



The Corporation of the Township of Scugog
Council Meeting
Agenda

Monday, April 27, 2026

6:30 PM

Council Chambers, Municipal Building
181 Perry Street, Port Perry

Electronic Participation: Members of Council, staff and the public may participate electronically as authorized under Section 238 of the Municipal Act, 2001, as amended, and as permitted by the Township of Scugog Procedural By-law by arranging it in advance with the Clerk.

Inquiries, Accommodations and Alternate Formats: For inquiries about this agenda, to make arrangements for accessibility accommodations for persons attending, or if this information is required in an alternate format, please contact: Christy Harrison, Legislative Services Associate, at 905-9857346, ext. 115 or by email at charrison@scugog.ca.

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Written Correspondence: Those wishing to submit written correspondence with respect to items on the agenda may do so by emailing clerks@scugog.ca, or by sending or dropping off at 181 Perry Street, Port Perry.

In the event of an agenda addendum, the revised agenda will be published on Friday after 3:30 p.m. Late items added or a change to an item will appear with a * beside them.

Pages

1. Call to Order
2. Call Open Session to Order, Moment of Silence and Land Acknowledgement
3. Disclosure of Pecuniary Interest and Nature Thereof
4. Announcements from Council and Staff
5. Delegations
 - 5.1 Delegation from Enabled Talent Regarding, Enable Canada Tour
Amandipp Singh
6. Presentations

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6.1	Presentation from Port Perry Business Improvement Association (BIA), Regarding 2026 Budget Marina Brock - Treasurer, Sharon Runnalls - Marketing, and JoAnne Callery - Area Development	6
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7.2.3	PWR-2026-019 - Modular Bridge Replacement and Associated Works, Scugog Line 2 Grant Taylor, Director of Public Works and Recreation	78
7.2.4	PWR-2026-022 - Local Roads Resurfacing 2026 Contract Award Grant Taylor, Director of Public Works and Recreation	86
7.3	Correspondence	
7.4	By-Laws	
7.4.1	16-26 - Zoning By-Law Amendment - Temporary Use - 1401 Scugog Line 6	95
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8.	Items for Separate Discussion	
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10.	Disclosure of Pecuniary Interest and Nature Thereof in Closed Session	
11.	Closed Session	
11.1	Closed Session Meeting Minutes - March 23, 2026	

11.2 CONF-2026-009 - Litigation Matter

To discuss a litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, pursuant to Section 239(2)(e) of the Municipal Act, 2001, and to discuss advice that is subject to solicitor-client privilege, including communications necessary for that purpose, pursuant to Section 239(2)(f) with respect to an update on current / pending litigation in the Township of Scugog.

12. Rise from Closed Session

13. Matters from Closed Session

14. Confirming By-Law -18-26

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15. Adjournment

Township of Scugog Delegation Request Form

If you wish to speak at an upcoming meeting, please ensure this form is fully completed.

The public can apply to speak at a General Purpose & Administration Committee meeting or a Planning & Community Affairs Committee meeting. Please refer to the [council schedule](#) before requesting your date.

Requests must be received no later than 4:00 p.m. on the Tuesday preceding the meeting.

For additional information or clarification please contact the Clerk's Department at clerks@scugog.ca.

Date of Meeting *

Name of Delegation / Person(s) Speaking *

Each individual delegate will be given a five (5) minute time slot to address the Council. Please note delegation time cannot be combined to exceed the five (5) minute limit for each individual speaker.

Contact Name *

Phone Number (999-999-9999) *

Email Address *

Address *

Town/City *

Province *

Postal Code *

Group Delegation Represents

General Nature of Delegation *

How will you be attending? *

- Attending in-person
- Attending virtually

Please indicate the Action being requested by Council (if applicable):

Note: Committee and Council meetings are live streamed and recorded. By requesting to address Council, you and/or your organization or group hereby consent to appear on these broadcasts.

Personal Information on this form is being collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. c.F.31, s. 39 (2).

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Port Perry BIA Budget

2026

Annual Levy	\$149,992
Township 2025 Overlevy (Reserve)	\$16,000
Reserve	\$30,000
Event/grant revenues	
Film Revenue	
Total Revenue	\$195,992
Administration	\$38,392
Part time staff & Bookkeeping	\$29,392
Office expenses(totes, meetins, agm, copies)	\$1,500
Software costs,post, supplies, computer	\$2,500
Rent	\$5,000
Marketing & Promotion	\$62,300
- Media Buy	
Digital (incl. Instagram, facebook, Google adwords)	\$1,000
Print/Radio/TV - general BIA / Port Perry ad	\$2,500
Social Media Services (C. Tripp)	\$18,000
Vive - marketing contract	\$32,000
Influencer comp budget	\$1,500
- Event Marketing	
Spring event marketing - print/posters/signs	\$2,500
Christmas shop/eat event marketing	\$3,000
Website maintance	\$1,800
Events	\$67,900
Christmas lighting- building tops	\$24,000
Post office tree	\$2,600
Boom truck/incidentals	\$2,600
Trees- Titlers/War Memorial etc	\$4,700
Garland/poles	\$12,000
Christmas expenses (Santa; new installations /shopping event)	\$10,000
Spring Event - Hard costs - music/giveaways	\$3,000
Fall Event - décor	\$1,500
Street entertainment	\$7,500
Area Beautification	\$27,400
Street cleaning/weeding	\$800
Flower baskets and watering	\$7,000
Lighting Maint/Banner Installation	\$9,000
additional garbage cans/liners	\$0
new rope lights / fixtures- snowflakes	\$1,000
Banners and hardware	\$9,600
Capital Expenditures	
Capital expenditures	\$0
Total Expenditures	\$195,992

Downtown Port Perry Business Improvement Association

Balance Sheet

03/03/26

As of February 28, 2026

Accrual Basis

	Feb 28, 26
ASSETS	
Current Assets	
Chequing/Savings	
11010 · RBC 5048053	103,734.86
Total Chequing/Savings	103,734.86
Accounts Receivable	
12000 · Accounts Receivable	1,967.74
Total Accounts Receivable	1,967.74
Other Current Assets	
TCA Cost	
15901 · Original Cost	184,547.72
16910 · Accum. Amortization	-144,584.50
Total TCA Cost	39,963.22
13010 · Prepaid Expenses	72.78
Total Other Current Assets	40,036.00
Total Current Assets	145,738.60
Other Assets	
11020 · Investments	
GIC 00190176522	2,000.00
Total 11020 · Investments	2,000.00
Total Other Assets	2,000.00
TOTAL ASSETS	147,738.60
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21000 · Accounts Payable & Accruals	1,143.88
Total Accounts Payable	1,143.88
Credit Cards	
22000 · RBC Visa	618.23
Total Credit Cards	618.23
Other Current Liabilities	
25500 · GST/HST Payable	-1,934.04
Total Other Current Liabilities	-1,934.04
Total Current Liabilities	-171.93
Total Liabilities	-171.93
Equity	
32100 · Retained Earnings	119,321.01
Net Income	28,589.52
Total Equity	147,910.53
TOTAL LIABILITIES & EQUITY	147,738.60

Downtown Port Perry Business Improvement Association

03/03/26

Profit & Loss Budget vs. Actual

Accrual Basis

January through February 2026

	Jan - Feb 26	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
50740 · Annual Levy	41,498.00	165,992.00	-124,494.00
50900 · Reserve	0.00	30,000.00	-30,000.00
Total Income	41,498.00	195,992.00	-154,494.00
Gross Profit	41,498.00	195,992.00	-154,494.00
Expense			
1 · Administration			
71110 · Part Time Staff & Bookkeeping	2,573.75	29,392.00	-26,818.25
74000 · Office Expenses	488.75	1,500.00	-1,011.25
75050 · Phone,internet,postage,computer	587.98	2,500.00	-1,912.02
76000 · Rent	224.23	5,000.00	-4,775.77
Total 1 · Administration	3,874.71	38,392.00	-34,517.29
2 · Marketing & Promotion			
66500 · Media Buy			
66005 · Digital incl. Facebook, Google	0.00	1,000.00	-1,000.00
66008 · Social Media Services	1,409.97	18,000.00	-16,590.03
66010 · Print/Radio/TV	1,119.36	2,500.00	-1,380.64
Total 66500 · Media Buy	2,529.33	21,500.00	-18,970.67
66800 · Marketing Services	5,088.00	32,000.00	-26,912.00
66900 · Influencer Comps	0.00	1,500.00	-1,500.00
68000 · Events			
68004 · Spring	0.00	2,500.00	-2,500.00
68010 · Christmas	313.37	3,000.00	-2,686.63
Total 68000 · Events	313.37	5,500.00	-5,186.63
69000 · Website Maintenance	983.07	1,800.00	-816.93
Total 2 · Marketing & Promotion	8,913.77	62,300.00	-53,386.23
3 · Events			
79900 · Christmas Lighting			
e) Lighting Garland and Lampost	0.00	12,000.00	-12,000.00
a) · Store building tops	0.00	24,000.00	-24,000.00
c) · Reflection Park	0.00	4,700.00	-4,700.00
d) · Post Office Tree	0.00	2,600.00	-2,600.00
e) · Boom Truck	0.00	2,600.00	-2,600.00
Total 79900 · Christmas Lighting	0.00	45,900.00	-45,900.00
79902 · Christmas - Santa, sleigh rides	0.00	10,000.00	-10,000.00
79904 · Spring Event	0.00	3,000.00	-3,000.00
79906 · Fall Event	0.00	1,500.00	-1,500.00
79910 · Street Entertainment	0.00	7,500.00	-7,500.00
Total 3 · Events	0.00	67,900.00	-67,900.00
4 · Area Beautifications			
62801 · Street Cleaning	0.00	800.00	-800.00
62840 · Flowers	0.00	7,000.00	-7,000.00
62845 · Lighting Infrastructure	0.00	9,000.00	-9,000.00
Total 4 · Area Beautifications	0.00	16,800.00	-16,800.00
5 · Capital Expenditures			
70000 · Capital Purchases			
70002 · Lighting Project	0.00	1,000.00	-1,000.00
70003 · Banners	0.00	9,600.00	-9,600.00
Total 70000 · Capital Purchases	0.00	10,600.00	-10,600.00

Downtown Port Perry Business Improvement Association

Profit & Loss Budget vs. Actual

January through February 2026

	<u>Jan - Feb 26</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 5 · Capital Expenditures	0.00	10,600.00	-10,600.00
80000 · Prior Year 80001 · Expenses	<u>120.00</u>		
Total 80000 · Prior Year	<u>120.00</u>		
Total Expense	<u>12,908.48</u>	<u>195,992.00</u>	<u>-183,083.52</u>
Net Ordinary Income	<u>28,589.52</u>	<u>0.00</u>	<u>28,589.52</u>
Net Income	<u>28,589.52</u>	<u>0.00</u>	<u>28,589.52</u>



The Corporation of the Township of Scugog

Council Meeting Minutes

March 23, 2026, 6:30 PM

**Council Chambers, Municipal Building
181 Perry Street, Port Perry**

Members Present: Mayor Wilma Wotten
Regional Councillor Ian McDougall
Councillor David LeRoy
Councillor Janna Guido
Councillor Robert Rock
Councillor Harold Wright
Councillor Terry Coyne

Staff Present: Chief Administrative Officer Warren Mar
Director of Corporate Services / Clerk Blair Labelle
Director of Finance / Treasurer Laura Barta
Director of Communications and Special Projects Lori Bowers
Director of Development Services Meaghan Craven
Director of Emergency Services / Fire Chief Mike Matthews
Director of Public Works and Infrastructure Services Grant Taylor
Acting Manger of Legislative / Deputy Clerk Christy Harrison
Recording Secretary Jessica Drost

1. Call to Order

The Mayor called the meeting to order at 6:31 p.m.

2. Moment of Silence and Land Acknowledgement

The Mayor asked those present to observe a moment of silence.

The Mayor acknowledged the traditional territories of the Mississaugas of Scugog Island First Nation and recognized the contributions of First Nations, Metis, and Inuit peoples to our community, province, and country.

3. Disclosure of Pecuniary Interest and Nature Thereof

No member declared a pecuniary interest.

4. Announcements from Council and Staff

Council congratulated Blackstock was the recipient of one of the Provincial awards from Kraft Hockeyville winning \$50,000 for upgrades to the Blackstock Arena and an additional \$10,000 for hockey equipment, Council extended their appreciation to the user groups for their efforts and offered congratulations to the two grand prize finalists for Tumbler Ridge and Taber.

Regional Councillor McDougall referenced a recent Region of Durham presentation by the Durham Regional Police Service (DRPS), highlighting the

Community Safety Portal, which provides access to local data including vehicle stops and well-being checks. Appreciation was expressed for the ongoing work of DRPS.

5. Delegations

5.1 Delegation from Amandipp Singh Regarding Enable Canada Tour

The Delegate was unable to present due to technical issues. Staff will provide the delegate with an alternate date to present.

6. Presentations

6.1 Presentation from Township of Uxbridge Regarding Uxbridge/Scugog Animal Shelter Update

Kristi Honey, Uxbridge CAO & Debbie Leroux, Uxbridge Clerk

Township of Uxbridge provided an update on the construction of the project, noting that it remains on budget, on time, and within scope. Several design renderings were presented, including site features such as fencing, yard space, kennel areas, security elements, and the parking lot, which will be paved subject to budget considerations. The site is also noted to be adjacent to a trail system.

The interior design includes a “catio” space to provide climbing areas and access to fresh air. Interior renderings highlighted specifications for the lobby, including proposed changes to incorporate additional windows to promote cat adoption, an accessible counter, adoption and meeting rooms, and a laundry room. Additional details were provided regarding the building’s footings and exterior components, including siding, filtration systems, and a roof designed for steel installation.

It was further noted that a policy will be developed for a donor wall and naming opportunities, including potential tree and bench programs.

Council posed several questions for clarification, including whether dogs would be exposed to the elements. The presenters confirmed that kennels will be both heated and cooled and include overhead protection. Council also requested that the plans be provided to the Accessibility Advisory Committee. Additional questions were raised regarding the energy source, including whether natural gas from Enbridge would be utilized and whether geothermal options had been considered; staff advised that budget and efficiency considerations supported the selected approach.

The presenters noted that a soft opening is anticipated in mid-October, with a formal opening planned for December.

Mayor Wotten expressed appreciation for the update and the work completed to date.

Moved by: Councillor Robert Rock

Seconded by: Councillor Harold Wright

THAT the presentation by Township of Uxbridge Staff, regarding Uxbridge/Scugog Animal Shelter, be received for information.

Carried

6.1.1 Presentation Materials related to the Township of Uxbridge/Scugog Animal Shelter

7. Consent Agenda

Moved by: Councillor Janna Guido
Seconded by: Councillor Robert Rock

THAT the items listed under Section 7, Adoption of Minutes of Previous Meetings, Reports, Correspondence and By-Laws, all be approved and passed under Consent Agenda, save and except items 7.1.1, 7.1.5, 7.1.6, 7.1.7, 7.2.1 and 7.3.1.

Carried

7.1 Adoption of Minutes of Previous Meeting

7.1.2 Minutes of the Council Meeting - February 23, 2026

Moved by: Councillor Janna Guido
Seconded by: Councillor Robert Rock

THAT the Minutes of the Council Meeting held February 23, 2026, be adopted.

Carried

7.1.3 General Purpose and Administration Meeting Minutes - March 2, 2026

Moved by: Councillor Janna Guido
Seconded by: Councillor Robert Rock

THAT the Minutes of the General Purpose and Administration Committee Meeting held March 2, 2026, be adopted, and that all recommendations, reports, and matters contained therein be hereby ratified.

Carried

7.1.4 Planning and Community Affairs Committee Meeting Minutes - March 9, 2026

Moved by: Councillor Janna Guido
Seconded by: Councillor Robert Rock

THAT the Minutes of the Planning and Community Affairs Committee Meeting held March 9, 2026, be adopted, and that all recommendations, reports, and matters contained therein be hereby ratified.

Carried

7.1.8 Tourism Advisory Committee Meeting Minutes - March 5, 2026

Moved by: Councillor Janna Guido
Seconded by: Councillor Robert Rock

THAT the Minutes of the Tourism Advisory Committee Meeting held March 5, 2026, be adopted.

Carried

7.4 By-Laws

7.4.1 09-26 - Being a by-law to regulate, control and otherwise permit private swimming pools and to require any swimming pool to be properly enclosed in the Township of Scugog.

Moved by: Councillor Janna Guido
Seconded by: Councillor Robert Rock

THAT By-Law 09-26 be read and passed this 23 day of March, 2026, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

Carried

7.4.2 10-26 - Being a by-law to amend By-law 33-22 – Being a by-law to regulate, protect and control the use of all public parks, recreation areas and park buildings in the Township of Scugog.

Moved by: Councillor Janna Guido
Seconded by: Councillor Robert Rock

THAT By-Law 10-26 be read and passed this 23 day of March, 2026, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

Carried

7.4.3 11-26 - Being a by-law to authorize the execution of a lease agreement with Blackstock Agricultural Society

Moved by: Councillor Janna Guido
Seconded by: Councillor Robert Rock

THAT By-Law 11-26 be read and passed this 23 day of March, 2026, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

Carried

7.4.4 12-26 - Being a by-law passed pursuant to the Provisions of Section 34 of the Planning Act, R.S.O. 1990, to amend Zoning By-law 14-14.

Moved by: Councillor Janna Guido
Seconded by: Councillor Robert Rock

THAT By-Law 12-26 be read and passed this 23 day of March, 2026, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

Carried

8. Items for Separate Discussion

7.1 Adoption of Minutes of Previous Meeting

7.1.1 Minutes of the Special Council Meeting - March 9, 2026

Regional Councillor McDougall clarified that the motion that was made on behalf of Council was to bring forward considerations related to the visioning exercise, and that he did not ultimately support the motion.

Moved by: Regional Councillor Ian McDougall

Seconded by: Councillor Janna Guido

THAT the Minutes of the Special Council Meeting held March 9, 2026, be adopted.

Carried

7.1.5 Economic Development Advisory Committee Meeting Minutes - Feb 27, 2026

Moved by: Councillor Robert Rock

Seconded by: Councillor Terry Coyne

THAT the Minutes of the Economic Development Advisory Committee Meeting held February 27, 2026, be adopted; and

THAT Council endorse the Economic Development Advisory Committee work plan for 2026.

Carried

7.1.6 Scugog Environmental and Climate Change Advisory Committee Meeting Minutes - March 4, 2026

Council provided an update regarding several items noted within the ECCAC minutes, including the "offerings" of the off spray at the tennis courts an update on the removal or relocation of the nests. Secondly, if there had been any discussion regarding phragmites at the Region and if there was any opportunity for Scugog to receive grant assistance from the Region towards this issue.

Further, Council advised that the seedling giveaway is scheduled to be held on May 23, 2026, and that the Committee will not meet in June due to the upcoming municipal election; however, staff will continue with the production of the calendar. Council expressed appreciation to staff for undertaking this initiative.

Moved by: Regional Councillor Ian McDougall

Seconded by: Councillor Terry Coyne

THAT the Minutes of the Scugog Environmental and Climate Change Advisory Committee Meeting held March 4, 2026 be received for information.

Carried

7.1.7 Scugog Heritage Advisory Committee Minutes - March 10, 2026

Councillor LeRoy provided clarification to members of Council regarding the recommendation to approve the Heritage Grant Application for 200 Queen Street (Meta4) for the repair/waterproofing and exterior parapet re-pointing and the Notice of Intent to designate Cartwright Old Town Hall located at 13940 Old Scugog Road, Blackstock and Caesar Cemetery under Part IV of the Ontario Heritage Act and that staff be authorized to proceed with the Notice of Intent to Designate.

Council posed questions for clarification purposes regarding the process of approval for the Heritage Grants and information contained within the committees' terms of reference.

Moved by: Councillor David LeRoy
Seconded by: Councillor Harold Wright

THAT the Minutes of the Heritage Advisory Committee Meeting held March 10, 2026, be adopted; and

THAT Council endorse all the recommendations contained therein.

Carried

7.2 Reports

7.2.1 PWR-2026-014 - Triage Local Roads in Port Perry Urban Area

Council thanked staff for the report and commended the forward-thinking approach to infrastructure planning. Discussion included the prioritization of road repairs, considerations for improving road conditions and ride quality, and the need to address roads beyond Port Perry.

Staff noted that an updated infrastructure needs study is underway, utilizing advanced technology to provide more detailed analysis, with results to be circulated to Council for information. Council also discussed funding allocation and the potential to proceed with tendering, subject to approval and favorable pricing.

Council acknowledged this as an important first step in advancing the program

Moved by: Regional Councillor Ian McDougall
Seconded by: Councillor Janna Guido

1. **THAT** Report PWR-2026-014, Triage Local Roads in the Port Perry Urban Area, be received for information; and,
2. **THAT** Council approve the allocation of uncommitted Roads Levy Reserve Funds to facilitate the rehabilitation of approximately 3 km of local roads in Port Perry; and,
3. **THAT** staff be directed to tender and award construction subject to keeping within available budget.

Carried

7.3 Correspondence

7.3.1 Ombudsman Report - July 9, 2025 Closed Meeting Complaint

Council discussed the role of the Ombudsman in ensuring fairness and investigating complaints, including matters related to closed meetings. It was noted that requests for closed sessions are guided by legislation, with the Clerk's Office responsible for determining applicability in accordance with Section 239 of the Municipal Act.

Council sought clarification on what is permitted under the Act and the various means through which information can be accessed. Discussion also included whether there has been an increase in Ombudsman investigations over the past 12–18 months.

Questions were raised regarding the costs associated with Ombudsman investigations, including staff time and impacts on productivity, and whether there are any additional expenses. It was noted that while integrity-related processes may carry costs, Ombudsman investigations primarily involve internal resources.

Council acknowledged the importance of maintaining integrity and the time required of staff and Council in responding to investigations. It was further noted that Ombudsman reports are publicly posted upon completion.

Moved by: Councillor Janna Guido

Seconded by: Councillor Robert Rock

THAT the correspondence from the Ontario Ombudsman regarding Report on July, 9, 2025, be received for information.

Carried

9. Notice of Motion

There was no notice of motion.

10. Disclosure of Pecuniary Interest and Nature Thereof in Closed Session

No member declared a pecuniary interest for closed session.

11. Closed Session (7:44 p.m.)

Moved by: Councillor Robert Rock

Seconded by: Councillor Janna Guido

THAT this Council enter into a closed session to discuss two (2) confidential matters pursuant to Sections 239 of the Municipal Act, 2001, to discuss a proposed or pending acquisition or disposition of land by the municipality or local board pursuant to Section 239(2)(c) of the Municipal Act, 2001, with respect to the Lease Renewal Request from the Theatre on the Ridge at the Museum and the Old Cartwright Town Hall and; a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26., pursuant to Section 239(2)(k) of the Municipal Act, 2001; and

THAT To discuss personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239(2)(b) of the Municipal Act, 2001.

Carried

11.1 Closed Council Meeting Minutes - January 26, 2026

11.2 Closed Council Meeting Minutes - February 23, 2026

11.3 CONF-2026-008 - Lease Extensions - Theatre on the Ridge

11.4 Personnel Matter

12. Rise from Closed Session (8:06 p.m.)

Moved by: Councillor Terry Coyne

Seconded by: Councillor Robert Rock

THAT this Council rise from Closed Session.

Carried

13. Matters from Closed Session

Mayor Wotten advised that Council discussed the Lease Extension for the Theatre on the Ridge and the Personnel Matter in Closed Session.

14. Confirming By-Law - 13-26

Moved by: Councillor Terry Coyne

Seconded by: Councillor David LeRoy

THAT By-Law 13-26 confirming the proceedings of the regular meeting of Council held Monday, March 23, 2026, be read and passed this 23 day of March, 2026, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

Carried

15. Adjournment - (8:09 p.m.)

Moved by: Councillor Janna Guido

Seconded by: Councillor Robert Rock

THAT this meeting be adjourned.

Carried

MAYOR, Wilma Wotten

CLERK, Blair Labelle



**The Corporation of the Township of Scugog
General Purpose and Administration Committee Minutes**

**Monday, April 13, 2026
at 1:30PM**

**Council Chambers, Municipal Building
181 Perry Street, Port Perry**

Members Present: Mayor Wilma Wotten
Regional Councillor Ian McDougall
Councillor David LeRoy
Councillor Janna Guido
Councillor Harold Wright
Councillor Terry Coyne

Members Absent: Councillor Robert Rock

Staff Present: Chief Administrative Officer Warren Mar
Director of Corporate Services / Clerk Blair Labelle
Director of Finance / Treasurer Laura Barta
Director of Communications and Strategic Projects Lori Bowers
Director of Public Works and Infrastructure Services Grant Taylor
Director of Emergency Services / Fire Chief Mike Matthews
Director of Development Services Meaghan Craven
Acting Manager of Legislative Services / Deputy Clerk Christy Harrison
Recording Secretary Clarke Keenan

1. Call to Order

The Mayor called the meeting to order at 1:32 p.m.

2. Moment of Silence and Land Acknowledgment

The Mayor asked everyone present to observe a moment of silence.

General Purpose and Administration Committee Meeting Minutes – April 13, 2026

The Mayor acknowledged the traditional territories of the Mississaugas of Scugog Island First Nation and recognized the contributions of First Nations, Metis, and Inuit peoples to the community, the province and the country.

3. Disclosure of Pecuniary Interest and Nature Thereof

No Member declared pecuniary interest.

4. Announcements from Council and Staff

- Mayor Wotten congratulated Homestead Furniture on celebrating its 50th anniversary in the community.
- Community Clean-Up Week will take place April 20 to 26, 2026, in recognition of Earth Day. Council and Township staff will participate in a community clean-up on Wednesday, April 22, 2026.
- Fire Chief Matthews announced a charity hockey game between Scugog's Firefighters and the Central Ontario Wolves U16 team, scheduled for Thursday, April 16, 2026, at the Scugog Community Recreation Centre (SCRC). All proceeds will support local charities.

5. Delegations

5.1 Delegation from Kurt Rushlow of KOR Construction Inc. Regarding, Sign Permits

The delegate requested that new billboard signs for their development-related businesses located at 20450 Simcoe Street and 24 Medd Road, be permitted following a previous unsuccessful permit application.

The delegate is seeking to erect 16 ft. x 7 ft. billboard signs to advertise KOR Construction.

Council posed several questions for clarification purposes including that the proposed signs would serve as business advertisements for KOR Construction on private property.

Further questions were directed to Development Services staff regarding the regulations related to permitted sign sizes, sightline requirements, and enforcement of current sign permit procedures.

Staff recommended that a comprehensive review of sign permit procedures and management be considered as part of the 2027 Budget process, Development Services and Finance staff will review fee collection practices and confirm active permits within the CloudPermit database as part of this review.

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Council advised that Mr. Rushlow may apply for a sign permit in accordance with the Sign Permit By-law under the purview of the Chief Building Official, Nicholas Dawkins.

Moved by: Councillor David LeRoy

Seconded by: Councillor Harold Wright

THAT the delegation from Kurt Rushlow of KOR Construction Inc. be received; and

THAT Kurt Rushlow's signage permits be approved, subject to payment being received and compliance with all other requirements of the Sign By-law.

Carried

5.2 Delegation from Patricia Conlin Regarding, Aerial Spraying

Patricia Conlin addressed Council regarding actions taken by other Ontario municipalities to restrict or prohibit the spraying of glyphosate herbicides.

The delegate requested that Council consider drafting a by-law to ban the substance, commonly known by the brand name Roundup, within the Lake Scugog watershed and on neighbouring farmlands.

Council provided comments regarding provincial and federal pesticide regulations that supersedes the Townships jurisdiction on the matter.

Moved by: Councillor Janna Guido

Seconded by: Regional Councillor Ian McDougall

THAT the delegation from Patricia Conlin, regarding aerial spraying, be received.

Carried

6. Presentations

6.1 Presentation from John Henry, Region of Durham Chair Regarding, Annual Update to Council

The Durham Region Chair, John Henry, spoke to recent provincial statutory changes and thanked the community for their support during his term.

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The presenter prepared a video outlining annual updates and regional impacts, highlighting improvements to regional transportation connectivity and road rehabilitation investments within the Township of Scugog.

Council thanked John Henry for the presentation and asked clarifying questions regarding the GO Transit Lakeshore East Line extension to Bowmanville, a future pumping station to support employment lands in Scugog, and enhanced capacity for Durham Regional Police Service and Durham Region Paramedic Services.

Council discussed the changes to the appointment process for the Regional Chair and whether Durham Region would issue a statement in opposition to the provincial changes. Councillor Leroy spoke in support of bringing forward a motion opposing the changes and advised that a draft motion will be presented at a future Council meeting.

Moved by: Councillor Janna Guido
Seconded by: Regional Councillor Ian McDougall

THAT the presentation by John Henry, Region of Durham Chair, regarding the annual update to Council, be received.

Carried

6.2 Presentation from Katlyn Bertin, Region of Durham Project Manager - Transportation Design Regarding, Reach Street and Old Simcoe Road Land Transfers

A presentation was provided to Council regarding proposed urbanization works on Reach Street and Simcoe Street, including connections to existing underground stormwater infrastructure on Bigelow Street.

Staff advised that the project is approximately 75% complete at the design stage and is currently undergoing review related to construction staging and traffic impacts.

Council posed questions to the presenter regarding engineering design elements and landscape features, including the existing multi-use path. Council will receive a further update when the project reaches 90% design completion.

Moved by: Councillor Janna Guido
Seconded by: Regional Councillor Ian McDougall

THAT the presentation by Katlyn Bertin, Region of Durham Project Manager - Transportation Design, regarding Reach Street urbanization, be received.

Carried

6.2.1 Presentation Materials for Transportation Design Regarding, Reach Street Urbanization

6.3 Presentation from Stacey Jibb & Jessica Rhynas, Invest Durham Regarding, Growing North Durham Plan 2025 Annual Activity Report

Stacey Jibb & Jessica Rhynas of Invest Durham spoke regarding an update to the Growing North Durham Plan that was endorsed in 2023 and runs through 2027 in support of the plan “Ready, Set, Future.”

The plan supports North Durham–wide collaboration for implementation and includes a commitment to regular communication and updates to stakeholders.

The plan is guided by three pillars: People, Places, and Prosperity with highlights provided such as The Business Advisory Centre of Durham engaged with over 90 local businesses in 2025.

Looking ahead to 2026–2027, areas of focus include workforce development and transportation support plans, a business visitation program, and a local job fair.

Moved by: Councillor Janna Guido

Seconded by: Regional Councillor Ian McDougall

THAT the presentation by Stacey Jibb & Jessica Rhynas, Invest Durham, regarding the Growing North Durham Plan 2025 Annual Activity Report, be received.

Carried

6.4 Presentation from Troy Cheseboro, Region of Durham Paramedic Services Chief, Regarding, MPDS and Tiered Response Agreement

Chief Troy Cheseboro, Durham Region Paramedic Services, presented an overview of the transition from the Dispatch Priority Code Index (DPCI) to the Medical Priority Dispatch System (MPDS), an internationally used model based on patient acuity and evidence-based clinical standards. MPDS employs colour-coded priority levels, scripted pre-arrival instructions, and priority-based response determinants.

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Chief Cheseboro confirmed that Scugog Fire response authorities will remain unchanged, subject to updates through revised regional tiered response agreements, with Scugog transitioning to a Level A response, consistent with other Durham municipalities.

Council was advised that the next implementation phase includes pursuing Accredited Centre of Excellence (ACE) status for the Central Ambulance Communications Centre, which would permit the use of Omega codes for non-emergency calls under medical oversight.

Chief Cheseboro also announced plans for a new paramedic station in Port Perry on Reach Street to improve North Durham coverage. The project is in the design phase, with completion anticipated later this year and construction expected to begin in late 2027 or early 2028.

Council requested further information regarding alternative ambulance offload programs, including the “Fit to Sit” criteria and alignment with Lakeridge Health service delivery models, and thanked Chief Cheseboro for his presentation and continued commitment to emergency services in North Durham.

Moved by: Councillor Janna Guido

Seconded by: Regional Councillor Ian McDougall

THAT the presentation by Troy Cheseboro, Region of Durham Paramedic Services Chief, regarding the MPDS and Tiered Response Agreement, be received.

Carried

Procedural Note: With the consent of Council, Item 7.1.2 was brought forward for consideration at this time.

7.1.2 FIRE-2026-004 - Tiered Response Agreement with Region of Durham Paramedic Services

Council posed several questions for clarification including impacts to the Fire Services team. Fire Chief Matthews advised that the overall changes to the tiered response agreement will be cost neutral as Fire Services will be dispatched to the appropriate calls in support of the paramedic teams when necessary and will continue to enhance community safety best practices.

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Moved by: Councillor Janna Guido
Seconded by: Regional Councillor Ian McDougall

1. **THAT** Report FIRE-2026-004, Tiered Response Agreement, be received for information; and,
2. **THAT** Council authorize the Mayor and Clerk to execute the revised Tiered Response Agreement between the Region of Durham Paramedic Services and Scugog Fire and Emergency Services, as outlined in this report.

Carried

7. Consent Agenda

Moved by: Councillor Terry Coyne
Seconded by: Regional Councillor Ian McDougall

THAT the items listed under Section 7, Reports, and Correspondence, all be approved and passed under Consent Agenda, save and except items 7.1.2, 7.1.4, 7.2.1, and 7.2.2.

Carried

7.1 Reports

7.1.1 FIN-2026-006 - 2026 Final Tax Levy

Moved by: Councillor Terry Coyne
Seconded by: Regional Councillor Ian McDougall

1. **THAT** Report FIN-2026-006, 2026 Final Tax Levy, be received; and,
2. **THAT** the Manager of Tax and Revenue be directed to prepare the Final Tax Bills; and,
3. **THAT** the 2026 Final Levy By-Law be adopted.

Carried

7.1.3 PWR-2026-016 - Scugog Float Flyers, Memorandum of Understanding Renewal 2026

General Purpose and Administration Committee Meeting Minutes – April 13, 2026

Moved by: Councillor Terry Coyne
Seconded by: Regional Councillor Ian McDougall

1. **THAT** Report PWR-2026-016, Scugog Float Flyers Club – Memorandum of Understanding Renewal 2026, be received for information; and,
2. **THAT** the Mayor and Clerk be authorized to sign and execute the Memorandum of Understanding with the Scugog Float Flyers Club, for use of municipal property, substantially in the form appended as Attachment 1 to Report PWR-2026-016.

Carried

7.1.5 PWR-2026-018 - Rural Cycling Tourism Wayfinding and Signage Project, Memorandum of Understanding

Moved by: Councillor Terry Coyne
Seconded by: Regional Councillor Ian McDougall

1. **THAT** Report PWR-2026-018, Rural Cycling Tourism Wayfinding and Signage Memorandum of Understanding be received for information; and,
2. **THAT** Council delegate authority to the Director of Public Works and Recreation for signing the Memorandum of Understanding (MOU) on behalf of the Township.

Carried

8. Items for Separate Discussion

7.1.4 PWR-2026-017 - Memorandum of Understanding with the Blackstock Arena Planning and Development Committee

Mayor Wotten inquired on the status of the committee since its previous meeting with Council.

Shawna Cornish, Manager of Parks and Recreation, advised that the Memorandum of Understanding (MOU) has been effective in establishing strong communication channels and that no additional concerns have been raised.

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Council thanked staff, including the Parks and Recreation team and the Chief Administrative Officer, for their dedication and efforts related to this matter.

Moved by: Councillor David LeRoy
Seconded by: Councillor Harold Wright

1. **THAT** Report PWR-2026-017, Memorandum of Understanding with the Blackstock Arena Planning and Development Committee, be received for information; and,
2. **THAT** the Mayor and Clerk be authorized to sign and execute the Memorandum of Understanding with the Blackstock Arena Planning and Development Committee in the form appended as Attachment 1 to Report PWR-2026-017.

Carried

7.2 Correspondence

7.2.1 Correspondence from Docs for Durham Regarding, 2025 Annual Report - March 18, 2026

Mayor Wotten commented on the information contained in the correspondence regarding the recruitment of physicians to the Durham Region.

The Mayor expressed appreciation for the physicians currently serving the community and conveyed hope that additional doctors will be attracted to the Lakeridge Health network in the future.

Moved by: Councillor David LeRoy
Seconded by: Councillor Terry Coyne

THAT the correspondence from Docs for Durham, regarding the 2025 Annual Report, be received.

Carried

7.2.2 Correspondence from Durham District School Board Regarding, Letter to Premier + Education Minister Re: Governance Model Consultation Process - March 26, 2026

The Mayor inquired whether there were any updates considering recent provincial announcements.

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Warren Mar, Chief Administrative Officer, advised that there are no anticipated impacts to the Durham District School Board at this time and indicated that additional information will be reviewed and shared with Council as it becomes available.

Moved by: Councillor David LeRoy
Seconded by: Councillor Terry Coyne

THAT the correspondence from Durham District School Board, regarding letter to Premier and Education Minister Re: Governance Model Consultation Process, be received.

Carried

9. New Business/General Information

The Chief Administrative Officer confirmed, for general information, that the Township does not use commercial herbicides or pesticides in municipally owned parks and instead relies on alternative methods, including natural deterrents such as vinegar-based solutions where appropriate.

10. Adjournment

(3:48 P.M.)

Moved by: Councillor Janna Guido
Seconded by: Councillor Terry Coyne

THAT this meeting be adjourned.

Carried

MAYOR, Wilma Wotten

CLERK, Blair Labelle



**The Corporation of the Township of Scugog
Heritage Advisory Committee Meeting Minutes**

**April 7, 2026
Open Session at 2:00PM
Council Chambers, Municipal Building
181 Perry Street, Port Perry**

Members Present: Allan Honey, Chair
Marina Brock, Vice Chair
David LeRoy, Ward 1 Councillor
Guy Latreille
Jasmine Stein
Peter Hvidsten
Dan Stone

Staff Present: Meaghan Craven, Director of Development Services
Clarke Keenan, Recording Secretary

Regrets: Stephen Rowe

1. Call to Order and Land Acknowledgement

The Vice Chair called the meeting to order at 2:04 p.m. and a quorum was present.

The Vice Chair acknowledged the traditional territories of the Mississaugas of Scugog Island First Nation and recognized the contributions of First Nations, Metis, and Inuit peoples to the community, the province and the country.

2. Disclosure of Pecuniary Interest and Nature Thereof

No member declared a disclosure of pecuniary interest.

Procedural Note: With consent of the Committee, Item 5.1 - Delegation from Port Perry United Church and Item 6.1.1 - 294 Queen St. Heritage Grant Application were brought forward at the beginning of the meeting.

5.1 Port Perry United Church

Paul Griffen and Robert Grills, Trustees of the Port Perry United Church, presented an overview of their heritage grant application and provided clarification on the heritage elements proposed for restoration. The scope of work was outlined and discussed by the Committee.

The Trustees advised that several basement windows need repair, with deteriorated sills. Temporary sealing measures were undertaken during the COVID-19 period, and a permanent repair solution is now required. The Church is also proposing to renew coverings on the stained-glass windows on the north façade.

In total, repairs are proposed for 29 windows, with 14 windows to receive new Lexan coverings to replace existing plexiglass that is yellowing from sun damage over time.

Project quotes were presented in the range of approximately \$62,000 to \$72,000 (pre-tax). Installation of the Lexan coverings will require specialized lift services.

The Committee noted that approximately \$30,000 of the quoted costs relate directly to heritage conservation work, including sill repairs and painting of existing heritage features. The potential use of plastic sill supports to extend the lifespan of the repairs was also discussed.

6. Reports / Updates

6.1 Heritage Grant Matters

6.1.1 294 Queen St. (Port Perry United Church) Heritage Grant Application

Members of the Heritage Committee expressed interest in remaining involved throughout the restoration process and requested follow-up with successful grant recipients prior to cheque issuance, with updates to be provided to staff.

Mover: Guy Latreille

THAT the Heritage committee support approval of a \$15,000 grant to Port Perry United Church for restoration of heritage features

including Lexan coverings on the existing stained glass and painting efforts to maintain heritage items.

Carried

3. Adoption of Minutes

3.1 2026-3-10 - Heritage Advisory Committee Meeting Minutes

Moved by: Dan Stone

THAT the Minutes of the Regular Meeting of the Scugog Heritage Advisory Committee held March 10, 2026, be adopted as circulated.

Carried

4. Business Arising Out of the Minutes

4.1 Tower Clock Maintenance Matters

Member Guy Latreille requested an update on the Tower Clock Maintenance Matters so they can communicate with the contractor and inform affected parties.

There are currently 4 clocks requiring maintenance, noting the potential for servicing to be scheduled on a bi-annual basis.

A clarification was also made to the Heritage Advisory Committee March 10 meeting minutes regarding maintenance costs. Guy Latreille will confirm the correct maintenance costs and report back via email.

Director Craven will review the information with the Finance Department regarding budget allocation.

4.2 Patio Season Standards Matters

The Committee discussed correspondence with the Port Perry BIA regarding an educational email series for businesses within the Heritage Conservation District (HCD). The first email addressed heritage considerations related to patio permits and included links to the Patio Standards Policy and webpage. A subsequent email will address signage considerations within the HCD, and Director Craven be included in future BIA correspondence.

Anticipated patio permit applications for the 2026 season and the current staff approval process, including Heritage Committee involvement, were

reviewed. The Committee referenced patio standards approved in 2019 (Section 3.3) and expressed interest in formalizing and publishing updated guidelines on the Township website, noting that the patio season typically commences on May 1.

The Committee expressed interest in forming a working group to support heritage patio initiatives for the upcoming season, particularly related to furniture and umbrella standards. While furniture standards remain limited, umbrella standards were included in the 2019 approvals. Staff will review best practices for seasonal patio standards for the 2026 season and report back at the Committee's final meeting in May.

Staff will also review the overall patio approval process with a view to improving advance communication for applicants ahead of the 2027 season, with the Committee intending to undertake a comprehensive review and recommend a policy for consideration by the next term of Council. The Committee noted new patio applications anticipated within the HCD this season and will review compliance with umbrella standards. Director Craven will review the application process with staff and keep the Committee informed. Councillor LeRoy supported establishing a review timeline and bringing forward a policy recommendation to Council, including leveraging BIA communications to promote best practices and compliance.

4.3 Heritage Conservation District By-Law Matters

The Committee discussed the Heritage Conservation District (HCD) complaint process and outstanding notices submitted by letter to the Fire Chief / Director of Fire and Emergency Services and the Director of Development Services.

Staff discussed the correspondence and provided an update on the status of items within CloudPermit. The Building Department and By-Law Department are aware of the matters and will be conducting inspections of the affected properties to address the outstanding complaints and concerns.

4.4 Street Naming Policy Matters

Director Craven advised that the matter remains under staff review and that an update will be provided at the next meeting.

4.5 Working Group Regarding 230 Queen St. Proposed Heritage Building Permit Matters

Committee members noted that a working group meeting with the property owner is expected to take place shortly, with an update to be provided at the next Heritage Committee meeting in May 2026.

6. Reports / Updates

6.2 Heritage Permit Matters

Director Craven spoke to current concerns and provided comments regarding the Heritage Building Permit process.

Staff are revising an internal policy to review Heritage Committee involvement, where concerns could be addressed prior to permit approval through the Building Department.

7. Correspondence

There was no correspondence received.

8. New Business / Other Matters

8.1 1st Annual Scugog Heritage Fair - April 11, 2026

Lake Scugog Historical Society

Committee members confirmed attendance at the Scugog Heritage Fair on Saturday, April 11, 2026.

Staff will provide a Township tablecloth. Vice Chair Marina Brock confirmed printing of a table card with the Township logo and will provide a photo display board and a slideshow for use on a portable screen.

During the Heritage Fair, Committee members will promote the Heritage Grant application process, the Residential Heritage Grant Program, and provide information on the role and function of the Heritage Advisory Committee to members of the public.

8.2 Port Perry Grain Elevator Restoration Update

The Port Perry Grain Elevator restoration charity advised that it is in discussions with Township staff and is working to secure the necessary insurance for contractors to proceed with restoration work.

The charity indicated a desire to resolve the matter as soon as possible, including the launch of an informational website and increased fundraising efforts during the month of April.

8.3 Ontario Heritage Act Designations

Councillor LeRoy confirmed that the Cartwright Old Town Hall and Caesar Cemetery heritage designations were approved by Council at the March 23, 2026, meeting and public notices are now proceeding with staff.

8.3.1 Cemetery Designation

The Committee discussed proceeding with surveying and preparing Heritage Value Statements for the following properties:

- Bethel Cemetery, 1055 Cragg Road (Greenbank)
- The Pines Cemetery, Highway 12 (Greenbank)

It was noted that this item may be brought forward to the Committee's final meeting in May.

8.3.2 Greenbank United Church

Greenbank United Church has invited the Heritage Committee to their annual general meeting on June 17, 2026, between 7:30p.m. and 9:00p.m to discuss heritage designations and applicable grant applications.

8.3.3 Blackstock United Church

The Heritage Committee expressed interest in supporting potential heritage designation for the building and will look to review the matter with the current trustees.

8.3.4 Seagrave United Church

The Chair further noted that the Heritage Committee could potentially offer support to local churches, such as the Seagrave United Church, operating out of buildings with heritage value or interest.

9. Outstanding Matters

9.1 Residential Designated Heritage Property Grant Program

The Committee requested an update on the \$30,000 grant budget allocated for designated residential heritage properties and confirmation that the official program guidelines and application materials are ready for public release.

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Director Craven and Acting Deputy Clerk Harrison will review the draft documentation to determine whether it is ready for posting on the Township website or if Council approval is required prior to implementation of the program.

10. Date and Time of Next Meeting

The next Scugog Heritage Advisory Committee meeting will be held on Tuesday, May 5, 2026, at 2:00 p.m. in the Council Chambers.

11. Adjournment

The Heritage Advisory Committee Meeting adjourned at 3:59 p.m.

Moved by: Guy Latreille

THAT this meeting be adjourned.

Carried

CHAIR

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
HELD MARCH 11, 2026, AT ELEVATION
204 CASIMIR ST, PORT PERRY.

IN ATTENDANCE:

Board Members: J. Callery, B. Minors, M. Brock, S Runnalls, G. Grainger, T. Coyne

Meeting called to order: 6.10 pm

Disclosure of pecuniary interest: None

There was no quorum at the January 8, 2026 meeting, thus there are no minutes. The November 13, 2025 minutes were approved at the AGM (Feb 25, 2026). The 2026 BIA Budget was approved by the board via email. The 2026 BIA budget was then approved at the AGM held Feb 25, 2026 by the board and BIA members present. (AGM minutes will be presented for endorsement at the next AGM in 2027)

Business Arising From Minutes: None

Chair Report:

In January, February and March, we have shovelled more snow, then in the last 10 years.

The weather has hindered people walking and shopping along our streets.

Lets look forward in the following months, to warmer weather, sunny skies and an increase in the Day Trippers travelling to Port Perry.

JoAnne

Area Development:

Area Development

Inserts were changed from Season's Greetings to now read Support Small Business - Shop Local.

Reindeer Banners were removed in mid February.

Most of the building lights were removed in mid February...except for those strings that were frozen to the roofs. The remaining lights will be removed off of North and Mary Str. 2nd week of March. (weather)

The Reindeers have been removed and put back in storage, the 2nd week of March.

Snowflakes will be removed 2/3rd week of March and put back in storage.

New banners have been ordered for the spring.

A new set of umbrellas have been ordered and will be 2/3 weeks for delivery.

JoAnne

Event Planning:

DIVA NIGHT: Discussion on the various Diva Night suggestions in report from BIA Associate Kelly Walton. No children's items. Hats were a big hit last year. Suggestion of bandanas this year. M. Brock will look into it. Western items for windows? Street actors from High School acting class? Line Dancers again if possible. Kelly to confirm all program elements and start to canvas businesses for participation.

- **Social Media Performance (February 2026):** Facebook reached over 27,000 views (top audience 65+, top location Oshawa), and Instagram had 16,000 views (top audience 35-44, top location Toronto). The Valentine's Day post was the top performer.
- **Influencer Strategy:** Influencers are increasingly requesting direct payment, making it harder to attract them. However, positive organic promotion was noted from several organic posts.
- **Local Content Creation:** A proposal was made to allocate more budget for a Cal Tripp, our social media person, whose authentic content about Port Perry performs very well.
- **PR Company Contract:** The contract is up for renewal in April. The group discussed keeping the firm for what they do best—securing media publications (40 press hits last year)—while potentially reducing their role in other areas. An “influencer media day” was proposed by the firm but met with concerns about the organizational effort required.
- **Media Coverage:** Port Perry was featured in a World Atlas article as one of the “nine best downtowns in Ontario.”

Council Report: Some doubt as to whether finalized Film Policy was received from Township. BIA board stated that we have not seen a final copy for comment to date.

Discussion on Sanitary Sewage Water relocation. The board expressed concern that they had not heard anything about this topic prior to this evening and would like to know how Township will be communicating information on this project in the future.

Discussion on Famer's market. We should get that info to members. Another parking study underway. We would like more information and want to confirm that there will be a separate distinction for public spots v. private spots. See report from T. Coyne below:

BIA Mar 10/26

---Film policy—draft copy was to be sent to Marina for distribution and discussion with BIA Board

--Central County Tourism—report distributed last week—Gareth has a copy of the report

--Interim report from Darwin Pivot has been presented to Council and the public

-5 main themes from the interim report

-Strengthen Community Connection

-Honour Heritage While Looking Forward

-Protect & Enhance Open, Accessible Green Space

-Design for Flexibility & Shared Use

-Long-Term Stewardship

-Timeline will investigate and expand on these areas

-ROUND 1 Community Listening (CONCLUDED)

-ROUND 2 Explore trade offs + draft options. FUTURE

-END OF THIS PROJECT Final Community Vision. FUTURE

-FUTURE WORK Develop a Master plan. FUTURE

-FUTURE WORK Phased implementation & construction

--A presentation to Council with a plan and timeline to relocate the Sanitary Sewage Water pumping station from the current location, north of the Latcham Centre to north of the library and west of Birdseye Pool. This Regional project will commence Q3 2026, with projected completion Q3 2028.

--the project is part of the Waterfront Action Plan



Treasurer's Report: \$103,734 in the bank. We were asked to present 2026 budget to Council. Trying to work out a date but have vacation conflicts. See attached 2026 budget that was approved via email by board members and again formally at AGM meeting Feb 25, 2026.

Resolution 26- 01

Moved by B. Minors, seconded by G. Grainger that the report be accepted.

Carried.

Economic Development Committee: Nothing to report. In this slot, S. Runnalls read report from Misty Santos, Chamber of Commerce Executive Director. Included note that Business recycling at the dump is free until year-end. Upcoming events include the Chamber AGM (Mar 24) and a Tri-Township Networking Extravaganza (June 3)

Tourism Advisory Committee: Suggested class on How To Deal With Film Companies. Bia Board will distribute any info on this event to our members via email as well as personal invites in order to ensure it is a success and everyone understands what to do when Film Companies come to town. Our events should be submitted to Township for their calendar. Central Counties Tourism Symposium on filming was successful but interestingly had no Township staff in attendance. Our member, C. Stone-Curry was a speaker.

Resolution 26-02

Moved by B. Minors, seconded by M. Brock that the meeting be extended past 8.00 pm. Carried.

Heritage Committee: M. Brock discussed Heritage Permit violations in the HCD. There have been over 40 Heritage violations to date. There is a lack of oversight and education. Heritage Committee interested in working with the BIA to engage with members and educate them in the coming months. Patio design, furniture and colours have been not respecting heritage design standards when obtaining permits.

Resolution 26-03

Moved by G. Grainger, seconded by B. Minors that seasonal applicants for patio permits be reminded that they should be aware of Township By-Laws whereby they must comply with specific Heritage requirements. Carried.

Correspondence: Letter from TD Bank Manager enquiring about upcoming events where they might want to sponsor.

New Business: G. Grainger suggested we construct giant Easter Eggs for Easter photo-ops.

J. Callery will not be available for next executive meeting.

Next meeting is Wednesday, April 8th, 2026 held at 173 Queen Street, Branching Out.

Meeting adjourned 8.40 pm.

UNAPPROVED MINUTES OF THE EXECUTIVE COMMITTEE
OF THE PORT PERRY BIA, HELD APRIL 8, 2026
173 QUEEN STREET, PORT PERRY (BRANCHING OUT)

IN ATTENDANCE:

BIA Board Members: S. Runnalls, M. Brock, G. Grainger, T. Coyne, B. Minors

BIA Members: R. Greco, P. Breeze

Regrets: J. Callery

Meeting called to order 6.01 pm.

Pecuniary Interest: None

Resolution 26-04

Moved by M. Brock, seconded by G. Grainger that the minutes be adopted as distributed. Carried

Business Arising From Minutes: None

Chair Report: None

Event Planning: Diva Night this year will be held Friday May 29 between 5 pm and 9 pm. Kelly's report was presented:

Patios will be in place for the event which will add more seating and dining capacity. The giveaways this year will be cowboy hats and possibly bandanas. Kelly has reached out to non-retail/food businesses to encourage them to participate in the event. She then contacted restaurants and encouraged their participation. Next steps – contact retail businesses and get a listing of their offerings/discounts for the eventing.

Discussion on Event permits for non-BIA events: Brits on the Lake/Roar by the Shore/Pride Parade and Celebration. We have received no notice of permits to date.

Area Development: New Banners have been printed. Due to small error by the printer re: design placement a few inches off the top section, we have been offered a discount on a future purchase. Discount accepted. Placement does not affect the look of the artwork. Banners will go up shortly after delivery in May.

Marketing: We had a press hit with Narcity titled, "These Must-Visit Ontario Towns are Even More Enchanting During the Spring".

This is a direct result of Vive (our PR company) reaching out to publications about our BIA area.

Our social media presence continues to grow with both Facebook and Instagram gaining more followers. The most organic views and shares last month was the Easter Egg contest.

With spring arriving there will likely be more opportunity to promote events including Diva Night which we are "boosting" widely to gain exposure.

Vive contract has been renewed until the end of this year. They understand that a new board will be voted in next February.

This year, the focus will be on continuing to grow our exposure through press hits. We are considering hosting an Influencer/Press visit day in town on Wednesday May 27th.

Details are being finalized. This will be an excellent way to spend a day with influencers and press and to "host" them in a different way.

Program Coordinator: Still working on Member database. Contact details are getting updated. Difficulty with privacy and obtaining contact information for building owners.

Council Report:

BIA Apr 8/26

--Film policy—draft copy was to be sent to Marina for distribution and discussion with BIA Board

--Initial meeting with Christy to develop a strategy for BIA member compensation for the use of external location, property (inside), business interruption, parking etc.



Filming

--follow up meeting to be scheduled Renumeration March

--A presentation to Council with a plan and timeline to relocate the Sanitary Sewage Water pumping station from the current location, north of the Latcham Centre to north of the library and west of Birdseye Pool. This Regional project will commence Q3 2026, with projected completion Q3 2028.

--the project is part of the Waterfront Action Plan

--With the Municipal election scheduled for October 26, 2026, all committees of Council go into a dormant state as of June 20, 2026

--Parking Enforcement and Permitting Strategy will gather information from three specific audiences—public, business and visitor to acquire a better picture of the requirements of each group.

--for members interested in participating in the Parking-enforcement study they can participate at:

--<https://my.scugog.ca/scugog-parking-enforcement-study>

--a preliminary conversation between the Township and Ontario Festival Group to investigate the possibility of a Ribfest at Palmer Park on the Civic Holiday long weekend. The Ontario Festival Group have been in contact with the Rotary Club of Port Perry to determine their interest and participation. The Rotary Club decline with thanks.

-- No update on 139 Mary Street parking lot

--Street naming policy, no current update, being reviewed by Senior Management Team (SMT). Policy guidelines expected Q2. A number of agencies have to be consulted, Canada Post, Emergency Services (Fire, Police & EMS), Region

Treasurer's Report: \$137004 in bank. Budget will be presented to Township April 27, 2026. It had already gone to Council via previous minutes and was approved at the AGM in February.

Resolution 26-05

Moved by G. Grainger, seconded by S. Runnalls that the Treasurer report be accepted. Carried.

Economic Development: No report.

Heritage Committee: The BIA has been working with the Heritage Committee to help communicate with our members what a Heritage District means to them. Members will be informed on the regulations relating to the following: Patios/Signs/ Facades. The first communication went out to our email list of businesses and building owners regarding Patios and what Heritage design standards apply. Two more communications in the series will follow in the upcoming months that will cover Sign design and Façade design/painting and repairs.

Correspondence:

From: **Lori Bowers** <lbowers@scugog.ca>

Date: Fri, Mar 27, 2026 at 12:18 PM

Subject: Media Release: Scugog preparing to repair high-traffic roads in the downtown following a harsh winter

To: Port Perry BIA <info@portperrybia.ca>, North Durham Chamber of Commerce <info@northdurhamchamber.ca>

Hello,

The following media release may be of interest to your members.

<https://www.scugog.ca/news/posts/scugog-preparing-to-repair-high-traffic-roads-in-the-downtown-following-a-harsh-winter/>

Scugog preparing to repair high-traffic roads in the downtown following a harsh winter

By [Township of Scugog](#) - Mar 27, 2026

At the [March 23 Council Meeting](#), Scugog Council approved the [Public Works and Recreation Department's plan](#) to utilize unallocated Roads Levy Reserve funds to rehabilitate select portions of local roads in the Port Perry urban area.

The 2025/26 winter season has proven to be extremely harsh on the roads with 56 combined plowing and salt/sanding events, as well as fluctuating temperatures causing a long freeze and thaw cycle that has contributed to more deterioration of high-travelled roads than typical for this time of year.

To achieve the necessary repairs, Public Works staff have developed a triage plan to rehabilitate additional sections of local roads that many residents travel daily for access to schools, shopping, and other service areas as well as supporting a section of our industrial park. The estimated cost of the additional repairs which includes removing existing asphalt, repairing soft spots in the granular base, adjusting and resetting structures (e.g. catchbasins and maintenance holes), and repaving will be \$752,675. This will be on top of the forecasted \$9.3 million in committed projects, 73% of which are slated to begin in 2026. The funding for these additional projects will come from the Roads Levy Reserve, currently sitting at over \$795,000.

The identified roads are:

- Allan Street (Sexton to Lorne Street): 0.199km
- Alma Street (Old Simcoe Road to Pine Point Court): 0.223km
- Balsam Street (Simcoe to Cochrane Street): 0.231
- MacDonald Street (Cochrane to Simcoe Street): 0.227km
- Rosa Street (MacDonald to Paxton Street): 0.148km
- Paxton Street (Simcoe to Perry Street): 0.089km
- Casimir Street (Simcoe to Perry Street): 0.312km
- Cawkers Cove Road (Castle Harbour Drive to Stone Sound Road): 0.697km
- Clark Street (Cradle to Simcoe Street): 0.115km
- Elgin Street (Cradle to Simcoe Street): 0.119km
- Taylor Boulevard (North Port Road to East End Turnaround): 0.377km

Total: 2.737km

The rationale used to identify the candidate roads are based on the following criteria:

- Roads that Durham Region does not have plans to repair or replace underground infrastructure in their capital program or in the foreseeable future e.g., watermain and sanitary sewers.
- The Roads Needs Study describes each road segment as being in very poor condition.
- Many of these roads were not constructed to industry standards and are failing
- Most of the chosen roads are also in close proximity, which will reduce mobilization/demobilization and material transportation costs in order to use the available budget as effectively as possible.

Reminder that these roads are additional projects funded by the Road Levy Reserve, and that numerous other road resurfacing/rehabilitation projects are set to begin in 2026. A full list of projects can be found through our [2026 Consolidated Budget](#).

“Road rehabilitation is a constant process in the Township of Scugog, with many roads requiring repair at any given time,” said Grant Taylor, Director of Public Works and Recreation. “This project was designed to repair a group of close-proximity roads identified in the State of the Infrastructure report to cut down on mobilization and transportation costs and address roads in very poor condition. We will continue to invest in our roads and search for efficiencies like this one to keep costs as low as we can.”

Frequently Asked Questions

- Why are you fixing this road when that road appears to be in worse condition?
 - Road repairs are identified through a number of factors including the most recent State of the Infrastructure report. Factors include the current condition of the road and its lifecycle, condition of infrastructure under the road, traffic volume, and other projects taking place in the vicinity.

All of these factors are very important in determining which road is repaired when, and any road that has been selected for repair was tested against other roads for every factor.
- Why are you focusing on Port Perry roads and not all of Scugog?
 - The roads included in this triage project were selected specifically for their close proximity to one another, which will cut down mobilization/demobilization costs and ensure the roads can be repaired in a cost-effective manner. There are multiple roads outside of Port Perry that are forecasted for repair; these can be found in our [2026 Consolidated Budget](#).
- Why don't you just repave all the roads?
 - Paving is very costly and time consuming. Budget-wise, we would need to significantly cut down on services offered in order to foot the bill, and timewise there is only a certain window where weather conditions are favourable for this type of construction. Because of both factors, we are limited on how many repairs can be taken on in any given year.
- Why bother filling potholes if they aren't going to stay filled?
 - The Province of Ontario has road standards that must be met in order to be considered safe to drive on. Since we can't repair every road at once, temporary fixes are necessary to keep the roads in good enough condition to meet these standards.

Hot-mix asphalt is used in the warmer months; however, it is not available at this time of year. As a substitute, cold mix asphalt is being used so we can keep up with the standard. While cold mix does not stay in the pothole as long as hot mix asphalt, it is a necessary action during the transition from winter to spring.
- When is the next State of the Infrastructure report?
 - The next State of the Infrastructure report will be taking place later this year, 2026.

If you are looking to submit an inquiry about your road, you can do so through our [MyScugogConnected Customer Service Portal](#). Specific questions can be directed to works@scugog.ca or 905-985-7346.

Media Contact: Communications and Strategic Projects, Township of Scugog
905.985.7346, media@scugog.ca

@TwpofScugog <https://www.facebook.com/TownshipOfScugog/>

Lori Bowers (she/her – [what's this?](#))

Director Communications and Strategic Projects

181 Perry Street

Port Perry, ON L9L 1A7

Tel: 905-985-7346 ext. 132

lbowers@scugog.ca

www.scugog.ca

New Business: P. Breeze spoke on possibly bringing back the Tartan Day Parade next year, with possible help from the BIA.

Next meeting: Wednesday, May 13, 2026. Location to be determined.

Resolution 26-06

Moved by G. Grainger, seconded by M. Brock that the meeting be adjourned at 7.55 pm. Carried.

Downtown Port Perry Business Improvement Association

03/31/26

Balance Sheet

Accrual Basis

As of March 31, 2026

	<u>Mar 31, 26</u>
ASSETS	
Current Assets	
Chequing/Savings	
11010 · RBC 5048053	137,004.11
Total Chequing/Savings	<u>137,004.11</u>
Accounts Receivable	
12000 · Accounts Receivable	1,967.74
Total Accounts Receivable	<u>1,967.74</u>
Other Current Assets	
TCA Cost	
15901 · Original Cost	184,547.72
16910 · Accum. Amortization	<u>-144,584.50</u>
Total TCA Cost	39,963.22
13010 · Prepaid Expenses	<u>72.78</u>
Total Other Current Assets	<u>40,036.00</u>
Total Current Assets	179,007.85
Other Assets	
11020 · Investments	
GIC 00190176522	<u>2,000.00</u>
Total 11020 · Investments	<u>2,000.00</u>
Total Other Assets	<u>2,000.00</u>
TOTAL ASSETS	<u><u>181,007.85</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21000 · Accounts Payable & Accruals	-418.88
Total Accounts Payable	<u>-418.88</u>
Other Current Liabilities	
25500 · GST/HST Payable	-2,471.04
Total Other Current Liabilities	<u>-2,471.04</u>
Total Current Liabilities	<u>-2,889.92</u>
Total Liabilities	-2,889.92
Equity	
32100 · Retained Earnings	119,321.01
Net Income	<u>64,576.76</u>
Total Equity	<u>183,897.77</u>
TOTAL LIABILITIES & EQUITY	<u><u>181,007.85</u></u>

Downtown Port Perry Business Improvement Association

Profit & Loss Budget vs. Actual

January through March 2026

	Jan - Mar 26	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
50740 · Annual Levy	82,996.00	165,992.00	-82,996.00
50900 · Reserve	0.00	30,000.00	-30,000.00
Total Income	82,996.00	195,992.00	-112,996.00
Gross Profit	82,996.00	195,992.00	-112,996.00
Expense			
1 · Administration			
71110 · Part Time Staff & Bookkeeping	4,144.14	29,392.00	-25,247.86
74000 · Office Expenses	496.75	1,500.00	-1,003.25
75050 · Phone,internet,postage,computer	717.07	2,500.00	-1,782.93
76000 · Rent	224.23	5,000.00	-4,775.77
Total 1 · Administration	5,582.19	38,392.00	-32,809.81
2 · Marketing & Promotion			
66500 · Media Buy			
66005 · Digital incl. Facebook, Google	0.00	1,000.00	-1,000.00
66008 · Social Media Services	1,409.97	18,000.00	-16,590.03
66010 · Print/Radio/TV	1,119.36	2,500.00	-1,380.64
Total 66500 · Media Buy	2,529.33	21,500.00	-18,970.67
66800 · Marketing Services	7,632.00	32,000.00	-24,368.00
66900 · Influencer Comps	0.00	1,500.00	-1,500.00
68000 · Events			
68004 · Spring	0.00	2,500.00	-2,500.00
68010 · Christmas	313.37	3,000.00	-2,686.63
Total 68000 · Events	313.37	5,500.00	-5,186.63
69000 · Website Maintenance	983.07	1,800.00	-816.93
Total 2 · Marketing & Promotion	11,457.77	62,300.00	-50,842.23
3 · Events			
79900 · Christmas Lighting			
e) Lighting Garland and Lampost	0.00	12,000.00	-12,000.00
a) · Store building tops	0.00	24,000.00	-24,000.00
c) · Reflection Park	0.00	4,700.00	-4,700.00
d) · Post Office Tree	0.00	2,600.00	-2,600.00
e) · Boom Truck	0.00	2,600.00	-2,600.00
Total 79900 · Christmas Lighting	0.00	45,900.00	-45,900.00
79902 · Christmas - Santa, sleigh rides	0.00	10,000.00	-10,000.00
79904 · Spring Event	0.00	3,000.00	-3,000.00
79906 · Fall Event	0.00	1,500.00	-1,500.00
79910 · Street Entertainment	0.00	7,500.00	-7,500.00
Total 3 · Events	0.00	67,900.00	-67,900.00
4 · Area Beautifications			
62801 · Street Cleaning	0.00	800.00	-800.00
62840 · Flowers	0.00	7,000.00	-7,000.00
62845 · Lighting Infrastructure	1,259.28	9,000.00	-7,740.72
Total 4 · Area Beautifications	1,259.28	16,800.00	-15,540.72
5 · Capital Expenditures			
70000 · Capital Purchases			
70002 · Lighting Project	0.00	1,000.00	-1,000.00
70003 · Banners	0.00	9,600.00	-9,600.00
Total 70000 · Capital Purchases	0.00	10,600.00	-10,600.00

Downtown Port Perry Business Improvement Association

Profit & Loss Budget vs. Actual

January through March 2026

	<u>Jan - Mar 26</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 5 · Capital Expenditures	0.00	10,600.00	-10,600.00
80000 · Prior Year 80001 · Expenses	<u>120.00</u>		
Total 80000 · Prior Year	<u>120.00</u>		
Total Expense	<u>18,419.24</u>	<u>195,992.00</u>	<u>-177,572.76</u>
Net Ordinary Income	<u>64,576.76</u>	<u>0.00</u>	<u>64,576.76</u>
Net Income	<u>64,576.76</u>	<u>0.00</u>	<u>64,576.76</u>

SCUGOG MEMORIAL PUBLIC LIBRARY BOARD MEETING
BOARD MEETING MINUTES

Thursday, February 19, 2026 at 7 pm (hybrid)

Present: Catie Sahadath (Chair), Navjeet Sidhu, Jordan Donald, Robert Rock, Alexson Philipiah

Regrets: Donna Ankrett, Jesse Gillis

Secretary/Treasurer: Sarah White, CEO, Scugog Memorial Public Library

Recording Secretary: Kate Davis, Manager of Public Services, Scugog Memorial Public Library

Meeting called to order at 7:00 pm

1. **Land Acknowledgement:**

“We acknowledge that our Library is on the traditional territory of the Mississaugas of Scugog Island First Nation. May we respectfully honour the knowledge and understanding of the Indigenous stewards of these ancestral lands and ensure that the voices of the First Peoples are represented in our collections, programs and services”.

2. **Additions to and Approval of Agenda:**

2026-04 **MOVED by Alexson Philipiah, SECONDED by Robert Rock, that the Agenda be approved**

CARRIED

3. **Disclosure of Conflict of Interest:** No conflict of interest was declared.

4. **Consent Agenda:**

2026-05 **MOVED by Navjeet Sidhu, SECONDED by Alexson Phillipiah, that the Consent Agenda be approved.**

CARRIED

5. **Committee Proposals Requiring Discussion and Items Removed from Consent Agenda**

5.1. Treasurer’s Report

5.1.1. Monthly Financials

5.2. CEO & MPS Highlights Report

5.3. Farndale Gallery Update: January 10th to February 19th: Gardens and Gables; Town & Country – Stephanie MacKendrick

5.4. Any other Items removed from Consent Agenda

2026-06 **MOVED by Navjeet Sidhu, SECONDED by Robert Rock, that the Treasurer’s Report be approved.**

CARRIED

6. **Business Arising from the Minutes:**

- 6.1. Library Board Composition: Sarah confirmed with the Municipal Clerk's office that the existing Board bylaw reduced the number of members from 9 to 8 when the current Library Board term began. Consequently, there was only one vacancy on the Library Board. Sarah prepared a report to Council requesting the appointment of one Library Board member. The report will go before Council on February 23, 2026.
- 6.2. Policy Review: B19 Board Recruitment and Succession Policy: Deferred to the March 19, 2026 Library Board Meeting to allow Library Board members to provide input to the Chair. Sarah will provide an editable copy of the existing policy to the Library Board Chair for review and proposed revisions. Sarah will seek input from other public libraries regarding similar policies and procedures.

7. **New Business**

- 7.1. Building Condition Assessment Report: Copies of this report were distributed to the Library Board for review. This document will be an important piece of information in the coming years as costs arise to maintain the building, both for budgetary purposes and for project management on the part of the CEO.
- 7.2. Water Street Sanitary Sewage Pumping Station: The Library Board package contained a copy for the presentation that was made to Scugog Council to update them on the project, as there is now a construction plan and a projected timeline. The project will have significant impacts on the library's operations, as the plan includes completely closing off the Library parking, which will impact both staff and patron parking, as well as the library's ability to receive deliveries. Sarah has been invited to participate in the Township's working group regarding this project and will continue to report back to the Library Board on next steps so that the Board can plan for continuity of service to the community and budget for any necessary costs related to mitigating impacts or adapting services.
- 7.3. Drag Queen Storytime 2026: Sarah provided the Library Board with an update on DQST indicating that the program is planned for May 30th this year.

7. **Date of Next Regular Meeting** – Thursday, March 19, 2026 at 7 pm

8. **Adjournment** - The meeting was adjourned at 7:55 pm on a motion by Alexson Phillipiah

SCUGOG MEMORIAL PUBLIC LIBRARY BOARD MEETING
BOARD MEETING MINUTES

Thursday, March 19, 2026 at 7:00pm (hybrid)

Present: Donna Ankrett (Chair), Navjeet Sidhu, Robert Rock, Jesse Gillis, Madalyn Calzavara

Regrets: Catie Sahadath, Jordan Donald, Alexson Philipiah

Secretary/Treasurer: Sarah White, CEO, Scugog Memorial Public Library

Recording Secretary: Kate Davis, Manager of Public Services, Scugog Memorial Public Library

Meeting called to order at 7:07 pm

1. **Land Acknowledgement:**

“We acknowledge that our Library is on the traditional territory of the Mississaugas of Scugog Island First Nation. May we respectfully honour the knowledge and understanding of the Indigenous stewards of these ancestral lands and ensure that the voices of the First Peoples are represented in our collections, programs and services”.

2. **Additions to and Approval of Agenda:**

2026-07 MOVED by Jesse Gillis SECONDED by Robert Rock that the Agenda be approved

CARRIED

3. **Disclosure of Conflict of Interest:** No conflict of interest was declared.

4. **Consent Agenda:**

Discussion about how new collections can be featured or reported to the public

2026-08 MOVED by Robert Rock SECONDED by Jesse Gillis that the Consent Agenda be approved.

CARRIED

5. **Committee Proposals Requiring Discussion and Items Removed from Consent Agenda**

5.1. Treasurer’s Report

5.1.1. Monthly Financials

5.2. CEO & MPS Highlights Report

- Discussion of OCLC access grant significant savings on the new data plan for the library’s circulating wifi hotspots.

5.3. Kent Farndale Gallery: March 28th to April 30th: A Path to Take: Laura M. Hair; May 2nd-28th, H2O – Life Blood of a Nation: Ontario Society of Artists Eastern Division;

5.4. Any other Items removed from Consent Agenda

2026-09 **MOVED by Navjeet Sidhu, SECONDED by Madalyn Calzavara, that the Treasurer's Report be approved.**

CARRIED

6. Business Arising from the Minutes:

6.1 Policy Review: B19 Board Recruitment and Succession Policy

DEFERRED

7. New Business

7.1 Policy Review: B13 Human Resources

Suggested amendments:

- Amendments to reflect all applicable legislation
- Update wording to make sure it remains compliant with Non-discrimination
- Update refusal to employ family of Board members or the CEO

Options for greater nuance on the topic of employing family of Board members were discussed. Further Research on this policy will be conducted.

DEFERRED

7.2 Board Learning Opportunity

- SW shared upcoming webinar on CEO Evaluation for Board members 10:30-12 March 26/26

7.3 Confirmation of Library after Dark

8. Date of Next Regular Meeting: April 16, 2026

9. Adjournment - The meeting was adjourned at 7:46pm on a motion by Jesse Gillis. Seconded by Robert Rock

TO	Council
DATE	April 27, 2026
DEPARTMENT	Corporate Services
REPORT TITLE	2026 Municipal Election – Use of Corporate Resources, Lame Duck Considerations and Voting Opportunities
REPORT NUMBER	CORP-2026-004

EXECUTIVE SUMMARY

PURPOSE OF REPORT

The purpose of this report is to provide Council with information regarding the upcoming municipal election on October 26, 2026, including rules around the use of corporate resources, the application of rules regarding the restricted actions period after Nomination Day pursuant to s. 275 of the *Municipal Act, 2001*, and voting opportunities for residents.

KEY FINDINGS

- The Township's Use of Corporate Resources for Election Purposes Policy remains in effect for the 2026 Municipal Election.
- The Policy prohibits the use of municipal resources to support or provide an advantage to any candidate or third party advertiser.
- Members of Council may continue to perform their official duties during the election period, but must maintain a separation between official business and campaign activity.
- A restricted, or "lame duck" period may arise based on Council composition on Nomination Day and on Election Day which will limit certain Council authority.
- The Township's Delegation of Authority By-law would continue to support operational continuity during any restricted period.
- The 2026 Municipal Election will include expanded voting opportunities through internet voting and multiple in-person voting days.

STRATEGIC ALIGNMENT

Strategic Direction #5 - Complete Community: Strengthen our communities to be inclusive, healthy, safe, connected and engaged.

RECOMMENDATION

THAT Report CORP-2026-004, 2026 Municipal Election – Use of Corporate Resources, Lame Duck Considerations and Voting Opportunities, be received for information.

BACKGROUND

The *Municipal Elections Act, 1996* (the “Act”) establishes the legislative framework governing municipal elections, including requirements respecting the use of municipal resources during an election campaign period and the administration of voting methods and opportunities for electors. Under sections 31 and 33 of the Act, the nomination period opens on May 1, 2026 at 8:30 a.m. and ends on Nomination Day (August 21, 2026) at 2:00 p.m.

[Section 88.18](#) of the Act requires municipalities to establish rules governing the use of municipal resources. The Township’s Use of Corporate Resources for Election Purposes Policy (**Attachment 1**), last updated in 2018, reflects these requirements and incorporates legislative changes related to Third Party Advertisers. Staff have reviewed the Policy in advance of the 2026 Municipal Election and determined that it remains relevant and appropriate, with no amendments required. [Section 275](#) of the *Municipal Act, 2001* establishes restrictions on Council authority in certain election-year circumstances, commonly referred to as a restricted or “lame duck” period.

DISCUSSION

Use of Corporate Resources for Election Purposes Policy

The Policy establishes that municipal resources shall not be used for campaign purposes. This ensures that no candidate receives an advantage through access to municipal resources.

Whether a breach has occurred must be assessed on a case-by-case basis. The key consideration is whether municipal resources have been used in a manner that could be viewed as supporting or providing an advantage to a candidate. This includes consideration of whether:

- Municipal resources, including staff time, facilities, equipment, materials or systems, were used to create, produce or distribute the content
- Corporate branding, such as logos or official imagery, was used
- The activity presents, or could reasonably be perceived as, a municipal communication or endorsement for the campaign activity in question
- The use of the resource provides an advantage not equally available to other candidates

The Policy applies across the organization and also restricts the use of municipal resources by Third Party Advertisers. It is grounded in the Act, which prohibits the use of municipal resources as a contribution to a candidate or Third Party Advertiser. Members of Council remain in office during the election period and may continue to perform their duties. Where a member of Council is also a candidate, a clear separation must be maintained between official duties and campaign activity.

To request an alternative accessible format, please contact the Clerks Department at 905-985-

Members of Council may:

- Continue to carry out their duties
- Attend events in an official capacity
- Communicate routine municipal information
- Work with staff on Township business

Members of Council may not:

- Use Township staff time, facilities, equipment or systems for campaign purposes
- Distribute campaign materials through Township channels
- Use Township branding or platforms to support a candidacy
- Request or direct staff to undertake campaign-related work

Questions or concerns respecting the use of municipal resources may be addressed through administrative processes, including review by the Clerk. Where a concern relates to the conduct of a member of Council, the Township’s Code of Conduct may apply and provides a complaint and inquiry process administered by the Integrity Commissioner in accordance with sections 223.3 and 223.4 of the *Municipal Act, 2001*.

Restricted Period (“Lamé Duck”) Considerations

Section 275 of the *Municipal Act, 2001* restricts Council authority where less than three-quarters of the outgoing Council will be returning to office. For the current seven-member Council, three-quarters is 5.25, meaning that at least six current members of Council must have a logistical chance of returning to office – or be actually returning to office following the results on Voting Day – to avoid a restricted period.

If two or more members of Council are not returning, the Township will enter a restricted, or “lamé duck”, period. This determination may be made as of Nomination Day, based on certified nominations to be on the new council and any acclamations, or after Voting Day based on election results.

Example: If two of the seven current members decide not to run in the election for the new council, then on Nomination Day it will be confirmed that logically no more than five current members could serve on the new council. Since this number (5) is less than three-quarters (5.25) of the current Council size, the “lamé duck” period would begin on Nomination Day.

During the restricted period, Council shall not:

- Hire or dismiss any employee of the municipality
- Appoint or remove from office any officers of the municipality
- Dispose of property valued over \$50,000 (if not already budgeted)
- Approve expenditures or incur liabilities over \$50,000 (if not already budgeted)

These restrictions remain in place until the new Council is sworn in during November 2026.

To request an alternative accessible format, please contact the Clerks Department at 905-985-

Strong Mayor powers do not permit actions that are prohibited during a restricted period under section 275 of the *Municipal Act, 2001*.

The Township's Delegation of Authority By-law (40-22) remains in effect and supports operational continuity during the restricted period. Despite the application of the restricted period rules, the legislation does not prevent Council from taking any action in the event of an emergency in the community.

Staff will monitor Council composition as of Nomination Day and following Voting Day and advise Council if a restricted period is triggered.

Voting Opportunities

The 2026 Municipal Election will include both internet voting and in-person voting over an extended period. This represents the greatest number of voting opportunities ever provided to electors in the Township, with voting available over 13 days and more than 350 hours.

Electors will receive a Voter Information Package (VIP) prior to the start of the voting period. Electors must be on the voters' list to receive a VIP. The VIP will include initial instructions for both internet and in-person voting. To confirm registration, electors may visit the provincial [Voter Registration page](#) for municipal elections until September 1, 2026. After that date, electors should visit the [Township's election website](#) for further information and instructions.

Internet Voting

Internet voting will be available from October 14, 2026 at 10:00 a.m. to October 26, 2026 at 8:00 p.m.

In-Person Voting

In-person voting will be offered on a "vote anywhere" basis, meaning eligible electors may attend any designated voting location within the Township to cast their ballot. Designated voting locations are as follows:

- Scugog Community Recreation Centre (SCRC) - 1655 Reach Street
- Blackstock Recreation Centre - 3440 Church Street
- Greenbank Hall - 19965 Highway 12
- Island Hall - 2710 Demara Road

In-person voting hours are as follows:

- October 16, 2026: 2:00 p.m. to 8:00 p.m. (all locations)
- October 17-18, 2026: 10:00 a.m. to 8:00 p.m. (all locations)
- October 19-22, 2026: 2:00 p.m. to 8:00 p.m. (SCRC only)
- October 26, 2026 (Voting Day): 10:00 a.m. to 8:00 p.m. (all locations)

To request an alternative accessible format, please contact the Clerks Department at 905-985-

Designated voting locations will provide assistance to electors, including updating voter information and casting a ballot either online or by paper ballot using an optical scan tabulator.

FINANCIAL CONSIDERATIONS

Election costs are funded through the Township’s election budget, which is established through quarterly contributions over the course of a Council term.

CONSULTATION / ENGAGEMENT

This report has been prepared through internal review by Legislative Services staff, with input from the Senior Management Team. The Township’s election communications plan is underway and will continue to provide information and reminders to electors throughout the voting period.

ALTERNATIVE CONSIDERATIONS

None.

ATTACHMENTS

Attachment No. 1 - Use of Corporate Resources for Election Purposes Policy

Authored by:	Approved by:
Blair Labelle Director of Corporate Services / Clerk	Warren Mar CAO

POLICIES AND PROCEDURES

Policy Name: **Use of Corporate Resources for Election Purposes**

Effective: **February 12, 2018**

Approved by Council: **February 12, 2018**

1. Policy Statement

- 1.1. Section 88.18 of the Municipal Elections Act, S.O. 2001, as amended, requires municipalities and school boards to establish rules and procedures with respect to the use of municipal and board resources during the election campaign period.
- 1.2. The Municipal Elections Act, 1996, as amended, establishes rules and regulations governing the financing of municipal election campaigns in Ontario. Section 88.8(4) prohibits a municipality from making any contribution to a candidate running in a municipal election, or any individual, corporation or trade union registering to support or oppose a candidate or question on a ballot.
- 1.3. The Municipal Elections Act, 1996, s. 88.12 (4) 3 also states that municipalities cannot make a contribution to registered third party advertisers.
- 1.4. The Election Finance Act, 1990, as amended, and the Canada Elections Act, 2000, as amended, establish regulations for candidates and parties running in provincial and federal elections. Section 29(1) of the Election Finance Act and Section 363(1) of the Canada Elections Act prohibit municipal corporations from contributing to any candidate, constituency association, nomination contestant, leadership contestant, or political party.
- 1.5. As well, the Municipal Elections Act, 1996 prohibits a candidate, or someone acting on the candidate's behalf, from accepting a contribution from a person who is not entitled to make a contribution. As a contribution may take the form of money, goods and services, any use of a Corporate Resource for an election campaign could be viewed as a contribution by the Township, which is a violation of the Municipal Elections Act, 1996.

2. Purpose

- 2.1. The purpose of the Use of Corporate Resources for Election Purposes Policy (the Policy) is to meet the Township of Scugog's responsibilities under the Municipal Elections Act, the Election Finance Act and the Canada Elections Act, by establishing for the benefit of candidates, current members of Township Council, Township Staff and members of the public, the requirements and restrictions relating to campaign finances, the use of municipal resources and municipal contributions to election campaigns. The

Use of Corporate Resources for Election Purposes

Policy is also to ensure that all candidates and third party advertisers are treated fairly and consistently.

3. Application

- 3.1. This Policy applies to all Township Staff, Candidates, political parties, constituency associations, Third Party Advertisers and persons or groups supporting or opposing a question on a ballot.
- 3.2. All provisions contained within this Policy shall serve to ensure the protection of freedom of expression while maintaining that:
 - 3.2.1. Corporate Resources shall not be used during an Election Period to promote or provide an unfair advantage to any Candidate, political party, constituency association, Third Party Advertiser, or a person or group supporting or opposing a question on a ballot;
 - 3.2.2. Members shall not be precluded from performing their duties as an elected official, nor inhibit them from representing the interests of their constituents; and
 - 3.2.3. Information and communication related to an election shall continue to be open and accessible to the public.
- 3.3. Nothing in this Policy will preclude the Township Clerk from performing his or her statutory duties, restricts him or her from distributing information respecting election activities, or that assists residents in exercising their right to vote.
- 3.4. This Policy also applies to an acclaimed Member of Council and a Member of Council not seeking re-election.
- 3.5. Each section of this Policy is an independent section and the holding of any section or part of any section of this Policy to be void or ineffective for any reason shall not be deemed to affect the validity of any other sections of this Policy.

4. Definitions

- 4.1. “**Campaign(ing)**” – shall mean any activity by or on behalf of a Candidate, political party, constituency association, Third Party Advertiser, or question on a ballot meant to elicit support during the Campaign Period. This does not include the appearance of elected officials, other candidates or their supporters, or registrants at an event in their personal capacity without the

Use of Corporate Resources for Election Purposes

display of any signage or graphic which identifies the individual as a candidate or registrant and without the solicitation of votes.

- 4.2. **“Campaign Material”** means any material, regardless of format, that promotes or opposes any Candidate, or a response to any question on a ballot or referendum and includes, but is not limited to, printed literature, banners, posters, pictures, buttons, clothing, signs, magnets and vehicle signs / decals and in any format which includes print, electronic, radio, television, websites, social media etc.
- 4.3. **“Campaign Period”** – shall mean:
 - 4.3.1. In the case of a municipal or school board election; the Campaign Period commences on the first day prescribed for the filing of nominations in accordance with the MEA and ends on voting day.
 - 4.3.2. In the case of a provincial or federal election; the Campaign Period commences the day the writ for the election is issued and ends on voting day.
 - 4.3.3. In the case of a question on the ballot; the Campaign Period commences the day Council passes a by-law to put a question to the electorate and ends on voting day.
 - 4.3.4. In the case of a by-election; the Election Period commences when the by-election is called and ends on voting day.
- 4.4. **“Canada Elections Act”** – shall mean the Canada Elections Act, S.C. 2000, c. 9, as amended.
- 4.5. **“Candidate”** – shall have the same meaning as contained within the Canada Elections Act, the Election Act (Ontario) or the Municipal Elections Act, as applicable, and shall be deemed to include a person registered pursuant to any of the above-noted statutes or an agent for a registered person seeking to influence anyone to vote for or against any question or by-law submitted to the electors under section 8 of the Municipal Elections Act, as amended.
- 4.6. **“Clerk”** – shall mean the Township Clerk of the Township of Scugog or his or her designate, or a returning officer appointed under Section 7(1) of the Ontario Election Act, or Section 24(1) of the Canada Elections Act, or his or her delegate.

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- 4.7. **“Corporate Resource”** – shall mean any physical, intellectual or financial asset owned, leased or otherwise controlled by the Township including but not limited to: materials, equipment, vehicles, facilities, land, technology, intellectual property, images, logos and supplies. Working hours, the time where the Township pays its Staff to complete certain duties or tasks, is also considered to be a Corporate Resource.
- 4.8. **“Election”** – shall mean a municipal, provincial or federal election, or by-election, held in accordance with the Municipal Elections Act, 1996, S.O. 1996, c.32, the Election Act, R.S.O. 1990, c. E.6, or the Canada Elections Act, S.C. 2000, c. 9.
- 4.9. **“Election Act”** – shall mean the Election Act, R.S.O. 1990, c. E.6, as amended.
- 4.10. **“Election Activities”** – shall mean any election-related session, event or activity hosted by or at the direction of the Township Clerk, or a returning officer appointed under the Ontario Election Act, or the Canada Elections Act.
- 4.11. **“Election Finances Act (Ontario)”** – shall mean the Election Finances Act, R.S.O. 1990, c. E.7, as amended.
- 4.12. **“Member”** – shall mean an individual elected or appointed to Township Council and holding public office during a Campaign Period.
- 4.13. **“Municipal Elections Act”** or **“MEA”** – shall mean the Municipal Elections Act, 1996, S.O. 1996, c. 32, Sched., as amended.
- 4.14. **“Technology”** – shall mean computers, laptops, servers, cell phones, smart phones, telephones, tablets, printers, scanners, copiers, email, file storage, voicemail, or any other equipment or technology controlled, leased or owned by the Township.
- 4.15. **“Third Party Advertiser”** means any individual, corporation or trade union registered in accordance with Section 88.6 of the Municipal Elections Act, Section 37.5 of the Election Finance Act, or Section 353 of the Canada Elections Act.
- 4.16. **“Township”** or **“Municipality”** – shall mean the Corporation of the Township of Scugog, located within the Regional Municipality of Durham and includes its agencies, local boards and commissions.

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- 4.17. **“Township Contractor”** – shall mean any individual, company, or individual employed by a company, contracted to provide goods or services to the Township.
- 4.18. **“Township Council”** means the Council of the Corporation of the Township of Scugog.
- 4.19. **“Township Facility”** means any land, building or other structure owned, leased, operated or otherwise controlled by the Township, other than a Township road and includes administrative offices, operation centres, libraries, community and recreation centres, parks, sports fields and open space.
- 4.20. **“Township Staff”** – shall mean all full-time or part-time employees of the Township, including the Chief Administrative Officer, Directors, Managers, Supervisors, non-unionized Staff, unionized Staff, Fire Fighters, and all contract and temporary employees, students, co-op placement Staff and volunteers.

5. Guidelines

- 5.1. Corporate Resources shall not be used by anyone for Campaigning. Further clarity is provided below.
- 5.2. The Township shall not make a contribution of money, goods or services to any Member, Candidate or Third Party Advertiser.

6. Corporate Resources – Technology

- 6.1. Members of Council are provided access to corporate information technology (I.T.) assets to fulfill their duties and responsibilities as an elected official, but shall not use those assets for Campaigning or the development of Campaign Materials.
- 6.2. The Township’s voice mail system and computer network (including the email system) shall not be used to record Campaign related messages or to distribute Campaign Materials.
- 6.3. Websites or domain names that are funded by the Township may not be used for Campaigning. Candidates and Registered Third Parties may provide a link to the Township’s official election website or webpages in their Campaign Materials in order for electors to access additional information about the election and voting process. The Township’s official election website or

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- webpages will provide Candidate contact information only which does not include a Candidate's website and shall in no way endorse any Candidate.
- 6.4. On the day preceding the commencement of a municipal Campaign Period, biographical information about a Member and links to personal websites shall be removed from any website, domain or social media account controlled, operated or funded by the Township.
 - 6.5. No constituency website, paid for by the Township shall be converted to an election Campaign website at any time.
 - 6.6. On the day the writ is issued for any provincial or federal Election, biographical information about any Member registered as a Candidate, and links to personal websites shall be removed from any website, domain or social media account controlled, operated or funded by the Township.

7. Corporate Resources – Communications

- 7.1. During the Campaign Period, the following shall be discontinued for Members, Candidates or Third Party Advertisers where they are paid for by the Township:
 - 7.1.1. All forms of advertising, including municipal publications;
 - 7.1.2. The ordering of stationery; and
 - 7.1.3. Any other expense, unless such expenses are recurring expenses incurred by all Members.
- 7.2. The Township's logo, crest, coat of arms, tag line, seal and any other images and illustrations owned or under the jurisdiction of the Township, in whole or in part, shall not be used in any Campaign Materials.
- 7.3. Members of Council shall not use Council portraits funded by the Township in Campaign Materials.
- 7.4. Candidates shall not print or distribute reference to any of the Township's email addresses, telephone numbers, or facility addresses on any Campaign Materials. Notwithstanding, Candidates may:
 - 7.4.1. Provide a link to the Township's official election website or webpages in Campaign Materials in order for electors to access additional information about the election and voting process; and

Use of Corporate Resources for Election Purposes

- 7.4.2. Reference a Township facility in the instance that a Candidate debate is being held there in accordance with the Township's Facility Rental Contract.
- 7.5. Distribution lists or contact lists developed utilizing Corporate Resources and in the custody and control of the Township shall not be utilized for election purposes.
- 7.6. The Clerk may develop and distribute information through various means for the purpose of advising and educating electors. Candidates are permitted to promote and distribute election information provided by the Clerk, provided that such information is not modified in any way.

8. Corporate Resources – Township Facilities

- 8.1. Any Candidate may attend any public Standing Committee, Advisory Committee or Council meeting; however, they shall not use this forum to speak on or address any matter relating to their Campaign.
- 8.2. Township Facilities may not be used for any election related purpose, except as permitted by the following:
 - 8.2.1. Members, Candidates and Third Party Advertisers shall not use any Township Facility for any Campaigning, unless the facility is rented in accordance with the Township's standard rental procedures, where applicable, and at the full rental rate charged. Under no circumstances will the rental fee be waived for any Campaigning.
 - 8.2.2. When rented in accordance with the Township's standard rental procedures, Campaigning will be restricted to the specific area identified in the rental agreement. No person shall engage in Campaigning or displaying, distributing or posting Campaign Material outside of this area.
 - 8.2.3. Township Facilities shall not be rented for Campaigning where any area is being used for Election Activities on the same day.
 - 8.2.4. Notwithstanding the preceding, no Member, Candidate or Third Party Advertiser shall be permitted to engage in Campaigning or displaying, distributing or posting Campaign Materials at or on the grounds of the Township Municipal Office located at 181 Perry Street, Port Perry.
 - 8.2.5. Members, Candidates and Third Party Advertisers shall not engage in Campaigning or displaying, distributing or posting Campaign Materials at any function hosted, managed or coordinated by the Township, whether located at a Township Facility or not.

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- 8.2.6. A facility supervisor may terminate a rental agreement for any failure to abide by the requirements of this Policy.
- 8.3. Campaigning on public sidewalks and highways is permitted, provided that such Campaigning is in compliance with Township By-laws and the Highway Traffic Act and not on the sidewalks and highways surrounding the Township Municipal Office located at 181 Perry Street, Port Perry.

9. Township Staff and Contractors

- 9.1. Township Staff are prohibited from using Corporate Resources for any Campaigning.
- 9.2. Township Staff shall not canvass or actively work in support of a municipal candidate or party during normal working hours unless they are on a pre-approved leave of absence without pay, time off in lieu of over-time, vacation, flex time, or parental leave. Although Township Staff have the right to engage in political activities, including campaigning, they should be mindful of their responsibilities under the Employee Code of Ethics and Conflict of Interest Policy. Township Staff must be aware of public perception while engaging in Campaigning and ensure that their involvement does not create a perceived or actual conflict of interest with their official positions. Before participating in Campaigning, Township Staff are strongly encouraged to discuss their proposed participation with their supervisor or manager to identify perceived or actual conflicts of interest that may arise.
- 9.3. Township Staff shall not engage in any Campaigning while wearing any Township uniform, badge, crest, or other item that identifies them as an Employee of the Township.
- 9.4. Members, Candidates and Third Party Advertisers shall not use the services of Township Contractors for any Campaigning while the Contractor is directly engaged in the delivery of goods or services for which the Contractor is receiving compensation from the Township.

10. Integrity Commissioner

- 10.1. The Township's appointed Integrity Commissioner is considered to be a Corporate Resource, under contract with the Township and may receive, from time to time, compensation from the Township in accordance with services provided.
- 10.2. Members of Council shall not use the services of the Township's Integrity Commissioner during the Campaign Period for the purposes of seeking advice related to their Campaign.

11. Conflict

- 11.1. If a provision of this Policy conflict with a provision of any applicable Act, regulation or other by-law, the provision that establishes the higher or more restrictive standard shall prevail.

12. Effective Date and Repeal

- 12.1. This Policy shall come into force and effect upon the date of its enactment.
- 12.2. The Township's Use of Corporate Resources for Election Purposes Policy, effective November 14, 2005, and any amendments thereto, is repealed and replaced with this Policy.

TO	Council
DATE	April 27, 2026
DEPARTMENT	Development Services
REPORT TITLE	Aerodrome Request – 715 Blue Mountain Road – Consultation Summary
REPORT NUMBER	DEV-2026-010

EXECUTIVE SUMMARY

PURPOSE OF REPORT

This report provides an overview of the Consultation Summary for a proposed aerodrome at 715 Blue Mountain Road.

KEY FINDINGS

- In November 2025, the Township received a Notice of Consultation for a proposed aerodrome at 715 Blue Mountain Road.
 - Staff provided preliminary comments to the proponent, which were addressed as part of a delegation at the December 15, 2025 Council meeting.
 - The proponent has provided the Township with the Consultation Summary that was provided to the Minister.
 - The proponent has not received any prohibitions from the Minister to date with respect to the proposed aerodrome.
-

STRATEGIC ALIGNMENT

- **Strategic Direction #5 – Complete Community:** Strengthen our communities to be inclusive, healthy, safe, connected and engaged.
 - Objective #2: Create a vibrant, safe and healthy community enhancing the quality of life in Scugog.

RECOMMENDATION

1. **THAT** Report DEV-2026-010, Aerodrome Request – 715 Blue Mountain Road – Consultation Summary, be received for information.

BACKGROUND

On November 10, 2025, Mr. Alec Myers provided the Township with a Notice of Consultation under Canadian Aviation Regulation, Section 307 for a proposed new aerodrome at 715 Blue Mountain Road.

According to the proponent, the existing land surface is already suitable for use by small airplanes, so no work is required on-site to prepare a landing surface.

Report DEV-2025-029 provided details provided by the proponent regarding the proposed aerodrome, which included:

- It is intended for personal occasional use for the proponent and personal visitors only, and will not be used for commercial purposes;
- Maximum of 25 takeoffs and landings per week;
- Limited flights in the winter, with most flights occurring when there is no snow on the ground; and,
- The proponent has no plan to register the location, meaning no other planes are expected to land at this location.

Staff provided the following preliminary comments and the proponent provided responses to each in writing to the Township as part of the delegation to Council on December 15, 2025:

1. **Noise** – Staff recommend that the proponent provide a more detailed description of flight paths, particularly for take-offs and landings to ensure consideration for neighbours.

Proponent Response:

Please see the attached diagrams (See Attachment 1) for take-off and landing flight paths up to, and down from an altitude of 1000 feet above ground level, at which height an airplane departing or arriving the aerodrome site is likely to be indistinguishable from other passing light airplane air traffic.

Takeoff: The most noise is generated during takeoff and initial climb when the engine is at maximum power, and the aircraft is low to the ground. When taking off to the north at the proposed aerodrome a straight-out departure will be preferred since there are no dwellings or known livestock issues in that direction. When taking off to the south the proponent expects to make a partial left turn after takeoff over his own property and then to overfly the large, ploughed field on the south side of Blue Mountain Road. This will reduce takeoff noise for residents of the houses to the southwest of the aerodrome without compromising flight safety.

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Landing: When descending from 1000 feet to land engine power and noise generated is low. Airplanes typically fly three sides of a rectangular pattern in preparation for landing. When landing from north to south the proponent proposes to arrange this as diagrammed, mostly over Vrooman Creek, to avoid overflying any dwellings. When landing south to north the proponent proposes to make it a usual practice to fly west and south of the three houses (shown in white) at the junction of Marsh Hill and Blue Mountain Road, over a wooded area and agricultural field before lining up with the runway for final approach.

Looking to the east of the property, towards Highway 12, there is higher ground with several houses, and shortly thereafter the village of Saintfield; so, the approach from the west over Vrooman Creek is to be preferred for noise abatement reasons.

The house that staff have identified in the field immediately to the west of the aerodrome site is in fact derelict and uninhabited. There are no occupied houses within the next two adjacent farm properties to the east.

Ground operations of between five and fifteen minutes before takeoff at low to moderate power settings are normal for small airplanes to allow time for engine warm-up, safety checks and to position for takeoff. Because there are no inhabited buildings on properties to the north, east and west, and a considerable quantity of trees, scrub and other vegetation as well as more than half a mile distance and a public road between the aerodrome and the nearest house to the south, the proponent does not consider that a noise nuisance from ground operations will arise.

- 2. Proximity to Scugog Line 14** – There is a concern regarding oncoming road traffic and impact from take-offs and landings.

Proponent Response:

As it passes the north end of the runway Scugog Line 14 is set down into an (estimated) 10' cutting. Atop the bank, on the Aerodrome property side, is a line of thin trees of various heights up to 20 to 30 feet. The bank and the trees provide a physical shield for any vehicles on the road and the normal aviation safety margins observed in clearing obstacles during takeoff and landing add extra height between any airplane and the roadway. When landing to the south over Scugog Line 14 the pilot has good visibility of vehicles approaching on the road in both directions; it would be considered good airmanship to time one's approach so as not to fly directly over or in front of a vehicle, to avoid a 'startle' danger. When taking off to the north over Scugog Line 14 regular aircraft performance means that the departing airplane will most likely be 200 feet or more above ground level as it crosses the road and therefore not a hazard.

At the south end of the runway Blue Mountain Road is 2000 feet from the southern threshold. An aircraft on a normal approach to land south to north would therefore cross Blue Mountain Road at about 250 feet above ground level, well above any vehicle; and as high or higher on takeoff and departure.

Canadian Aviation Regulation 301.05 provides that: Where low-flying or taxiing aircraft at or in the vicinity of an aerodrome are likely to be hazardous to pedestrian or vehicular traffic, the operator of the aerodrome shall immediately

- (a) post notices warning of the hazard on any public way that is adjacent to the manoeuvring area; or
- (b) where such a public way is not owned or controlled by the operator, inform the authorities responsible for placing markings on the public way that there is a hazard.

For the reasons stated the proponent does not at this time believe that low-flying aircraft in the vicinity of the proposed aerodrome are likely to be hazardous to pedestrian or vehicular traffic. Council may still wish to consider whether it feels any signage should be installed on Scugog Line 14. The proponent undertakes to provide the notice referred to in regulation 301.05(b) to Council if, and as soon as he feels the trigger condition is met.

- 3. Environmental features** – Staff recommended that the proponent avoid any further encroachment on the environmental features on the property.

Proponent Response:

The wetland areas and water course to the east of the runway are well noted. It is not anticipated that any encroachment will occur.

- 4. Nearby telecommunication towers/other aerodromes** – This was an advisory note to be aware of other nearby infrastructure and facilities.

Proponent Response:

I have identified two nearby registered aerodromes whose proximity is noteworthy. The operators of both have been contacted as interested parties in the consultation exercise in accordance with Transport Canada's requirements. The operator of Greenbank Aerodrome (CNP8, 6km southeast) has not responded. The operator of Saintfield/Stone (CST4, approximately 3km east) has responded positively and with no objections. In respect of safety at closely sited aerodromes, there are many examples of aerodromes in very close proximity (sometimes in adjacent fields) co-existing harmoniously. In the present case both this aerodrome and Saintfield/Stone are or will be used only occasionally (in comparison with 'busy' aerodromes) and the proponent's experience of flight operations at Greenbank is that it, too, is currently used 'sparsely'. The proponent suggests that monitoring the Greenbank radio advisory frequency (also shared with Lindsay municipal aerodrome CNF4) and making appropriate traffic calls on it in line with normal aviation practice would be a sensible precaution during flight operations at this aerodrome.

In respect of communication towers: aeronautical charts show just one tower in the vicinity, at 4km west to a height of 338 feet above ground. Aircraft arriving and departing this proposed aerodrome would normally be well above 1000 feet above ground at this distance, so the tower is not thought to present a hazard.

As additional information, the proponent notes that Transport Canada and NavCanada (the air navigation services provider) are both included as interested parties to the consultation and that in particular, safety issues arising from other aerodromes or obstructions are matters within their area of expertise and statutory responsibility to consider.

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DISCUSSION

The proponent advised that he was to undertake consultation for comments or objections with the municipality, surrounding landowners and other agencies. Consultation was expected to conclude by December 31, 2025. However, the proponent has received and considered comments up to March 3, 2026.

At the end of the consultation period, the proponent is required to prepare a summary of the consultation. This summary report has been prepared by the proponent (see Attachment 2) and was submitted to the Minister of Transport on March 6, 2026 and again on March 11, 2026. Under the federal *Aeronautics Act*, the Minister can at anytime make an order prohibiting the development, expansion or operational changes of an aerodrome. This power applies if the Minister believes such actions could adversely affect aviation safety or are not in the public interest. Section 307.10(1) of the *Aeronautics Act* states that the proponent shall not start proposed aerodrome work before the end of 30 days after the date on which the summary report is provided to the Minister. It is staff's understanding that if the Minister does not respond, then the proposed aerodrome is considered to be permitted.

As noted above, the proponent advised that the Consultation Summary had been submitted to the Minister on March 6, 2026 and March 11, 2026. This Summary provides the following information:

1. A list of Interested Parties who were circulated for comment, including the Township of Scugog;
2. Several acknowledgements without comment objection or request for further information were received;
3. Positive approval from nine aerodrome operators;
4. One conditional comment from an aerodrome operator that they do not object provided the proposed aerodrome does not have any commercial components including flying school, parachute operation, fuel sales, etc.;
5. Requests from neighbouring properties for additional information; and,
6. Summary of engagement with the Township.

Staff have been in contact with the proponent, who has advised that further comments had not been received from the Minister. At this time, given that no prohibitions have been provided by the Minister, this is essentially considered a de facto approval of the proposed aerodrome.

CONSULTATION / ENGAGEMENT

The Minister and Transport Canada appear to be satisfied that the proponent has fulfilled the required consultation based on the review of the Consultation Summary.

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ALTERNATIVE CONSIDERATIONS

Not applicable.

ATTACHMENTS

Attachment No. 1 – Take-Off and Landing Diagrams Provided by the Proponent

Attachment No. 2 – Consultation Summary Provided by the Proponent (personal information redacted)

Authored by:

Approved by:

Meaghan Craven
Director of Development Services

Warren Mar
CAO

Attachment 1: Take-Off and Landing Diagrams Provided by the Proponent

Takeoff (noisier):



Landing (less noise):



715 Blue Mountain Road
Aerodrome Consultation
Summary Report

In accordance with the requirements of Canadian Aviation Regulation 307, a consultation was undertaken with a view to establishing a non-commercial private single grass strip aerodrome at this address. This report is written to comply with the requirements of Regulation 307.07 (“Summary Report”).

1. Description of the proposed aerodrome work

No work is required to be conducted to establish an aerodrome on the proposed site. The surface is already suitable for the take-off and landing of single-engine piston airplanes which is the class of aircraft the aerodrome is intended to service.

Nevertheless, consultation in accordance with CAR 307 has been undertaken in order that all interested parties should have the opportunity to comment on or object to aircraft operations at the proposed Aerodrome in line with the goals stated in Transport Canada Circular 307-001, that of “soliciting and mitigating concerns from affected stakeholders”.

For reference the intended location of the aerodrome is shown in the following images:



2&3. Description of the measures taken to comply with Regulation 307

A built-up area of a city or town is not located within a radius of 4 000m from the location of the proposed Aerodrome so Interested Parties were identified in accordance with Regulation 307.04(1)(b). Other than where stated below, all were provided with a Notice meeting the requirements of Regulation 307.06 by email or by postal mail between 7 November 2025 and 19 December 2025. All notices stipulated that responses should be received with 45 days but in any event all responses up to 3 March were accepted.

The Interested Parties were identified as:

- (i) The Minister (email)
- (ii) The provider of air navigation services – NavCanada (email)
- (iii) Operators of the following 47 certified and registered aerodromes being all those within 30nm miles of the proposed Aerodrome:
CYOO COR3 CNT9 CMF4 CHF4 CNU8 CBB2 CLA4 CZF2 CRA2 CGF6 CPM7
CPB9 CBW8 CSD7 CST4 CNP8 CUT2 CPP3 CBM2 CNP4 COK3 CNF4 CBV2 CKF8
CCT2 CTR3 COP4 CVF3 CDU5 CAR4 CKD8 CKP4 CME2 CDM3 CAJ5 CTV4 CYLS
CSV6 CNP4 CKW7 CBE6 CDA8 CDS5 CFG8 CBP7 CHS4

Two municipal aerodrome operators were sent the Notice via email (CNF4, CYOO). Operators of the other 45 aerodromes were initially contacted by telephone at the number listed in the Canada Flight Supplement.

29 operators provided email addresses which were used for providing the Notice, of whom two each operated both a water and land aerodrome.

Four operators declined to provide either a mailing or email address to which the Notice could be sent. Having refused to participate in the consultation they were not contacted further.

Two aerodromes were notified to the proponent as having been recently closed.

Eight operators could not be contacted by telephone following multiple attempts and the Notice was mailed to the street addresses of the aerodromes as identified via Google Streetview.

- (iv) Authorities responsible for protected areas: No federally protected areas were clearly identified but in any event Environment and Climate Change Canada was Notified (email) in case of my error.
- (v) Local land use authorities: Ontario Ministry of Natural Resources and Forestry (email), Township of Scugog (mail) and Lake Simcoe Regional Conservation Authority were notified (mail)
- (vi) Owners of land bordering the land on which the proposed aerodrome is sited: [REDACTED] – north and west (mail), [REDACTED] - east, [REDACTED] – south (email) and [REDACTED] [REDACTED] – southeast (mail).

Responses, comments and objections were collated during the period up to Sunday 1 March.

4. a summary of the comments and objections received, the actions that the proponent proposes to take to address those comments and objections, and any objections that were not addressed

Acknowledgements without comment objection or request for further information were received from the Minister, NavCanada, Environment and Climate Change Canada, Ontario Ministry of Natural Resources and Forestry, and [REDACTED].

Positive approval was received from nine aerodrome operators.

One aerodrome operator responded “*As long as your aerodrome has no commercial aspect, such as hangar or tie-down rental, flying school, parachute operation, fuel sales, development, etc., then we would have no objections.*” Since none of these commercial aspects are anticipated at the Aerodrome it is not proposed to address this objection further.

A neighbouring land owner [REDACTED] responded in writing with a request for further information which was provided by return. No further correspondence has been received.

The Township of Scugog requested that I appear before a meeting of the council to provide more information before it felt able to provide any formal comments or objections. Council Staff prepared a report (DEV-2025-029) recommending council request information under four heads: Firstly noise – requesting details of proposed flightpaths during takeoff and landing, secondly proximity to Scugog Line 14 and Blue Mountain Road – requesting details on aircraft/vehicle separation during aircraft operations, thirdly environmental features: recommending the Aerodrome avoid any future encroachment on a watercourse approximately 100m from the runway centre-line, and fourthly an advisory note that I be aware of proximity of radio towers and other aerodromes.

I provided written responses on all four items in advance and appeared in person in front of Council on 15 December 2025 to answer further oral questions. Council resolved that the selfsame Staff report would constitute its formal comments to the consultation exercise. There were no Council objections to the establishment of the Aerodrome.

The remaining consultees did not respond to the Notice.

Responses from other than statutory consultees

One owner of a non-adjacent but nearby property [REDACTED] attended the council meeting for information. He and I have exchanged contact details.

The owner of a nearby non-registered aerodrome delivered a hand-written letter to the Aerodrome address expressing strong support for the Aerodrome.

Following the Township of Scugog council meeting council staff advised me that two members of the public had contacted the council, and I asked that my contact details be provided to them to contact me directly. No correspondence has been received.

Summary of responses, comments and objections

Operators of 47 aerodromes, six public bodies and four neighbouring landowners were provided Notice of the proposed Aerodrome.

Substantive comments were received only from the Township of Scugog requesting consideration of noise, road vehicle proximity, an adjacent watercourse and nearby towers and aerodromes.

Nine brief supportive comments were received from consulted aerodrome operators.

One conditional objection was received to the provision of commercial services which are not in any case anticipated, therefore it is not proposed to address this objection further.

Respectfully completed on 3 March 2026

Alec Myers

Aerodrome proponent

TO	Council
DATE	April 27, 2026
DEPARTMENT	Public Works and Recreation
REPORT TITLE	Modular Bridge Replacement & Associated Works, Scugog Line 2
REPORT NUMBER	PWR-2026-019

EXECUTIVE SUMMARY

PURPOSE OF REPORT

The purpose of this report is to seek Council approval to proceed with the replacement of an existing compromised concrete box culvert with a prefabricated modular bridge system, including detailed design, fabrication, supply, installation, and associated road works, as outlined in Quote No. E260409-000-3.

KEY FINDINGS

- Scugog Line 2 concrete box culvert located 1.3 km west of Old Simcoe Road has serious structural distress, extensive severe spalling, with exposed corroded rebar and delaminations.
- The culvert has split into two sections at the centre, and the gap continues to expand.
- The structure is inspected to monitor the displacement of the rotated walls to ensure it can remain open to traffic.
- The structure is recommended for replacement as a high priority.

STRATEGIC ALIGNMENT

Strategic Direction #1 Infrastructure, Objective #1: Leverage and improve roads, transportation, facilities, equipment, and other assets by investing in roads and related infrastructure to improve the overall condition and connectedness of roads and municipal servicing.

RECOMMENDATION

1. **THAT** Report PWR-2026-019, Modular Bridge Replacement & Associated Works, Scugog Line 2, be received; and,
2. **THAT** Council award a Single Source Contract in accordance with Quote # E260409-000-3, Modular Bridge Replacement & Associated Works, Scugog Line 2 to Northern Mat and Bridge LP (NMB) in the amount of \$432,289.78 (exclusive of HST); and,
3. **THAT** Council approve additional funding in the amount of \$339,898.08 from the Ontario Community Infrastructure Fund (inclusive of HST recoveries); and,
4. **THAT** the Mayor and Clerk be authorized to sign and execute the agreement and any other necessary documents to complete the works.

BACKGROUND

The existing concrete box culvert at the subject road crossing on Scugog Line 2 has experienced structural deterioration and is approaching the end of its service life. Recent inspections have identified deficiencies that pose increased risk to roadway operations and long-term asset viability.

Council has previously supported proactive infrastructure replacement using modular bridge systems, most recently through the successful Scugog Line 4 Bridge replacement project completed in 2025, which was delivered efficiently, within budget, and within an accelerated construction window.

It should be noted that the location identified in the 2025 Capital budget sheet – Design (PBR008) indicates the culvert is located 630 metres west of Old Simcoe Road. The location identified in the 2028 Capital budget sheet – Construction (PBR011) locates the culvert 1,100 metres west of Old Simcoe Road. To ensure accuracy, staff measured the distance in the field and confirm the location is 1.3 km west of Old Simcoe Road.

DISCUSSION

In response to these ongoing infrastructure needs, staff requested pricing and scheduling from a qualified supplier with demonstrated experience in modular bridge design and delivery in municipal environments.

Based on the current supplier commitments and material availability, the bridge replacement can be completed in late June 2026, minimizing roadway disruption and ensure the structure is operational prior to peak summer traffic and maintenance periods.

FINANCIAL CONSIDERATIONS

The total cost of the project is contained within Quote No. E260409-000-3 from Northern Mat and Bridge. Partial funding of \$100,000 from the Roads Reserve Fund for this project is included in the approved 2025 Capital Design Budget (PBR008) under the Roads and Structures program. The Capital Construction Budget of \$600,000 is forecasted in 2028 (PBR011), which was anticipated to also be funded from the Roads Reserve Fund.

Proceeding at this time reduces the risk of further cost escalation and avoids the potential for unplanned emergency repairs or road closure should the existing culvert continue to deteriorate.

Project Costing:

Total - All Items (excluding HST): \$432,289.78

Total including Net of HST Rebate: \$439,898.08

2025 Approved Capital Budget (PBR003) Scugog Line 2 Culvert – Design: (\$100,000.00)
(Committed funding from the Roads Reserve Fund)

Funding Shortfall (to be funded from the OCIF): \$339,898.08

2028 Capital Budget (PBR011) Scugog Line 2 – Construction (to be closed): (\$600,000.00)

Anticipated Cost Savings: \$260,101.92

CONSULTATION / ENGAGEMENT

Local area residents will be advised of the project commencement including schedule. The Township's website and social media pages will be updated once the schedule has been confirmed.

ALTERNATIVE CONSIDERATIONS

Council could direct staff to complete a tender for a traditional solution for the Scugog Line 2 Culvert construction, or direct staff to maintain the existing schedule for replacement. However, given the Township's experience with a proven solution from Northern Mat and Bridge on Line 4, the current expected cost savings, and condition of the culvert, these options are not recommended.

ATTACHMENTS

Attachment No. 1 – Scugog Line 2 Culvert Replacement Design (PBR008)

Attachment No. 2 – Scugog Line 2 Culvert Replacement Construction (PBR011)

Authored by:

Grant Taylor
Director of Public Works and Recreation

Approved by:

Warren Mar
Chief Administrative Officer

Township of Scugog
2025 Capital Budget and 2026 to 2029 Capital Forecast
Capital Projects

Project Name	Scugog Line 2 Culvert Replacement - Design
Department	PBR PW Bridges & Culverts
Project Manager	Dan Rosebrugh, Capital Projects Technologist
Start Year	2025
Project Number	PBR008

PROJECT DESCRIPTION AND RATIONALE

The scope of work includes the design for the replacement of the culvert, regrading of the road on the approaches on Scugog Line 2. The Scugog Line 2 open bottom box culvert, located approximately 630m West of Old Simcoe Road has serious structural distress, extensive severe spalling with exposed corroded rebar, and delaminations. The culvert has split into two section at the center. The separation between the two sections continue to expand.

The structure is currently being inspected on a monthly basis to monitor the displacement of the rotated walls to ensure it can remain open to traffic. This structure is recommended for replacement as a high priority. If the structure is not replaced then continued deterioration will lead to weight restrictions and eventual closure of the structure.

Reference:

Strategic Direction #1: Infrastructure "Leverage and improve roads, transportation, infrastructure, facilities, equipment and other assets."

Township of Scugog Asset Management Plan

2024 Scugog Line 2 Structural Assessment Report - D.M. Wills Associates Limited

Budget

	Total	2025	2026	2027	2028	2029
Expenditures						
Capital Expenditure	100,000	100,000				
Expenditures Total	100,000	100,000				
Funding						
Roads Reserve Fund	100,000	100,000				
Funding Total	100,000	100,000				

**Township of Scugog
2025 Capital Budget and 2026 to 2029 Capital Forecast**

Capital Projects

Project Name Scugog Line 2 Culvert Replacement - Design
Department PBR PW Bridges & Culverts
Project Manager Dan Rosebrugh, Capital Projects Technologist
Start Year 2025
Project Number PBR008

Gallery



**Township of Scugog
2026 Capital Budget and 2027 to 2030 Capital Forecast
Capital Projects**

Project Name	Scugog Line 2 Culvert Replacement - Construction
Department	PBR PW Bridges & Culverts
Project Manager	Dan Rosebrugh, Manager of Capital Projects
Start Year	2028
Project Number	PBR011

PROJECT DESCRIPTION AND RATIONALE

The scope of work includes the construction for the replacement of the culvert, regrading of the road on the approaches on Scugog Line 2. The Scugog Line 2 open bottom box culvert, located approximately 1,100m West of Old Simcoe Road has serious structural distress, extensive severe spalling with exposed corroded rebar, and delaminations. The culvert has split into two section at the center. The separation between the two sections continue to expand. In 2024, temporary repairs were completed on this culvert to extend it's lifecycle and extend the timeframe for replacement.

Reference:

Strategic Direction #1: Infrastructure "Leverage and improve roads, transportation, infrastructure, facilities, equipment and other assets."

Township of Scugog Asset Management Plan

2024 Scugog Line 2 Structural Assessment Report - D.M. Wills Associates Limited

Budget

	Total	2026	2027	2028	2029	2030
Expenditures						
Capital Expenditure	600,000			600,000		
Expenditures Total	600,000			600,000		
Funding						
Roads Reserve Fund	600,000			600,000		
Funding Total	600,000			600,000		

**Township of Scugog
2026 Capital Budget and 2027 to 2030 Capital Forecast
Capital Projects**

Project Name Scugog Line 2 Culvert Replacement - Construction
Department PBR PW Bridges & Culverts
Project Manager Dan Rosebrugh, Manager of Capital Projects
Start Year 2028
Project Number PBR011

Gallery

PBR011.JPG



TO Council

DATE April 27, 2026

DEPARTMENT Public Works and Recreation

REPORT TITLE **Local Roads Resurfacing 2026 Contract Award**

CONTRACT NO.: S2026-15, Local Roads Resurfacing 2026

REPORT NUMBER PWR-2026-022

EXECUTIVE SUMMARY

PURPOSE OF REPORT

The purpose of this report is to recommend the Local Roads Resurfacing 2026 Contract Award to Road Surface Recycling Limited in the amount of \$892,597.91 excluding HST.

KEY FINDINGS

- Resurfacing at this stage of deterioration is a cost-effective intervention that extends the service life of existing road infrastructure and delays the need for significantly more expensive full reconstruction.
 - Declining road conditions negatively impact driving comfort, accessibility for emergency services, transit, pedestrians, cyclists, and maintenance vehicles, and fall below acceptable municipal service standards.
 - Surface failures allow water infiltration into the roadway base, accelerating structural weakening and compounding long-term deterioration if not addressed in a timely manner.
-

STRATEGIC ALIGNMENT

Rehabilitating local roads within the Port Perry urban area aligns with the following Strategic Plan direction:

- Strategic Direction #1 – Infrastructure: Leverage and improve roads, transportation, facilities, equipment, and other assets.

- Invest in roads and related infrastructure to improve the overall condition and connectedness of roads and municipal servicing.

RECOMMENDATION

1. **That** Report PWR-2026-022, Local Roads Resurfacing 2026 Contract Award, be received for information; and,
2. **That** Council award Contract S2026-15, Local Roads Resurfacing 2026, to Road Surface Recycling Limited in the amount of \$892,597.91 excluding HST; and,
3. **That** additional funding in the amount of \$250,000.00 from the Ontario Community Infrastructure Fund and the uncommitted balance from the Road Levy Reserve being \$795,647.00, be allocated to fund construction.

BACKGROUND

The 2024 State of the Infrastructure Report identified the estimated total cost of recommended improvements in the Township of Scugog's road inventory as \$268,494,864. The improvement costs included \$180,675,798 for roads identified as 'now' needs and \$87,819,066 for road work required in the '1 to 10' year timeframe. Included in these amounts is \$18,428,578 for work on road sections that are 'adequate' and require only life cycle maintenance or are low volume roads (less than 50 AADT).

An estimated 91.8 km of hard surface roads are identified as requiring some type of resurfacing or rehabilitation, with 32.8 km in the 'now' timeframe. In addition to the identified resurfacing needs, it is anticipated that an additional 11 km are projected to be added to that length within the next couple of years.

In 2016, Council introduced a funding mechanism to gradually allocate budget to the Roads Reserve Fund. In 2020, Council established a more robust Roads Levy by which an annual contribution of 3% was added to the Reserve to support a more sustainable capital roads improvement program.

The intent of this project is to use the uncommitted Roads Levy Reserve to resurface approximately 3 km of local roads within the Port Perry urban area.

DISCUSSION

Scope of Work

The scope of work includes grinding out the existing asphalt; adding Granular A to reinstate the road crown (where possible) and remove soft spots; adjust and reset structure frames and covers; and pave base asphalt HL8 followed by top asphalt HL3.

Schedule

Work is expected to commence upon award of the contract in consultation with the contractor’s schedule.

Tender Results

The Township of Scugog, under S2026-15, solicited bids for Local Roads Resurfacing 2026. The tender was advertised on the Township of Scugog’s website using Bids and Tenders. A total of 10 valid bids were received before the closing date of April 21, 2026. Upon review of the 10 bids received, a number of arithmetical errors were discovered, resulting in a Corrected Total Tender Amount. Listed below is a summary of the bids received:

NAME OF BIDDER	TOTAL TENDER AMOUNT (excluding HST)	CORRECTED TOTAL TENDER AMOUNT (excluding HST)
Road Surface Recycling Ltd.	\$ 892,780.11	\$ 892,597.91
Rima Con Ltd.	\$ 934,785.13	\$ 936,380.08
Ashland Construction Group Ltd.	\$ 937,076.50	\$ 937,076.50
IPAC Paving Limited	\$ 949,915.55	\$ 949,915.35
1108575 Ontario Ltd.	\$ 968,914.46	\$ 968,914.46
Peltar Paving & General Contracting Company Ltd.	\$ 959,746.91	\$ 973,324.11
Dig-Con International Ltd.	\$ 1,040,590.48	\$ 1,030,488.48
Tri Son Contracting Inc.	\$ 1,136,436.20	\$ 1,136,391.20
GIP Paving Inc.	\$ 1,158,994.90	\$ 1,158,994.90
Dufferin Construction Company	\$ 1,370,244.00	\$ 1,370,244.00

Based on Procurement By-Law 42-22, Road Surface Recycling Ltd. is the lowest bidder that met all the needs of the Township.

Overall, the tender amounts came in above the Class D estimate from Report PWR-2026-014, likely impacted by increased fuel costs impacting the industry.

FINANCIAL CONSIDERATIONS

Project Costing:

S2026-15, Local Roads Resurfacing 2026 (excluding HST):	<u>\$892,597.91</u>
Total including Net of HST Rebate:	\$908,307.63
Contingency:	\$ 80,000.00
Contract Administration & Inspection:	<u>\$ 57,339.37</u>
Total:	\$1,045,647.00

Uncommitted funding from the Roads Levy Reserve: (\$795,647.00)

Funding Shortfall (to be funded from the OCIF – rounded): \$250,000.00

CONSULTATION / ENGAGEMENT

The Township receives increased complaints from residents concerning road conditions each spring. The Township’s 2026 approved capital budget and four (4) year forecast focuses on priority roads defined in the State of the Infrastructure Report.

The approved roads to be resurfaced will be posted on the Township’s website and communicated through social media channels.

ALTERNATIVE CONSIDERATION

The removal of one or two road segments could be achieved through negotiations with Road Surface Recycling Ltd., to lower the overall project cost within the already approved budget following the previous consideration of Report PWR-2026-014. However, that will mean some roads will continue in their current condition while the overall capital asset management plan is implemented. In that case, Council may consider the following alternative:

1. **That** Report PWR-2026-022, Local Roads Resurfacing 2026 Contract Award, be received for information; and,
2. **That** staff be directed to negotiate with Road Surface Recycling Ltd., on the removal of one or two road segments to lower the contract award to fall within available budget; and,
3. **That** subject to successful negotiations, staff are authorized under their delegated authority to approve the contract award and funding to advance the project.

ATTACHMENTS

Attachment No. 1 – Report PWR-2026-014, Triage Local Roads in the Port Perry Urban Area

Authored by:

Approved by:

Grant Taylor
Director of Public Works & Recreation

Warren Mar
Chief Administrative Officer

TO	Council
DATE	March 23, 2026
DEPARTMENT	Public Works and Recreation
REPORT TITLE	Triage Local Roads in Port Perry Urban Area
REPORT NUMBER	PWR-2026-014

EXECUTIVE SUMMARY

PURPOSE OF REPORT

The purpose of this report is to obtain Council approval to utilize unallocated Roads Levy Reserve Funds to rehabilitate approximately three (3) kilometres of local roads located within the Port Perry urban area.

KEY FINDINGS

- The 2025/2026 winter season has been extremely harsh and negatively impacted the condition of local roads across the Township.
- Currently, there is approximately \$9.3 million in committed projects with 73% being 2026 projects.
- The uncommitted balance of the Roads Levy Reserve Fund is \$795,647.

STRATEGIC ALIGNMENT

Rehabilitating local roads within the Port Perry urban area aligns with the following Strategic Plan direction:

- **Strategic Direction #1 – Infrastructure:** Leverage and improve roads, transportation, facilities, equipment, and other assets.
 - Invest in roads and related infrastructure to improve the overall condition and connectedness of roads and municipal servicing.
-

RECOMMENDATION

1. **THAT** Report PWR-2026-014, Triage Local Roads in the Port Perry Urban Area, be received for information; and,
2. **THAT** Council approve the allocation of uncommitted Roads Levy Reserve Funds to facilitate the rehabilitation of approximately 3 km of local roads in Port Perry; and,
3. **THAT** staff be directed to tender and award construction subject to keeping within available budget.

BACKGROUND

The 2024 State of the Infrastructure Report identifies the estimated total cost of recommended improvements in the Township of Scugog's road inventory as \$268,494,864. The improvement costs included \$180,675,798 for roads identified as 'now' needs and \$87,819,066 for road work required in the '1 to 10' year timeframe. Included in these amounts is \$18,428,578 for work on road sections that are 'adequate' and require only life cycle maintenance or are low volume roads (less than 50 AADT).

An estimated 91.8 km of hard surface roads are identified as requiring some type of resurfacing or rehabilitation, with 32.8 km in the 'now' timeframe. In addition to the identified resurfacing needs, it is anticipated that an additional 11 km are projected to be added to that length within the next couple of years.

In 2016, Council introduced a funding mechanism to gradually allocate budget to the Roads Reserve Fund. In 2020, Council established a more robust Roads Levy by which an annual contribution of 3% was added to the Reserve to support a more sustainable capital roads improvement program.

DISCUSSION

The 2025/2026 winter season has been extremely harsh resulting in 56 combined plowing and salt/sanding events.

The spring freshet creates a combination of excess moisture, freeze/thaw action, and soil instability that significantly degrade roads. The major impacts are outlined below.

- Increasing pothole formation due to water infiltration and freeze–thaw cycles.
- Weakening the road base as saturated soils lose strength.
- Creating frost heave and uneven pavement.
- Causing erosion and damaging drainage infrastructure.
- Accelerating the deterioration of asphalt and structural layers.

Snowplows cause degradation but mostly where roads are already vulnerable.

To request an alternative accessible format, please contact the Clerks Department at 905-985-

Snowplows rarely destroy a well-built, well-maintained road on their own. Instead, they accelerate damage in areas where:

- Cracks or potholes already exist.
- Pavement is aged or weakened.
- Base layers are inadequate.
- Pavement edges are exposed or unprotected.

Together, these effects make spring one of the most damaging seasons for road infrastructure in northern climates.

As a result, staff have developed a triage plan to rehabilitate approximately 3km of local roads in 2026 (**Attachment 1**). The intent of this plan is to obtain Council approval to use uncommitted Roads Reserve Funds to advance this work.

The rationale used to identify the candidate roads are based on the following criteria:

- Roads that Durham Region does not have plans to repair or replace underground infrastructure in their capital program or in the foreseeable future e.g., watermain and sanitary sewers.
- The Roads Needs Study describes each road segment as in very poor condition.
- Many of these roads were not constructed to industry standards and are failing.
- Most of the chosen roads are also in close proximity, which will reduce mobilization/demobilization and material transportation costs in order to use the available budget as effectively as possible.

The scope of work includes grinding out existing asphalt; adding Granular A to reinstate the road crown (where possible) and remove soft spots; adjust and reset structure frames and covers; and pave base asphalt HL8 followed by top asphalt HL3.

Finance has determined that the Roads Reserve has an uncommitted balance of \$795,647. Currently, there are \$9.3 million in committed projects, with 73% being 2026 projects. Based on staff's Class D estimate, the proposed work is estimated to be within the uncommitted Reserve balance.

FINANCIAL CONSIDERATIONS

Balance of the uncommitted Roads Levy Reserve	\$795,647
Class D cost estimate – Triage 3km of local roads in Port Perry	(\$752,675)
Balance of the unallocated Roads Levy Reserve	\$ 42,972

To request an alternative accessible format, please contact the Clerks Department at 905-985-

CONSULTATION / ENGAGEMENT

The Township receives increased complaints from residents concerning road conditions each spring. The Township's 2026 approved capital budget and four (4) year forecast focuses on priority roads defined in the State of the Infrastructure Report.

Subject to Council approval, the roads to be rehabilitated will be posted on the Township's website and communicated through social media channels.

ALTERNATIVE CONSIDERATIONS

Alternative Option A

Should Council decide to deviate from staff's recommendation, increased costs and implementation timelines should be expected if different roads are selected.

1. **That** Council provide direction on which roads are to be rehabilitated; and,
2. **That** Council direct staff to tender and award construction; and,
3. **That** Council provide a funding source for the additional scope of work.

Alternative Option B

Should Council decide to not to support staff's recommendation and continue to implement the 2026 approved Capital program, then Council may decide not to adopt the report recommendations, or they may instruct staff in a substitute recommendation as follows:

1. **That** Council direct staff to continue project delivery of the 2026 Capital program, as approved.

ATTACHMENTS

Attachment No. 1 – Chart listing local road rehabilitation limits.

Authored by:

Approved by:

Grant Taylor
Director of Public Works & Recreation

Warren Mar
Chief Administrative Officer

To request an alternative accessible format, please contact the Clerks Department at 905-985-

Street Name	From	To	Length (km)
Allan Street	Sexton Street	Lorne Street	0.199
Alma Street	Old Simcoe Road	Pine Point Court	0.223
Balsam Street	2-Simcoe Street	Cochrane	0.231
MacDonald Street	Cochrane Street	2-Simcoe Street	0.227
Rosa Street	MacDonald Street	Paxton Street	0.148
Paxton Street	2-Simcoe Street	Perry Street	0.089
Casimir Street	2-Simcoe Street	Perry Street	0.312
Cawkers Cove Road	Castle Harbour Drive	Stone Sound Road	0.697
Clark Street	Cradle Street	2-Simcoe Street	0.115
Elgin Street	Cradle Street	2 Simcoe Street	0.119
Taylor Boulevard*	North Port Road	East End Turnaround	0.377
			2.737

* Industrial Road

The Corporation of The Township of Scugog

By-law Number 16-26

Being a by-law to amend Zoning By-law No. 14-14 to permit a Temporary Use for a period of three (3) years at 1401 Scugog Line 6, Township of Scugog, in accordance with Section 34 of the *Planning Act*, R.S.O., 1990, c. P.13.

Whereas the Council of the Township of Scugog deems it advisable to amend Zoning By-law 14-14 with respect to the lands described in this By-Law;

And Whereas Big Brothers and Big Sisters of North Durham, on behalf of the Owner, of Part Lot 15, Concession 6, municipally known as 1401 Scugog Line 6, made an application to the Township of Scugog (Z-2026-02) to amend Zoning By-Law No. 14-14 under the Temporary Use provisions of Section 39 of the *Planning Act*, to allow a Country Festival Fundraising Event as a permitted use on the subject lands, once per calendar year, for a period not to exceed three (3) years;

And Whereas Council has conducted a public meeting on April 20, 2026 as required by Section 34(12) and 39 of the *Planning Act*, R.S.O. 1990, as amended and has considered the application following that public meeting;

And Whereas Council deems that adequate public notice has been given and no further public meeting is required in accordance with Section 34(17) of the *Planning Act*, R.S.O. 1990, as amended;

And Whereas the matters herein are in conformity with the policies and designations contained in the Official Plans of the Region of Durham and the Township of Scugog as are currently in force and effect; and

Now Therefore, the Council of The Corporation of The Township of Scugog hereby enacts as follows:

1. **THAT** Schedule B, Map 3, to By-law No. 14-14 is hereby amended by changing the zone category of certain lands located on Part of Lot 15, Concession 6, Township of Scugog, Regional Municipality of Durham (1401 Scugog Line 6) (Roll 1820 010 004 29600), from the Prestige Industrial (M1) Zone and the General Industrial Holding (M2(H)) Zone to the Temporary Nine Prestige Industrial (T9-M1) Zone and the Temporary Nine General Industrial Holding (T9-M2(H)) Zone as detailed on Schedule A to this By-law.
2. **THAT** Table 14.3.1 of By-law 14-14 be amended by adding the Temporary Nine Prestige Industrial (T9-M1) Zone and the Temporary Nine General Industrial Holding (T9-M2(H)) Zone as follows:

Zone	Property Roll Number/Municipal Address	Temporary Uses	Date Enacted/By-law Number	Expiry Date
Temporary Nine Prestige Industrial (T9-M1) Zone	1401 Scugog Line 6 Roll No. 1820 010 004 29600	A Country Festival Fundraising Event to occur a maximum of once per calendar year.	By-law 16-26 Effective Date: April 27, 2026	April 27, 2029

And Temporary Nine General Industrial Holding (T9-M2(H)) Zone				
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3. **THAT** this By-Law shall become effective on the date it is passed by the Council of the Corporation of the Township of Scugog, subject to the applicable provisions of the *Planning Act*, R.S.O. 1990, as amended.
4. **THAT** the Clerk is hereby authorized and directed to proceed with the giving of Notice under Section 34(18) of the *Planning Act*, R.S.O. 1990, as amended.

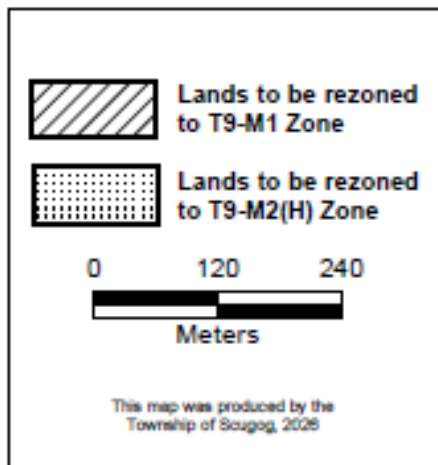
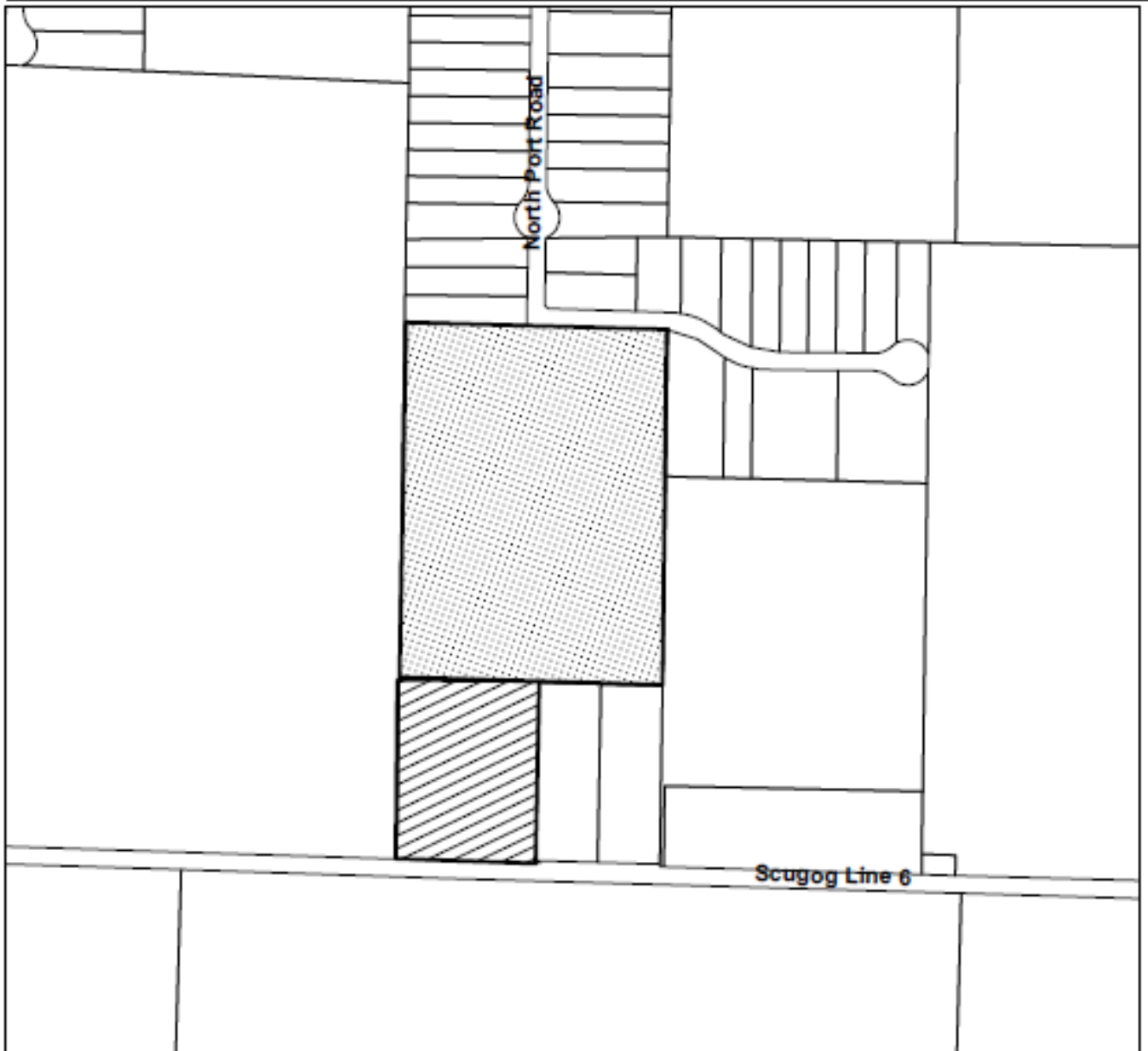
This By-law Read and Passed by Council on the 27th day of April, 2026.

MAYOR, Wilma Wotten

CLERK, Blair Labelle

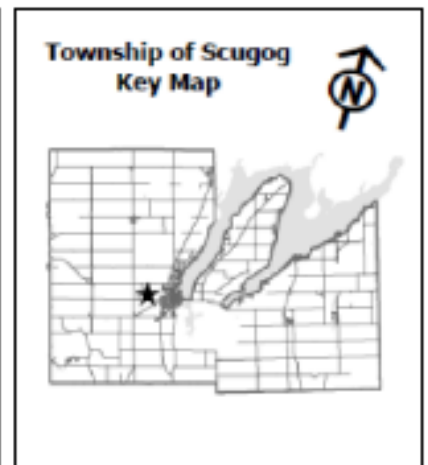
By signing this by-law on the 27th day of April, 2026, Mayor Wilma Wotten will not exercise the power to veto this by-law.

Schedule "A"
To By-law No. 16-26
Township of Scugog
Amendment to Schedule B, Map 3
to Zoning By-law No. 14-14



This is Schedule "A" to
By-law No. 16-26

Passed this 27th Day
of April, 2026.



The Corporation of The Township of Scugog

By-law Number 17-26

Being a by-law to levy rates of taxation for the year 2026.

Whereas it was necessary for the Council of the Corporation of the Regional Municipality of Durham pursuant to section 308(5) of the Municipal Act, S.O. 2001, c. 25 (Municipal Act), to establish tax ratios for 2026 for the Region and its Area Municipalities;

And Whereas the tax ratios were set by the Regional Municipality of Durham under By-law No.2026-002;

And Whereas the tax ratios establish the relative amount of taxation to be borne by each property class;

And Whereas all property assessment rolls on which the 2026 taxes are to be levied have been returned and revised pursuant to the provisions of the Assessment Act, R.S.O. 1990, c.A.31, as amended subject to appeals presently outstanding;

And Whereas the property classes have been prescribed by the Minister of Finance pursuant to section 7 of the Assessment Act, R.S.O. 1990, ch.A.31, as amended and Regulations thereto;

And Whereas the Council of the Region is required to specify the percentage by which tax rates are to be reduced for the prescribed property subclasses for 2026 pursuant to section 313(3)(a) of the Municipal Act;

And Whereas the property subclasses for which tax rate reductions are to be established are in accordance with section 8 of the Assessment Act;

And Whereas the tax rate reductions reduce the tax rates that would otherwise be levied for municipal purposes;

And Whereas it is necessary for the Council of the Corporation of the Township of Scugog pursuant to the Municipal Act to levy on the whole rateable property according to the latest returned assessment roll, which is subject to adjustment by the Court of Revision, for The Corporation of the Township of Scugog the sums set forth for various purposes in Schedule "A" hereto attached for the current year;

And Whereas pursuant to The Regional Municipality of Durham By-laws Numbers 2026-006 to 2026-009 inclusive, the Regional Municipality of Durham passed By-laws to adopt estimates of all sums required by the Regional Municipality of Durham for the purposes of the Regional Corporation and to provide a levy on Area Municipalities;

And Whereas pursuant to the Education Act, Ontario Regulation 400/98, as amended by various Ontario Regulations from time to time, tax rates on the assessment for school purposes have been specified;

And Whereas an Interim levy was made before the adoption of the estimates for the current year;

Now therefore, the Council of The Corporation of The Township of Scugog hereby enacts as follows:

1. For the taxation year 2026, the tax ratio for property in:

(a) The Residential and Farm Class	1.0000
(b) The Multi-Residential Class	1.8665
(c) The New Multi-Residential Class	1.1000
(d) The Commercial Class	
Residual - Occupied	1.4500
Residual - Vacant Units	1.4500
Residual - Vacant Lands	1.4500
(e) The Shopping Centre Class	
Shopping Centre - Occupied	1.4500
Shopping Centre - Vacant Units	1.4500
(f) The Office Building Class	
Office Building -Occupied	1.4500
Office Building - Vacant Units	1.4500
(g) The Industrial Class	
Residual - Occupied	2.0235
Residual - Vacant Units	2.0235
Residual - Vacant Lands	2.0235
(h) The Large Industrial Class	
Large - Occupied	2.0235
Large - Vacant Units	2.0235
(i) The Pipelines Class	1.2294
(j) The Farmlands Class	0.2000
(k) The Managed Forests Class	0.2500
(l) The Aggregate Extraction Class	1.6465

2. For the year 2026 The Corporation of the Township of Scugog shall levy upon the Residential and Farm Assessment, Multi-Residential Assessment, Commercial Assessment including Shopping Centres and Office Buildings, Industrial Assessment, Pipeline Assessment, Farmland Assessment and Managed Forest Assessment the rates of taxation per current value assessment for general purposes as set out in Schedule “A” attached to this By-law.

3. Taxes for Residential and Farm, Pipeline, Farmland and Managed Forest, including local improvement assessments, shall be payable in two instalments; estimated dates June 23rd, 2026, and September 23rd, 2026. Commercial including Shopping Centres and Office Buildings, Industrial, and Multi-Residential taxes will be levied in accordance with Bill 140 and shall be payable in two instalments; estimated dates June 23rd, 2026 and September 23rd, 2026. Taxpayers shall have the right to enter the optional Pre-Authorized Payment System for taxes as authorized under the authority of By-law 6-01.

4. The estimates for the current year are as set forth in Schedule "A" attached to this By-law. The Township will collect and forward Region and Education levies in accordance with the rates established by the Region of Durham and the Province of Ontario.
5. The levy provided for in Schedule "A" attached to this By-law shall be reduced by the amount of the Interim levy for 2026.
6. For payments-in-lieu of taxes due to the Corporation of the Township of Scugog, the actual amount due to The Corporation of the Township of Scugog shall be based on the assessment roll and the tax rates for the year 2026.
7. For the railway rights of way taxes due to The Corporation of the Township of Scugog in accordance with the Regulations as established by the Minister of Finance, pursuant to the Municipal Act, S.O. 2001, c.25, as amended, the actual amount due to The Corporation of the Township of Scugog shall be based on the assessment roll and the tax rates for the year 2026.
8. It is understood that if any properties are determined to be in the Parking Lot Class that the taxation will be the same as the Commercial Class.
9. The Manager of Tax and Revenue shall mail or deliver or cause to be mailed or delivered to the address on file of the property owner or place of business of each person taxed, a notice specifying the amount of taxes payable by such person.
10. The penalties and interest for non-payment on due dates shall be levied in accordance with the provisions of By-Law 68-14.
11. The Manager of Tax and Revenue and Treasurer are hereby authorized, to accept part payment from time to time on account of any taxes due and to give a receipt; therefore, such part payment shall not affect the collection of any percentage charge imposed and collectable under Clause 10 in respect of non-payment of taxes or any instalment thereof.
12. The Treasurer is hereby authorized to revise assessments, and resulting tax rates, if deemed necessary in conjunction with changes made by Municipal Property Assessment Corporation.
13. Schedule "A" attached hereto shall be and form a part of this By-law.

This By-law Read and Passed by Council on the 27th day of April, 2026.

MAYOR, Wilma Wotten

CLERK, Blair Labelle

By signing this by-law on the 27th day of April, 2026, Mayor Wilma Wotten will not exercise the power to veto this by-law.

SCHEDULE "A"
THE CORPORATION OF THE TOWNSHIP OF SCUGOG
2026 TAX RATES AND LEVY

PROPERTY CLASS	ASSESSMENT	TAX RATES				TOTAL TAXES RAISED			
		DURHAM REGION	BOARD OF EDUCATION	SCUGOG GENERAL	TOTAL TAX RATE	REGIONAL LEVY	EDUCATION LEVY	TOWNSHIP LEVY	TOTAL LEVY
Residential /Farm Taxable: Full	4,075,445,275	0.00780760	0.00153000	0.00453266	0.01387026	31,819,447	6,235,431	18,472,623	56,527,501
Commercial Taxable: Full	239,822,390	0.01132102	0.00880000	0.00657236	0.02669338	2,715,036	2,110,437	1,576,200	6,401,673
Commercial Small Scale On Farm Business	87,500	0.01132102	0.00220000	0.00657236	0.02009338	991	193	575	1,758
Commercial New Cons Small Scale On Farm Business	134,100	0.01132102	0.00220000	0.00657236	0.02009338	1,518	295	881	2,695
New Construction Commercial: Full	0	0.01132102	0.00880000	0.00657236	0.02669338	0	0	0	0
Commercial Taxable: Vacant Unit/Excess Land	3,861,993	0.01132102	0.00880000	0.00657236	0.02669338	43,722	33,986	25,382	103,090
Commercial Taxable: Vacant Land	14,790,000	0.01132102	0.00880000	0.00657236	0.02669338	167,438	130,152	97,205	394,795
New Construction Commercial: Excess Land	0	0.01132102	0.00880000	0.00657236	0.02669338	0	0	0	0
Farmlands 1	0	0.00585570	0.00114750	0.00339950	0.01040270	0	0	0	0
Farmlands Taxable: Full	579,602,172	0.00156152	0.00038250	0.00090653	0.00285055	905,060	221,698	525,428	1,652,187
Parking Lot Taxable:Full	2,623,000	0.01132102	0.00880000	0.00657236	0.02669338	29,695	23,082	17,239	70,017
Industrial Taxable: Full	37,093,972	0.01579868	0.00880000	0.00917184	0.03377052	586,036	326,427	340,220	1,252,683
Industrial Small Scale On Farm Business	62,500	0.01579868	0.00220000	0.00917184	0.02717052	987	138	573	1,698
New Construction Industrial: Full	0	0.01579868	0.00880000	0.00917184	0.03377052	0	0	0	0
New Constructing Industrial: Vac / Excess Land	0	0.01579868	0.00880000	0.00917184	0.03377052	0	0	0	0
Industrial Taxable: Vac/Excess Land	3,322,128	0.01579868	0.00880000	0.00917184	0.03377052	52,485	29,235	30,470	112,190
Industrial Taxable: Vacant Land	3,393,000	0.01579868	0.00880000	0.00917184	0.03377052	53,605	29,858	31,120	114,583
Multi-Residential Taxable: Full	20,691,720	0.01457288	0.00153000	0.00846022	0.02456310	301,538	31,658	175,056	508,253
Pipeline Taxable: Full	14,136,000	0.00959867	0.00880000	0.00557246	0.02397113	135,687	124,397	78,772	338,856
Shopping Centre Taxable: Full	34,715,639	0.01132102	0.00880000	0.00657236	0.02669338	393,016	305,498	228,164	926,678
Shopping Centre Taxable: Vacant Land/Excess Land	955,971	0.01132102	0.00880000	0.00657236	0.02669338	10,823	8,413	6,283	25,518
Shopping Centre-New Con - Full	0	0.01132102	0.00880000	0.00657236	0.02669338	0	0	0	0
Shopping Centre Taxable: New Con - Vacant Land/Excess Land	0	0.01132102	0.00880000	0.00657236	0.02669338	0	0	0	0
Office Building Taxable: Full	5,718,700	0.01132102	0.00880000	0.00657236	0.02669338	64,742	50,325	37,585	152,651
Managed Forest Taxable: Full	21,665,767	0.00195190	0.00038250	0.00113317	0.00346757	42,289	8,287	24,551	75,127
Aggregate Extraction Taxable: Full	3,573,700	0.01285549	0.00511000	0.00746303	0.02542852	45,942	18,262	26,671	90,874
	5,061,695,527					\$ 37,370,056	\$ 9,687,770	\$ 21,695,000	\$ 68,752,826
						54.35%	14.09%	31.56%	

149,992 Bus Improvement Area
403,348 Total Payments in Lieu
69,306,166 TOTAL BILLING
69,156,174 TOTAL PAGE Billing Report
149,992 DIFFERENCE (BIA) = BALANCED

The Corporation of The Township of Scugog

By-law Number 18-26

Being a by-law to confirm the proceedings of the Regular Meeting of Council held April 27, 2026.

Whereas it is desirable that Council, by By-Law, adopt the proceedings of the Council at each meeting:

Now therefore, the Council of The Corporation of The Township of Scugog hereby enacts as follows:

1. That the action of the Council of the Corporation of the Township of Scugog at its Regular Council Meeting held April 27, 2026, and in respect of each recommendation contained therein and in respect of each motion, resolution and other action passed and taken by the Council at its meeting is, hereby adopted, ratified, and confirmed as if all such proceedings were expressly in this By-law.
2. That the Mayor and the proper officers of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and the Mayor and Clerk are hereby directed to execute all documents necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal of the Corporation to all such documents.
3. For the purposes of the exercise of the authority of the head of council to veto a by-law in accordance with Section 284.11 of the Municipal Act, 2001, as amended, this Confirming By-law shall be deemed to be separate Confirming By-laws for each item listed on the meeting agenda.

This By-law Read and Passed by Council on the 27 day of April 2026.

MAYOR, Wilma Wotten

CLERK, Blair Labelle

By signing this by-law on the 27 day of April, 2026, Mayor Wilma Wotten will not exercise the power to veto this by-law.