held on August 19, 2025, the Council of the Township of Assiginack passed the following resolution expressing support for making the NORDS pilot program permanent:

Resolution #173-08-2025 – R. Maguire – J. Bowerman

WHEREAS the City of North Bay has circulated their letter to the Province requesting the NORDS pilot program to become a permanent funding opportunity for Northern municipalities and to expand the criteria to include agricultural equipment impact on roads;

THEREFORE, BE IT RESOLVED THAT Assiginack Council agrees and provides their support of this request.

Carried.

The NORDS program provides essential support for maintaining and improving infrastructure that is critical to Northern municipalities. Making this program permanent and expanding its criteria would ensure that rural and agricultural communities can manage the increasing strain on local roads caused by agricultural and heavy equipment.

We respectfully urge the Province to consider making the NORDS program a permanent funding initiative and thank you for your attention to this important matter.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Stasia Carr', is written over a light blue horizontal line.

Stasia Carr
Clerk
Township of Assiginack

Jena Doonan

From: [REDACTED]
Sent: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: Support for the Bluewater Recycling Association - Proposed Amendments to the Resource Recovery and Circular Economy Act
Attachments: 2025.09.17- Proposed Amendments to the Resource Recovery and Circular Economy Act.pdf; Amendments to the Resource Recovery and Circular Economy Act.pdf

Good afternoon,

Please note that South Huron Council passed a resolution regarding the **proposed amendments to the Resource Recovery and Circular Economy Act** at the September 15, 2025, Regular Council Meeting.

The resolution and originating correspondence have been attached.

Thank you,



Kendra Webster
Legislative & Licensing Coordinator | Clerk's Department
Municipality of South Huron
Office: 519-235-0310 ext. 232
kwebster@southhuron.ca

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CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

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

Toll Free: 1-877-204-0747

www.southhuron.ca

September 17, 2025

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

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

Dear Hon. Doug Ford,

Re: Proposed Amendments to the Resource Recovery and Circular Economy Act

Please be advised that South Huron Council passed the following resolution at their September 15, 2025 Regular Council Meeting:

343-2025

Moved By: Ted Oke

Seconded by: Marissa Vaughan

That South Huron Council supports the BRA September 2, 2025 correspondence regarding proposed amendments to the Resource Recovery and Circular Economy Act; and

That this supporting resolution and originating documentation be circulated to the Premier, Minister of the Environment, Conservation and Parks, MPP Thompson, AMO, BRA and all Ontario Municipalities.

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator
Municipality of South Huron
kwebster@southhuron.ca
519-235-0310 x. 232

End.

cc: Minister of the Environment, Conservation and Parks, Hon. Todd
McCarthy, todd.mccarthy@pc.ola.org; MPP Lisa Thompson,
lisa.thompson@pc.ola.org; AMO, resolutions@amo.on.ca; Bluewater
Recycling Association, michelle@bra.org; and all Ontario Municipalities.

September 2, 2025



Dear Local Member of Provincial Parliament

Subject: Feedback on Proposed Amendments to the Resource Recovery & Circular Economy Act

On behalf of the Bluewater Recycling Association and our member municipalities, I am writing to provide feedback on the proposed amendments to the *Resource Recovery & Circular Economy Act* (RRCEA), particularly regarding maintaining collection services for small businesses and other non-eligible sources.

We recognize that with these proposed amendments, the government is seeking to address the cost pressures producers have raised, as well as some concerns small businesses have expressed towards the continuation of recycling services. While we appreciate these efforts, we feel the current proposal does not fully reflect the realities faced by municipalities, service providers, and the small businesses and residents who rely on these programs.

Our mission remains to deliver cost-effective and sustainable waste management solutions that support the public good. We remain committed to helping build a competitive, efficient, and innovative recycling system that benefits all Ontarians. To that end, we respectfully urge the government to consider the following points:

Maintaining Service for Small Businesses and Community Facilities

We strongly believe it is essential to maintain collection for small businesses and community facilities to ensure continuity of service without undue cost increases. There must be a balance between fair market procurement practices and minimizing disruption for service contracts already in place. The grandfathering of existing services—particularly in rural areas—should be considered.

Municipalities like ours have already expanded recycling service beyond traditional “main street” business areas. Excluding these customers now risks fragmenting the system, creating confusion, increasing municipal costs, and potentially sending more recyclable material to landfill. We recommend that all currently serviced, non-eligible properties remain in the system until an integrated alternative is available.

Specific Concerns with the Current Circular Material Proposal

In addition to the general issues above, I want to share candid feedback on several aspects of the draft proposal provided by Circular Materials:

- **2% ICI Limit:** The proposed cap of 2% ICI stops per route does not align with what we see in practice. Most municipalities currently serve between 3–8% ICI stops. A 2% cap appears arbitrary and would cut out the majority of existing stops. This restriction risks destabilizing service in many communities.
- **Downtown Core Apartments:** Clarification is needed on how recycling will be managed for apartments located above commercial units. Today, these residents often share a front-end bin with the business below. Under the new rules, co-collection requires a 95-gallon cart, which presents challenges:
 - These bins are located on commercial property, and if businesses are excluded, they may request removal.

- Apartments generally cannot use wheelie bins due to lack of storage and lack of space for placement on collection day.
This gap in the proposal will leave many downtown residents without a viable recycling option.
- **Quantity of Material:** Restricting ICI generators to a single 95-gallon cart is too limiting, particularly given the expanded Blue Box program starting in 2026. At a minimum, increasing the limit to two carts would provide small businesses with a reasonable solution to manage their recyclables.

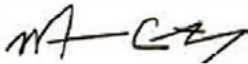
Closing Comments

While we recognize and value the work that has gone into these proposals, the framework as presented feels incomplete and impractical in several respects. The issues raised by municipalities and service providers during consultations highlight the need for a more balanced approach—one that safeguards service for small businesses, community facilities, and rural Ontarians, while ensuring the long-term success of Ontario's EPR system.

We would welcome the opportunity to meet with you to further discuss these issues and to work together on solutions that meet the needs of both producers and communities.

Thank you for your attention to this matter and for your continued support of the waste diversion and recycling goals that benefit all Ontarians.

Sincerely,



Michelle Courtney
President & CEO
Bluewater Recycling Association

Cc:

[REDACTED]

Subject:

Support for Electoral Reform – Motion COU-2025-390

Attachments:

Motion COU-2025-390.pdf

Good [REDACTED]

Dear Prime Minister Carney and Premier Ford,

On behalf of the Council of the Municipality of Brighton, I am writing to inform you of the passage of Motion COU-2025-390 at our Council meeting held on September 15, 2025. The motion, moved by Councillor Jeff Wheeldon and seconded by Councillor Emily Rowley, reflects our municipality's concern for the health and future of Canadian democracy.

The motion recognizes the increasing political polarization, incivility, and declining voter participation across all levels of government in Canada. It highlights the urgent need for electoral reform to strengthen democratic engagement and ensure that every vote counts.

Council has resolved to call upon both the provincial and federal governments to enact electoral reform by adopting proportional representation systems. We believe this change is essential to reduce polarization, encourage broader participation, and restore public trust in our democratic institutions.

We respectfully urge your governments to give serious consideration to this matter and take meaningful steps toward implementing proportional representation in Canada's electoral systems.

A copy of the full motion is enclosed for your reference. This correspondence is also being circulated to all Ontario municipalities.

Thank you for your attention to this important issue.

Kind Regards,

Candice Doiron
Municipal Clerk



Municipality of Brighton
35 Alice Street
Brighton, ON K0K 1H0
Tel: 613-475-0670 ext 215
E: cdoiron@brighton.ca
W: www.brighton.ca

Municipal Office Hours:
Monday to Friday, 8:30am to 4:30pm. Holidays may affect these hours.

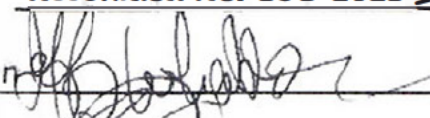


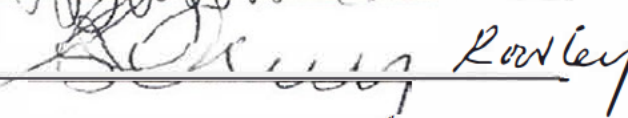
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Date: September 15, 2025

Resolution No. COU-2025-50

Moved By: Councillor Wheeldon 

Seconded By: Councillor Rowley 

Whereas Canadian governments at all levels are structured by and derive their legitimacy from democratic principles, practices, and norms;

And Whereas many countries around the world are experiencing increased political polarization and hostility, shifts toward authoritarianism, and the undermining of democratic norms;

And Whereas incivility and hostility increasingly define the political sphere in Canada at every level of government, but particularly in systems with political parties;

And Whereas this hostile political climate drives lower democratic participation, including low voter turnout and fewer and less diverse political candidates, resulting in a lopsided and unhealthy democracy;

And Whereas poor political health undermines the ability of democratic institutions to exercise effective leadership and overcome the unprecedented challenges of the 21st century;

And Whereas elections are one of the most central and participatory parts of Canadian democratic systems;

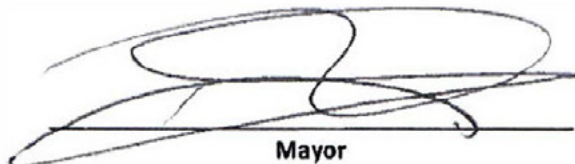
And Whereas numerous studies, including those by Parliamentary committees, have identified our First Past the Post electoral system as driving increasing polarization and declines in voter participation, and have recommended some form of proportional representation;

And Whereas electoral reform enjoys broad public support, with a majority of polling respondents who identify with every major party supporting change in the way that they vote;

Therefore Be It Resolved that the Municipality of Brighton call upon the provincial and federal governments to enact electoral reform, adopting proportional systems in which every vote counts and polarization is diminished, in order to safeguard and empower Canadian democracy;

And Be It Further Resolved that this motion be circulated to Prime Minister Mark Carney,
Premier Doug Ford, and all Ontario municipalities.

Carried ☒ OR Defeated ☐


Mayor

Recorded Vote		<i>For Clerks Use Only</i>			
Recorded vote called by: _____					
	For	Against	Abstain	Absent	COI
Mayor Brian Ostrander					
Deputy Mayor Ron Anderson					
Councillor Anne Butwell					
Councillor Hannah MacAusland					
Councillor Emily Rowley					
Councillor Jeff Wheeldon					
Councillor Bobbi Wright					
Total					
Carried ☐		Defeated ☐		Clerk's Initials	



**BONFIELD TOWNSHIP
OFFICE OF THE DEPUTY CLERK**

365 HIGHWAY 531

BONFIELD ON P0H 1E0

Telephone: 705-776-2641 Fax: 705-776-1154

Website: <http://www.bonfieldtownship.com>

Email: deputyclerk@bonfieldtownship.com

September 24, 2025

To: The Right Honourable Mark Carney

Subject: Urgent Appeal Regarding Canada Post Labour Dispute and Impact on Municipal Communications

Dear Mr. Carney

On behalf of the Council of the Township of Bonfield, I am writing to express our concern regarding the ongoing labour dispute between Canada Post and the Canadian Union of Postal Workers (CUPW), which remains unresolved despite months of negotiations.

As you are aware, CUPW has suspended the delivery of flyers nationwide in an effort to encourage Canada Post to return to the bargaining table. While we respect the rights of workers to collectively bargain, this suspension has had a significant impact on businesses, non-profit organizations, and municipal governments, limiting our ability to communicate essential information to our residents.

The Township of Bonfield, like many rural municipalities, has limited internet connectivity and relies heavily on Canada Post for the distribution of newsletters and other important communications. The interruption in mail services directly affects our capacity to keep residents informed on municipal matters, emergency notifications, and other critical community information.

Therefore, be advised that the Council of the Township of Bonfield:

1. Urges the Canadian Union of Postal Workers and the Federal Government to promptly return to the negotiating table; and
2. Calls upon CUPW to reconsider the suspension of flyer deliveries, including municipal communications, to ensure the continued dissemination of critical community information.

A copy of this resolution has been sent to the Nipissing-Timiskaming MP, Pauline Rochefort, Nipissing MPP, Vic Fedeli, Canada Post, the CUPW President, FONOM, and AMO.

Small Community. Big Heart



We respectfully request your attention to this matter to help facilitate a timely resolution, ensuring that municipalities like Bonfield can continue to effectively communicate with their residents.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Andrée Gagné".

Andrée Gagné
Deputy Clerk-Treasurer
Township of Bonfield

Small Corn





**BONFIELD TOWNSHIP
OFFICE OF THE DEPUTY CLERK**

365 HIGHWAY 531

BONFIELD ON P0H 1E0

Telephone: 705-776-2641 Fax: 705-776-1154

Website: <http://www.bonfieldtownship.com>

Email: deputyclerk@bonfieldtownship.com

RESOLUTION OF COUNCIL

September 23rd, 2025

Motion 5

Moved by Councillor MacInnis

Seconded by Councillor Corbett

WHEREAS the labour dispute between Canada Post and the Canadian Union of Postal Workers (CUPW) remains unresolved despite months of negotiations; AND WHEREAS CUPW has suspended the delivery of flyers nationwide in an effort to bring Canada Post back to the bargaining table; AND WHEREAS this suspension significantly impacts businesses, non-profit organizations, and municipal governments, limiting their ability to communicate essential information; AND WHEREAS many rural municipalities, including the Township of Bonfield, have limited internet connectivity and rely heavily on Canada Post for the distribution of newsletters and other important communications to residents; NOW THEREFORE BE IT RESOLVED that the Council of the Township of Bonfield:

1. Urges the Canadian Union of Postal Workers and the Federal Government to promptly return to the negotiating table; and
2. Calls upon CUPW to reconsider the suspension of flyer deliveries, which includes municipal communications, to ensure the continued dissemination of critical community information

AND THAT a copy of this resolution be sent to the Right Honourable Mark Carney, Nipissing Timiskaming MP, Pauline Rochefort, Nipissing MPP, Vic Fedeli, Canada Post, CUPW President, FONOM, and AMO.

Carried

DIVISION VOTE

FOR

Donna Clark _____
Jason Corbett _____
Steve Featherstone _____
Dan MacInnis _____
Narry Paquette _____

AGAINST

Declaration of Pecuniary Interest/Conflict of Interest

CERTIFIED to be a true copy of Resolution No.5 of the Township of Bonfield's Regular Council Meeting of ~~September~~ 23rd, 2025, and which Resolution is in full force and effect.



Andrée Gagné
Deputy Clerk-Treasurer



THE TOWNSHIP OF
WOOLWICH

BOX 158, 24 CHURCH ST. W
ELMIRA, ONTARIO N3B 2Z6
TEL 519-669-1647 / 1-877-969-0094
COUNCIL/CAO/CLERKS FAX 519-669-1820
PLANNING/ENGINEERING/BUILDING FAX 519-669-4669
FINANCE/RECREATION/FACILITIES FAX 519-669-9348

September 26, 2025

Prime Minister
Right Hon. Mark Carney
Office of the Prime Minister
80 Wellington Street
Ottawa, Ontario
K1A 0A2

Right Honorable Prime Minister:

RE: Resolution Passed by Woolwich Township Council – Bill C-61 First Nations Clean Water Act

This letter is to inform you that the Council of the Township of Woolwich passed the following resolution at their meeting held on September 23, 2025:

WHEREAS in December 2023, the Minister of Indigenous Services introduced house government bill C-61: An Act respecting water, source water, drinking water, wastewater and related infrastructure on First Nation lands also known as the First Nations Clean Water Act; and

WHEREAS in an open letter to Members of Parliament on December 12, 2024, the Assembly of First Nations (AFN) called on all Members of Parliament to prioritize the advancement of Bill C-61, calling it “a step toward addressing the long-standing water issues faced by First Nations”; and

WHEREAS Bill C-61 was not passed into law before Parliament was prorogued on January 6, 2025; and

WHEREAS Minister of the Environment, Conservation and Parks Todd McCarthy has been unclear on Ontario’s position on this legislation, identifying Bill C-61 as a potential piece of legislation that would “undermine competitiveness” and “delay project development” before apologizing for any confusion and clarifying the need to “bring clean drinking water to First Nations communities, while also bringing the kind of regulatory certainty that attracts investment in businesses and communities”; and

WHEREAS Prime Minister Mark Carney and Indigenous Services Minister Mandy Gull-Masty have indicated the Canadian government's support for introducing legislation like Bill C-61 in the fall of 2025; and

WHEREAS as of September 2025, Indigenous Services Canada data shows that while 93 long-term drinking water advisories have been lifted, since November

2015, 37 long-term drinking water advisories remain active, including in 27 communities in Ontario; and

NOW THEREFORE be it resolved that the Council of the Township of Woolwich:

- 1. Calls on the Government of Canada and the Minister of Indigenous Services to reintroduce legislation to ensure First Nations have the right to clean and safe drinking water in the Fall of 2025 in the same form as Bill C-61;**
- 2. Calls on the Government of Ontario and the Minister of the Environment, Conservation and Parks to support this important Federal legislation; and**
- 3. Directs staff to forward this resolution to the Prime Minister, Minister of Indigenous Services, Premier of Ontario, Minister of the Environment, Conservation and Parks, Assembly of First Nations and all Municipalities in Ontario.**

Should you have any questions, please contact Alex Kirchin, by email at akirchin@woolwich.ca or by phone at 519-669-6005.

Yours truly,



Jeff Smith
Municipal Clerk
Corporate Services
Township of Woolwich

cc. Hon. Mandy Gull-Masty, Minister of Indigenous Services
Hon. Todd J. McCarthy, Minister of Environment, Conservation and Parks
Hon. Doug Ford, Premier of Ontario
Assembly of First Nations
All Municipalities in Ontario

Jena Doonan

From: [REDACTED]
Sent: [REDACTED]
To: [REDACTED]
Subject: City of Kitchener Resolution - Postage
Attachments: Letter - Postage.pdf

Good morning,

Please see attached for a resolution that was passed at the August 25th City of Kitchener Council meeting. This resolution is being sent to you as you may have an interest in this matter.

Thank you and have a wonderful day,

Siobhan Delaney

Administrative Clerk | Corporate Services | City of Kitchener
519-783-8203 | TTY 1-866-969-9994 | siobhan.delaney@kitchener.ca





AMANDA FUSCO

Director of Legislated Services & City Clerk
Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.904.1402 Fax: 519.741.2705
amanda.fusco@kitchener.ca
TTY: 519-741-2385

SENT VIA EMAIL

September 26, 2025

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

Dear Premier Ford:

This is to advise that City Council, at a meeting held on August 25, 2025, passed the following resolution regarding postage:

"WHEREAS Postage costs have seen significant increases, including 25% in 2025 alone;

WHEREAS paper billing has a further environmental cost in both materials (trees) and transportation;

WHEREAS paper billing is increasingly being displaced by environmentally friendly and cost-efficient e-billing;

WHEREAS the Municipal Act indicates the right to a paper bill, and cost-recovery fees for paper billing for tax, and utility bills are unclear;

THEREFORE BE IT RESOLVED that Kitchener City Council request the Province of Ontario to amend the Municipal Act to permit municipalities the ability to grandfather-out paper billing as the default option, and to permit municipalities to establish fees for paper billing for new accounts that opt for this method of delivery;

THEREFORE BE IT FINALLY BE RESOLVED that a copy of this motion be sent to the Association of Municipalities of Ontario, the Premier of Ontario, the Ministry of Municipal Affairs and housing, all other municipalities within Ontario for their consideration and possible endorsement."

Yours truly,



A. Fusco
Director of Legislated Services & City Clerk

Cc: Hon. Rob Flack, Minister of Municipal Affairs and Housing
Association of Municipalities Ontario (AMO)
Sloane Sweazey, Senior Policy Advisor, City of Kitchener
Ontario Municipalities

September 26, 2025

Ministry of Energy and Mines
77 Grenville Street
Toronto, Ontario
M7A 2C1

Re: Support Consultation on the Future of Community Natural Gas Expansion

This is to confirm that at the September 15, 2025, Corporate Services Committee Meeting the following resolution was adopted with respect to the above noted matter:

Supports the Ministry's consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorses access to natural gas as an option to other energy solutions to advance the Township of West Lincoln's housing, employment lands, and economic development objectives.

Directs staff to submit comments to ERO 0250923 reflecting Township of West Lincoln's priorities, including: priority application types, alignment with Official Plan/Secondary Plans, sites and corridors where gas access would enable development (housing/employment lands), any Phase 1 and 2 learnings (if applicable) and practical barriers (e.g., timing, permitting, costs, land access).

Forwards this resolution to MPP Sam Oosterhoff, the Minister of Energy and Mines, the Ontario Energy Board, AMO, and neighbouring municipalities.

If any further information is required, please contact the undersigned at 905-957-3346, Ext 5129.

Yours Truly,



Justin J. Paylove
Manager, Legislative Services/Clerk
jpaylove@westlincoln.ca

JJP/jmt

cc. Sam Oosterhoff, MPP
Association of Municipalities of Ontario
Niagara Region Municipalities
Ontario Board of Energy



Legislative Services
Michael de Rond
905-726-4771
clerks@aurora.ca

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

September 25, 2025

Delivered by email

resolutions@amo.on.ca

Association of Municipalities of Ontario (AMO)
155 University Avenue, Suite 800
Toronto, ON M5H 3B7

**Re: Town of Aurora Council Resolution of September 23, 2025
Member Motion 8.9.1 - Councillor Gilliland; Re: Elect Respect Campaign Support**

Please be advised that this matter was considered by Council at its meeting held on September 23, 2025, and in this regard, Council adopted the following resolution:

Whereas a healthy democracy thrives when all individuals can participate safely, equitably, and meaningfully in public life; and

Whereas Aurora, like many municipalities across Ontario, is witnessing an erosion of civil discourse and growing hostility in the political arena, both in person and online; and

Whereas elected officials at all levels, particularly women and those from equity-deserving communities, are experiencing increased threats, harassment, and toxic engagement that deter civic participation; and

Whereas social media platforms, while powerful tools for engagement, have contributed to a climate of disrespect and polarization that discourages individuals from seeking or maintaining public office; and

Whereas inclusive and respectful governance results in better decision-making and stronger representation, especially when voices of diverse genders, identities, races, ethnicities, sexual orientations, ages, and abilities are present at municipal council tables; and

Whereas the Association of Municipalities of Ontario (AMO), through its Healthy Democracy Project, has identified troubling trends of voter apathy and a declining interest in running for municipal office; and

Whereas in 2024, a group of female elected officials from Halton formed H.E.R. (Halton Elected Representatives), launching the Elect Respect campaign to advocate for respectful political engagement and safe, inclusive workplaces; and

Whereas on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a national Parliamentary Civility Pledge, inspired by the work of H.E.R., to promote respectful conduct among elected officials;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora Council endorses the Elect Respect pledge and commits to:

- **Treating all individuals with respect in every setting; public, private, and digital;**
- **Speaking out against harassment, intimidation, and personal attacks;**
- **Keeping debate focused on ideas and public policy, not individuals;**
- **Fostering an environment where people of all backgrounds feel safe and supported in seeking and holding public office;**
- **Urging relevant authorities to ensure the safety and protection of elected officials facing threats or abuse;**
- **Demonstrating leadership through integrity, accountability, and mutual respect among colleagues and constituents; and**

2. Be It Further Resolved That the Town of Aurora encourages other municipalities, elected officials, organizations, and residents to support the Elect Respect initiative and sign the pledge at www.electrespect.ca; and

3. Be It Further Resolved That a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), Ontario's Big City Mayors, the Federation of Canadian Municipalities (FCM), local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs), York Region, York Regional Police, and all Ontario municipalities.

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

Sincerely,



Michael de Rond

Town Clerk

The Corporation of the Town of Aurora

MdR/lb

Attachment (Council meeting extract)

Town of Aurora Council Resolution of September 23, 2025
Elect Respect Campaign Support
September 25, 2025

3 of 3

Copy: Ontario's Big City Mayors (OBCM)
Federation of Canadian Municipalities (FCM)
Sandra Cobena, MP Newmarket—Aurora
Costas Menegakis, MP Aurora—Oak Ridges—Richmond Hill
Dawn Gallagher Murphy, MPP Newmarket—Aurora
Hon. Michael Parsa, MPP Aurora—Oak Ridges—Richmond Hill
The Regional Municipality of York
York Regional Police
All Ontario Municipalities



8. Committee of the Whole Meeting Report of September 9, 2025

Moved by Councillor Thompson

Seconded by Councillor Weese

That the Committee of the Whole Meeting Report of September 23, 2025, and the Audit Committee Meeting Report of June 24, 2025 (Item 9), be received and the recommendations carried by the Committees approved, with the exception of sub-items 8.2.2, 8.5.2, and 8.7.1, which were discussed and voted on separately as recorded below.

Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Thompson, Councillor Gallo, and Councillor Kim

Absent (1): Councillor Gaertner

Carried (6 to 0)

8.9 Member Motions

8.9.1 Councillor Gilliland; Re: Elect Respect Campaign Support

Whereas a healthy democracy thrives when all individuals can participate safely, equitably, and meaningfully in public life; and

Whereas Aurora, like many municipalities across Ontario, is witnessing an erosion of civil discourse and growing hostility in the political arena, both in person and online; and

Whereas elected officials at all levels, particularly women and those from equity-deserving communities, are experiencing increased threats, harassment, and toxic engagement that deter civic participation; and

Whereas social media platforms, while powerful tools for engagement, have contributed to a climate of disrespect and polarization that discourages individuals from seeking or maintaining public office; and

Whereas inclusive and respectful governance results in better decision-making and stronger representation, especially when

voices of diverse genders, identities, races, ethnicities, sexual orientations, ages, and abilities are present at municipal council tables; and

Whereas the Association of Municipalities of Ontario (AMO), through its Healthy Democracy Project, has identified troubling trends of voter apathy and a declining interest in running for municipal office; and

Whereas in 2024, a group of female elected officials from Halton formed H.E.R. (Halton Elected Representatives), launching the Elect Respect campaign to advocate for respectful political engagement and safe, inclusive workplaces; and

Whereas on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a national Parliamentary Civility Pledge, inspired by the work of H.E.R., to promote respectful conduct among elected officials;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora Council endorses the Elect Respect pledge and commits to:
 - Treating all individuals with respect in every setting; public, private, and digital;
 - Speaking out against harassment, intimidation, and personal attacks;
 - Keeping debate focused on ideas and public policy, not individuals;
 - Fostering an environment where people of all backgrounds feel safe and supported in seeking and holding public office;
 - Urging relevant authorities to ensure the safety and protection of elected officials facing threats or abuse;
 - Demonstrating leadership through integrity, accountability, and mutual respect among colleagues and constituents; and
2. Be It Further Resolved That the Town of Aurora encourages other municipalities, elected officials, organizations, and residents to support the Elect Respect initiative and sign the pledge at www.electrespect.ca; and
3. Be It Further Resolved That a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), Ontario's Big City Mayors, the Federation of Canadian Municipalities (FCM),

local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs), York Region, York Regional Police, and all Ontario municipalities.

Carried



**The Corporation of the
Township of Perry**

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

Date: September 3, 2025

Resolution No.: 2025- 310

Moved By: Joe Lumley **Seconded By:** Paul Sowry

Whereas the Township of Perry recognizes the selfless service and enduring sacrifices made by Canadian Armed Forces veterans in the defence of our country and values;

Whereas the 2021 Census, conducted by Statistics Canada, identified more than 460,000 veterans residing across Canada, a significant population segment deserving of comprehensive, accessible, and modernized federal support;

Whereas Veterans Affairs Canada (VAC) currently administers income support programs to assist veterans in need, including the Income Replacement Benefit (IRB) program;

Whereas the eligibility threshold for the Income Replacement Benefit (IRB) program which was created in 2019 – set at \$20,000 annually for a single-person household – fails to reflect today's economic reality, particularly in light of inflation, soaring housing costs, and the general increase in cost of living;

Whereas such low eligibility thresholds may disincentivize employment and community participation by penalizing veterans for earning beyond an outdated benchmark, thereby discouraging reintegration and contribution to civic life;

Whereas it is the duty of all levels of government to stand in unified support of our veterans and to advocate for policy changes that enable them to live with dignity and financial stability;

Therefore, be it resolved that the Council of the Corporation of the Township of Perry formally calls on the Government of Canada and all federal parties to increase the eligibility threshold for the Income Replacement Benefit (IRB) program from \$20,000 to no less than \$40,000 annually for a single-person household; and

That Council urges Veterans Affairs Canada to review all income support programs with the intent to modernize eligibility criteria in line with the current cost of living across Canada;

That this motion be formally endorsed and sent to:

- The Right Honourable Mark Carney, Prime Minister of Canada;
- The Honourable Jill McKnight, Minister of Veterans Affairs;
- The Honourable Andrew Scheer, Acting Leader of the Official Opposition;
- Scott Aitchison, Member of Parliament for Parry Sound-Muskoka;
- All 444 municipalities across the Province of Ontario;
- The Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO) for broader distribution and endorsement;

Carried: 

Defeated: 

Norm Hofstetter, Mayor

RECORDED VOTE		
Council	For	Against
Councillors Jim Cushman		
Joe Lumley		
Margaret Ann MacPhail		
Paul Sowrey		
Mayor Norm Hofstetter		



MUNICIPALITY OF
SHUNIAH

COUNCIL RESOLUTION

Resolution No.: 295-25

Date: Sep 23, 2025

Moved By: _____

Seconded By: _____

THAT Council hereby receives and supports the resolution from Perry regarding Increased Income Support Thresholds for Veterans;

AND THAT Council directs the Clerk to forward a copy of this resolution to Prime Minister Mark Camey, Minister of Veterans Affairs Jill Mcknight, Leader of the Conservative Party of Canada Pierre Poilievre, Leader of the Bloc Quebecois Yves-Francois Blanchet, Member of Parliament for Thunder Bay Superior-North Patty Hajdu, the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities;

AND THAT the same be filed in the Clerk's Office.

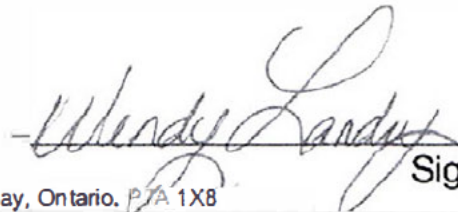
☒ **Carried**

☐ **Defeated**

☐ **Amended**

☐ **Deferred**

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario. PTA 1X8


Signature

Sent by Email

October 3, 2025

Federation of Canadian Municipalities (FCM)
24 Clarence Street
Ottawa, ON K1N 5P3
resolutions@fcm.ca

Association of Municipalities of Ontario (AMO)
155 University Ave, Suite 800
Toronto, ON M5H 3B7
resolutions@amo.on.ca

Subject: Elect Respect

The Council of The Corporation of the City of Pickering considered the above matter at a Meeting held on September 29, 2025 and adopted the following resolution:

WHEREAS, democracy is strengthened when all individuals can participate fully, safely, and without discrimination, contributing to the well-being of their communities;

And Whereas, democratic discourse and respectful debate are under pressure across all levels of government, including municipal councils in Ontario;

And Whereas, elected officials are increasingly facing harassment, threats, intimidation, and unsafe work environments, which undermine personal safety, deter civic participation, and erode public confidence in democratic institutions;

And Whereas, social media platforms, while enabling legitimate discourse, have also amplified abusive, discriminatory, or threatening behaviour, disproportionately affecting women, racialized persons, Indigenous peoples, LGBTQ+ persons, and persons with disabilities, discouraging many from seeking or remaining in public office;

And Whereas, freedom of expression is a cornerstone of democracy and must be safeguarded, even as we combat unlawful harassment, violence, and hate;

And Whereas, the Association of Municipalities of Ontario's Healthy Democracy Project has identified troubling trends in declining voter turnout and a reduction in candidate participation at the municipal level;

And Whereas, grassroots and national initiatives such as Halton Elected Representatives (H.E.R.) campaign and the Parliamentary Civility Pledge led by the Canadian Association of Feminist Parliamentarians, demonstrate a growing commitment to fostering respectful, safe, and inclusive environments in political life;

Now therefore be it resolved that the Council of The Corporation for the City of Pickering:

1. Supports the principles of the Elect Respect pledge and commits to:
 - Treat all persons with dignity and respect in public, private, and online spaces;
 - Reject and call out harassment, threats, unlawful discrimination, and personal abuse;
 - Focus public debate on policies and ideas, rather than personal attacks or identity-based commentary;
 - Build a culture of safety and inclusion, ensuring that individuals of all genders, identities, backgrounds, races, sexual orientations, ages, and abilities feel empowered to run for and serve in public office;
 - Call on relevant authorities to investigate and respond to threats or harassment directed at elected officials, in accordance with applicable laws;
 - Model accountability and integrity by holding ourselves and one another to clear, transparent, and legally grounded standards of conduct;
 - Defend freedom of expression while actively opposing abuse and intimidation in all forms;
2. Encourages elected officials, political organizations, municipalities, and members of the public to sign and support the Elect Respect pledge by visiting: electrespect.ca; and,
3. Directs that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), Ontario's Big City Mayors, the Federation of Canadian Municipalities (FCM), Members of Provincial and Federal Parliament (MPPs and MPs), Durham Regional Police Services (DRPS), the Ontario Provincial Police (OPP), the Royal Canadian Mounted Police (RCMP), all municipalities in Ontario, Halton Elected Representatives (H.E.R.), and Canadian Association of Feminist Parliamentarians.

Should you require further information, please do not hesitate to contact the undersigned at 905.420.4660, extension 2019.

Yours truly

A handwritten signature in dark ink, appearing to read 'Susan Cassel', written in a cursive style.

Susan Cassel
City Clerk

SC:am

Copy: Ontario's Big City Mayors
 Members of Provincial and Federal Parliament (MPPs and MPs)
 Durham Regional Police Services (DRPS)
 Ontario Provincial Police (OPP)
 Royal Canadian Mounted Police (RCMP)
 All Municipalities in Ontario
 Halton Elected Representatives (H.E.R.)
 Canadian Association of Feminist Parliamentarians

 Chief Administrative Officer

EORN Cell Gap Project Monthly Update

September 2025

Regional view

	Planned	Completed	New this month
Upgrades to existing towers	311	311	n/a
New towers in service	258	146	0
New co-locations	75	68	2
Land use authority	257	253	0
Please note that this information is collected monthly and is subject to change as the project moves forward.			

United Counties of Stormont, Dundas and Glengarry

	Planned	Completed	New this month
Upgrades to existing towers	18	18	n/a
New towers in service	12	11	0
New co-locations	5	5	n/a
Land use authority	12	12	n/a
Please note that this information is collected monthly and is subject to change as the project moves forward.			

Note: data is updated by Rogers on the 15th of each month. Data provided for this update was received on September 15, 2025.

United Counties of Stormont, Dundas and Glengarry Uplifts Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C0320	Morrisburg	Municipality of South Dundas	In-service
C2265	Iroquois	Municipality of South Dundas	In-service
C2267	Winchester	Township of North Dundas	In-service
C3645	Chesterville	Township of North Dundas	In-service
C3989	Winchester Town	Township of North Dundas	In-service
C1904	Highway 417 at Dunvegan	Township of North Glengarry	In-service
C2323	Alexandria	Township of North Glengarry	In-service
C0806	Casselman	Township of North Stormont	In-service
C2248	Monkland	Township of North Stormont	In-service
C1883	Lancaster	Township of South Glengarry	In-service
C2175	Glen Walter	Township of South Glengarry	In-service
C4732	Tyotown and Boundary	Township of South Glengarry	In-service

United Counties of Stormont, Dundas and Glengarry Uplifts Build Schedule

<u>Tower identifier</u>	<u>Site name</u>	<u>Municipality</u>	<u>In-service plan</u>
C4735	Montreal Road and Boundary Road	Township of South Glengarry	In-service
C6511	Highway 401 and Curry Hill Road	Township of South Glengarry	In-service
C0809	Ingleside	Township of South Stormont	In-service
C3142	Long Sault	Township of South Stormont	In-service
C4701	Long Sault Town	Township of South Stormont	In-service
C6517	Highway 401 and Aultsville Road	Township of South Stormont	In-service

United Counties of Stormont, Dundas and Glengarry Co-location Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C4678	Williamsburg	Municipality of South Dundas	In-service
C4080	Hallville	Township of North Dundas	In-service
C3991	Finch	Township of North Stormont	In-service
C6512	Highway 401 and Fraser Road	Township of South Glengarry	In-service
C6627	Highway 18 and Chapel Road	Township of South Glengarry	In-service

United Counties of Stormont, Dundas and Glengarry New Tower Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C8600	County Road 16 and County Road 18	Municipality of South Dundas	2026
C8550	South Mountain	Township of North Dundas	In-service
C8184	Glenn Robertson	Township of North Glengarry	In-service
C8185	Greenfield	Township of North Glengarry	In-service
C8186	Maxville	Township of North Glengarry	In-service
C8674	Ol Military Road and Blind Road	Township of North Glengarry	In-service
C8671	Concession Road 12 and Angel Road	Township of North Glengarry	In-service
C8537	Moose Creek	Township of North Stormont	In-service
C8670	Cannamore	Township of North Stormont	In-service
C8872	Kenyon Concession Road 1 at Joannette-Brunet Drain	Township of South Glengarry	In-service
C8673	Concession Road 7 and Glen Norman Road	Township of South Glengarry	In-service
C8472	ON-138 at Bonville	Township of South Stormont	In-service

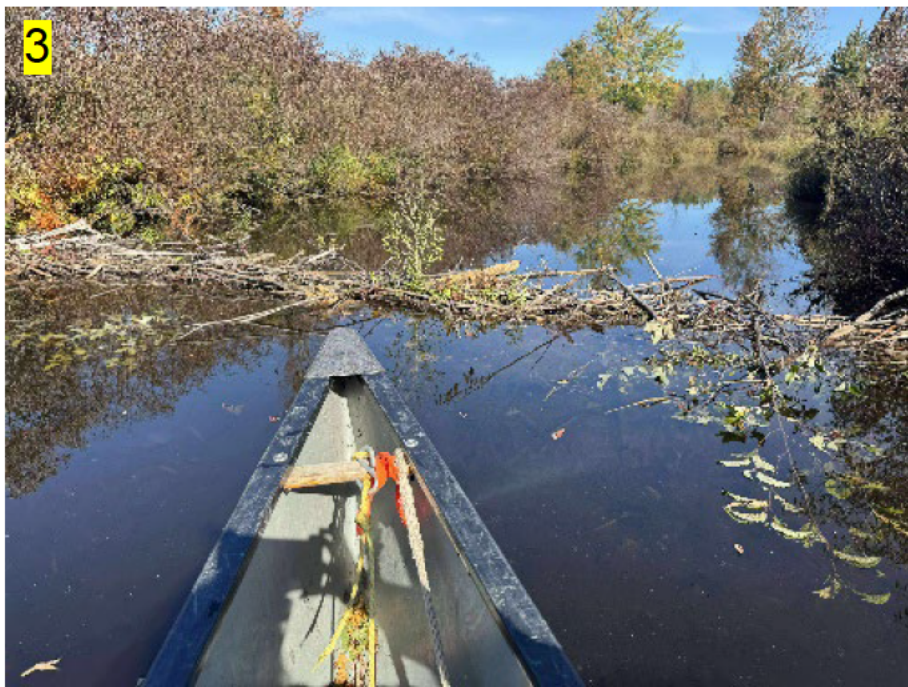
Garry River – Minor Blockages (between Middle Lake and Mill Pond)



 Garry River – Minor Blockages



 Garry River – Minor Blockages



Eastern Region

Région de l'Est

2430 Don Reid Drive, Suite 103
Ottawa ON K1H 1E1
Phone: 613-521-3450
or 1-800-860-2195

2430, promenade Don Reid, suite 103
Ottawa ON K1H 1E1
Tél: 613-521-3450
ou 1-800-860-2195

October 8, 2025

The Corporation of the Township of North Glengarry
Attention: Sarah Huskinson, CAO/Clerk

**Re: Updates to Ministry of the Environment, Conservation and Parks' Compliance Policy
– Potential for Low-Risk Incident Referrals to Municipalities**

On June 4, 2025, the Government of Ontario [announced updates](#) to the Ministry of the Environment, Conservation and Parks' [compliance policy](#). A notice outlining the decision can be found [here](#). These changes will allow the ministry to focus on higher-risk events, such as spills that could harm human health, while referring low-risk incidents that do not impact human health or the environment, such as construction noise, via referral to more appropriate regulatory authorities, including municipalities. Further details on the new incident referral assessment process can be found in section 4.2 of the updated compliance policy.

The updates to the compliance policy will clarify roles and responsibilities between the ministry and municipalities to avoid duplication and reduce burden on the regulated community by simplifying compliance oversight for low-risk activities. These changes will strengthen collaboration between the ministry and municipalities, while also improving service for members of the public by clarifying which regulator is responsible for responding to an incident.

Listed below are types of complaints that the ministry will typically consider for referral to municipalities:

1. Odours - Reports of odours from restaurants, food preparation, construction/demolition/maintenance activities, vehicles, or residential sources.
2. Noise - Reports of noise from air conditioning and heating, vehicles, residences, pets, construction activities, music festivals and outdoor events.
3. Dust - Reports of general or road dust resulting from development or construction/demolition sites, stone cutting, or complaints of off-site dust generated from a neighbour's construction activities.
4. Waste - Reports of littering, abandoned vehicles, and small quantities of solid non-hazardous waste dumping.
5. Water – Reports of discharges to municipal sewers, oil leaking from vehicles to roadway/sewers, and problems with private ponds.

Please note: if a low-risk incident persists long term escalates to a community-level concern, or becomes linked to health impacts, the ministry will re-evaluate the risk and may take further action. Additionally, if a municipality lacks the capacity to carry out compliance and enforcement activities for a referred incident, the ministry may intervene if the risk level is deemed sufficiently high.

Should you have any questions or wish to discuss further, please feel free to contact me via email tracy.hart@ontario.ca or by phone 613-866-1386

Sincerely,

Terri-Lee Forrester

Terri Forrester *on behalf of*
Tracy Hart
District Manager
Ottawa District Office
Ministry of the Environment, Conservation and Parks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

NORTH
GLEN GARRY
NORD



[REDACTED]

[REDACTED]

[REDACTED]

To: Timothy Simpson <cao@northglengarry.ca>
Cc: Hart, Tracy (MECP) <Tracy.Hart@ontario.ca>
Subject: Ministry of the Environment, Conservation and Parks Compliance Policy Updates

Hello,

Please find attached a letter outlining recent updates to the Ministry of the Environment, Conservation and Parks' compliance policy, announced on June 4, 2025. These changes introduce a new process for referring low-risk incidents to more appropriate regulatory authorities, including municipalities. These changes will help to clarify roles and responsibilities between the ministry and municipalities.

The attached letter includes examples of low-risk incidents typically considered for referral, as well as guidance on how these changes aim to reduce duplication for businesses, improve service to the public, and support collaboration between our organizations.

The ministry will be hosting a second information session on the compliance policy updates on October 23, 2025, to accommodate municipalities who were unable to attend the initial session on August 27, 2025. The second session will cover the same materials as the first session. A link to register can be found [here](#).

We appreciate your continued partnership and look forward to further engagement. Please do not hesitate to reach out should you have any questions.

Sincerely,

Terri-Lee Forrester, on behalf of Tracy Hart, Ottawa District Manager

Supervisor (A) | Cornwall Area Office | Eastern Region

Ministry of the Environment, Conservation and Parks | Government of Ontario

(613) 930-3599 | Terri.Forrester@ontario.ca

Cornwall Area Office | Eastern Region

113 Amelia Street

Cornwall ON K6H 3P1



Are you reporting a spill? Please contact the Ministry of the Environment, Conservation and Parks, Spills Action Centre at (416)325-3000 or 1(800) 268-6060.

Are you reporting a pollution incident or environmental concern? Please use the ministry's [online pollution reporting tool](#) or for more urgent matters contact the Pollution Hotline at 1(866) 663-8477.

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 33-2025
FOR THE YEAR 2025**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of Tuesday October 14,2025, in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-Law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 14th day of October 2025.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 33-2025, duly adopted by the Council of the Township of North Glengarry on the 14th day of October 2025

Certified CAO/Clerk / Deputy Clerk

Date