



## Agenda

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Regular Meeting of Council  
Corporation of the Township of The North Shore  
Wednesday, September 2, 2026  
6:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/82649336498?pwd=SadyXqvmLSRN9a52gCWpdiLavXTQ6j.1>

Meeting ID: 826 4933 6498

Passcode: 226471

*This meeting is being held in a Hybrid setting. Attendees may choose to attend via ZOOM or in person in the Municipal Office Council Chambers located at 1385 Highway 17, Algoma Mills.*

**Immediately prior to the Council meeting, there will be a meeting of the Committee of Adjustment  
Please see separate agenda**

### **Land Acknowledgement**

Aanii/boozhoo

We acknowledge and give thanks to the land on which we live and work, and to the people who have cared for it. This land is the traditional territory of the Anishinaabeg Nation of the Robinson-Huron Treaty.

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. DISCLOSURES OF PECUNIARY INTEREST
4. PRESENTATIONS/DELEGATION
  - a) G. St-Aubin - Speed Limit - Hwy 538
5. ADOPTION OF MINUTES
  - a) Regular meeting of Council - September 2, 2026
6. COUNCIL MEMBERS REPORT
  - a) Councillor Welburn - Pater Boat Launch
  - b) Councillor Welburn - Hwy 17 entrances

7. **REPORTS AND MOTIONS OF MUNICIPAL STAFF, COMMITTEES, AND COMMUNICATIONS**
  - a) Cemetery Committee - Bench
  - b) Cemetery Committee - Remaining Budget
  - c) Report - Budget Variance
  - d) Report - Capital Activity
  - e) Report - Insurance Renewal
  - f) Report - Escribe Quote
  - g) Report - SCADA/PLC replacement/upgrade - Pronto Water Treatment Plant
  - h) Report - Terms of Reference - Compliance Audit Committee
  - i) Support - Trent Hills
8. **CONSENT AGENDA**
  - a) MMAH - Consultation on Municipal Accountability Act, 2026
  - b) Arthritis Society Canada - National Seniors Day
  - c) FONOM Press Release - Bail Reform
  - d) FONOM Press Release - Northern Highways
9. **OLD BUSINESS (INCLUDES THE FOLLOWING WRITTEN LETTERS/REPORTS)**
10. **INTRODUCTION, READING AND CONSIDERATION OF BY-LAWS**
  - a) By-Law 26-42 Appoint a Compliance Audit Committee
11. **NOTICES OF MOTION**
12. **CLOSED SESSION**
13. **REPORT FROM CLOSED SESSION**
14. **CONFIRMATORY BY-LAW**

By-law 26-43 being a by-law to confirm the proceedings of Council at its meeting held September 16, 2026, be read a first, second and third time enacted and passed.
15. **ADJOURMENT**

I am requesting a council resolution supporting the reduction of speed on Hwy 538. I am aware that this is not within the spectrum of responsibilities of the municipality of the Township of the North Shore, as it is a provincial Hwy however I am requesting this resolution as it is one of the prerequisites as laid out in provincial requirements.

If it pleases council I am prepared to take on this task whilst keeping Mayor and council informed up to date. It should be noted that this is but one of the many steps required, along with contacting MTO and the local O.P.P.

To reiterate I am looking for a resolution supporting this. I am aware that it was suggested that the speed limit be reduced on Center street as well. I am also prepared to take on this task.

## **Proposal for Speed Limit Reduction: Highway 538 and Ward 1 (Algoma Mills)**

**Target:** Reduction from 80 km/h to 50 km/h

### **Executive Summary**

The current **80 km/h speed limit** on Highway 538 through Ward 1 (Algoma Mills) poses an immediate and severe safety risk to residents, visitors, and motorists. The physical infrastructure of the roadway is entirely incompatible with the current posted 80 kmh speedlimit. Reducing the speed limit to **50 km/h** is a necessary, low-cost intervention to prevent accidents and protect vulnerable road users.

### **Key Arguments for Speed Reduction**

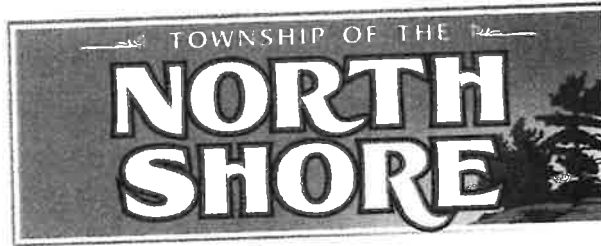
- **Severe Infrastructure Deficiencies:** The road surface is significantly degraded and chronically covered in sand, drastically reducing tire traction and increasing vehicle stopping distances. Additionally, the roadway completely lacks shoulders, leaving motorists with no room for error or emergency maneuvering.
- **Critical Blind Spots:** The geometric design of Highway 538 features sharp curves and hidden driveways. At 80 km/h, driver reaction time is cut dangerously short, creating a high probability of t-bone or rear-end collisions when residents attempt to enter or exit their properties.

- **High Volume of Vulnerable Road Users:** The roadway is heavily used by pedestrians, runners, and local cyclists who are forced to share the active driving lane due to the lack of sidewalks or shoulders.
- **National and International Tourism Impact:** This specific section of Highway 538 is a designated segment of the **Great Lakes Waterfront Trail** (part of the Great Canadian Cycle Trail). It regularly hosts national and international touring cyclists many of them who I have met as I am also a frequent cyclist of this road . Forcing these eco-tourists to navigate an 80 km/h zone with poor visibility and zero lane separation damages the region's reputation as a safe tourism destination.
- **Danger to school Children:** The danger peaks during early morning and late afternoon hours when visibility is compromised by poor lighting, dense northern fog, or blinding winter elements. Because this road lacks dedicated sidewalks, paved shoulders, or street lighting, school children are forced to wait in exposed areas or gravel ditches immediately adjacent to this highway.

### **Conclusion**

Highway 538 in Ward 1 is simply not capable of safely handling 80 km/h traffic. Maintaining the current limit prioritizes minor convenience over human life and community well-being. A reduction to **50 km/h** aligns the speed limit with the physical realities of the geography, protects local runners and families, and secures the safety of international cyclists boosting our local economy.

Thank you for your assistance in this matter  
Greg St-Aubin



## Minutes

Regular Council Meeting  
Township of the North Shore  
Wednesday, August 12, 2026  
6:00 p.m.  
Hybrid Meeting

### ATTENDANCE

Council: Tony Moor - Mayor  
Richard Welburn - Ward 1  
Len Menard - Ward 2 - electronic  
Tracey Simon - Ward 3

Regrets: Robin Green - Councillor at Large

Staff: Craig Davidson - Acting Clerk/Interim Treasurer  
Matt Simon - Public Works Manager

### LAND ACKNOWLEDGEMENT

The Mayor offered a Land Acknowledgement. (At start of Committee of Adjustment)

### CALL TO ORDER

The Mayor called the meeting to order at 6:06 p.m.

### APPROVAL OF AGENDA

#### RESOLUTION #26-260

Moved by: T. Simon

Seconded by: R. Welburn

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore approves the agenda as circulated

CARRIED

### DISCLOSURES OF PECUNIARY INTEREST - None Noted

### PRESENTATIONS/DELEGATION

### ADOPTION OF MINUTES

a) Minutes for the Regular Meeting August 12, 2026

#### RESOLUTION #26-261

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED: That Council of the Corporation of the Township of the North Shore approve the minutes of the August 12, 2026 Regular Council meeting.

CARRIED

COUNCIL MEMBERS REPORT

REPORTS AND MOTIONS OF MUNICIPAL STAFF, COMMITTEES AND COMMUNICATION

a) Restricted Acts

RESOLUTION #26-262

Moved by: R. Welburn

Seconded by: L. Menard

BE IT RESOLVED That Council for the Corporation of the Township of The North Shore receive the report on Restricted Acts for information.

CARRIED

b) Administration Activities

RESOLUTION #26-263

Moved by: R. Welburn

Seconded by: L. Menard

BE IT RESOLVED That Council for the Corporation of the Township of The North Shore receive the Administrative Activities report for information.

CARRIED

c) Waste Collection Days - September

RESOLUTION #26-264

Moved by: T. Simon

Seconded by: R. Welburn

BE IT RESOLVED That Council for the Corporation of the Township of The North Shore receive the Staff Report regarding the Hazardous Waste Days for information.

CARRIED

d) Serpent River Drinking Water Inspection Report

RESOLUTION #26-265

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED That Council for the Corporation of the Township of the North Shore receive the report from Staff regarding the Serpent River Water Treatment Plant Inspection Report for Information.

CARRIED

e) Township of Armour - Provincial Support for Library Services

RESOLUTION #26-266

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED That Council for the Corporation of the Township of The North Shore support resolution 2026-236 of the Township of Armour calling on the Province to substantially increase and provide sustainable, predictable operating funding for Ontario's Public Libraries.

CARRIED

f) Prescription Diversion Project

RESOLUTION #26-267

Moved by: T. Simon

Seconded by: R. Welburn

BE IT RESOLVED That Council for the Corporation of the Township of the North Shore support, in principle, the Prescription Diversion Project and direct a letter be drafted and sent with the Mayor's signature, indicating the same.

DEFEATED

**CONSENT AGENDA**

**RESOLUTION #26-268**

Moved by: T. Simon

Seconded by: R. Welburn

BE IT RESOLVED THAT Council for the Corporation of the Township of the North Shore receive September 2, 2026 Consent Agenda Items a to c for information.

CARRIED

**OLD BUSINESS**

**INTRODUCTION, READING, AND CONSIDERATION OF BY-LAWS**

a) By-Law 26-40 Agreement with PUC

**RESOLUTION # 26-269**

Moved By: T. Simon

Seconded By: L. Menard

BE IT RESOLVED: That By-Law No. 26-40, being a By-Law to enter into an agreement with PUC be read a first, second and third time, enacted and passed.

CARRIED

**NOTICES OF MOTION**

**CLOSED SESSION**

**REPORT FROM CLOSED SESSION**

**CONFIRMATORY BY-LAW**

**RESOLUTION # 26-270**

Moved By: L. Menard

Seconded By: T. Simon

BE IT RESOLVED: That By-Law No. 26-41, being a By-Law to Confirm the Proceedings of Council at its Regular Meeting held September 2, 2026, be read a first, second and third time, enacted and passed.

CARRIED

**ADJOURNMENT**

**RESOLUTION # 26-271**

Moved By: L. Menard

Seconded By: T. Simon

BE IT RESOLVED: That the Corporation of the Township of The North Shore Regular Council meeting of September 2<sup>nd</sup> do now adjourn at 6:30 p.m. to meet again on the 2<sup>nd</sup> day of September 2026 at 6:00 p.m., or at the call of the Chair.

CARRIED

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Tony Moor, Mayor

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Craig Davidson, Acting Clerk

## Councillor's Report

### Pater Boat Launch Gazebo

**Submitted by:** Councillor Richard Welburn, Ward 1 – Algoma Mills

I am bringing forward concerns regarding the gazebo constructed at the Pater Boat Launch.

While the intent of providing a public-use gazebo is positive, there are several concerns with the completed project that I believe require Council's attention.

These include:

- the suitability of the location;
- limited access, parking and turnaround space;
- accessibility for persons with mobility challenges;
- the condition and support of the structure;
- the lack of a clearly developed pathway or approach to the gazebo; and
- concerns that have recently been raised regarding possible historic mining workings or a former mine shaft beneath or near the site.

The latter should be verified before any conclusions are reached, but given the potential safety implications, I believe it warrants review.

Council should also receive clarification regarding the project timeline, final cost, site selection and what assessment was undertaken before construction.

I am bringing these concerns forward for Council's consideration and discussion.

## **Councillor's Report**

### **Pater Boat Launch Gazebo**

**Submitted by:** Councillor Richard Welburn, Ward 1 – Algoma Mills

I am bringing forward concerns regarding entrances on Highway 17 at Pronto Road and Long Street.

These entrances are in areas where there is no double yellow line as is the case in other entrances in our municipality.

While all items within the Highway 17 corridor are the responsibility of the Ministry of Transportation, Council could either direct Staff to correspond with the Ministry or provide a letter of support should an individual lead this file.

I am bringing these concerns forward for Council's consideration and discussion.



September 11, 2026

Meeting of September 16, 2026

## **Council Report**

**SUBJECT: Cemetery Committee Recommendation**

**RECOMMENDATION:** That Council approve the recommendation of received from the Cemetery Committee regarding an additional bench.

The Cemetery Committee of the Township of the North Shore met on September 9, 2026.

The bench that was ordered and intended to be placed at the cemetery was placed at the monument in front of the Municipal Office. The Committee passed the following recommendation:

The Cemetery Committee recommends that Council approve the purchase, in this term, of a bench to go at the cemetery to replace the bench that was approved for the cemetery and was put at the office."

### **FINANCIAL IMPLICATION**

Based on the cost of the first bench, the cost of this bench and installation is estimated to be \$3,000. There remains sufficient funds within the Cemetery Budget to complete this transaction.

Prepared/Submitted by: Craig Davidson, Acting Clerk/Interim Treasurer



September 11, 2026

Meeting of September 16, 2026

## **Council Report**

**SUBJECT: Cemetery Committee Recommendation**

**RECOMMENDATION:** That Council approve the recommendation of received from the Cemetery Committee regarding used for their remaining budget.

The Cemetery Committee of the Township of the North Shore met on September 9, 2026.

The Committee is recommending that security cameras for the Cemetery and/or signage be purchased with the remaining 2026 budget and passed the following recommendation:

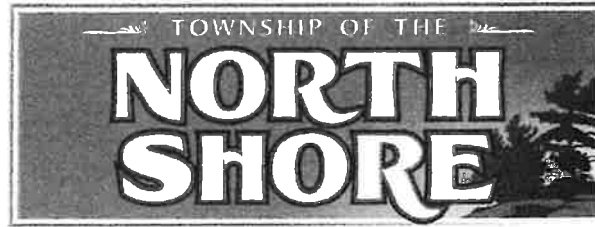
The Cemetery Committee recommends that Council to purchase security cameras for the Cemetery and or signage with remaining 2026 budget."

As Council is aware, Capital items not covered through a grant program are typically funded through a transfer from the appropriate reserve. Should funds not be spent, the transfer from reserves is adjusted appropriately.

### **FINANCIAL IMPLICATION**

Based on the activity and assuming the resolution regarding the bench was approved, there would be approximately \$7,000 remaining in the Cemetery Capital Budget for 2026.

Prepared/Submitted by: Craig Davidson, Acting Clerk/Interim Treasurer



September 11, 2026

Meeting of September 16, 2026

## **Council Report**

**SUBJECT: Variance Report to August 31, 2026**

**RECOMMENDATION:** That Council receive the Variance report to August 31, 2026 report for Information.

A budgetary control and a year-end projection are attached to and form part of this report. For Council's information, as of this report, the year is two-thirds (66.67%) completed (or 33% still to come). While there are individual account variances, by department, most are tracking in line with, or slightly below the approved budget. Some of these account variances could be due to the change in the chart of accounts from last year.

An integral part in variance reporting is the projection to the end of the year. While these have been prepared using careful estimates, these will also be monitored as the rest of the year unfolds. That being said, we are projecting a small operating surplus at the end of the year which would be transferred to Capital Reserves as per Municipal Policy.

Prepared and Submitted by: Craig Davidson, Acting Clerk/Interim Treasurer

Township of the North Shore  
Year End Projection  
Based on Variance Report at August 31, 2026

|                            |            |
|----------------------------|------------|
| Surplus on Variance Report | \$ 649,416 |
|----------------------------|------------|

## Operating Revenue

|                              |    |         |            |
|------------------------------|----|---------|------------|
| OMPF                         | \$ | 106,575 |            |
| Penalty and Interest         | \$ | 12,000  |            |
| Leases                       | \$ | 2,300   |            |
| Municipal Fees               | \$ | 12,000  |            |
| Landfill and Commercial Bins | \$ | 6,000   |            |
| Recreation Grants            | \$ | 4,900   | \$ 143,775 |

## Operating Expenses

|                           |    |         |            |
|---------------------------|----|---------|------------|
| Payroll                   | \$ | 166,500 |            |
| Professional Services     | \$ | 81,860  |            |
| PUC Services              | \$ | 60,000  |            |
| Waste Collection Fees     | \$ | 22,000  |            |
| Policing                  | \$ | 55,115  |            |
| DSSAB/Health              | \$ | 127,700 |            |
| MPAC                      | \$ | 4,800   |            |
| Landfill Monitoring       | \$ | 40,000  |            |
| Insurance                 | \$ | 41,000  |            |
| Audit                     | \$ | 25,000  |            |
| Phone, Heat and Utilities | \$ | 25,000  |            |
| Legal Costs               | \$ | 20,000  |            |
| Election                  | \$ | 15,000  |            |
| Equipment                 | \$ | 12,000  |            |
| Materials and Supplies    | \$ | 60,000  | \$ 755,975 |

|                            |           |
|----------------------------|-----------|
| Estimated Year End Balance | \$ 37,216 |
|----------------------------|-----------|

**Budgetary Control**  
For the Period 01/01/2026 - 08/31/2026  
Cash & Accrual Budgets

| Account #/Description                              | Current          | Year to Date        | Budget              | Variance           | %             |
|----------------------------------------------------|------------------|---------------------|---------------------|--------------------|---------------|
| <b>Taxation</b>                                    |                  |                     |                     |                    |               |
| 1-4-1000-1900 - Taxation - Education not Shared    | 0.00             | 3,957.36            | 3,500.00            | 457.36             | 13.07         |
| 1-4-1000-2000 - Taxation Revenue - RT              | 14,081.43        | 1,087,226.35        | 1,066,873.00        | 20,353.35          | 1.91          |
| 1-4-1000-2020 - Taxation Revenue - TT              | 0.00             | 1,635.01            | 1,635.00            | 0.01               | 0.00          |
| 1-4-1000-2030 - Taxation Revenue - MT              | 0.00             | 4,619.34            | 4,619.00            | 0.34               | 0.01          |
| 1-4-1000-2100 - Taxation Revenue - CT              | 0.00             | 49,327.45           | 49,327.00           | 0.45               | 0.00          |
| 1-4-1000-2110 - Taxation Revenue - CU              | 0.00             | 232.52              | 233.00              | -0.48              | -0.21         |
| 1-4-1000-2120 - Taxation Revenue - CX              | -487.92          | 12,476.35           | 12,964.00           | -487.65            | -3.76         |
| 1-4-1000-2300 - Taxation Revenue - IT              | 0.00             | 27,862.30           | 27,862.00           | 0.30               | 0.00          |
| 1-4-1000-2310 - Taxation Revenue - IH              | 0.00             | 5,331.85            | 5,332.00            | -0.15              | 0.00          |
| 1-4-1000-2320 - Taxation Revenue - IU              | 0.00             | 1,277.55            | 1,278.00            | -0.45              | -0.04         |
| 1-4-1000-2330 - Taxation Revenue - IX              | 0.00             | 1,364.81            | 1,365.00            | -0.19              | -0.01         |
| 1-4-1000-2400 - Taxation Revenue - VT              | 0.00             | 3,075.54            | 3,076.00            | -0.46              | -0.01         |
| 1-4-1000-3000 - Taxation Revenue - RG              | 0.00             | 11,811.20           | 11,811.00           | 0.20               | 0.00          |
| 1-4-1000-3010 - Taxation Revenue - RP              | 0.00             | 819.86              | 820.00              | -0.14              | -0.02         |
| 1-4-1000-3100 - Taxation Revenue - CF              | 0.00             | 1,934.47            | 1,934.00            | 0.47               | 0.02          |
| 1-4-1000-3110 - Taxation Revenue - CP              | 0.00             | 2,424.98            | 2,425.00            | -0.02              | 0.00          |
| 1-4-1000-3120 - Taxation Revenue - CG              | 0.00             | 12,099.08           | 12,099.00           | 0.08               | 0.00          |
| 1-4-1000-3200 - Taxation Revenue - HF              | 0.00             | 244.39              | 244.00              | 0.39               | 0.16          |
| 1-4-1000-3310 - Taxation Revenue - IP              | 0.00             | 23,253.30           | 23,253.00           | 0.30               | 0.00          |
| 1-4-1000-3320 - Taxation Revenue - IK              | 0.00             | 148.79              | 149.00              | -0.21              | -0.14         |
| 1-4-1000-3330 - Taxation Revenue - IQ              | 0.00             | 300.93              | 301.00              | -0.07              | -0.02         |
| 1-4-1000-4000 - PIL - Railway                      | 0.00             | 18,096.10           | 18,000.00           | 96.10              | 0.53          |
| 1-4-1000-4100 - PIL - Power Plant                  | 0.00             | 121,047.01          | 121,047.00          | 0.01               | 0.00          |
| <b>Total Taxation:</b>                             | <b>13,593.51</b> | <b>1,390,566.54</b> | <b>1,370,147.00</b> | <b>20,419.54</b>   | <b>1.49</b>   |
| <b>Grants</b>                                      |                  |                     |                     |                    |               |
| 1-4-1200-2500 - OMPF Funding                       | 0.00             | 319,725.00          | 426,300.00          | -106,575.00        | -25.00        |
| <b>Total Grants:</b>                               | <b>0.00</b>      | <b>319,725.00</b>   | <b>426,300.00</b>   | <b>-106,575.00</b> | <b>-25.00</b> |
| <b>Admin</b>                                       |                  |                     |                     |                    |               |
| 1-4-1200-4100 - Admin - Trailer Licence Fees       | 0.00             | 1,500.00            | 5,000.00            | -3,500.00          | -70.00        |
| 1-4-1200-4200 - Admin - Tax Certificates           | 60.00            | 660.00              | 1,000.00            | -340.00            | -34.00        |
| 1-4-1200-4300 - Admin - Misc Sales                 | 0.00             | 0.00                | 50.00               | -50.00             | -100.00       |
| 1-4-1200-4400 - Admin - Leases                     | 647.64           | 5,181.12            | 7,500.00            | -2,318.88          | -30.92        |
| 1-4-1200-5000 - Penalties and Interest on Taxation | 4,135.44         | 27,321.27           | 25,000.00           | 2,321.27           | 9.29          |
| 1-4-1200-5100 - Investment Income                  | 0.00             | -2,188.27           | 0.00                | -2,188.27          | 0.00          |

**Budgetary Control**  
For the Period 01/01/2026 - 08/31/2026  
Cash & Accrual Budgets

| Account #/Description                         | Current   | Year to Date | Budget    | Variance  | %       |
|-----------------------------------------------|-----------|--------------|-----------|-----------|---------|
| <b>1-4-1200-6000 - Admin - Misc Revenue</b>   | 20.40     | 506.87       | 4,000.00  | -3,493.13 | -87.33  |
| <b>Total Admin:</b>                           | 4,863.48  | 32,980.99    | 42,550.00 | -9,569.01 | -22.49  |
| <b>Fire</b>                                   |           |              |           |           |         |
| 1-4-2000-4000 - Fire - User Fees - Dispatch   | 0.00      | 0.00         | 2,400.00  | -2,400.00 | -100.00 |
| 1-4-2000-4100 - Fire - User Fees - Province   | 0.00      | 8,272.25     | 0.00      | 8,272.25  | 0.00    |
| 1-4-2000-6000 - Fire - Misc Revenue           | 40.00     | 2,612.90     | 300.00    | 2,312.90  | 770.97  |
| <b>Total Fire:</b>                            | 40.00     | 10,885.15    | 2,700.00  | 8,185.15  | 303.15  |
| <b>CBO</b>                                    |           |              |           |           |         |
| 1-4-2100-4000 - CBO - Building Permits        | 386.00    | 9,306.00     | 12,000.00 | -2,694.00 | -22.45  |
| 1-4-2100-4100 - CBO - Compliance Certificates | 0.00      | 240.00       | 100.00    | 140.00    | 140.00  |
| <b>Total CBO:</b>                             | 386.00    | 9,546.00     | 12,100.00 | -2,554.00 | -21.11  |
| <b>BLEO</b>                                   |           |              |           |           |         |
| 1-4-2200-6000 - BLEO - Misc Revenue           | 0.00      | 600.00       | 900.00    | -300.00   | -33.33  |
| <b>Total BLEO:</b>                            | 0.00      | 600.00       | 900.00    | -300.00   | -33.33  |
| <b>Policing</b>                               |           |              |           |           |         |
| 1-4-2500-6000 - POL - share of POA            | 0.00      | 0.00         | 600.00    | -600.00   | -100.00 |
| 1-4-2500-6100 - POL - Share of Det Revenues   | 0.00      | 126.00       | 0.00      | 126.00    | 0.00    |
| <b>Total Policing:</b>                        | 0.00      | 126.00       | 600.00    | -474.00   | -79.00  |
| <b>Landfill</b>                               |           |              |           |           |         |
| 1-4-4000-4000 - LF - Tipping Fees             | 10,345.00 | 11,677.50    | 2,500.00  | 9,177.50  | 367.10  |
| 1-4-4000-4100 - LF - Commercial Bins          | 0.00      | 5,464.56     | 11,000.00 | -5,535.44 | -50.32  |
| <b>Total Landfill:</b>                        | 10,345.00 | 17,142.06    | 13,500.00 | 3,642.06  | 26.98   |
| <b>Cemetery</b>                               |           |              |           |           |         |
| 1-4-5000-4000 - CEM - Plot Sales              | 0.00      | 4,500.00     | 1,500.00  | 3,000.00  | 200.00  |
| 1-4-5000-4010 - CEM - Trust Portion of Sales  | 0.00      | -1,535.00    | 0.00      | -1,535.00 | 0.00    |
| 1-4-5000-6000 - CEM - Misc Revenue            | 355.00    | 2,195.00     | 500.00    | 1,695.00  | 339.00  |
| <b>Total Cemetery:</b>                        | 355.00    | 5,160.00     | 2,000.00  | 3,160.00  | 158.00  |
| <b>Recreation</b>                             |           |              |           |           |         |
| 1-4-7000-1000 - REC - Federal Grants          | 0.00      | 3,700.00     | 2,500.00  | 1,200.00  | 48.00   |
| 1-4-7000-2000 - REC - Provincial Grants       | 0.00      | 0.00         | 2,007.00  | -2,007.00 | -100.00 |
| 1-4-7000-6000 - REC - Misc Revenue            | 0.00      | 0.00         | 1,000.00  | -1,000.00 | -100.00 |

**Budgetary Control**  
For the Period 01/01/2026 - 08/31/2026  
Cash & Accrual Budgets

| Account #/Description                            | Current   | Year to Date | Budget       | Variance   | %       |
|--------------------------------------------------|-----------|--------------|--------------|------------|---------|
| 1-4-7000-6100 - REC - Committee Revenue          | 0.00      | 1,493.00     | 2,000.00     | -507.00    | -25.35  |
| <b>Total Recreation:</b>                         | 0.00      | 5,193.00     | 7,507.00     | -2,314.00  | -30.82  |
| <b>Planning and Development</b>                  |           |              |              |            |         |
| 1-4-8000-4000 - Planning Fees                    | 0.00      | 510.00       | 0.00         | 510.00     | 0.00    |
| 1-4-8000-6000 - INFO - Rental                    | 0.00      | 0.00         | 6,000.00     | -6,000.00  | -100.00 |
| 1-4-8000-6100 - INFO - Recoveries                | 0.00      | 0.00         | 3,300.00     | -3,300.00  | -100.00 |
| <b>Total Planning and Development:</b>           | 0.00      | 510.00       | 9,300.00     | -8,790.00  | -94.52  |
| <b>Serpent River Water</b>                       |           |              |              |            |         |
| 1-4-9000-4000 - SRW - Water Fees                 | 0.00      | 48,239.80    | 51,070.00    | -2,830.20  | -5.54   |
| 1-4-9000-4100 - SRW - Connection Fees            | 0.00      | 0.00         | 60.00        | -60.00     | -100.00 |
| <b>Total Serpent River Water:</b>                | 0.00      | 48,239.80    | 51,130.00    | -2,890.20  | -5.65   |
| <b>Pronto East Waterworks</b>                    |           |              |              |            |         |
| 1-4-9500-4000 - PEW - Water Fees                 | 0.00      | 28,813.88    | 28,816.00    | -2.12      | -0.01   |
| 1-4-9500-4100 - PEW - Connection Fees            | 0.00      | 60.00        | 0.00         | 60.00      | 0.00    |
| 1-4-9750-4000 - PEW - Sewer Fees                 | 0.00      | 7,713.05     | 7,714.00     | -0.95      | -0.01   |
| <b>Total Pronto East Waterworks:</b>             | 0.00      | 36,586.93    | 36,530.00    | 56.93      | 0.16    |
| <b>Revenue Totals:</b>                           | 29,582.99 | 1,877,261.47 | 1,975,264.00 | -98,002.53 | -4.96   |
| <b>Council</b>                                   |           |              |              |            |         |
| 1-5-1100-1010 - Council - Honourariums           | 5,005.84  | 42,549.67    | 65,100.00    | 22,550.33  | 34.64   |
| 1-5-1100-1110 - Council - Benefits               | 467.60    | 3,971.72     | 7,700.00     | 3,728.28   | 48.42   |
| 1-5-1100-1200 - Council - Travel                 | 0.00      | 0.00         | 1,000.00     | 1,000.00   | 100.00  |
| 1-5-1100-1300 - Council - Seminars and Workshops | 0.00      | 0.00         | 1,500.00     | 1,500.00   | 100.00  |
| 1-5-1100-1320 - Council - Memberships            | 0.00      | 1,335.15     | 1,400.00     | 64.85      | 4.63    |
| 1-5-1100-2050 - Council - Communications         | 178.84    | 1,437.05     | 2,000.00     | 562.95     | 28.15   |
| 1-5-1100-2130 - Council - Computer Expenses      | 0.00      | 933.86       | 600.00       | -333.86    | -55.64  |
| 1-5-1100-2210 - Council - Legal Expenses         | 0.00      | 5,000.00     | 20,000.00    | 15,000.00  | 75.00   |
| 1-5-1100-2215 - Council - Integrity Commissioner | 0.00      | 3,398.79     | 20,000.00    | 16,601.21  | 83.01   |
| 1-5-1100-5050 - Council - Election Costs         | 3,167.01  | 17,596.08    | 30,000.00    | 12,403.92  | 41.35   |
| 1-5-1100-6000 - Council - Donations              | 0.00      | 500.00       | 1,000.00     | 500.00     | 50.00   |
| 1-5-1100-6100 - Council - Misc Expenses          | 0.00      | 103.33       | 500.00       | 396.67     | 79.33   |
| 1-5-1100-7000 - Council - To/From Reserves       | 0.00      | -13,000.00   | -8,000.00    | 5,000.00   | 62.50   |
| <b>Total Council:</b>                            | 8,819.29  | 63,825.65    | 142,800.00   | 78,974.35  | 55.30   |

**Budgetary Control**  
For the Period 01/01/2026 - 08/31/2026  
Cash & Accrual Budgets

| Account #/Description                           | Current          | Year to Date      | Budget            | Variance          | %            |
|-------------------------------------------------|------------------|-------------------|-------------------|-------------------|--------------|
| <b>Administration</b>                           |                  |                   |                   |                   |              |
| 1-5-1200-1010 - ADMIN - Wages                   | 4,612.23         | 54,262.26         | 140,425.00        | 86,162.74         | 61.36        |
| 1-5-1200-1110 - ADMIN - Benefits                | 385.79           | 13,166.90         | 27,200.00         | 14,033.10         | 51.59        |
| 1-5-1200-1115 - ADMIN - Consultants             | 7,097.78         | 72,605.78         | 90,000.00         | 17,394.22         | 19.33        |
| 1-5-1200-1150 - ADMIN - Professional Services   | 6,945.14         | 35,878.52         | 5,000.00          | -30,878.52        | -617.57      |
| 1-5-1200-1200 - ADMIN - Travel                  | 0.00             | 80.83             | 2,000.00          | 1,919.17          | 95.96        |
| 1-5-1200-1300 - ADMIN - Seminars and Workshops  | 0.00             | 814.08            | 5,000.00          | 4,185.92          | 83.72        |
| 1-5-1200-1320 - ADMIN - Memberships             | 0.00             | 836.47            | 1,500.00          | 663.53            | 44.24        |
| 1-5-1200-2010 - ADMIN - Material and Supplies   | 0.00             | 1,038.17          | 2,000.00          | 961.83            | 48.09        |
| 1-5-1200-2024 - ADMIN - Heat                    | 0.00             | 1,769.10          | 3,000.00          | 1,230.90          | 41.03        |
| 1-5-1200-2030 - ADMIN - Hydro                   | 326.73           | 6,437.00          | 7,000.00          | 563.00            | 8.04         |
| 1-5-1200-2045 - ADMIN - Janitorial Supplies     | 0.00             | 520.41            | 500.00            | -20.41            | -4.08        |
| 1-5-1200-2050 - ADMIN - Communications          | 703.99           | 5,608.27          | 12,000.00         | 6,391.73          | 53.26        |
| 1-5-1200-2100 - ADMIN - Postage                 | 371.02           | 2,175.80          | 3,000.00          | 824.20            | 27.47        |
| 1-5-1200-2120 - ADMIN - Office Supplies         | 0.00             | 2,678.16          | 2,000.00          | -678.16           | -33.91       |
| 1-5-1200-2130 - ADMIN - Computer Expenses       | 1,695.01         | 15,810.26         | 13,000.00         | -2,810.26         | -21.62       |
| 1-5-1200-2140 - ADMIN - Copier Costs            | 72.61            | 2,891.72          | 4,000.00          | 1,108.28          | 27.71        |
| 1-5-1200-2210 - ADMIN - Legal Fees              | 0.00             | 0.00              | 5,000.00          | 5,000.00          | 100.00       |
| 1-5-1200-2300 - ADMIN - Advertising             | 0.00             | 619.72            | 1,000.00          | 380.28            | 38.03        |
| 1-5-1200-2400 - ADMIN - Repairs and Maintenance | 58.41            | 531.80            | 3,500.00          | 2,968.20          | 84.81        |
| 1-5-1200-4020 - ADMIN - Insurance               | 0.00             | 33,015.32         | 51,165.00         | 18,149.68         | 35.47        |
| 1-5-1200-4025 - ADMIN - Audit                   | 0.00             | 0.00              | 25,000.00         | 25,000.00         | 100.00       |
| 1-5-1200-5100 - ADMIN - Bank Charges            | 187.74           | 2,262.40          | 3,000.00          | 737.60            | 24.59        |
| 1-5-1200-5200 - ADMIN - Cash Rounding           | 0.00             | -0.51             | 0.00              | 0.51              | 0.00         |
| 1-5-1200-5300 - ADMIN - Taxes Written Off       | 0.00             | 0.00              | 1,000.00          | 1,000.00          | 100.00       |
| 1-5-1200-5500 - ADMIN - Payments in Lieu        | 0.00             | 0.00              | 850.00            | 850.00            | 100.00       |
| 1-5-1200-5600 - ADMIN - Mining Land Taxes       | 0.00             | 922.29            | 1,200.00          | 277.71            | 23.14        |
| 1-5-1200-6000 - ADMIN - Misc Expenses           | 0.00             | 904.06            | 1,000.00          | 95.94             | 9.59         |
| 1-5-1200-6100 - ADMIN - Assessment Services     | 0.00             | 14,283.81         | 19,100.00         | 4,816.19          | 25.22        |
| 1-5-1200-7000 - ADMIN - To/From Reserves        | 0.00             | 30,000.00         | 30,000.00         | 0.00              | 0.00         |
| 1-5-1200-7100 - ADMIN - To Capital Fund         | 0.00             | 209.77            | 0.00              | -209.77           | 0.00         |
| <b>Total Administration:</b>                    | <b>22,456.45</b> | <b>299,322.39</b> | <b>459,440.00</b> | <b>160,117.61</b> | <b>34.85</b> |
| <b>Fire Services</b>                            |                  |                   |                   |                   |              |
| 1-5-2000-1010 - FD - Wages/Honourariums         | 0.00             | 10,456.89         | 25,000.00         | 14,543.11         | 58.17        |
| 1-5-2000-1110 - FD - Benefits                   | 0.00             | 2,034.06          | 7,000.00          | 4,965.94          | 70.94        |
| 1-5-2000-1300 - FD - Seminars and Workshops     | 0.00             | 2,739.74          | 5,500.00          | 2,760.26          | 50.19        |

**Budgetary Control**  
For the Period 01/01/2026 - 08/31/2026  
Cash & Accrual Budgets

| Account #/Description                             | Current         | Year to Date     | Budget            | Variance         | %            |
|---------------------------------------------------|-----------------|------------------|-------------------|------------------|--------------|
| 1-5-2000-1320 - FD - Memberships                  | 0.00            | 284.93           | 500.00            | 215.07           | 43.01        |
| 1-5-2000-1325 - FD - Dispatch                     | 32.22           | 2,745.45         | 3,600.00          | 854.55           | 23.74        |
| 1-5-2000-2000 - FD - Travel                       | 0.00            | 0.00             | 500.00            | 500.00           | 100.00       |
| 1-5-2000-2010 - FD - Materials and Supplies       | 225.13          | 1,063.70         | 2,500.00          | 1,436.30         | 57.45        |
| 1-5-2000-2120 - FD - Office Supplies              | 0.00            | 198.69           | 100.00            | -98.69           | -98.69       |
| 1-5-2000-2400 - FD - Repairs and Maintenance      | 0.00            | 817.56           | 1,500.00          | 682.44           | 45.50        |
| 1-5-2000-2450 - FD - Protective Equipment         | 0.00            | 392.81           | 3,000.00          | 2,607.19         | 86.91        |
| 1-5-2000-4020 - FD - Insurance                    | 0.00            | 18,605.14        | 26,500.00         | 7,894.86         | 29.79        |
| 1-5-2000-6000 - FD - Misc Expenses                | 12.00           | 2,116.40         | 2,000.00          | -116.40          | -5.82        |
| 1-5-2000-6100 - FD - Forest Fire Management       | 0.00            | 1,789.29         | 1,900.00          | 110.71           | 5.83         |
| 1-5-2000-6200 - FD - Fire Prevention              | 0.00            | 0.00             | 500.00            | 500.00           | 100.00       |
| 1-5-2000-7000 - FD - To/From Reserves             | 0.00            | 5,000.00         | 5,000.00          | 0.00             | 0.00         |
| 1-5-2010-2024 - FD - AM Hall Heat                 | 0.00            | 587.34           | 1,200.00          | 612.66           | 51.06        |
| 1-5-2010-2030 - FD - AM Hall Hydro                | 89.32           | 1,516.08         | 3,500.00          | 1,983.92         | 56.68        |
| 1-5-2010-2050 - FD - AM Hall Communications       | 94.91           | 756.04           | 1,400.00          | 643.96           | 46.00        |
| 1-5-2010-2400 - FD AM Hall Maintenance            | 0.00            | 0.00             | 300.00            | 300.00           | 100.00       |
| 1-5-2020-2024 - FD - SR Hall Heat                 | 0.00            | 2,038.83         | 2,000.00          | -38.83           | -1.94        |
| 1-5-2020-2030 - FD - SR Hall Hydro                | 145.30          | 2,574.95         | 3,500.00          | 925.05           | 26.43        |
| 1-5-2020-2040 - FD - SR Hall Water and Sewer      | 0.00            | 1,273.83         | 1,280.00          | 6.17             | 0.48         |
| 1-5-2020-2050 - FD - SR Hall Communications       | 219.34          | 1,872.98         | 2,600.00          | 727.02           | 27.96        |
| 1-5-2020-2400 - SR Hall - Repairs and Maintenance | 0.00            | 622.01           | 0.00              | -622.01          | 0.00         |
| 1-5-2030-2400 - FD - 92 International Supplies    | 0.00            | 0.00             | 3,000.00          | 3,000.00         | 100.00       |
| 1-5-2040-2400 - FD - 2005 Pumper Supplies         | 0.00            | 0.00             | 3,000.00          | 3,000.00         | 100.00       |
| 1-5-2060-2400 - FD - F700 Rapid Attack            | 0.00            | 153.90           | 3,000.00          | 2,846.10         | 94.87        |
| <b>Total Fire Services:</b>                       | <b>818.22</b>   | <b>59,640.62</b> | <b>109,880.00</b> | <b>50,239.38</b> | <b>45.72</b> |
| <b>Building Inspection Services</b>               |                 |                  |                   |                  |              |
| 1-5-2100-1150 - CBO - Contract Professional       | 1,916.53        | 9,408.50         | 22,400.00         | 12,991.50        | 58.00        |
| 1-5-2100-6000 - CBO - Misc Expenses               | 0.00            | 0.00             | 500.00            | 500.00           | 100.00       |
| 1-5-2100-7000 - CBO - Reserve Transfer            | 0.00            | 0.00             | -8,000.00         | -8,000.00        | -100.00      |
| <b>Total Building Inspection Services:</b>        | <b>1,916.53</b> | <b>9,408.50</b>  | <b>14,900.00</b>  | <b>5,491.50</b>  | <b>36.86</b> |
| <b>By-Law Enforcement Services</b>                |                 |                  |                   |                  |              |
| 1-5-2200-1010 - BLEO - Wages                      | 0.00            | 1,700.00         | 8,000.00          | 6,300.00         | 78.75        |
| 1-5-2200-1110 - BLEO - Benefits                   | 0.00            | 143.03           | 1,000.00          | 856.97           | 85.70        |
| 1-5-2200-1200 - BLEO - Travel                     | 0.00            | 0.00             | 500.00            | 500.00           | 100.00       |
| 1-5-2200-1230 - BLEO - Animal Control             | 4.58            | 9.67             | 0.00              | -9.67            | 0.00         |
| 1-5-2200-1300 - BLEO - Seminars and Workshops     | 0.00            | 0.00             | 500.00            | 500.00           | 100.00       |

**Budgetary Control**  
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| Account #/Description                                | Current   | Year to Date | Budget     | Variance  | %      |
|------------------------------------------------------|-----------|--------------|------------|-----------|--------|
| <b>Emergency Management</b>                          |           |              |            |           |        |
| 1-5-2400-1150 - CEMC - Professional Services         | 0.00      | 6,360.00     | 12,720.00  | 6,360.00  | 50.00  |
| 1-5-2400-2050 - CEMC - Communications                | 0.00      | 242.85       | 500.00     | 257.15    | 51.43  |
| <b>Total Emergency Management:</b>                   | 0.00      | 6,602.85     | 13,220.00  | 6,617.15  | 50.05  |
| <b>Policing</b>                                      |           |              |            |           |        |
| 1-5-2500-6100 - Policing Contract                    | 10,920.50 | 88,257.03    | 132,273.00 | 44,015.97 | 33.28  |
| 1-5-2500-6200 - POL - Police Services Board Transfer | 0.00      | 0.00         | 3,500.00   | 3,500.00  | 100.00 |
| <b>Total Policing:</b>                               | 10,920.50 | 88,257.03    | 135,773.00 | 47,515.97 | 35.00  |
| <b>Public Works</b>                                  |           |              |            |           |        |
| 1-5-3000-1010 - PW - Wages                           | 0.00      | 25,207.99    | 49,658.00  | 24,450.01 | 49.24  |
| 1-5-3000-1110 - PW - Benefits                        | 0.00      | 8,457.52     | 12,534.00  | 4,076.48  | 32.52  |
| 1-5-3000-1300 - PW - Seminars/Workshops              | 0.00      | 0.00         | 500.00     | 500.00    | 100.00 |
| 1-5-3000-1320 - PW - Memberships                     | 0.00      | 664.31       | 1,000.00   | 335.69    | 33.57  |
| 1-5-3000-2010 - PW - Materials and Supplies          | 156.83    | 822.50       | 3,000.00   | 2,177.50  | 72.58  |
| 1-5-3000-2024 - PW - Propane                         | 0.00      | 2,490.62     | 2,500.00   | 9.38      | 0.38   |
| 1-5-3000-2030 - PW - Hydro                           | 111.70    | 2,369.67     | 2,300.00   | -69.67    | -3.03  |
| 1-5-3000-2120 - PW - Office Supplies                 | 0.00      | 0.00         | 100.00     | 100.00    | 100.00 |
| 1-5-3000-2300 - PW - Advertising                     | 0.00      | 0.00         | 100.00     | 100.00    | 100.00 |
| 1-5-3000-2400 - PW - Repairs and Maintenance         | 0.00      | 1,522.61     | 2,000.00   | 477.39    | 23.87  |
| 1-5-3000-4020 - PW - Insurance                       | 0.00      | 7,041.16     | 9,855.00   | 2,813.84  | 28.55  |
| 1-5-3000-4030 - PW - Licenses and Permits            | 51.00     | 1,940.00     | 4,200.00   | 2,260.00  | 53.81  |
| 1-5-3000-6000 - PW - Misc Expenses                   | 0.00      | 0.00         | 500.00     | 500.00    | 100.00 |
| 1-5-3000-7000 - PW - To/from Reserves                | 0.00      | -11,719.26   | -18,397.00 | -6,677.74 | -36.30 |
| 1-5-3000-8000 - PW - LTD Principal                   | 1,554.01  | 12,209.76    | 16,773.00  | 4,563.24  | 27.21  |
| 1-5-3000-8100 - PW - LTD Interest                    | 120.17    | 1,183.68     | 1,624.00   | 440.32    | 27.11  |
| 1-5-3100-2010 - PW - Bridges and Culverts            | 2,625.41  | 3,173.15     | 12,000.00  | 8,826.85  | 73.56  |
| 1-5-3200-2010 - PW - Ditching                        | 0.00      | 0.00         | 2,000.00   | 2,000.00  | 100.00 |
| 1-5-3210-2010 - PW - Grass and Weeds                 | 0.00      | 0.00         | 1,800.00   | 1,800.00  | 100.00 |
| 1-5-3220-2010 - PW - Shoulder Maintenance            | 0.00      | 0.00         | 1,000.00   | 1,000.00  | 100.00 |
| 1-5-3300-2010 - PW - Hardtop Patching                | 0.00      | 1,026.59     | 4,000.00   | 2,973.41  | 74.34  |
| 1-5-3310-2010 - PW - Sweeping                        | 0.00      | 1,530.31     | 1,500.00   | -30.31    | -2.02  |
| 1-5-3410-2010 - PW - Grading                         | 0.00      | 0.00         | 2,000.00   | 2,000.00  | 100.00 |

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|---------------------------------------------------|------------------|-------------------|-------------------|------------------|--------------|
| 1-5-3500-2010 - PW - Snowplowing                  | 0.00             | 15,084.65         | 8,000.00          | -7,084.65        | -88.56       |
| 1-5-3510-2010 - PW - Sanding/Salting              | 0.00             | 5,410.80          | 8,000.00          | 2,589.20         | 32.36        |
| 1-5-3520-2010 - PW - Culvert Thawing              | 0.00             | 0.00              | 500.00            | 500.00           | 100.00       |
| 1-5-3600-2010 - PW - Signals and Safety Devices   | 0.00             | 1,777.52          | 1,000.00          | -777.52          | -77.75       |
| 1-5-3700-2010 - PW - Plow Truck                   | 0.00             | 9,615.28          | 14,000.00         | 4,384.72         | 31.32        |
| 1-5-3710-2010 - PW - GMC 3500                     | 2,256.90         | 9,759.73          | 14,000.00         | 4,240.27         | 30.29        |
| 1-5-3720-2010 - PW - Dodge Ram                    | 417.26           | 2,969.09          | 4,000.00          | 1,030.91         | 25.77        |
| 1-5-3730-2010 - PW - John Deere Backhoe           | 111.55           | 1,898.98          | 4,000.00          | 2,101.02         | 52.53        |
| <b>Total Public Works:</b>                        | <b>7,404.83</b>  | <b>104,436.66</b> | <b>166,047.00</b> | <b>61,610.34</b> | <b>37.10</b> |
| <b>Streetslights</b>                              |                  |                   |                   |                  |              |
| 1-5-3800-2030 - Streetlight - Hydro               | 349.34           | 2,304.89          | 4,000.00          | 1,695.11         | 42.38        |
| 1-5-3800-2400 - Streetlight - Maintenance         | 0.00             | 0.00              | 1,000.00          | 1,000.00         | 100.00       |
| <b>Total Streetslights:</b>                       | <b>349.34</b>    | <b>2,304.89</b>   | <b>5,000.00</b>   | <b>2,695.11</b>  | <b>53.90</b> |
| <b>Landfill</b>                                   |                  |                   |                   |                  |              |
| 1-5-4000-1010 - LF - Wages                        | 1,019.27         | 11,579.20         | 22,060.00         | 10,480.80        | 47.51        |
| 1-5-4000-1110 - LF - Benefits                     | 67.88            | 1,716.42          | 2,200.00          | 483.58           | 21.98        |
| 1-5-4000-1240 - LF - Garbage Collection           | 3,346.26         | 26,770.08         | 40,200.00         | 13,429.92        | 33.41        |
| 1-5-4000-1245 - LF - Commercial Bins              | 1,059.46         | 8,475.68          | 12,300.00         | 3,824.32         | 31.09        |
| 1-5-4000-1250 - LF - Cover and Compaction         | 1,104.10         | 4,722.44          | 6,000.00          | 1,277.56         | 21.29        |
| 1-5-4000-1300 - LF - Seminars and Workshops       | 0.00             | 0.00              | 300.00            | 300.00           | 100.00       |
| 1-5-4000-2010 - LF - Materials and Supplies       | 0.00             | 483.31            | 1,000.00          | 516.69           | 51.67        |
| 1-5-4000-2030 - LF - Hydro                        | 0.00             | 368.02            | 800.00            | 431.98           | 54.00        |
| 1-5-4000-2310 - LF - Recycling                    | 0.00             | 0.00              | 1,000.00          | 1,000.00         | 100.00       |
| 1-5-4000-2320 - LF - Monitoring                   | 19,923.30        | 37,171.62         | 75,000.00         | 37,828.38        | 50.44        |
| 1-5-4000-2400 - LF - Repairs and Maintenance      | 267.22           | 5,646.72          | 1,000.00          | -4,646.72        | -464.67      |
| 1-5-4000-4020 - LF - Insurance                    | 0.00             | 5,009.77          | 7,500.00          | 2,490.23         | 33.20        |
| 1-5-4000-4500 - LF - Building and Lot Maintenance | 0.00             | 0.00              | 2,000.00          | 2,000.00         | 100.00       |
| 1-5-4000-6000 - LF - Misc Expense                 | 0.00             | 1,409.81          | 500.00            | -909.81          | -181.96      |
| 1-5-4000-7000 - LF - To/From Reserves             | 0.00             | -5,905.11         | -3,328.00         | 2,577.11         | 77.44        |
| 1-5-4000-8000 - LF - LTD Principal                | 0.00             | 25,745.11         | 23,160.00         | -2,585.11        | -11.16       |
| 1-5-4000-8100 - LF - LTD Interest                 | 0.00             | 160.00            | 168.00            | 8.00             | 4.76         |
| 1-5-4100-2400 - LF - Dozer Maintenance            | 111.55           | 1,963.97          | 2,500.00          | 536.03           | 21.44        |
| <b>Total Landfill:</b>                            | <b>26,899.04</b> | <b>125,317.04</b> | <b>194,360.00</b> | <b>69,042.96</b> | <b>35.52</b> |
| <b>Cemetery</b>                                   |                  |                   |                   |                  |              |
| 1-5-5000-2010 - CEM - Materials and Supplies      | 152.78           | 549.44            | 500.00            | -49.44           | -9.89        |

**Budgetary Control**  
For the Period 01/01/2026 - 08/31/2026  
Cash & Accrual Budgets

| Account #                              | Description                    | Current   | Year to Date | Budget     | Variance   | %      |
|----------------------------------------|--------------------------------|-----------|--------------|------------|------------|--------|
| 1-5-5000-2400                          | CEM - Repairs and Maintenance  | 413.54    | 3,125.83     | 2,000.00   | -1,125.83  | -56.29 |
| 1-5-5000-4020                          | CEM - Insurance                | 0.00      | 780.44       | 1,000.00   | 219.56     | 21.96  |
| 1-5-5000-6000                          | CEM - Misc Expense             | 0.00      | 20.32        | 1,800.00   | 1,779.68   | 98.87  |
| <b>Total Cemetery:</b>                 |                                | 566.32    | 4,476.03     | 5,300.00   | 823.97     | 15.55  |
|                                        |                                |           |              |            |            |        |
| <b>Social and Health</b>               |                                |           |              |            |            |        |
| 1-5-5100-6100                          | DSSAB Levy                     | 30,212.17 | 241,697.36   | 362,546.00 | 120,848.64 | 33.33  |
| 1-5-5200-6100                          | Public Health Levy             | 0.00      | 25,282.25    | 27,043.00  | 1,760.75   | 6.51   |
| 1-5-5200-6200                          | Doctor Recruitment Levy        | 0.00      | 6,425.00     | 6,425.00   | 0.00       | 0.00   |
| <b>Total Social and Health:</b>        |                                | 30,212.17 | 273,404.61   | 396,014.00 | 122,609.39 | 30.96  |
|                                        |                                |           |              |            |            |        |
| <b>Recreation</b>                      |                                |           |              |            |            |        |
| 1-5-7000-1010                          | REC - Wages                    | 13,484.54 | 25,476.14    | 53,628.00  | 28,151.86  | 52.49  |
| 1-5-7000-1110                          | REC - Benefits                 | 1,436.32  | 4,874.43     | 12,800.00  | 7,925.57   | 61.92  |
| 1-5-7000-1320                          | REC - Memberships              | 0.00      | 500.00       | 500.00     | 0.00       | 0.00   |
| 1-5-7000-2010                          | REC - Materials and Supplies   | 8.78      | 479.16       | 1,500.00   | 1,020.84   | 68.06  |
| 1-5-7000-2030                          | REC - Hydro                    | 144.84    | 1,212.97     | 3,000.00   | 1,787.03   | 59.57  |
| 1-5-7000-2050                          | REC - Communications           | 56.73     | 453.84       | 700.00     | 246.16     | 35.17  |
| 1-5-7000-2080                          | REC - Vehicles                 | 0.00      | 0.00         | 1,000.00   | 1,000.00   | 100.00 |
| 1-5-7000-2300                          | REC - Advertising              | 0.00      | 0.00         | 200.00     | 200.00     | 100.00 |
| 1-5-7000-2400                          | REC - Repairs and Maintenance  | 0.00      | 24.43        | 2,000.00   | 1,975.57   | 98.78  |
| 1-5-7000-4020                          | REC - Insurance                | 0.00      | 11,713.35    | 16,400.00  | 4,686.65   | 28.58  |
| 1-5-7000-6000                          | REC - Misc Expense             | 0.00      | 0.00         | 1,000.00   | 1,000.00   | 100.00 |
| 1-5-7000-6100                          | REC - Committee Expenses       | 0.00      | 5,555.23     | 4,000.00   | -1,555.23  | -38.88 |
| 1-5-7000-6500                          | Library Contribution           | 0.00      | 0.00         | 2,007.00   | 2,007.00   | 100.00 |
| 1-5-7100-2400                          | Rink Maintenance               | 0.00      | 0.00         | 500.00     | 500.00     | 100.00 |
| 1-5-7200-2400                          | Parks Maintenance              | 350.01    | 1,568.77     | 6,000.00   | 4,431.23   | 73.85  |
| 1-5-7300-2400                          | Trails Maintenance             | 0.00      | 0.00         | 1,000.00   | 1,000.00   | 100.00 |
| 1-5-7400-2400                          | Docks Maintenance              | 0.00      | 0.00         | 1,000.00   | 1,000.00   | 100.00 |
| <b>Total Recreation:</b>               |                                | 15,481.22 | 51,858.32    | 107,235.00 | 55,376.68  | 51.64  |
|                                        |                                |           |              |            |            |        |
| <b>Planning and Development</b>        |                                |           |              |            |            |        |
| 1-5-8000-1150                          | PLN - Professional Fees        | 0.00      | 645.18       | 4,000.00   | 3,354.82   | 83.87  |
| 1-5-8000-1320                          | PLN - Memberships              | 0.00      | 895.50       | 500.00     | -395.50    | -79.10 |
| 1-5-8100-2300                          | INFO - Hydro                   | 54.94     | 502.82       | 2,000.00   | 1,497.18   | 74.86  |
| 1-5-8100-2400                          | INFO - Repairs and Maintenance | 12.56     | 29.62        | 1,000.00   | 970.38     | 97.04  |
| 1-5-8100-4020                          | INFO - Insurance               | 0.00      | 3,913.41     | 5,475.00   | 1,561.59   | 28.52  |
| <b>Total Planning and Development:</b> |                                | 67.50     | 5,986.53     | 12,975.00  | 6,988.47   | 53.86  |

**Budgetary Control**  
For the Period 01/01/2026 - 08/31/2026  
Cash & Accrual Budgets

| Account #/Description                         | Current            | Year to Date        | Budget              | Variance          | %            |
|-----------------------------------------------|--------------------|---------------------|---------------------|-------------------|--------------|
| <b>Serpent River Water</b>                    |                    |                     |                     |                   |              |
| 1-5-9000-1010 - SRW - Wages                   | 0.00               | 4,275.14            | 0.00                | -4,275.14         | 0.00         |
| 1-5-9000-1110 - SRW - Benefits                | 0.00               | 979.17              | 0.00                | -979.17           | 0.00         |
| 1-5-9000-1260 - SRW - Plant Operations        | 4,837.34           | 33,861.30           | 59,208.00           | 25,346.70         | 42.81        |
| 1-5-9000-1300 - SRW - Seminars and Workshops  | 0.00               | 0.00                | 500.00              | 500.00            | 100.00       |
| 1-5-9000-2010 - SRW - Materials and Supplies  | 0.00               | 39.14               | 100.00              | 60.86             | 60.86        |
| 1-5-9000-2024 - SRW - Propane                 | 76.32              | 254.29              | 300.00              | 45.71             | 15.24        |
| 1-5-9000-2050 - SRW - Communications          | 128.69             | 875.92              | 1,500.00            | 624.08            | 41.61        |
| 1-5-9000-2165 - SRW - Pipes and Connections   | 0.00               | 0.00                | 2,000.00            | 2,000.00          | 100.00       |
| 1-5-9000-2300 - SRW - Hydro                   | 0.00               | 7,613.72            | 17,500.00           | 9,886.28          | 56.49        |
| 1-5-9000-2400 - SRW - Repairs and Maintenance | 0.00               | 2,151.20            | 1,000.00            | -1,151.20         | -115.12      |
| 1-5-9000-4020 - SRW - Insurance               | 0.00               | 3,097.13            | 4,400.00            | 1,302.87          | 29.61        |
| 1-5-9000-6000 - SRW - Misc Expenses           | 0.00               | 731.41              | 2,000.00            | 1,268.59          | 63.43        |
| <b>Total Serpent River Water:</b>             | <b>5,042.35</b>    | <b>53,878.42</b>    | <b>88,508.00</b>    | <b>34,629.58</b>  | <b>39.13</b> |
| <b>Pronto East Waterworks</b>                 |                    |                     |                     |                   |              |
| 1-5-9500-1010 - PEW - Wages                   | 0.00               | 1,049.58            | 0.00                | -1,049.58         | 0.00         |
| 1-5-9500-1110 - PEW - Benefits                | 0.00               | 386.06              | 0.00                | -386.06           | 0.00         |
| 1-5-9500-1260 - PEW - Plant Operations        | 5,514.58           | 48,953.98           | 67,497.00           | 18,543.02         | 27.47        |
| 1-5-9500-1300 - PEW - Seminars and Workshops  | 0.00               | 0.00                | 500.00              | 500.00            | 100.00       |
| 1-5-9500-2010 - PEW - Materials and Supplies  | 0.00               | 20.77               | 0.00                | -20.77            | 0.00         |
| 1-5-9500-2024 - PEW - Propane                 | 0.00               | 138.18              | 500.00              | 361.82            | 72.36        |
| 1-5-9500-2050 - PEW - Communications          | 317.14             | 1,786.97            | 2,500.00            | 713.03            | 28.52        |
| 1-5-9500-2165 - PEW - Pipes and Connections   | 0.00               | 0.00                | 1,000.00            | 1,000.00          | 100.00       |
| 1-5-9500-2300 - PEW - Hydro                   | 84.28              | 1,911.90            | 12,000.00           | 10,088.10         | 84.07        |
| 1-5-9500-2400 - PEW - Repairs and Maintenance | 0.00               | 2,738.35            | 500.00              | -2,238.35         | -447.67      |
| 1-5-9500-4020 - PEW - Insurance               | 0.00               | 3,803.63            | 5,400.00            | 1,596.37          | 29.56        |
| 1-5-9500-6000 - PEW - Misc Expenses           | 0.00               | 2,370.08            | 2,000.00            | -370.08           | -18.50       |
| 1-5-9750-1260 - PEW - Sewer Operations        | 1,741.44           | 13,931.60           | 21,315.00           | 7,383.40          | 34.64        |
| <b>Total Pronto East Waterworks:</b>          | <b>7,657.44</b>    | <b>77,091.10</b>    | <b>113,212.00</b>   | <b>36,120.90</b>  | <b>31.91</b> |
| <b>Expenditure Totals:</b>                    | <b>138,615.78</b>  | <b>1,227,845.34</b> | <b>1,975,264.00</b> | <b>747,418.66</b> | <b>37.84</b> |
| <b>Total Net Surplus/Deficit:</b>             | <b>-109,032.79</b> | <b>649,416.13</b>   | <b>0.00</b>         | <b>649,416.13</b> | <b>0.00</b>  |





September 11, 2026

Meeting of September 16, 2026

## **Council Report**

**SUBJECT: Capital Activity to August 31, 2026**

**RECOMMENDATION: That Council receive the Capital Activity Report to August 31, 2026 report for Information.**

A summary of the capital budget vs actual is attached to and forms part of this report.

By way of update:

### Administration

- Kitchen counter has now been replaced. The final project cost will be reported next month. We were able to replace only the countertop with no adjustment or replacements required for the bottom unit which was initially envisioned.
- Asset Management Software – we have been working with Marmak – we have yet to be billed for either the license agreement or their professional fees. Prior to the end to the end of the year, this budget line should be spent.
- Meeting Management Software – we have had a demonstration and received a quote, including initial set up, from eScribe in the amount of \$8,100.
- Computer system – we have asked for an update quote for the replacement of the server. We anticipate this work being completed shortly after the election.

### Fire/Emergency Management

- While it appears that more than the budget was spent, the budget did not include the fire grant in the amount of \$35,000. Actuals reflect the purchase of SCBA and other protective equipment included in this fire grant.
- We have received one quote for the generator and are working at securing a second quote.

### Roads

- Both Handy Spot and Riverview Road are offset by grants (either the pothole program or NORDS)

### Waterworks

- There has been isolation work on the leaks at Serpent River and we are expecting an engineer report and a tender to replace the lines on the north side of Highway 17 shortly.

- Walkerton Clean Water Centre is continuing their analysis and we are expecting these results as well as recommendations from PUC concerning these results shortly.
- Later in this meeting there is a proposal for replacing the SCADA and updating the PLC at Pronto.

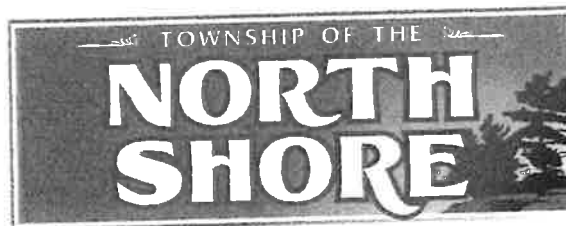
Prepared and Submitted by: Craig Davidson, Acting Clerk/Interim Treasurer

TOWNSHIP OF THE NORTH SHORE  
2026 CAPITAL BUDGET WORKSHEET

FUNCTION

CAPITAL

| YEAR             | 2026                                                                                    |                |                |                  |
|------------------|-----------------------------------------------------------------------------------------|----------------|----------------|------------------|
| ACCOUNT #        | DESCRIPTION                                                                             | Budget<br>2026 | Actual<br>2026 | 2026<br>Variance |
| <b>EXPENSES:</b> |                                                                                         |                |                |                  |
|                  | Administration                                                                          | 25,000         | 4,685          | 20,315           |
|                  | Kitchen Repairs                                                                         | 6,000          |                | 6,000            |
|                  | SR Mail Area upgrade                                                                    | 15,000         |                | 15,000           |
|                  | Asset Management Planning (over an above AMP3.0)                                        | 12,000         |                | 12,000           |
|                  | Meeting Management Software                                                             | 20,000         | 2,117          | 17,883           |
|                  | Computer System                                                                         | 78,000         | 6,802          | 71,198           |
|                  | Council                                                                                 | -              | -              | -                |
|                  | Fire Dept./Emergency Management                                                         |                |                |                  |
|                  | - Communication System Upgrades                                                         | 12,000         | 39,835         | (27,835)         |
|                  | - Bunker Gear (2 sets)/SCBA                                                             | 70,000         |                | 70,000           |
|                  | - Generator - Emergency Operation Centre                                                | 82,000         | 39,835         | 42,165           |
|                  | Roads                                                                                   | 70,000         |                | 70,000           |
|                  | Streetlight/Ditching/Brushing/Culverts                                                  |                | 35,758         | (35,758)         |
|                  | - Handy Spot                                                                            |                | 8,904          | (8,904)          |
|                  | - Martin Road                                                                           |                | 35,758         | (35,758)         |
|                  | - Riverview Road                                                                        |                |                |                  |
|                  | - 2023 Truck (Fully Capitalized - Represents 2023 Cash Flow)                            | 18,397         | 13,393         | 5,004            |
|                  | - Backhoe: Major Repairs & Maintenance                                                  | 88,397         | 93,814         | (5,417)          |
|                  | Landfill                                                                                | 100,000        | -              | 100,000          |
|                  | - Project #60526314 (Landfill Vertical Expansion & Interim Monitoring Program)          | 23,328         | 25,745         | (2,417)          |
|                  | - Dozer (Fully Capitalized - Financed from 2021-2026: Represents 2023 Cash Flow)        | 123,328        | 25,745         | 97,583           |
|                  | Pronto East Water/Sewage                                                                | 30,000         | -              | 30,000           |
|                  | - SCADA Computer Control                                                                | 184,500        | 45,749         | 138,751          |
|                  | - Water System Optimization                                                             | 214,500        | 45,749         | 168,751          |
|                  | Serpent River Water                                                                     | 1,187,300      |                | 1,187,300        |
|                  | - Upgrades (Other)                                                                      | -              | 12,997         | (12,997)         |
|                  | - Water System Optimization (including HAA situation)                                   | 1,187,300      | 12,997         | 1,174,303        |
|                  | Cemetery                                                                                | 12,000         | 1,584          | 10,416           |
|                  | - Committee Request                                                                     | 12,000         | 1,584          | 10,416           |
|                  | Recreation                                                                              |                |                |                  |
|                  | Parkette Upgrade - Gazebo, Picnic Table, Deck                                           | -              | -              | -                |
|                  | Pedestrian Trail - Bridge Major Maintenance                                             | -              | -              | -                |
| <b>REVENUES:</b> |                                                                                         |                |                |                  |
|                  | CEPG - Generator                                                                        | (50,000)       |                | (50,000)         |
|                  | - Serpent River Water Treatment Plant Upgrades (Including Generator)                    | (550,920)      | (33,156)       | (517,764)        |
|                  | ICIP - Green Stream (Total Eligible Expenditures of \$831,250 - Expired March 31, 2028) |                |                |                  |
|                  | - Serpent River & Pronto East Water Treatment Plant Optimizations                       |                |                |                  |
|                  | 2023 Federal Gas Tax (Canada Community-Building Fund)                                   | (100,000)      |                | (100,000)        |
|                  | - Waste Site Expansion                                                                  | (128,973)      |                | (128,973)        |
|                  | - Water Improvements                                                                    | (15,000)       |                | (15,000)         |
|                  | - AMP                                                                                   | -              | (22,436)       | 22,436           |
|                  | - Other Projects                                                                        | (650,943)      | (12,059)       | (638,884)        |
|                  | 2023 OCIF Grant                                                                         |                |                |                  |
|                  | - Water Treatment Plant Upgrades (Township Portion of 26.67%)                           |                | (73,000)       | 73,000           |
|                  | Fire/Pothole - Provincial Grants                                                        |                | (35,000)       | 35,000           |
|                  | NORDS                                                                                   |                |                |                  |
|                  | Capital Purchases Funded by Previous Year Grants (OCIF, ICIP, FGT/CCBF, NORDS):         |                |                |                  |
|                  | Capital Purchases of Assets that have already been Fully Capitalized:                   | (41,725)       | (39,139)       | (2,586)          |
|                  | Capital Purchases Funded by Township Reserves:                                          | (247,964)      | (6,592)        | (241,372)        |
|                  | Revenue Fund Transfer                                                                   | -              | 5,145          | (5,145)          |



September 11, 2026

Meeting of September 16, 2026

## **Council Report**

**SUBJECT:** Insurance Renewal

**RECOMMENDATION:** That Council approve the insurance quotes - \$4,070 for cybersecurity and \$107,065 for general municipal insurance, both with 8% tax in addition.

We have received the renewal documents for our Municipal Insurance.

We received two quotes for Cyber Security being \$2,685 and \$4,070. The difference is the amount of coverage, either \$1 million or \$2 million.

For the main insurance package, the proposed fee is \$107,065. This compares to \$106,863 or an increase of \$202 (0.19%). (Page 15 of the proposal)

I have asked, and have yet to receive, what the premiums would be with a \$10,000 deductible rather than the present \$5,000. Given that the premiums are, in essence, the same as they were last year, Council could approve this quote and could consider the updated information when received.

### **FINANCIAL IMPLICATION**

Based on the approval of \$4,070 cybersecurity and the main package, with the addition of RST, Insurance costs would be \$120,025 with \$29,267 being applied to 2026, which is lower than anticipated (expectation was \$41,000).

Prepared/Submitted by: Craig Davidson, Acting Clerk/Interim Treasurer



## INDICATION OF TERMS

|                                     |                                                                                                                                                                                                                                                                                                            |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| REFERENCE NUMBER:                   | 7501538                                                                                                                                                                                                                                                                                                    |
| COMPANY NAME:                       | The Township of the North Shore                                                                                                                                                                                                                                                                            |
| TOTAL PAYABLE:                      | CAD2,685.00                                                                                                                                                                                                                                                                                                |
| Premium breakdown:                  |                                                                                                                                                                                                                                                                                                            |
| Cyber & Privacy:                    | CAD2,500.00                                                                                                                                                                                                                                                                                                |
| Policy Administration Fee:          | CAD185.00                                                                                                                                                                                                                                                                                                  |
| BUSINESS OPERATIONS:                | Township                                                                                                                                                                                                                                                                                                   |
| LEGAL ACTION:                       | Worldwide                                                                                                                                                                                                                                                                                                  |
| TERRITORIAL SCOPE:                  | Worldwide                                                                                                                                                                                                                                                                                                  |
| AGGREGATE DEDUCTIBLE:               | CAD10,000.00 in the aggregate                                                                                                                                                                                                                                                                              |
| REPUTATIONAL HARM PERIOD:           | 12 months                                                                                                                                                                                                                                                                                                  |
| INDEMNITY PERIOD:                   | 12 months                                                                                                                                                                                                                                                                                                  |
| TIME FRANCHISE:                     | 8 hours                                                                                                                                                                                                                                                                                                    |
| WORDING:                            | Cyber Proactive Response v4.0                                                                                                                                                                                                                                                                              |
| ENDORSEMENTS:                       | Regulatory Statement (CAN)<br>Absolute Theft of Funds Exclusion Clause<br>Schedule Of Information<br>Notice Concerning Personal Information<br>Code Of Consumer Rights And Responsibilities<br>Ontario Commercial Liability Notice<br>Service of Suit Clause<br>Policy Aggregate Limit of Liability Clause |
| SUBJECTIVITIES:                     | N/A                                                                                                                                                                                                                                                                                                        |
| POLICY PERIOD:                      | 12 months                                                                                                                                                                                                                                                                                                  |
| DATE OF ISSUE:                      | 10 Jul. 2026                                                                                                                                                                                                                                                                                               |
| OPTIONAL EXTENDED REPORTING PERIOD: | 12 months for 100% of applicable annualized premium                                                                                                                                                                                                                                                        |
| ADDITIONAL NOTES:                   |                                                                                                                                                                                                                                                                                                            |
| SECURITY:                           | 100% Lloyd's Underwriters                                                                                                                                                                                                                                                                                  |
| UNDERWRITER:                        | Josh Bilson                                                                                                                                                                                                                                                                                                |

THIS QUOTATION IS ONLY VALID FOR 30 DAYS FROM THE DATE OF ISSUE  
PLEASE REFER TO THE FOLLOWING PAGES FOR A **FULL BREAKDOWN OF LIMITS, RETENTIONS AND APPLICABLE CLAUSES**



## INDICATION OF TERMS

|                                     |                                                                                                                                                                                                                                                                                                            |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| REFERENCE NUMBER:                   | 7501548                                                                                                                                                                                                                                                                                                    |
| COMPANY NAME:                       | The Township of the North Shore                                                                                                                                                                                                                                                                            |
| TOTAL PAYABLE:                      | CAD4,070.00                                                                                                                                                                                                                                                                                                |
| Premium breakdown:                  |                                                                                                                                                                                                                                                                                                            |
| Cyber & Privacy:                    | CAD3,885.00                                                                                                                                                                                                                                                                                                |
| Policy Administration Fee:          | CAD185.00                                                                                                                                                                                                                                                                                                  |
| BUSINESS OPERATIONS:                | Township                                                                                                                                                                                                                                                                                                   |
| LEGAL ACTION:                       | Worldwide                                                                                                                                                                                                                                                                                                  |
| TERRITORIAL SCOPE:                  | Worldwide                                                                                                                                                                                                                                                                                                  |
| AGGREGATE DEDUCTIBLE:               | CAD10,000.00 in the aggregate                                                                                                                                                                                                                                                                              |
| REPUTATIONAL HARM PERIOD:           | 12 months                                                                                                                                                                                                                                                                                                  |
| INDEMNITY PERIOD:                   | 12 months                                                                                                                                                                                                                                                                                                  |
| TIME FRANCHISE:                     | 8 hours                                                                                                                                                                                                                                                                                                    |
| WORDING:                            | Cyber Proactive Response v4.0                                                                                                                                                                                                                                                                              |
| ENDORSEMENTS:                       | Regulatory Statement (CAN)<br>Absolute Theft of Funds Exclusion Clause<br>Schedule Of Information<br>Notice Concerning Personal Information<br>Code Of Consumer Rights And Responsibilities<br>Ontario Commercial Liability Notice<br>Service of Suit Clause<br>Policy Aggregate Limit of Liability Clause |
| SUBJECTIVITIES:                     | N/A                                                                                                                                                                                                                                                                                                        |
| POLICY PERIOD:                      | 12 months                                                                                                                                                                                                                                                                                                  |
| DATE OF ISSUE:                      | 10 Jul. 2026                                                                                                                                                                                                                                                                                               |
| OPTIONAL EXTENDED REPORTING PERIOD: | 12 months for 100% of applicable annualized premium                                                                                                                                                                                                                                                        |
| ADDITIONAL NOTES:                   |                                                                                                                                                                                                                                                                                                            |
| SECURITY:                           | 100% Lloyd's Underwriters                                                                                                                                                                                                                                                                                  |
| UNDERWRITER:                        | Josh Bilson                                                                                                                                                                                                                                                                                                |

THIS QUOTATION IS ONLY VALID FOR 30 DAYS FROM THE DATE OF ISSUE  
PLEASE REFER TO THE FOLLOWING PAGES FOR A FULL BREAKDOWN OF LIMITS, RETENTIONS AND APPLICABLE  
CLAUSES



## **2026 Municipal Insurance Program**

### **CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE**

Renewal Report for the Policy Term September 24, 2026, to September 24, 2027.

In Partnership with:  
Brenda DiLabio  
Northern Insurance Brokers Limited  
855 Queen Street East, Suite 200  
Sault Ste Marie, ON P6A 2B3

Prepared by:  
Alexandra Weed, R.I.B.(Ont.), B.A.  
Regional Manager

Ref 54200/df      25 August 2026

Submitted by: Intact Public Entities Inc.  
Address: 278 Pinebush Rd., Suite 200  
Cambridge, ON N1T 1Z6

phone: 1-800-265-4000  
email: [connectwithus@intactpublicentities.ca](mailto:connectwithus@intactpublicentities.ca)

## How to Report a Claim

### Steps you need to take to report a claim:

1. During business hours please **call your broker** (if applicable) or **IPE** at 1-800-265-4000 or email at [mail.claims@intactpublicentities.ca](mailto:mail.claims@intactpublicentities.ca).
2. For **legal expense claims** please call **ARAG** at 1-855-953-1434.
3. For **automobile claims** please call IPE at 1-800-265-4000 or email at [mail.claims@intactpublicentities.ca](mailto:mail.claims@intactpublicentities.ca).
4. For **cyber incidents** please carefully review your cyber policy to identify the Subscribing Partner and their corresponding claims contact information.
5. **After hours**, please call 1-866-287-4971.

### Property Damage

Have you experienced property damage from a storm, flood, or fire? Have you found mould or asbestos? Call **On Side Restoration**, the IPE preferred vendor for your property restoration needs.

**ON SIDE** RESTORATION. **[intact]** public entities

**FIRE | WATER | STORM | MOULD | ASBESTOS**

On Side Restoration is Canada's leading property restoration firm with 45+ branches from Victoria, BC to St. John's Newfoundland and Labrador. For over 45 years, On Side has been restoring damaged homes and businesses 24-hours a day, 365 days a year.

**CALL US DAY OR NIGHT**

☎ 888-663-6004 ✉ [contact@onside.ca](mailto:contact@onside.ca) 🌐 [www.onside.ca](http://www.onside.ca)

## Tips for paying your IPE Insurance Policies

### IMPORTANT: IPE operates independently from Intact Insurance

**Premium payments cannot be transferred between the two companies if misapplied. This could lead to policies being cancelled for non-payment.**

1. IPE accepts payment via cheque, EFT, or ClearPay.  
*See the Client Payment Details attached with your documents or monthly statement.*
2. IPE payment terms are 30 Days.
3. IPE does not currently offer automatic withdrawal (Direct Bill) or premium financing.
4. Some IPE policies are written through a third-party subscriber (Auto, Aviation, Cyber, D&O (Not-for-Profit) & Equipment Breakdown). *See the Client Payment Details attached with your documents or monthly statement.*  
*Premium payments to be addressed to **Intact Public Entities**. IPE pays our subscribing companies.*
5. For questions regarding payment please contact Accounts-  
[Receivable@intactpublicentities.ca](mailto:Receivable@intactpublicentities.ca)
6. For questions regarding your policy please contact your company representative.

# About IPE

IPE is a Canadian leader in providing specialized insurance programs, including risk management and claims services to municipal, public administration and community-based organizations across Canada. Proven industry knowledge, gained through over nine decades of partnering with insurance companies and independent brokers, gives IPE the ability to effectively manage the necessary risk, advisory and claims services for both standard and complex issues. IPE is a wholly-owned subsidiary of Intact Financial Corporation with its head office located in Cambridge, Ontario. For additional information about IPE visit [www.intactpublicentities.ca](http://www.intactpublicentities.ca).

IPE is a Managing General Agent (MGA) with the authority to write and service business on behalf of strategic partners who share our commitment and dedication to protecting specialized organizations. Because our partners are long-term participants on our program, they understand the nature of fluctuating market conditions and complex claims and are prepared to stay the course.

IPE is a licence-holder through the Registered Insurance Brokers of Ontario (RIBO) and in multiple jurisdictions across Canada, and as such we are required to disclose our professional duties and obligations to you as a current or potential client. Learn about our principles of conduct, how we are compensated by the insurers we represent, and see our privacy policy by reviewing the following:

[Code of Consumer Rights and Responsibilities](#)

[CISRO Code of Conduct for Insurance Intermediaries and Fact Sheet – About Your Registered Insurance Broker](#)

[Broker Compensation Disclosure](#)

[Our Privacy Promise](#)

## Canadian Owned Company With 90+ Years of Continuous Operation

### Market Leader



**Municipal, Public Administration  
& Community Services**

Municipal market share leader in Ontario with strong representation of municipal, public administration and community-based organizations across Canada.

### Innovative



**New Products & Services**

Cyber Risk Insurance  
Fraudulently Induced Transfer  
Road Reviews  
Fleet Management

### In-House



**Claims & Risk Management**

In-house claims management = faster turn around, single point of contact, specialized expertise in the municipal claims environment.



**Municipal Market Share  
Leader in Ontario**

**First Municipal Client  
The Village of Ayr, Ontario**

## The Advantage of a Managing General Agent

The MGA model is different than a traditional broker/insurer arrangement in that an MGA provides specialized expertise in a specific, niche area of business. As an MGA we also offer clients additional and helpful services in the area of risk management, claims and underwriting. And unlike the reciprocal model, a policy issued by an MGA is a full risk transfer vehicle not subject to retroactive assessments but rather a fixed term and premium.

We invite you to work with a partner who is focused on providing a complete insurance program specific to your organization that includes complimentary value added services that help drive down the cost of claims and innovative first to market products and enhancements. You will receive personalized service and expertise from a full-service, local and in-house team of risk management, claims, marketing and underwriting professionals.

As a trusted business partner, we believe in participating in and advocating for the causes that affect our clients. For this reason, we affiliate with and support key provincial and national associations. In order for IPE to be effective in serving you, we, as an MGA, believe in fully understanding your needs, concerns and direction. Our support is delivered through thought leadership, financial resources, advocacy, services, education and more.

## Risk Management Services

We are the leader in specialized risk management and place emphasis on helping your organization develop a solid plan to minimize exposure before potential incidents occur. Risk management is built into our offerings for all clients, fully integrated into every insurance program. Our risk management team is comprised of analysts, risk control consultants and engineers who use their expertise to help mitigate risk. We do everything we can to minimize your exposure before potential incidents occur. This includes providing education, road reviews, fleet reviews, contract analysis and property inspections.

## Claims Management Services

Our in-house team of experts has the depth of knowledge, experience and commitment to manage the complicated details of claims that your organization may experience. You deal with the public often in sensitive instances where serious accusations can be made. Your claims are often long-tail in nature and can take years to settle. Some claims aren't filed until years after the occurrence or accident. You want a team of professionals on your side that will vigorously defend your reputation. We understand your risks and your exposures and have maintained a long-term commitment to understanding the complex issues your organization may face so that we can better service your unique claims requirements.



**MGA  
Advantage**



**Risk Management  
Services**



**Claims Management  
Services**

\*Please note that the information contained in this document is proprietary and confidential and is to be used for the sole purpose of determining the successful proponent. Permission must be obtained from Intact Public Entities prior to the release of any information contained herein for any other purpose than evaluating this submission.

# Best in Class Value Added Services

IPE offers more than just an insurance policy. As a leading MGA specializing in public entities, we provide Canadian municipalities with a complete insurance program. What's the difference? A vested interest in helping you reduce your total cost of risk while providing you with complimentary best in class value-added services that help improve your overall performance.

## Advocacy & Municipal Association Support

IPE employees are continually recruited to serve on legislative committees and are aware of changes that will be introduced. We can move quickly to help you begin to modify your policies and procedures to maintain regulatory compliance.

IPE advocates and supports your public entities across the country.



## Risk Management

### Asset Valuation and Risk Inspections

Inspections provide you with calculated reconstruction costs for insurance purposes and ensure insurance to value. Leveraging specialized software and advanced tools – including thermal imaging cameras and our Self-Inspection App – we identify and analyze potential areas of harm and provide risk recommendations to reduce the frequency and severity of incidents.

### Roads & Sidewalks

#### Road Risk Assessment

Non-repair of road liability claims are costly to defend, result in high court awards and greatly impact a municipality's cost of risk. To help municipalities minimize exposure to non-repair of road claims, road assessments can be employed to review documentation, compliance with the Ontario Traffic Manual, adequacy of policies and procedures and select road segments.

#### Sidewalk Services

Our sidewalk consulting services can help to reduce the frequency of falls on your sidewalks.

#### Driver Education

Fleets and individual drivers can receive comprehensive driver education through the use of seminars, tools and guidelines that assist with everything from pre-employment checklists and driver management policies to defensive and cooperative driving education.

#### Fleet Management Evaluation

Have your municipality's fleet risk management practices evaluated. Topics for review include: management structure with the fleet, areas of operation/travel, driver training/hiring practices and loss control management.

#### MMS Compliance

Our Minimum Maintenance Standards (MMS) compliance analysis focuses on reviewing your policies/procedures/ documentation and comparing these to the required standards set under the MMS as well as the best practices developed by the Good Roads.

### **Municipal Education**

We develop and provide customized sessions on specific risk issues for your municipality. These customized sessions can be tied to a claims review, documentation review, policy & procedure review or any risk issue facing your municipality.

We provide training on any topic of your choosing and can be offered either in-person or virtually. The sessions will be developed and delivered by specialists in the field and are recorded and made available to you so your managers can use them at any time to train new staff or as a refresher for existing staff.

### **Reviews & Analysis**

#### **Contract Reviews**

This complimentary service is among our most popular because a third-party contract review can make a substantial difference. You'll receive valuable feedback and insight from a Paralegal on the suitability and effectiveness of liability provisions and insurance clauses in contracts and agreements.

#### **Policy and Procedural Reviews**

Includes an audit of systems and processes to reduce potential losses within your organization. Reviews focus on identifying gaps or inconsistencies between written policies and procedures, operational procedures and current legislation. The review also includes a claims analysis to identify trends, patterns and adherence or its lack of to the written operational policies and procedures.

### **Risk Management Centre of Excellence**

The IPE Risk Management Centre of Excellence is an online resource that provides clients with the information and tools needed to manage a myriad of risk issues. The Centre of Excellence is the hub for articles, information, case studies, and useful templates that can transform your municipality's risk management results. The Centre of Excellence is available 24/7 and is continually updated with timely and relevant content.

## Claims Services

### Claims Management Best Practices Framework

Manage claims under your deductible with greater efficiency using our tested claims analytics and measures that are guaranteed to have a positive effect on cost savings. Couple this with strong claims and risk management and your organization will be better prepared to help mitigate and manage future incidents.

### In-House Claims Management Services

Your claims will be handled better. We have in-house claims authority – others may not. Why does this matter? You'll experience faster turnaround, one point of contact, reduced frustration, better claims resolution and improved expense management.

### Claims History Analysis

Identify the cause of claims and focus on trends and patterns to help eliminate risk sources so as to better identify risk trends and address them with mitigation techniques.

### Guidewire ClaimCenter® Claims Management

View the status of claims in addition to data mining capabilities for risk management purposes so as to better identify risk trends and address them with mitigation techniques.

### Claims Education

Customized municipal seminars on claims related topics delivered to solve specific risk issues.

### Expertise

Canadian municipal claims experience and expertise is important. Our understanding of the complex municipal landscape allows us to better service your unique claims requirements.

# Your Insurance Coverage

## Important Information

### General Information

The premium quoted is based on information provided at the date of this Report (the date is noted on the first page of this report/quotation). Additional changes to information are subject to satisfactory underwriting information and express approval by Intact Public Entities Inc. Changes in information and coverage may also result in premium changes.

For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings.

### Wildfire and Flood Exposures

Due to the high risk of wildfires and active floods, Intact Public Entities Inc. is taking a very conservative approach to such exposures/natural disasters. We are currently reviewing all risks to determine if any part of a risk is within 50km of an active wildfire or 15km of an active flood event.

### Quoting and Binding Coverage Restrictions

The quote provided is only valid for 60 days. Should you require an extension beyond the 60 days from the date of this report, you must contact an underwriter at Intact Public Entities Inc. for written confirmation that the quotation is still valid.

Coverage quoted cannot be bound unless expressly agreed to in writing by an underwriter at Intact Public Entities. Intact Public Entities Inc. reserves the right to decline to bind coverage.

Your marketing representative can assist in co-ordinating your correspondence with the correct underwriter for the account should you wish a quotation extension or are requesting coverage be bound.

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Casualty

| Coverage Description                                                       | (\$)*Deductibles      | (\$)*Limit of Insurance                          |
|----------------------------------------------------------------------------|-----------------------|--------------------------------------------------|
| General Liability (Occurrence Form)<br><i>Broad Definition of Insured</i>  | 5,000                 | 10,000,000 Per Occurrence<br>No Aggregate        |
| Voluntary Medical Payments                                                 | Nil                   | 50,000 Per Person<br>50,000 Per Accident         |
| Voluntary Property Damage                                                  | Nil                   | 50,000 Per Occurrence<br>50,000 Annual Aggregate |
| Voluntary Compensation - Employees                                         | Nil                   | 50,000 Each Person<br>250,000 Annual Aggregate   |
| Sewer Backup                                                               | 5,000<br>Per Claimant | Included                                         |
| Wrongful Dismissal (Legal Expense – Claims Made)                           | 5,000                 | 250,000 Per Claim<br>250,000 Aggregate           |
| Forest Fire Expense                                                        | Nil                   | 1,000,000<br>1,000,000 Aggregate                 |
| Abuse Liability – Claims Made Form<br>Retroactive Date: September 24, 2022 | 5,000                 | 2,000,000 Per Claim<br>2,000,000 Aggregate       |
| Errors & Omissions Liability (Claims Made Form)                            | 5,000                 | 10,000,000 Per Claim<br>No Aggregate             |
| Non-Owned Automobile Liability                                             |                       | 10,000,000                                       |
| Legal Liability for Damage to Hired Automobiles                            | 500                   | 250,000                                          |
| Environmental Liability (Claims Made Form)                                 | 5,000                 | 2,000,000 Per Claim<br>4,000,000 Aggregate       |

\*Your deductible may be a Deductible and Reimbursement Clause (including expenses) refer to Policy Wordings

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Crime

| Coverage Description                                                 | (\$)*Deductibles | (\$)*Limit of Insurance |
|----------------------------------------------------------------------|------------------|-------------------------|
| Employee Dishonesty – Form A<br>(Commercial Blanket Bond)            |                  | 1,000,000               |
| Loss Inside the Premises<br>(Broad Form Money & Securities)          |                  | 300,000                 |
| Loss Outside the Premises<br>(Broad Form Money & Securities)         |                  | 300,000                 |
| Audit Expense                                                        |                  | 200,000                 |
| Money Orders and Counterfeit Paper Currency                          |                  | 200,000                 |
| Forgery or Alteration<br>(Depositors Forgery)                        |                  | 1,000,000               |
| Computer and Transfer Fraud<br>(Including Voice Computer Toll Fraud) |                  | 200,000                 |

**Accident**

| <b>Coverage Description</b>                                                                  | <b>(\$) Deductibles</b> | <b>(\$) Limit of Insurance</b> |
|----------------------------------------------------------------------------------------------|-------------------------|--------------------------------|
| Board Members: Persons Insured<br>Mayor, Four (4) Councillors and One (1)<br>Clerk/Treasurer |                         | 250,000                        |
| Board Members Accidental Death &<br>Dismemberment                                            |                         | 500,000                        |
| Paralysis                                                                                    |                         | 500                            |
| Weekly Income – Total Disability                                                             |                         | 300                            |
| Weekly Income – Partial Disability                                                           |                         | Included                       |
| Accidental Death of a Spouse while Travelling on<br>Business                                 |                         |                                |
| Firefighters': Persons Insured<br>Thirteen (13) Firefighters'                                |                         | 250,000                        |
| Firefighters' Accidental Death & Dismemberment                                               |                         | 500,000                        |
| Paralysis                                                                                    |                         | 400                            |
| Weekly Income – Total Loss of Time                                                           |                         | 200                            |
| Weekly Income – Partial Loss of Time                                                         |                         |                                |

**Conflict of Interest**

| <b>Coverage Description</b> | <b>(\$) Deductibles</b> | <b>(\$) Limit of Insurance</b>    |
|-----------------------------|-------------------------|-----------------------------------|
| Legal Fees Expenses         | Nil                     | 100,000 Per Claim<br>No Aggregate |

**Legal Expense (Claims Made)**

| <b>Coverage Description</b> | <b>(\$) Deductibles</b> | <b>(\$) Limit of Insurance</b> |
|-----------------------------|-------------------------|--------------------------------|
| Legal Defence Cost          | Nil                     | 100,000<br>500,000 Aggregate   |

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Property

Coverage is on an All Risk Basis unless otherwise specified. Basis of Settlement is Replacement Cost unless otherwise specified. The Deductible is on a Per Occurrence Basis.

| Coverage Description                                         | (\$ ) Deductibles | Basis | (\$ ) Limit of Insurance |
|--------------------------------------------------------------|-------------------|-------|--------------------------|
| Property of Every Description - Blanket                      | 5,000             | RC    | 8,845,118                |
| Scheduled Items                                              |                   |       |                          |
| Coverage, Deductible and Basis of Settlement as per Schedule | Refer to Schedule |       | 428,000                  |
| Excluded Item or Locations                                   | Refer to Schedule |       | Refer to Schedule        |

### Property Supplemental Coverage

(Included in the Total Sum Insured unless otherwise specified in the wording)

|                                             |       |  |           |
|---------------------------------------------|-------|--|-----------|
| Building By-laws                            | 5,000 |  | 6,000,000 |
| Building Damage by theft                    | 5,000 |  | Included  |
| Debris Removal                              | 5,000 |  | Included  |
| Electronic Computer Systems                 |       |  |           |
| Electronic Computer Hardware and Media      | 5,000 |  | Included  |
| Electronic Computer Systems Breakdown       | 5,000 |  | 34,600    |
| Electronic Computer Systems – Extra Expense | 5,000 |  | 25,000    |
| Extra Expense Period of Restoration         | 5,000 |  | 90 Days   |
| Expediting Expense                          | 5,000 |  | Included  |
| Fire or Police Department Service Charges   | 5,000 |  | Included  |
| First Party Pollution Clean-up              | 5,000 |  | 1,000,000 |
| Fungi and Spores                            | 5,000 |  | 10,000    |
| Furs, Jewellery and Ceremonial Regalia      |       |  |           |
| Ceremonial Regalia                          | 5,000 |  | Included  |
| Furs and Jewellery                          | 5,000 |  | 25,000    |
| Inflation Adjustment                        | 5,000 |  | Included  |
| Live Animals Birds or Fish                  | 5,000 |  | 25,000    |
| Newly Acquired Property                     | 5,000 |  | 1,000,000 |
| Professional Fees                           | 5,000 |  | Included  |
| Property and Unnamed Locations              | 5,000 |  | Included  |

|                                                                                     |       |          |
|-------------------------------------------------------------------------------------|-------|----------|
| Property Temporarily Removed<br>Including while on Exhibition and<br>during Transit | 5,000 | Included |
| Recharge of Fire Protection<br>Equipment Expense                                    | 5,000 | Included |
| Sewer Backup and Overflow                                                           | 5,000 | Included |

### **Municipal & Public Administration Extension Endorsement**

(In Addition to the Total Sum Insured unless specifically scheduled in the wording)

|                                                                                            |       |           |
|--------------------------------------------------------------------------------------------|-------|-----------|
| Accounts Receivable                                                                        | 5,000 | 500,000   |
| Bridges and Culverts                                                                       | 5,000 | 50,000    |
| Buildings Owned due to Non<br>Payment of Municipal Taxes                                   | 5,000 | 100,000   |
| Buildings in the Course of<br>Construction Reporting Extension<br>By Laws – Governing Acts | 5,000 | 1,000,000 |
|                                                                                            |       | 25,000    |
| Consequential Loss Caused by<br>Interruption of Services                                   |       | Included  |
| On Premises                                                                                | 5,000 | 1,000,000 |
| Off Premises                                                                               | 5,000 | 10,000    |
| Cost to Attract Volunteers Following<br>a Loss                                             | 5,000 | 100,000   |
| Docks, Wharves and Piers                                                                   | 5,000 |           |
| Errors and Omissions                                                                       | 5,000 | Included  |
| Exterior Paved Surfaces                                                                    | 5,000 | 25,000    |
| Extra Expense                                                                              | 5,000 | 500,000   |
| Fine Arts                                                                                  |       |           |
| At Insured's Own Premises                                                                  | 5,000 | 25,000    |
| On Exhibition                                                                              | 5,000 | 100,000   |
| Fundraising Expenses                                                                       | 5,000 | 10,000    |
| Green Extension                                                                            | 5,000 | 50,000    |
| Growing Plants                                                                             |       |           |
| Any One Item                                                                               | 5,000 | 1,000     |
| Per Occurrence                                                                             | 5,000 | 100,000   |
| Ingress and Egress                                                                         | 5,000 | Included  |
| Leasehold Interest                                                                         | 5,000 | 25,000    |
| Master Key                                                                                 | 5,000 | 25,000    |
| Peak Season Increase                                                                       | 5,000 | 25,000    |
| Personal Effects                                                                           | 5,000 | 25,000    |
| Property of Others                                                                         | 5,000 | 25,000    |
| Rewards: Arson, Burglary Robbery<br>and Vandalism                                          | 5,000 | 25,000    |
| Signs                                                                                      | 5,000 | Included  |
| Vacant Property                                                                            | 5,000 | 1,000,000 |
| Valuable Papers                                                                            | 5,000 | 500,000   |

### **Business Interruption**

|                      |       |         |
|----------------------|-------|---------|
| Rent or Rental Value | 5,000 | 500,000 |
|----------------------|-------|---------|

**Additional Endorsements**

|                              |                |          |
|------------------------------|----------------|----------|
| Virus and Bacteria Exclusion | Not Applicable | Included |
|------------------------------|----------------|----------|

**Flood Coverage**

|                |           |          |
|----------------|-----------|----------|
| Flood Coverage | \$ 50,000 | Included |
|----------------|-----------|----------|

**Notes Applicable to Flood Coverage**

1. Flood coverage applies to: all property insured unless it is specifically excluded. Specifically excluded property will be shown under **Changes to Your Insurance Program – Property** in this Report.
2. Deductible is applicable to each premises.

Flood Aggregate – Applicable to All Provinces

"Total Sum Insured" and "all coverages" as declared to the Insurer at the time of the "flood".

**Other Endorsements**

|           |       |        |
|-----------|-------|--------|
| Fine Arts | 2,500 | 42,768 |
| Bridges   | 5,000 | 83,480 |

|                                       |                   |
|---------------------------------------|-------------------|
| <b>(\$) Total Amount of Insurance</b> | <b>12,094,366</b> |
|---------------------------------------|-------------------|

RC = Replacement Cost ACV = Actual Cash Value VAL = Valued

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Equipment Breakdown (Advantage/BM31)

| Coverage Description                              | (\$ Deductibles /<br>Waiting Period | (\$ Limit of Insurance       |
|---------------------------------------------------|-------------------------------------|------------------------------|
| Direct Damage – Including Production<br>Machines  | 2,500                               | 50,000,000<br>Per Accident   |
| Direct Damage – Production<br>Machines Deductible | 2,500                               |                              |
| Extra Expense                                     | 24 Hours                            | 500,000                      |
| Consequential Damage                              | 2,500                               | 50,000                       |
| Expediting Expense                                |                                     | Included                     |
| Hazardous Substances                              |                                     | 500,000                      |
| Ammonia Contamination                             |                                     | 500,000                      |
| Water Damage                                      |                                     | 500,000                      |
| Professional Fees                                 |                                     | 500,000                      |
| Interruption by Civil Authority                   |                                     | 30 days                      |
| Errors and Omissions                              |                                     | 500,000                      |
| Loss of Data                                      |                                     | 100,000                      |
| Selling Price                                     |                                     | Included                     |
| By-Law Cover                                      |                                     | Included                     |
| Off Premises Mobile Object                        |                                     | 25,000                       |
| Brands and Labels                                 |                                     | 250,000                      |
| Environmental "Green" Coverage                    |                                     | 250,000                      |
| Service Interruption                              |                                     | Included                     |
| Contingent Business Interruption                  | 24 Hours                            | Within 2500 metres<br>25,000 |
| Public Relations Coverage                         |                                     | 10,000                       |
| Gross Rents                                       | 24 Hours                            | 500,000                      |

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Owned Automobile

| Coverage Description | (\$)<br>Deductibles | (\$)<br>Limit of Insurance           |
|----------------------|---------------------|--------------------------------------|
| <b>Liability</b>     |                     | 10,000,000                           |
| Bodily Injury        |                     | Included                             |
| Property Damage      |                     | As stated in Section 4 of the Policy |
| Accident Benefits    |                     | As stated in Section 5 of the Policy |
| Uninsured Automobile |                     |                                      |

### Direct Compensation – Property Damage

\*This policy contains a partial payment of recovery clause for property damage if a deductible is specified for direct compensation-property damage.

#### Loss or Damage\*\*

Specified Perils (excluding Collision or Upset)

Comprehensive (excluding Collision or Upset)

Collision or Upset

All Perils

VRS

Included

#### Endorsements

Fire Department Vehicles

Included

Included

Replacement Cost

Included

#5 - Permission to Rent or Lease Automobiles and Extending Coverage to Specified Lessee(s)

Included

#23A - Lienholder Protection

Included

#32 - Use of Recreational Vehicle by Unlicensed Operators

2,000,000

#44R - Family Protection Coverage

Included

# 47R – Optional Accident Benefits

\* This policy contains a partial payment of loss clause.  
A deductible applies for each claim except as stated in your policy

### Account Premium

|            |                                                   |            |                                                   |            |
|------------|---------------------------------------------------|------------|---------------------------------------------------|------------|
| Prior Term | Total Annual Premium<br>(Excluding Taxes Payable) | \$ 106,863 | Total Annual Premium<br>(Excluding Taxes Payable) | \$ 107,065 |
|------------|---------------------------------------------------|------------|---------------------------------------------------|------------|

\*Please refer to the insurance contract for all limits, terms, conditions and exclusions that apply.  
The premium quoted is subject to a 15% minimum retained (unless otherwise stated).

# Cost Analysis

|                                | Expiring Program<br>Term | Renewal Program<br>Term |
|--------------------------------|--------------------------|-------------------------|
| <b>Casualty</b>                |                          |                         |
| General Liability              | \$ 45,337                | \$ 45,337               |
| Errors and Omissions Liability | 12,525                   | 12,525                  |
| Non-Owned Automobile Liability | 163                      | 163                     |
| Environmental Liability        | 2,673                    | 2,673                   |
| Crime                          | 717                      | 717                     |
| Board Members Accident         | 402                      | 402                     |
| Firefighters' Accident         | 1,170                    | 1,170                   |
| Conflict of Interest           | 324                      | 324                     |
| Legal Expense                  | 1,077                    | 1,077                   |
| <b>Property</b>                |                          |                         |
| Property                       | 27,258                   | 27,422                  |
| Equipment Breakdown            | 1,261                    | 1,299                   |
| <b>Automobile</b>              |                          |                         |
| Owned Automobile               | 13,956                   | 13,956                  |
| <b>Total Annual Premium</b>    | <b>\$ 106,863</b>        | <b>\$ 107,065</b>       |
| (Excluding Taxes Payable)      |                          |                         |

# Changes to Your Insurance Program

For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings.

Please be advised of the following changes to your insurance program that now apply:

## Property Policy

Please note, at Renewal the Building By-Law Limit under Supplemental Coverage will be amended to \$ 6,000,000.

### Building Values Increased

- Building values have been increased in order to reflect inflationary trends.

## Automobile Policy

- Please be advised, the following changes will be applied at renewal:
  - The policy number will be amended to add the prefix "FM" as we transition to a new system,
  - The 2023 CHEVROLET 3500HD W/PLOW, 1GB4YSEY6PF176051 will be issued with Scotia Bank as a lienholder unless no longer applies.

## General Conditions and Cancellation Clause Updates

- We have reviewed and made changes to ensure the cancellation clauses in all of our wordings will be the **same** for all coverage/lines of business/policies we issue for a client - E.g. the Insured can cancel anytime, the Insurer can cancel when 15 days notice of cancellation is for nonpayment of premium and the specified number of days number of days shown in the appropriate cancellation clause for any other reason (typically 90 days). **While most cancellation clauses were similar, it must be noted that the Not For Profit Directors and Officers policy can now be cancelled by the Insurer in the same manner as any other policy/coverage. Please refer to your policy wordings for full details.**

## General Conditions Update

- Where there were 'conditions' within a specific wording, we have clarified that there is any conflict between those conditions and any conditions as shown in Form number GNGX3569 (General Conditions applicable to Ontario, New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland ) or GNGX3755 (General Conditions applicable to British Columbia, Alberta, Manitoba, Northwest Territories, Nunavut, Saskatchewan and Yukon), only the conditions found in GNGX3569 or GNGX3755 shall prevail.

# Program Options

Intact Public Entities offers a comprehensive insurance program. Outlined below are the program options, followed by your current coverage highlights.

## Crime Coverage – Other Optional Coverages

- Other Optional Coverages are also available. See attached Crime Cover Options page for further details.
- Quote is available on request (completed application is required).

## Crime Coverage – Fraudulently Induced Transfer Coverage

- Fraudulently Induced Transfer Coverage is now available. Covers a loss when an Insured under the policy has been intentionally misled by someone claiming to be a vendor, client or another employee of the company and the Insured has transferred, paid or delivered money or securities to this third party.
- For coverage information and available options refer to the Fraudulently Induced Transfer Endorsement Coverage Highlights Sheet.

## Property Coverage – Income Replacement

- Income can change from year to year so it is important to annually review your Business Interruption needs.
- Higher limits or Optional Coverages to protect your income are available.
- All income producing facilities need to be considered (e.g. arenas, pools, libraries, community halls etc.)

## Drone (UAV) Coverage

- Property and/or Liability Cover may be available for your Drone (UAV)
- Application required to quote.
- For Coverage information refer to the Drone (UAV) Coverage Highlight Sheet.



## Description of Coverage

IPE offers a Comprehensive Insurance Program to meet your needs.

"Your Insurance Coverage" provides a schedule of proposed coverages, limits and deductibles included in this proposal.

Highlights of coverage follow, providing a summary of coverage. Highlight pages may include a description of optional coverages.

The information provided by Intact Public Entities Inc. is intended to provide general information only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued, coverage is only according to the Declaration Page or Schedule of Coverage. Intact Design is a registered trademark of Intact Financial Corporation. All other trademarks are properties of their respective owners. TM & © 2025 Intact Public Entities Inc. and/or its affiliates. All Rights Reserved.

# Municipal Liability Coverage Highlights

## Overview

We are specialists at insuring Municipal & Public Administrations. Our liability wording has been specially designed to meet the unique needs of these types of risks.

## Coverage

- Limits up to \$50,000,000 Available.
- Occurrence coverage with No General Aggregate.
- Territory – World-wide for all coverage.
- Products and Completed Operations – liability arising out of the Insured's operations conducted away from the Insured's premises once those operations have been completed or abandoned.
- Bodily Injury including coverage for assault and battery.
- Personal Injury coverage - broad coverage (including advertising coverage) for acts that violate or infringe on the rights of others.
- Liquor Liability for bodily injury or property damage imposed upon an Insured by a Liquor Liability Act.
- Blanket Contractual for liability assumed by the Insured in contracts, whether reported to the Insurer or not.
- Products Liability - legal liability incurred by an Insured because of injury or damage resulting from a product's exposure.
- Professional/Malpractice Liability including for bodily injury or property damage from professional exposures.
- Employers Liability providing coverage for liability to employees for work-related bodily injury or disease, other than liability imposed on the Insured by a workers compensation law.
- Sewer backup Liability
- Watercraft Liability - full coverage with no restrictions.
- Tenants legal liability
- Cross Liability
- Broad Definition of Insured.

## Common Endorsements

In addition to the base wording, we have many optional endorsements to tailor coverage for individual accounts including:

- Wrongful Dismissal (Legal Expense)
- Forest Fire Expense
- Marina Liability Extension
- Sexual Abuse Therapy and Counselling Extension for long term care homes.
- Other endorsements specifically crafted for a particular exposure.

## Coverage is Provided for Unique Exposures

- Products and Completed Operations Aggregate Limit may come into play for exposures such as road maintenance, snow removal, garbage collection / waste disposal, street cleaning or other duties that the Insured Municipality has to perform on behalf of third parties.
- Assault and battery coverage is imperative when there are security exposures (e.g. police).
- Products exposures such as utilities (e.g. water) are covered.
- Full Malpractice including Medical Malpractice as well as professional exposures are covered.
- Professional exposures include those such as medical, engineering, design errors or building inspection operations.

# Municipal & Public Administration Errors and Omissions Liability Coverage Highlights

## **Municipal & Public Administration Errors and Omissions Insurance**

Municipal & Public Administration Errors and Omissions Insurance (E&O) Coverage protects risks from civil litigation caused by allegations of professional negligence or failure to perform professional duties. E&O focuses on providing coverage when there is financial loss to a third party (rather than bodily injury or property damage as general liability does).

### **Features**

#### **Limits**

Typically limits follow that of our Liability. We have the availability to offer up to \$50,000,000.

#### **Defence Costs**

Over and above the Limit of Insurance. Whether a potential claim is baseless, or not, mounting legal expense can have serious monetary consequences for an Insured.

#### **No Annual Aggregate**

With higher out of court settlements and increased damage awards, large or even a series of small claims can quickly erode an annual aggregate limit.

#### **Claims Made Policy**

Pays for claims occurring and reported during the policy period. Our policy provides retroactive coverage (no date need be specified) and stipulates that a claim is first known only when written notice is first received.

#### **Claims Definition**

The definition of claim also includes arbitration, mediation or alternative dispute resolution proceedings.

#### **Insured Definition**

Includes Councilors, Statutory Officers, Council Committees, Firefighters, Employees and Volunteers.

### **Coverage Is Provided For Unique Exposures**

#### **Insurance**

No exclusion for failure to procure or maintain adequate insurance bonds or coverage (e.g. construction projects).

#### **Benefit Plans**

Errors or omissions in administering Employee Benefit Plans are covered.

#### **Misrepresentations**

Municipal governments are required to provide information with respect to local matters and must ensure the information which is provided is accurate, true and not misleading. Our definition of a Wrongful Act covers misstatements or misleading statements

#### **Other Specialists and Services**

Covers errors or omissions when they are rendered in connection with operations that are typical of public sector such as those of building inspections, zoning, planning, developing or regulating by-laws. Officials and employees acting in good faith are often times the subject of lawsuits.

# Non-Owned Automobile Coverage Highlights

## Overview

Non-Owned and hired automobile liability insurance covers bodily injury and property damage caused by a vehicle not owned by the Insured (including rented or borrowed vehicles). Coverage is provided for Third Party Liability arising from the use or operation of any automobile not owned or licensed in the name of the Insured if it results in bodily injury (including death), property damage (if the property was not in possession of the Insured) to a third party.

## Features

### SEF No. 96 Contractual Liability:

- When renting a vehicle you engage in a contractual relationship with the rental company where you assume liability for the operation of the automobile. It is therefore important that contractual coverage is added to the policy by way of an endorsement known as SEF (Standard Endorsement Form) No. 96. Contractual Liability coverage is automatically provided for all written contractual agreements with our Non-Owned Automobile coverage.

### SEF No. 99 Long Term Lease Exclusion:

- When Contractual Liability is provided under the policy there is also an exclusion for Long Term Leased vehicles SEF No. 99. This excludes coverage for vehicles hired or leased for longer than a certain period such as 30 days.

### Territory:

- The Non-Owned Automobile policy provides coverage while in Canada and United States.

### Termination Clause:

- The standard termination clause has been amended in that the Insured may still provide notice of cancellation at any time, however, the Insurer must provide ninety days' notice of cancellation to the Insured rather than the standard 15 or 30 days.

### SEF No. 94 Legal Liability (Physical Damage) to a Hired/Rented Automobile:

- We automatically provide coverage for damage to a vehicle that you have hired or rented. Coverage is provided via endorsement SEF No. 94. We automatically provide 'All Perils' coverage. The limit of coverage will vary per client.

## Additional Information

Courts have repeatedly held that when an automobile is used on a person's behalf or under a person's direction, that person (or entity) has a responsibility for the operation of the automobile and may be held liable for damages in the event of an accident even though he or she is not the owner or driver of the vehicle. This common law principle has been supported by a number of court decisions making an employer responsible for the use and operation of an automobile when an employee is operating an automobile (not owned by the employer) while being used for the employer's business.

# Environmental Coverage Highlights

## Overview

Pollution incidents are a significant risk that can result in serious harm to public health and safety as well as to the environment.

We provide pollution liability insurance for claims for third-party bodily injury and property damage. Coverage is provided on a blanket basis resulting from pollution conditions on or migrating from premises owned, occupied, rented or leased by the Insured that are discovered and are reported during the policy period. The policy responds to events that are gradual in nature as well as those that are sudden and accidental, causing third-party damage whether pollutants are released on land, into the atmosphere or in the water.

## Features

### Defence Costs

- Our Defence costs are over and above the limit of insurance and will respond even if allegations are groundless or false.

### Storage Tanks

- Seepage or leakage from both above and below ground storage tanks are covered without being specifically listed on the policy.

### Territory

- Worldwide territory.

### Limits of Insurance

- Both a 'per incident' and an 'aggregate' limit is applicable.

## Additional Information

Environmental exposures pose an imminent and substantial threat to public health, safety or welfare or to the environment. Exposures could stem from: wastewater treatment plants, electric utility plants, construction sites, flood and rainwater runoff or retention basins, underground fuel storage tanks, herbicides, pesticides, and fertilizers, road salts and chemicals used to de-ice roads and bridges, contaminated waste from medical facilities or health clinics, marina's, fire-fighting chemicals or even contaminated swimming pools.

An environmental exposure arising from sewers is covered under our liability.

# Crime Coverage Highlights

## Overview

Our crime coverage is one of the broadest and most flexible in the industry. An Insured may elect to purchase any or all of the Standard Crime Coverage we have available. In addition to the Standard crime coverage the Insured may elect to also purchase any of our Optional Coverages.

## Optional Crime Coverage Includes:

- Extortion Coverage (Threats to persons and property).
- Pension or Employment Benefit Plan coverage.
- Residential Trust Fund Coverage.
- Credit Card Coverage.
- Client Coverage (Third Party Bond).
- Fraudulently Induced Transfer Coverage (otherwise known as Social Engineering). *Separate Coverage Highlights Sheet for Fraudulently Induced Transfer Coverage is available.*

For more information on our Optional Coverage refer to our Crime Coverage Options Highlight Sheet.

## Features of Our Standard Crime Coverage

Below is a brief description of the Standard Crime Coverage an Insured may elect to purchase:

### Employee Dishonesty – Form A Commercial Blanket Bond

- This protects the employer from financial loss due to the fraudulent activities of an employee or group of employees. The loss can be the result of theft of money, securities or other property belonging to the employer.

### Loss Inside and Loss Outside the Premises (Broad Form Money and Securities)

- Covers loss by theft, disappearance, or destruction of the Insured's money and securities inside the Insured's premises (or Insured's bank's premises) as well as outside the Insured's premises while in the custody of a messenger.

### Money Orders and Counterfeit Paper Currency

#### Covers Loss

- Due to acceptance of a money order that was issued (or is purported to have been issued) by a post office or express company; and
- From the acceptance of counterfeit paper currency of Canada or the United States.

### Forgery and Alteration

- Covers loss due to dishonesty from a forgery or alteration to a financial instrument (cheque, draft or promissory note).

### Audit Expense

- Coverage for the expenses that are incurred by the Insured for external auditors to review their books in order to establish the amount of a loss. This is a separate limit of insurance.

### Computer and Transfer Fraud (Including Voice Computer Toll Fraud)

- Loss caused when money, securities, or other property is transferred because of a fraudulent computer entry or change. The entry or change must be within a computer system that the Insured owns (and on their premises).
- Loss caused when money or securities are transferred, paid, or delivered from the Insured's account at a financial institution based on fraudulent instructions (at the financial institutions premises).
- Voice computer toll fraud covers the cost of long distance calls if caused by the fraudulent use of an account code or a system password.

# Board Members' (Including Councillors') Accidental Death and Dismemberment Coverage Highlights

## D&D and Paralysis Limits

|                                                                                      | Option 1  | Option 2  |
|--------------------------------------------------------------------------------------|-----------|-----------|
| Accidental Death or Dismemberment (including loss of life and heart attack coverage) | \$100,000 | \$250,000 |
| Paralysis Coverage – 200% of Accidental Death and Dismemberment Limit                |           |           |
| Permanent Total Disability - Accidental Death and Dismemberment Limit                |           |           |

## Weekly Indemnity

|                      | Option 1 | Option 2 |
|----------------------|----------|----------|
| Total Loss of Time   | \$300    | \$500    |
| Partial Loss of Time | \$150    | \$300    |

## Accident Reimbursement - \$15,000

|                                                          |                                        |
|----------------------------------------------------------|----------------------------------------|
| Chiropractor                                             | Crutches†                              |
| Podiatrist/Chiropodist                                   | Splints†                               |
| Osteopath                                                | Trusses†                               |
| Physiotherapist                                          | Braces (excludes dental braces)†       |
| Psychologist                                             | Casts†                                 |
| Registered or Practical Nurse                            | Oxygen Equipment – Iron Lung           |
| Trained Attendant or Nursing Assistant‡                  | Rental of Wheelchair                   |
| Transportation to nearest hospital†                      | Rental of Hospital Bed                 |
| Prescription drugs or Pharmaceutical supplies‡           | Blood or Blood Plasma‡                 |
| Services of Physician or Surgeon outside of the province | Semi Private or Private hospital room‡ |

†Maximum \$1,000 per accident. ‡If prescribed by physician

## Dental Expenses

|                 |         |
|-----------------|---------|
| Dental Expenses | \$5,000 |
|-----------------|---------|

## Occupational Retraining – Rehabilitation

|                                                   |          |
|---------------------------------------------------|----------|
| Retraining – Rehabilitation for the Named Insured | \$15,000 |
| Spousal Occupational Training                     | \$15,000 |

## Repatriation

|                                                                    |          |
|--------------------------------------------------------------------|----------|
| Repatriation Benefit (expenses to prepare and transport body home) | \$15,000 |
|--------------------------------------------------------------------|----------|

## Dependent Children – Per Child

|                                                                     |          |
|---------------------------------------------------------------------|----------|
| Dependent Children's Education (limit is per year- maximum 4 years) | \$10,000 |
| Dependent Children's Daycare (limit is per year- maximum 4 years)   | \$10,000 |

## Transportation/Accommodation

### (When Treatment Is Over 100km From Residence)

|                                                                                            |          |
|--------------------------------------------------------------------------------------------|----------|
| Transportation costs for the Insured when treatment is over 100km from home.               | \$1,500  |
| Transportation and accommodation costs when Insured is being treated over 100km from home. | \$15,000 |

## Home Alternation and Vehicle Modification

|                                                                         |          |
|-------------------------------------------------------------------------|----------|
| Expenses to modify the Insured's home and/or vehicle after an accident. | \$15,000 |
|-------------------------------------------------------------------------|----------|

## Seatbelt Dividend

|                      |          |
|----------------------|----------|
| 10% of Principal Sum | \$25,000 |
|----------------------|----------|

## Funeral Expense

|                          |          |
|--------------------------|----------|
| Benefit for loss of life | \$10,000 |
|--------------------------|----------|

**Identification Benefit**

|                          |         |
|--------------------------|---------|
| Benefit for loss of life | \$5,000 |
|--------------------------|---------|

**Eyeglasses, Contact Lenses and Hearing Aids**

|                                                       |         |
|-------------------------------------------------------|---------|
| When Insured requires these items due to an accident. | \$3,000 |
|-------------------------------------------------------|---------|

**Convalescence Benefit – Per Day**

|                            |       |
|----------------------------|-------|
| Insured Coverage           | \$100 |
| One Family Member Coverage | \$50  |

**Workplace Modification Benefits**

|                                          |         |
|------------------------------------------|---------|
| Specialized equipment for the workplace. | \$5,000 |
|------------------------------------------|---------|

**Elective Benefits****Complete Fractures**

|                                 |          |                      |          |
|---------------------------------|----------|----------------------|----------|
| Skull                           | \$ 5,200 | Foot & Toes          | \$ 2,200 |
| Lower Jaw                       | \$ 2,800 | Two or More Ribs     | \$ 1,900 |
| Collar Bone                     | \$ 2,800 | Colles' fracture     | \$ 2,800 |
| Shoulder Blade                  | \$ 3,500 | Potts' fracture      | \$ 3,400 |
| Shoulder Blade complications    | \$ 3,700 | <b>Dislocation</b>   |          |
| Thigh                           | \$ 4,600 | Shoulder             | \$ 2,200 |
| Thigh/hip joints                | \$ 4,600 | Elbow                | \$ 2,200 |
| Leg                             | \$ 3,500 | Wrist                | \$ 2,500 |
| Kneecap                         | \$ 3,500 | Hip                  | \$ 4,600 |
| Knee/joint complications        | \$ 4,000 | Knee                 | \$ 3,500 |
| Hand/Fingers                    | \$ 2,200 | Bones of Foot or Toe | \$ 2,500 |
| Arm (between shoulder & elbow)  | \$ 4,600 | Ankle                | \$ 2,800 |
| Forearm (between wrist & elbow) | \$ 2,800 |                      |          |

**Aggregate Limit**

|                                                                                            |              |
|--------------------------------------------------------------------------------------------|--------------|
| Aggregate Limit only applicable when 2 or more board members are injured in same accident. | \$ 2,500,000 |
|--------------------------------------------------------------------------------------------|--------------|

**Coverage Extensions**

- Standard coverage is applicable while the Insured is 'On Duty'. Coverage for Accidents that may occur 24/7 may be purchased.
- Accidental Death of a Spouse While Travelling on Business is automatically included when this coverage is purchased. This endorsement provides for Accidental Death of a spouse when the spouse is travelling with an Insured Person on business. Coverage applies while travelling to or from such an event and /or if the loss of life occurs within one year of the accident.
- When Board Members' Accidental Death and Dismemberment Coverage is purchased, the Insured also has the option to purchase Critical Illness Coverage.

**Additional Information**

- Loss of life payments up to 365 days from date of Accident or if permanently disabled up to 5 years.
- Weekly Indemnity coverage pays in addition to Elective Benefits.
- Weekly Indemnity payments take other income sources into consideration (e.g. automobile, CPP, group plans).
- Coverage is applicable to Insured 80 years of age or under.

# Firefighters' Accidental Death and Dismemberment Coverage Highlights

## Overview

This coverage applies to injury while the insured Person is on duty as a firefighter on behalf of the Insured. On duty means: actually on duty as a firefighter, ambulance driver or attendant, including responding directly to and returning directly from a fire, an emergency alarm or request; participating in rescue operations, emergency medical activities, training, drills, parades, fund-raising events, approved meetings and conventions, and tests or trials of firefighting or ambulance equipment, including while travelling directly to or returning directly from any of the activities specified.

## AD&D and Paralysis Limits

|                                                                                      |                   |
|--------------------------------------------------------------------------------------|-------------------|
| Accidental Death or Dismemberment (including loss of life and heart attack coverage) | <b>Option of:</b> |
| Paralysis Coverage – 200% of Accidental Death and Dismemberment Limit                | \$100,000         |
| Permanent Total Disability - Accidental Death and Dismemberment Limit                | \$200,000         |

## Weekly Indemnity

|                      |       |
|----------------------|-------|
| Total Loss of Time   | \$400 |
| Partial Loss of Time | \$200 |

## Accident Reimbursement - \$10,000

Various expenses (e.g. private hospital room, services of Chiropractor, Physiotherapist, prescription drugs etc.).

## Additional Coverage

|                                             |                   |
|---------------------------------------------|-------------------|
| Dental Expenses                             | \$1,000           |
| Rehabilitation                              | \$10,000          |
| Repatriation                                | \$10,000          |
| Dependent Children's Education              | \$7,500 Per Child |
| Dependent Children's Day Care               | \$7,500 Per Child |
| Spousal Occupational Training               | \$10,000          |
| Transportation/Accommodation                | \$10,000          |
| Home Alteration/Vehicle Modification        | \$10,000          |
| Seatbelt Dividend                           | \$10,000          |
| Funeral Expenses                            | \$10,000          |
| Eyeglasses, contact lenses and hearing aids | \$2,000           |

## Heart or Circulatory Malfunctions

|                                                                                                                                                  |           |
|--------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| If an Insured person suffers from heart or circulatory malfunctions while on duty weekly indemnity coverage or loss of life coverage is payable. | \$100,000 |
|--------------------------------------------------------------------------------------------------------------------------------------------------|-----------|

## Infectious Disease, HIV Benefit, Permanent Disfigurement from Burns

|                                                                                                     |           |
|-----------------------------------------------------------------------------------------------------|-----------|
| If an Insured person sustains any of the above while on duty coverage is extended to pay a benefit. | \$100,000 |
|-----------------------------------------------------------------------------------------------------|-----------|

## Additional Information

- Coverage is applicable when an accident occurs when an Insured is on duty as a firefighter.
- Loss of life payments up to 365 days from date of Accident.
- No Age Restriction.
- Coverage extends to automatically replace new volunteer firefighters without being specifically named on the policy.

# Conflict of Interest Coverage Highlights

## Overview

Conflict of Interest can be described as a situation in which public servants have an actual or potential interest that may influence or appear to influence the conduct of their official duties or rather divided loyalties between private interests and public duties.

Conflict of Interest coverage provides protection for the cost of legal fees and disbursements in defending a charge under the Municipal Conflict of Interest Act (or other similar Provincial Legislation in the respective province of the Insured).

## Features

Coverage is offered as a standalone coverage providing the client a separate limit of insurance that is not combined with any other coverage such as legal expense coverage.

- Per Claim Limit only – No Annual Aggregate.
- Coverage provided on a Reimbursement Basis.

## Coverage Description

Coverage is provided for legal costs an Insured incurs in defending a charge under the Provincial Conflict of Interest Act if a court finds that:

- There was no breach by the Insured; or
- The contravention occurred because of true negligence or true error in judgment; or
- The interest was so remote or insignificant that it would not have had any influence in the matter.

## Additional Information

Coverage is provided for elected or appointed members of the Named Insured including any Member of its Boards, Commissions or Committees as defined in the 'Conflict of Interest Act' while performing duties related to the conduct of the Named Insured's business.

Conflict of Interest coverage is applicable to only those classes of businesses that are subject to the Municipal Conflict of Interest Act (or other similar Provincial legislation in the respective province of the Insured).

# Legal Expense Coverage Highlights

## Coverage Features

We offer comprehensive Legal Expense Coverage to protect an Insured against the cost of potential legal disputes arising out of your operations.

- Coverage will pay as costs are incurred.
- Broad Core Coverage.
- Optional Coverage.
- Coverage for Appeals for Legal Defence Costs and any Optional Coverage purchased.
- Unlimited Telephone Legal Advice and access to Specialized Legal Representation in event of legal disputes.
- Additional Optional Coverage available.
- Broad Definition of Insured including managers, employees and volunteers.

## Broad Core Coverage

The core coverage provides Legal Defence Costs for:

- Provincial statute or regulation (including human rights tribunals).
- Criminal Code Coverage when being investigated or prosecuted. Coverage is applicable whether pleading guilty or a verdict of guilt is declared.
- Civil action for failure to comply under privacy legislation.
- Civil action when an Insured is a trustee of a pension fund for the Named Insured's employees.

## Optional Coverage

In addition to the Core Coverage an Insured can mix and match any of the following Optional Coverage:

- Contract Disputes and Debt Recovery
- Statutory License Protection
- Property Protection
- Tax Protection

## Limits and Deductibles

- Coverage is subject to a Per Claim and an Aggregate Limit.
- The Core Coverage is typically written with no deductible however a deductible may be applied to Optional Coverage.

## Exclusions

- Each Insuring Agreement is subject to Specific Exclusions and Policy Exclusions.
- Municipal Conflict of Interest Act (or other similar provisions of other Provincial legislation) is excluded.  
\* Conflict of Interest Coverage may be provided under a separate policy for eligible classes of business.

## Telephone Legal Advice and Specialized Legal Representation

- General Advice (available from 8 am until 12 am local time, 7 days a week).
- Emergency access to a Lawyer 24 hours a day, 7 days a week.
- Services now automatically include the option of using an appointed representative from a panel of Lawyers with expertise in a variety of areas.

## Client Material and Wallet Card

- The 'Legal Expense Important Information' wording attached to each policy explains the steps that are to be taken in event of a claim.
- A wallet card is now attached to the policy which the Named Insured can copy & distribute to each Insured (e.g. managers, employees, etc.).

# Property Coverage Highlights

## Overview

Property insurance is about planning for the unexpected and protecting your physical assets in order to minimize your business disruption should a loss occur. It is important that your property insurance includes broad coverage to protect these assets (e.g. buildings and other property you own, lease or are legally liable for) from direct physical loss.

We will work closely with you to customize a property coverage solution. We cover a wide variety of property, including buildings, inventory and supplies, office furniture and fixtures, computers, electronics, equipment (including unlicensed mobile equipment, maintenance and emergency equipment) and other unique property.

The IPE property wording is flexible and adaptable. Your policy will be comprised of a Base Property Wording and a Municipal & Public Administration Extension of Coverage Endorsement as well as any miscellaneous or specific endorsements to tailor coverage to meet your needs.

## Features and Benefits

Features and Benefits include:

- Coverage is typically written on an all-risk basis including replacement cost.
- Our standard practice is to write property on a Property of Every Description (POED) or blanket basis, however, coverage can be scheduled separately if required.
- We have two Deductible Clauses: A standard Deductible Clause and a Dual Policy Deductible Clause. The Dual Policy Deductible clause states how a deductible will be applied when there is both an automobile policy and a property policy involved in the same loss (when both policies are written with IPE).
- Worldwide Coverage
- Unlicensed Equipment (e.g. Contractors Equipment): Automatically includes Replacement Cost as the basis of settlement up to five years in age. For years 6 to 15 coverage will be amended to scheduled, Replacement Cost value. Any Contractors Equipment over 15 years will be amended Actual Cash Value (ACV) or Valued basis if required (applicable only if the Insured owns the unlicensed equipment).
- Flood and Earthquake coverage are available.

## Supplemental Coverage Under the Base Property Wording

The Base Property Wording automatically includes numerous Supplemental Coverages such as:

- |                                                                                                                 |                                                                                 |
|-----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| • Building Bylaws                                                                                               | • Furs, Jewellery and Ceremonial Regalia                                        |
| • Building Damage by Theft                                                                                      | • Inflation Adjustment                                                          |
| • Debris Removal Expense                                                                                        | • Live Animals, Birds or Fish                                                   |
| • Electronic Computer Systems                                                                                   | • Newly Acquired Property                                                       |
| • Expediting Expense                                                                                            | • Professional Fees                                                             |
| • Fire or Police Department Service Charges                                                                     | • Property at Unnamed Locations                                                 |
| • First Party Pollution Clean-Up Coverage                                                                       | • Property Temporarily Removed including while on Exhibition and during Transit |
| • Fungi (covers the expense for any testing, evaluating or monitoring for fungi or spores required due to loss) | • Recharge of Fire Protective Equipment                                         |
|                                                                                                                 | • Sewer Back Up and Overflow                                                    |

**Note:** The Supplemental Coverage does not increase your Total Sum Insured in most cases.

## **Municipal & Public Administration Extensions of Coverage Endorsement**

Each Extension of Coverage has an individual Limit of Insurance and will be shown on the Summary of Coverage/Declarations Page.

The Limit of Insurance for each Extension of Coverage is over and above the Total Sum Insured (unless shown as 'included' on the declarations or otherwise stipulated within the wording).

- Accounts Receivable
- Bridges and Culverts
- Building Coverage Owned Due to the Non Payment of Municipal Taxes – *Named Perils Coverage applies.*
- Building(s) in the Course of Construction Reporting Extension
- By Laws – Governing Acts
- Consequential Loss caused by Interruption of Services
- Cost to Attract Volunteers Following a Loss
- Docks, Wharves and Piers
- Errors and Omissions
- Exterior Paved Surfaces
- Extra Expense
- Fine Arts at Own Premises and Exhibition Site
- Fundraising Expenses
- Green Extension
- Growing Plants
- Ingress and Egress
- Leasehold Interest
- Master Key
- Peak Season Increase
- Personal Effects
- Property of Others
- Rewards: Arson, Burglary, Robbery and Vandalism
- Signs
- Vacant Properties – *Named Perils Coverage applies on an Actual Cash Value basis.*
- Valuable Papers

# Equipment Breakdown Advantage Highlights

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## Overview

Property policies typically exclude losses that Equipment Breakdown Insurance is designed to cover. Equipment Breakdown Coverage insures against losses (property damage and business interruption) resulting from 'accidents' (as defined in the wording) to various types of equipment such as pressure, mechanical, electrical and pressure equipment. Coverage also extends to electronic equipment for 'electronic circuitry impairment'. Coverage typically extends to production machinery unless specifically excluded.

---

## Features

Coverage is extended to pay for:

**Property Damage:** The cost to repair or replace damaged equipment or other covered property, including computers, due to a covered accident.

**Business Income:** The loss of business income due to an interruption caused by a covered accident from the date of loss until such equipment is repaired or replaced or could have been repaired or replaced plus additional time to allow your business to become fully operational.

**Extra Expense:** Additional costs (e.g., equipment rental) you incur after a covered loss to maintain normal operations.

**Expediting Expenses:** The cost of temporary repairs or to expedite permanent repairs to restore business operations.

**Service Interruption:** Business income and extra expense resulting from a breakdown of equipment owned by a supplier with whom the Insured has a contract to supply a service. If there is no contract, the equipment must be within 2500 metres of the location.

**Data Restoration:** The restoration of data that is lost or damaged due to a covered loss.

**By laws:** The additional costs to comply with building laws or codes.

**Other Coverage:** Spoilage, Hazardous Substances, Ammonia, Water damage, Professional Fees, Errors and Omissions, Newly Acquired Locations or Civil Authority

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## Coverage Automatically Includes:

**Microelectronics Coverage:** Provides insurance when physical damage is not detectable or when firmware or software failure causes non-physical damage. Triggered when covered equipment suddenly stops functioning as it had been and that equipment or a part containing electronic circuitry must be replaced.

**Service Interruption:** Pays for business interruption and extra expense when your cloud computing service provider experiences an outage due to an equipment breakdown.

**Off Premises Objects:** Extends coverage to transportable equipment anywhere in North America.

**Brands and Labels:** Pays for the cost of removing labels or additional cost of stamping salvaged merchandise after a loss.

**Equipment Upgrade:** Pays for any increase in the replacement of new equipment that is capable of performing the same functions that may include technological improvements, 25% max of \$250,000.

**Selling Price:** Pays for regular cash selling price at the time of loss of such manufactured products or merchandise at the location

### **Other Benefits**

**Public Relations Coverage:** (when business income coverage is purchased other than extra expense) pays for public relations assistance to help manage your reputation that may be damaged by business interruption or data loss.

**Contingent Business Interruption:** (when business income coverage is purchased other than extra expense) pays for Business Income resulting from a covered accident to property not owned, operated or controlled by the Insured.

### **Additional Information**

Intact automatically provides inspection services for boilers and pressure vessels to satisfy the provincial inspection requirements on our behalf.

# Owned Automobile Coverage Highlights

## Overview

We can provide mandatory automobile coverage for all licensed vehicles owned and/or leased by the Insured.

## Features

### Third Party Liability Coverage:

- Coverage is provided for Third Party Liability (bodily injury and property damage) protecting you if someone else is killed or injured, or their property is damaged. It will pay for claims as a result of lawsuits against you up to the limit of your coverage, and will pay the costs of settling the claims. Coverage is for licensed vehicles you own and/or leased vehicles.

### Standard Statutory Accident Benefits Coverage:

- We automatically provide standard benefits if you are injured in an automobile accident, regardless of who caused the accident. Optional Increased Accident Benefits Coverage is available upon written request.

### Optional Statutory Accident Benefits Coverage - Available upon request

- Including coverage for: Income Replacement; Caregiver, Housekeeping & Home Maintenance; Medical & Rehabilitation; Attendant Care; Enhanced Medical Rehabilitation & Attendant Care; Death & Funeral; Dependent Care; Indexation Benefit (Consumer Price Index) – Ontario

### Direct Compensation Property Damage:

- Covers damage to your vehicle or its contents, and for loss of use of your vehicle or its contents, to the extent that another person was at fault for the accident as per statute.

### Physical Damage Coverage:

- Various basis of settlement including: Replacement Cost, Valued Basis and Actual Cash Value. Refer to Owned Automobile Replacement Cost Coverage Highlights page for details on Replacement Cost Coverage.

## Additional Information

### Blanket Fleet Endorsement:

- Coverage may be provided on a blanket basis under the 21B – Blanket Fleet Endorsement. When this endorsement is attached to the policy, premium adjustment is done on renewal. Adjustment is made on a 50/50 or pro rata basis as specified in the endorsement. Mid-term endorsements are not processed on policies with this blanket cover.

### Single Loss:

- If a single loss involves both the Automobile and Property Insurance policies, the Property policy deductible is waived only on any insured property attached to the automobile.

For a list of vehicles quoted, refer to Exhibit "B".

# Owned Automobile Replacement Cost Coverage Highlights

## Overview

The Replacement Cost Endorsement if attached to your automobile policy amends Section 7 'Loss or Damage Coverages' of the policy to remove our right to deduct depreciation in the event of a loss.

Coverage under this endorsement is as follows:

We will pay:

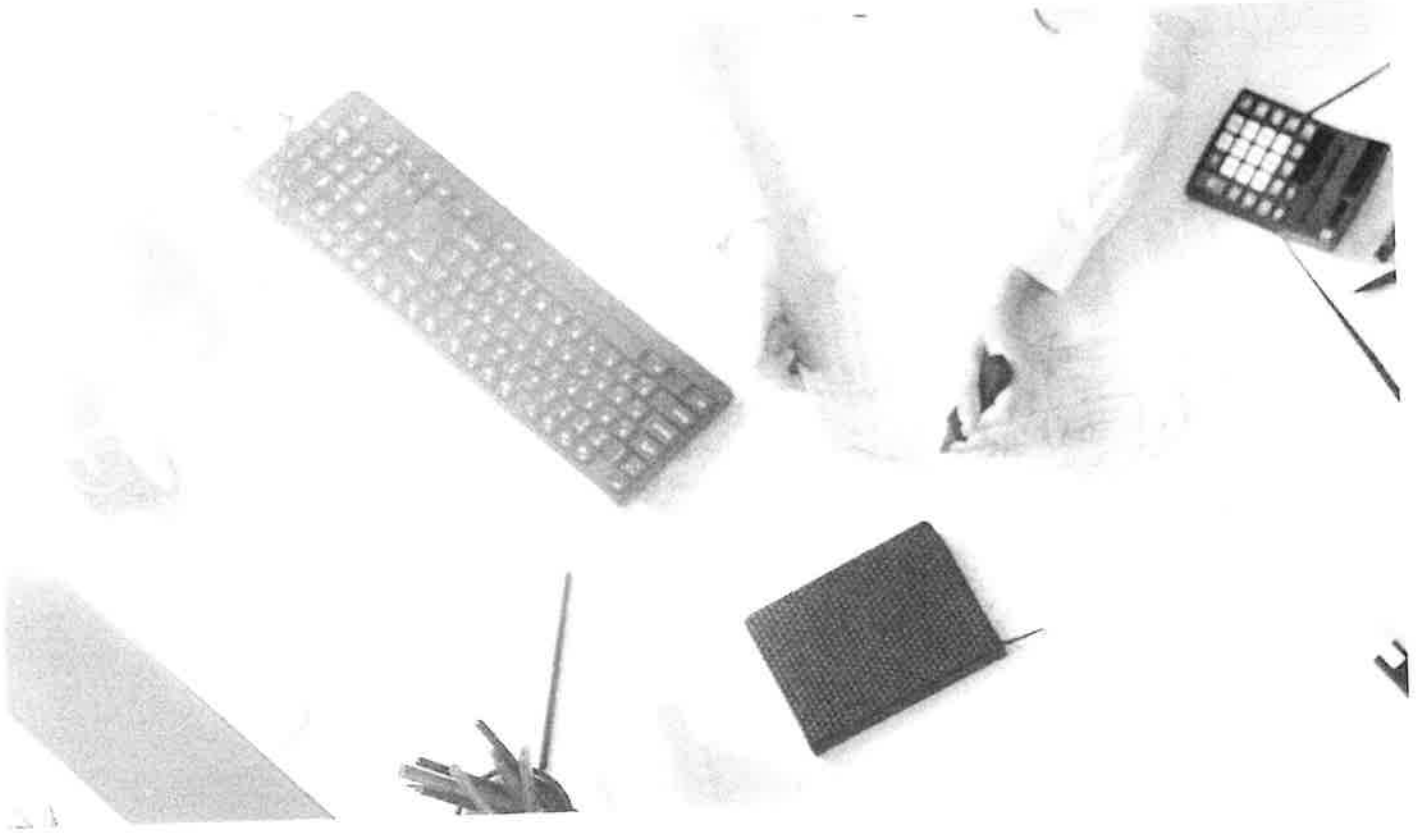
- the cost to repair the automobile with material of like kind and quality
- In the event of constructive or total loss:
  - the cost of replacing the automobile with a new automobile of the same make and model, similarly, equipped if you are the original purchaser and the automobile was new at the time of delivery;
  - the actual price paid by you for the automobile and its equipment or actual cash value whichever is greater:
    - i) if the automobile was not new at the time of purchase, or
    - ii) if you are not the original purchaser, or
  - for fire trucks over 20 years but not exceeding 25 years, the actual price paid by you for the automobile and its equipment or actual cash value whichever is greater.

The following conditions apply:

- coverage only applies to owned light and heavy commercial automobiles, licensed contractor equipment and trailers that are 20 years old or newer and for fire trucks over 20 years but not exceeding 25 years as stipulated above
- coverage does not apply to any automobiles branded rebuilt
- coverage does not apply to any automobiles insured on an agreed value basis

## Important Information

- Replacement Cost Coverage is no longer available for Private Passenger Vehicles and Miscellaneous Vehicles
- Please refer to the endorsement wording for complete details of coverage.
- When providing us with details of additional or substituted vehicles, please advise us of the purchase price and whether the vehicle was purchased new or used.



## Program Options Highlights of Coverage

IPE offers a Comprehensive Insurance Program to meet your needs.

"Your Insurance Coverage" provides a schedule of proposed coverages, limits and deductibles included in this proposal.

Highlights of coverage follow, providing a summary of coverage. Highlight pages may include a description of optional coverages.

The information provided by Intact Public Entities, Inc. is intended to provide general information only. For full details with respect to coverage, exclusions, conditions and limitations, refer to the policy wording. While coverage may be quoted, once a policy is issued, coverage is only applicable if shown on Declaration Page or Schedule of Coverage. Intact Design® is a registered trademark of Intact Financial Corporation. All other trademarks are properties of their respective owners. TM & © 2023 Intact Public Entities, Inc. and/or its affiliates. All Rights Reserved.

# Crime Coverage Options

## **Extortion Coverage (Threats to Persons and Threats to Property)**

Coverage for both 'Threats to a Person' and 'Threats to Property' are sold together with a separate limit of insurance applying to each.

### **Threats to Person:**

- Coverage responds when a threat is communicated to the Insured to do bodily harm to a director, officer or partner of the Insured (or a relative) when these persons are being held captive and the captivity has taken place within Canada or the U.S.A.

### **Threats to Property:**

- Coverage responds when a threat is communicated to the Insured to do damage to the premises or to property of the Insured is located in Canada or the U.S.A.

## **Pension or Employee Benefit Plan Coverage**

Coverage is for loss resulting directly from a dishonest or fraudulent act committed by a fiduciary (a person who holds a position of trust) in administering a pension or employee benefit plan. Coverage is provided whether the fiduciary is acting alone or in collusion with others. Fiduciary relationships may be created by statute however; individuals may also be deemed fiduciaries under common law.

## **Residential Trust Fund Coverage (for Select Classes of Business Only)**

- Covers loss of property (money, securities or other property) belonging to a resident when it is held in trust by a residential facility. Coverage is for loss directly attributable to fraudulent act(s) committed by an employee of the facility whether the employee was acting alone or in collusion with others.
- A residential facility comprises a wide range of facilities and includes any residential facility operated for the purpose of supervisory, personal or nursing care for residents.
- Coverage stipulates that the 'resident' must be a person who is unable to care for themselves (this could be due to age, infirmity, mental or physical disability).
- When a resident is legally related to the operator of the residential facility, coverage is specifically excluded.

## **Credit Card Coverage**

Coverage is for loss from a third party altering or forging a written instruction in connection with a corporate credit card issued to an employee, officer or partner.

## **Client Coverage (Third Party Bond)**

Coverage is extended to provide for theft of a clients' property by an employee (or employees) of the Insured.

## **Fraudulently Induced Transfer Coverage**

Coverage is provided when an Insured under the policy has been intentionally misled by someone claiming to be a vendor, client or another employee of the company and the Insured has transferred, paid or delivered money or securities to this third party.

# Fraudulently Induced Transfer Endorsement Coverage Highlights (Social Engineering)

## Overview

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Fraud today has become much more sophisticated and complex with Fraudulently Induced Transfer Crimes (otherwise known as Social Engineering) trending in today's marketplace. In response to this trend we now offer a Fraudulently Induced Transfer Endorsement as part of our suite of Crime Coverage.

These types of crimes are usually a targeted approach where criminals are after something definite from the target, either money (usually in the form of a wire transfer) or information (such as a list of vendors, routing numbers, etc.). Often times communications are sent to an employee (most often via email, telephone or a combination of the two), which are doctored to appear as if they are sent by a senior officer of the company or by one of its customers or vendors. Essentially criminals prey on human and procedural vulnerabilities. The standard crime coverage does not respond to these types of losses as an employee of the organization has voluntarily parted with the money or securities and would be considered an active participant in the loss.

### Example 1

Instructions to an employee supposedly coming from a vendor or customer are often accomplished by informing the employee that they have changed banks and require the company to use the new banking information for future payments.

### Example 2

Instructions to an employee supposedly coming from an internal source (e.g. senior staff) to bypass in-house safeguards and redundancies, criminals apply pressure by imposing a time constraint, demanding secrecy or simply flattering the ego of the target by including him or her "in" on an important business transaction.

Fraudulently Induced Transfer coverage is an optional endorsement that may be purchased. Coverage is subject to a satisfactory supplementary application being completed.

## Fraudulently Induced Transfer Losses, Cyber Losses and Current Crime Policies

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Even though this fraud often involves emails and wire transfers, cyber policies are not designed to cover them:

- Cyber policies cover losses that result from unauthorized data breaches or system failures. Fraudulently Induced Transfer actually depends on these systems working correctly in order to communicate with an organization's employees and transfer information or funds.
- Crime policies cover losses that result from theft, fraud or deception. As the underlying cause of a loss is 'fraud', a company would claim a loss under its crime policy rather than its cyber policy. Without this endorsement, coverage would be denied under a crime policy due to the Voluntary Parting Exclusion.

## Fraudulently Induced Transfer Endorsement Features

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- Coverage is provided when an Insured under the policy has been intentionally misled by someone claiming to be a vendor, client or another employee of the company and the Insured (employee) has transferred, paid or delivered money or securities to this third party.
- Fraudulently Induced Transfer is defined as: The intentional misleading of an employee, through misrepresentation of a material fact which is relied upon by an employee, believing it to be genuine to voluntarily transfer funds or valuable information to an unintended third party.

## Limits and Deductible

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The Fraudulently Induced Transfer Endorsement is subject to:

- Separate Limits of Insurance (both an Occurrence and Aggregate);
- A separate deductible;
- Limits ranging from \$10,000 - \$100,000.

# Drone (UAV) Coverage Highlights

## Overview

- Liability or property policies can be enhanced with endorsements to cover Drones. Coverage may be available when operators are in compliance with current regulations.
- Coverage offered is intended to close the gap in liability and property insurance because of aviation exclusions.
- Coverage Territory is limited to Canada only for both property and liability coverage.
- Below are the highlights of coverage, please refer to your wordings for more specific information.

## Property Coverage

- Property All Risk Coverage including electrical and mechanical breakdown for the Drone and Equipment if specifically scheduled.
- Basis of settlement options include: Replacement Cost, Valued Amount or Actual Cash Value.
- **In addition to the standard property exclusions the following exclusions there are also drone specific exclusions including:**
  - Drones being rented to, leased to or lent to others.
  - Drones not being operated in compliance with the manufacturer's specifications
  - Hijacking or unauthorized control of the Drone or Equipment.
  - A criminal, dishonest or willful act or omission of the Insured or someone drone was entrusted to.
  - Theft or attempted theft from unlocked vehicle.
  - Failure to comply with any statute, permit, rule, regulation or any requirement for qualification to operate the Drone or the equipment.
  - Mysterious disappearance after commencement of a flight unless Drone remains unrecovered for 30 days.
  - Unmanned watercraft is expressly excluded

## Liability Coverage

- We will follow the liability limit up to \$15,000,000, when operators meet Transport Canada regulations.
- Drones and their attached equipment when scheduled within the endorsement.
- Warranty for Drone Battery storage.
- **In addition to the standard exclusions within the Liability wording, the following exclusions there are also drone specific exclusions including:**
  - Invasion of privacy exposures.
  - Fines or penalties from use or operation of a drone.
  - Renting, leasing or use of a drone without a pilot.
  - Unmanned watercraft.

## Important Information

While our endorsements are primarily designed to offer coverage for Drones 25kg or less, we may be able to offer coverage for those falling outside of these parameters through our general aviation market.

# Claims Exhibit

**IMPORTANT:** This claims report is prepared by Intact Public Entities for the sole and exclusive use of Intact Public Entities, the Insured and, where applicable, their broker and may not be relied upon by any other party. By receipt of this information the Insured and their broker acknowledge their responsibility for keeping this information *strictly confidential*. Neither Intact Public Entities nor its representatives shall be liable, either directly or indirectly, for any loss, damage, injury or costs suffered or incurred by the Insured or any other party arising or alleged to have arisen by the reliance on this report, outside of Intact Public Entities. Intact Public Entities is not responsible for any changes or alterations to this report from its original form or content. For further information, please refer to your policy.

**WARNING:** Claim reserves by their nature are estimates only and are subject to change. Casualty claims can be complex and can take many years to reach resolution. Over that time it is not unusual for claims costs to escalate, sometimes dramatically, from current estimates. Further, for many reasons liability claims are often reported after a policy year has ended - sometimes years later. Therefore, this report is likely not a complete or final view of the ultimate incurred claims for this Insured.

| Classification of Claim | Year         | Number | Incurred Amount * |
|-------------------------|--------------|--------|-------------------|
| 1. Liability            |              |        |                   |
|                         | 2016-2017    | 0      |                   |
|                         | 2017-2018    | 0      |                   |
|                         | 2018-2019    | 1      | 21,361            |
|                         | 2019-2020    | 0      |                   |
|                         | 2020-2021    | 1      | 26,697            |
|                         | 2021-2022    | 0      |                   |
|                         | 2022-2023    | 0      |                   |
|                         | 2023-2024    | 1      | -                 |
|                         | 2024-2025    | 2      | 50,000            |
|                         | 2025-2026    | 1      | 100               |
|                         | <b>TOTAL</b> | 6      | \$ 98,158         |
| 2. Errors and Omissions |              |        |                   |
|                         | 2016-2017    | 0      |                   |
|                         | 2017-2018    | 0      |                   |
|                         | 2018-2019    | 1      | 2,264             |
|                         | 2019-2020    | 0      |                   |
|                         | 2020-2021    | 0      |                   |
|                         | 2021-2022    | 0      |                   |
|                         | 2022-2023    | 0      |                   |
|                         | 2023-2024    | 0      |                   |
|                         | 2024-2025    | 0      |                   |
|                         | 2025-2026    | 0      |                   |
|                         | <b>TOTAL</b> | 1      | \$ 2,264          |

| Classification of Claim        | Year         | Number | Incurred Amount * |
|--------------------------------|--------------|--------|-------------------|
| 3. Automobile                  |              |        |                   |
|                                | 2016-2017    | 0      |                   |
|                                | 2017-2018    | 0      |                   |
|                                | 2018-2019    | 0      |                   |
|                                | 2019-2020    | 0      |                   |
|                                | 2020-2021    | 0      |                   |
|                                | 2021-2022    | 0      |                   |
|                                | 2022-2023    | 0      |                   |
|                                | 2023-2024    | 0      |                   |
|                                | 2024-2025    | 1      | 12                |
|                                | 2025-2026    | 0      |                   |
|                                | <b>TOTAL</b> | 1      | \$ 12             |
| 4. Property Buildings/Contents |              |        |                   |
|                                | 2016-2017    | 0      |                   |
|                                | 2017-2018    | 1      | 740               |
|                                | 2018-2019    | 0      |                   |
|                                | 2019-2020    | 0      |                   |
|                                | 2020-2021    | 0      |                   |
|                                | 2021-2022    | 0      |                   |
|                                | 2022-2023    | 0      |                   |
|                                | 2023-2024    | 1      | 78,450            |
|                                | 2024-2025    | 0      |                   |
|                                | 2025-2026    | 0      |                   |
|                                | <b>TOTAL</b> | 2      | \$ 79,190         |

\* INCURRED AMOUNT - Includes all payments plus outstanding reserves plus expenses, less any deductible applying.

# EXHIBIT “A”

Estimate of Values

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The information contained herein is confidential, commercial, financial, scientific and/or technical information that is proprietary to Intact Public Entities Inc. and cannot be disclosed to others. Any such disclosure could reasonably be expected to result in significant prejudice to the competitive position of Intact Public Entities Inc., significant interference with its competitive position and/or cause it undue loss. TM & © 2023 Intact Public Entities Inc. and/or its affiliates. All Rights Reserved.

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September 11, 2026

Meeting of September 16, 2026

## **Council Report**

**SUBJECT:** eScribe quote

**RECOMMENDATION:** That Council approve the quote from eScribe for meeting management software in the amount of \$7,000 plus \$1,000 implementation fee.

Most municipalities in this area, if they use a meeting management software, appear to use the services of eScribe. While there is one other main player in this field, we had a presentation from eScribe which, if implemented, would allow us to reach out to our neighbours should assistance be required.

The quote received was \$7,000 for a 12 month period. We are considering an implementation date of November 1 so, about \$1,200 would end up being a 2026 expense. In addition to this, the implementation fee would be \$1,000 provided we sign an agreement before the end of the month.

The optional services included in their quote could be added after we see how well the integration is with the zoom platform we presently use to broadcast our meetings and allow Members to participate electronically.

### **FINANCIAL IMPLICATION**

Cost would be \$8,000 plus HST of which \$2,200 would be a 2026 cost. Budget was \$12,000.

Prepared/Submitted by: Craig Davidson, Acting Clerk/Interim Treasurer

The Township of North Shore

## Meeting Management System Proposal

James Coulen

[jcoulén@eScribemeetings.com](mailto:jcoulen@eScribemeetings.com)

416-890-9808

**Date:** September 9, 2026

**Valid Until:** September 30, 2026

## Situational Analysis

The Township of North Shore is looking for a meeting management system to help improve efficiencies around their meeting processes, both internally and for public transparency.

## Project Goals

Based on our discussions to date, it is understood that the Township of North Shore is seeking a way to improve meeting management to achieve the following project goals:

- Digitally create and manage public meetings for staff, elected officials and public
- Improve the minute taking process and being able to generate minutes in Word
- Efficiently create and distribute paperless agendas to meeting attendees

## High Level Timeline

The eScribe implementation plan is formulated with consultation between the Customer Project Team and the eScribe Implementation Consultant upon the finalization of the agreement. Below is a sample implementation schedule and may change depending on the modules selected and Customer's timelines.

Here is an estimated overview of what you can expect during the implementation process:

### **Kick-Off Call (Week 1)**

- Review current processes
- Identify current challenges
- Review modules in scope
- Identify project goals
- Review onboarding plan
- Introduce core project team
- Schedule weekly project meetings

**Set-Up & Configuration** (*Week 2-4*)

- Build meeting templates
- User settings & permissions
- In-scope configurations
- Template sign-off

**Administrator Training** (*Week 5-9*)

- Training through eScribe Academy (LMS)
- Managing user permissions & templates
- Core agenda & minutes training
- Organizational settings
- Regular coaching in project meetings
- Review customer learning & support resources

**Go-Live Prep** (*Week 10*)

- Review go-live plan & strategy
- Review adoption best practices
- Monitor adoption process
- Ongoing training through eScribe Academy (LMS)
- Regular coaching in project meetings

**Post-Launch Review** (*Week 11+*)

- Go-live debrief
- Administrator feedback
- End-user feedback
- Plan for module(s) rollout, if applicable
- Set up regular account review cadence

## Available eScribe Modules

**All eScribe Bundles include:**

- Unlimited Users
- Unlimited Meetings
- Full Platform Search Functionality
- Meeting Type Set Up (amount bundle dependent)
- Document Set Up (amount bundle dependent)
- Storage (amount bundle dependent)

**Meeting Management**

|                                    |                                                                                                                                                                                                                                                                                                                                                                            |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Unlimited Templates</b>         | <ul style="list-style-type: none"> <li>• Create unlimited, repeatable templates for meetings, motions, and minutes. Use pre-made email templates to speed up communications and ensure they are as efficient as possible.</li> </ul>                                                                                                                                       |
| <b>Minutes</b>                     | <ul style="list-style-type: none"> <li>• Collaborate on minutes seamlessly during and after your meetings.</li> </ul>                                                                                                                                                                                                                                                      |
| <b>Meetings</b>                    | <ul style="list-style-type: none"> <li>• Administrators can look ahead and prepare for future meetings by adding details, motions, supporting documents, etc. in advance.</li> </ul>                                                                                                                                                                                       |
| <b>Agendas</b>                     | <ul style="list-style-type: none"> <li>• Quickly create new agendas or revise existing for all of your meeting types.</li> </ul>                                                                                                                                                                                                                                           |
| <b>Motions</b>                     | <ul style="list-style-type: none"> <li>• Create unlimited motions within your meetings to support specific meeting goals.</li> </ul>                                                                                                                                                                                                                                       |
| <b>Voting</b>                      | <ul style="list-style-type: none"> <li>• Capture physical votes (traditional with capture &amp; tabulation) and use various voting types (majority, <math>\frac{2}{3}</math>, <math>\frac{3}{4}</math>, <math>\frac{4}{5}</math>, and unanimous) and voting options (recorded, secret, or weighted) to quickly tabulate and display results via Public Display.</li> </ul> |
| <b>Tasks</b>                       | <ul style="list-style-type: none"> <li>• When you create a task, you have options to delegate the task, set a due date, and set the priority level. Tasks can also be added during meetings.</li> </ul>                                                                                                                                                                    |
| <b>Reporting</b>                   | <ul style="list-style-type: none"> <li>• Use pre-formatted reports to share reporting data for individual meetings. View these reports in-platform or export to Excel and prepare your reports to be submitted for wider circulation or public posting.</li> </ul>                                                                                                         |
| <b>Roll Call/Quorum Management</b> | <ul style="list-style-type: none"> <li>• View meeting attendees (both voting and non-voting participants) and mark present and absent</li> </ul>                                                                                                                                                                                                                           |

|                                               |                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                               | statuses. Roll call actions correspond to the meeting state.                                                                                                                                                                                                                                                                                                                |
| <b>Approval Workflows</b>                     | <ul style="list-style-type: none"> <li>Set automated approval workflows for meeting packages (documents, agendas, and minutes).</li> </ul>                                                                                                                                                                                                                                  |
| <b>Publishing</b>                             | <ul style="list-style-type: none"> <li>Easily publish meeting items to your organization's website via iFrame. No back-end work required!</li> </ul>                                                                                                                                                                                                                        |
| <b>Advanced Features</b>                      |                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Document Manager</b>                       | <ul style="list-style-type: none"> <li>Providing administrators and staff comprehensive management of all pre-meeting and post-meeting workflow activities</li> <li>Preparation and approval of reports and items for submission to meetings</li> <li>Easily manage submission deadlines and notifications to staff, reducing last minute changes to the agenda.</li> </ul> |
| <b>Single Sign-On</b>                         | <ul style="list-style-type: none"> <li>Microsoft Entra ID or ADFS</li> </ul>                                                                                                                                                                                                                                                                                                |
| <b>Participant Portal</b>                     | <ul style="list-style-type: none"> <li>Easy agenda access from tablets or computers to be best prepared for meetings</li> <li>Highlight, make notes, declare conflicts of interest.</li> <li>Control and enable access confidential documents for participants and administrators.</li> </ul>                                                                               |
| <b>Livestreaming/Video</b>                    |                                                                                                                                                                                                                                                                                                                                                                             |
| <b>YouTube/Vimeo* Integration</b>             | <ul style="list-style-type: none"> <li>Connect your public facing agendas and YouTube or Vimeo video to enable timestamped agenda items indexed to agendas and minutes.</li> </ul>                                                                                                                                                                                          |
| <b>Live Streaming Plus (Includes Encoder)</b> | <ul style="list-style-type: none"> <li>Livestream and record all meetings, with automatic timestamping that is indexed to agendas and minutes.</li> </ul>                                                                                                                                                                                                                   |
| <b>Closed Captioning</b>                      | <ul style="list-style-type: none"> <li>Keep everyone in your community informed during the meeting with live closed captioning for all livestreams, including transcripts readily available shortly after the meeting ends.</li> </ul>                                                                                                                                      |
| <b>Additional Modules</b>                     |                                                                                                                                                                                                                                                                                                                                                                             |

|                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Electronic Voting</b>                                                                                                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>Gather votes digitally by sending ballots directly to meeting voters through the eScribe platform. Then, votes are automatically tallied based on the kind of vote, and the results are visible to meeting participants and can be shared on a large display to the public.</li> </ul> |
| <b>Speaker List</b>                                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>Manage a speaker queue for public participants and other meeting participants to speak regarding agenda items. Speaker Lists can also be displayed for all participants via Public Display.</li> </ul>                                                                                 |
| <b>Public Comments (E-Comment)</b>                                                                                                                                                                                                                                                              | <ul style="list-style-type: none"> <li>Receive and publish comments from citizens before, during, and/or after meetings.</li> </ul>                                                                                                                                                                                           |
| <b>Board Manager*</b>                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>Board Manager lets municipalities, school districts and all public sector entities easily manage and publish their boards' and members' details – in addition to managing vacancies, applications and appointments – through an intuitive, responsive interface.</li> </ul>            |
| <b>Services &amp; Support</b>                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                               |
| <ul style="list-style-type: none"> <li>Migration of public facing agendas and minutes</li> <li>Customer Community Portal</li> <li>Dedicated Implementation Coordinator and Client Education Specialist</li> <li>Dedicated Customer Success Manager</li> <li>eScribe Academy Licenses</li> </ul> |                                                                                                                                                                                                                                                                                                                               |
| <b>NOTE:</b> Items with the * next to them will add an additional cost (Add-On)                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                               |

## Why eScribe?

### The Leader in Public Meeting Management

Founded in 2006, eScribe was created with a singular focus: to make public meeting management easier for clerks and their communities. Whereas other solutions offer a wide range of functionalities like payment processing, front-end website operations, and more, eScribe is proud to provide a best-in-class, streamlined solution focused solely on optimizing public meetings.

This best-in-class approach to the meeting management category frees eScribe's team of engineers, product designers, and customer success managers to fully optimize the meeting experience for meeting administrators, municipal stakeholders, and, most importantly, community residents.

Serving hundreds of communities of every size across the United States and Canada, eScribe customers consistently rate their experience as reliably easy, convenient, and effective. It's one reason communities choose eScribe again and again, resulting in a category-leading customer retention rate of more than 95%.

All of your meeting items in one secure, digital platform.

Say goodbye to disconnected systems and processes. With eScribe, everything required for your public meetings is easily findable and safeguarded by the latest protocols for cloud-based security.

eScribe streamlines the entire meeting lifecycle, allowing you to easily prepare for, conduct, and follow up on post-meeting items.

### Centralized Location for All Records and Resources

Enjoy peace of mind knowing all of your meeting items are in a digital, cloud-based meeting management platform. By providing admins and other users with a designated, centralized location for materials, meeting preparation, and collaboration – including viewing, editing, and approving documents – can occur in real time.

With centralized digital records available for public posting, eScribe can also provide convenient community access to relevant information as required by law. By going

digital with eScribe, citizens and other parties can view meeting agendas, livestreams of meetings, recordings, and minutes in one accessible online portal.

Whether you're posting meeting items to an existing website or going digital for the first time, eScribe has a range of public posting options to ensure your meetings are transparent, accountable, and conformant to the latest accessibility standards.

### **Security and Compliance**

eScribe is committed to keeping your information secure, and we understand the critical importance of data security in the public sector.

That's why our best-in-class security features and capabilities ensure every customer, large or small, benefits from an enterprise-grade security architecture. eScribe offers full control over your data and who can access it. Work confidently and ensure the right people see the right information. Unparalleled security and data protection features like user and permission management give you confidence and control over your organization's most sensitive data.

eScribe's platform operates on Microsoft's industry-leading Azure Cloud infrastructure, which is SOC2 Type 2 and ISO 27001 certified. And eScribe's SSO capabilities ensure a safe and seamless login experience - bolstering security while ensuring meetings start hassle-free.

### **Own and Control Your Data**

Our time-tested approach to privacy and data protection is grounded in our commitment to organizations' ownership of and control over the collection, use, and distribution of their information. We strive to be transparent in our privacy practices, offer you meaningful privacy choices, and responsibly manage the data we store and process. One measure of our commitment to the privacy of customer data is our adoption of the world's first code of practice for cloud privacy, ISO/IEC 27018.

*Learn more about privacy [here](#).*

## **Onboarding**

While a few vendors have solutions with features to address some of the pain points associated with meetings, features on their own don't necessarily drive benefits.

While features are an important consideration at eScribe, we've learned that the ultimate success of platform implementation is driven more by end user buy in to the improved way of doing things. That is why more projects fail from lack of user adoption than virtually any other reason.

While training end users on proper system use is an important component, there are additional critical factors to consider. To ensure a successful implementation we assign a dedicated team and follow a repeatable framework that has been developed over hundreds of successful implementations spanning customers both large and small.

## Your eScribe Success Team

Customer experience is very important to us. We understand it can be daunting to migrate to new software. That is why you will have access to a dedicated team of experienced eScribe professionals supporting you every step of the way, reducing the impact on your internal staff and IT department, and ensuring a successful roll-out, including:

- *Corporate Project Sponsor*
- *Implementation Consultant*
- *Training & Process Workshops*
- *Customer Support*
- *Customer Success Manager*

## Project Management

eScribe is a flexible cloud-based platform that can be personalized with the look and feel of an organization while still aligning with "best-practices" and automated processes to assist users before, during and after meetings.

Your Implementation Consultant will guide you through the process of setting up your project for success and long-term satisfaction through the whole organization. Throughout a series of project meetings, you will be led through a tried-and-true process to take your organization from configuration, training, initial go live, and subsequent roll out to the rest of the organization. Your Implementation Consultant

will work with you to build an implementation plan that aligns with your key success criteria and desired timelines.

## Configuration

Your Implementation Consultant will work with you to communicate with staff and coordinate the gathering of user, meeting and process information and configuring eScribe for first use, including:

- Project Planning and ongoing Coordination
- User and Permissions Configuration
- Meeting Types Configuration
- Agenda & Minute Templates & Workflow Configuration
- Report & Document Templates & Workflow Configuration
- Live Streaming Configuration
- Internet Publishing Configuration
- Scheduling End User Training
  - Meeting Administrators
  - Site Administrators
  - Staff Contributors
  - Meeting Participants
- Maintaining project documentation and resolving open items

## Training & Process Workshops

### Approach

eScribe's implementation plan has been established over years of implementing eScribe's services to hundreds of public sector organizations. The process is designed to streamline the process of integrating our services into your day to day operations. Our team of experts will work closely with you to develop a customized plan that meets your specific needs and goals. With a focus on efficiency, cost-effectiveness, and minimal disruption to your daily operations, eScribe's implementation plan is designed to help you achieve success quickly and effectively.

### eScribe Academy

eScribe Administrators will have an opportunity to leverage eScribe Academy, our online learning system (LMS) to learn the core fundamentals of eScribe at a self lead

pace. Each session includes quizzes to ensure viewers are understanding the content that they must pass to progress.

New eScribe Administrators will begin their onboarding process by following a standard **Learning Path** that guides you through a list of courses focused on the requirements of creating and managing meetings. This learning path is self-paced, allowing you to complete courses at your own pace with each course's completion time listed. These courses are divided into lessons and milestones, with each course becoming accessible once the previous one is completed. You also have the option to retake any course for added flexibility. Additionally, each course includes Supplemental **Resources** available for download during training. Completed courses will be available for reference as needed

Each eScribe Administrator should have their own unique license for the system as they will receive an eScribe Certificate with their name after training is completed. Certificates can be downloaded and added to their resume and LinkedIn profile! Administrators will be eScribe Certified!

### Workshop Sessions

In addition to user training available through eScribe Academy, you will participate in optional one on one workshop sessions with our team of experts. Workshops are usually scheduled in 30-60 minutes increments, with most customers taking advantage of 4-5 hours of workshop time throughout the onboarding process.

These workshop sessions will focus on any specific processes that you may have that require further discussion in order to best align eScribe services to your organization's needs as well as any questions that have risen from practice following the product training.

These sessions are designed to complement the product training through eScribe Academy to ensure that each Customer can use their eScribe system to its fullest potential. It is recommended that to make best use of these workshop sessions, they are scheduled once users have had a chance to practice after training to have a basic understanding of the flow of information throughout the eScribe system.

## Train the Trainer

eScribe recommends a “train the trainer” approach to implementation as it allows for a scalable and sustainable adoption roll out within your organization, as there will always be individuals within your organization who are in-house experts to assist others.

By training key champions within the organization to become trainers themselves, you can ensure that knowledge and skills are effectively disseminated throughout the entire organization. This not only saves time and resources in the long run, but also creates a culture of continuous learning and development.

Additionally, train the trainer approach allows you to tailor content and discussions to meet the specific needs and business processes of your organization, ensuring that training content is relevant and applicable to your unique environment. Furthermore, by empowering internal trainers to become champions with your eScribe roll out, you are fostering a sense of ownership and accountability within the organization.

## Dedicated Go Live Support

In order to ensure that your first meeting gets off to a strong start, your eScribe Implementation Consultant will support you through agenda prep, conducting, and live streaming your first live eScribe meeting to ensure administrative users are comfortable with all aspects of the meeting lifecycle. As you progress closer to your go live targets, your Implementation Consultant will work with you to plan a mock meeting session, as we normally recommend these mock meetings are held to practice the use of the eScribe system, as well as any process changes that are taking place as part of launch.

# eScribe Online Resources

## Educational Webinars

The eScribe Customer Education team also leads educational webinars on topics as requested and voted on by customers offering how-to instructions and time-saving

tips to help users get the most from eScribe. There is no additional cost for these webinars. Sign up for one or as many as you like.

## Customer Community Portal (CCP)

To further empower our customers, the CCP can be used to submit and track support tickets.

Some key features of CCP include:

- **Knowledge Base** – A library of user reference, and help articles
- **FAQ section** – “How-to” guides and technical troubleshooting assistance
- **Announcements** – Including product release notes, promotions, company updates

## Realtime Technical Support

We are very proud of our solution, but even prouder of our post sale relationship with our customers.

Our support team is just a few clicks or call away and prides itself on their responsiveness and knowledge of both eScribe and the meeting processes we support.

eScribe customers can access our support in three ways:

1. Customer Community Portal
2. [support@escribemeetings.com](mailto:support@escribemeetings.com)
3. 1-855-299-0023

Standard support hours are from Monday to Friday, 8:30am to 8pm EST with extended phone support available until 11pm EST excluding statutory holidays. Emergency and extended support are available by request.

Key features of Technical Support include:

- Online access to eScribe’s trouble ticketing portal to log and update service requests, communicate directly with support personnel and access eScribe’s online technical repository.
- Live answering and monitoring of customer tickets during regular support hours.

- Unlimited technical assistance by telephone or electronic mail for designated individuals
- Provide any updates to eScribe software and its documentation automatically at no additional charge.

## Customer Success Program

As your implementation of eScribe comes to an end, your Customer Success Manager (CSM) will take center stage working to help your further roll out and adoption of the eScribe services across your organization. Your CSM is your champion, your main point of contact, your advisor, as you continue to leverage eScribe in your day to day lives. Your CSM will schedule regular Account Review calls with you to understand evolving priorities and what we can do to further assist you and your organization.

Whether it's to get updates on future product roadmaps, act as your point of escalation on an issue, or discuss potential process changes, your CSM is there to guide you along the way.

## Optional Services

In addition to our core services, customers may require additional services to assist with implementation and user adoption, which are available for an additional fee.

### **One-on-One Training**

For larger end-user groups or in cases where the customer would like to incorporate customized business process training into the curriculum, we offer one-on-one training sessions with a dedicated trainer. One-on-one training can be delivered remotely, or on-site as required.

### **Legacy Data Migration**

In many cases eScribe's robust platform can import legacy meeting information from internal or competitive systems to provide users with a seamless experience. We would be happy to provide a custom statement of work and quotation based on a review of available data and structure.

## Pricing

eScribe is pleased to offer, the following annual subscription fees and one-time setup fees to meet the requirements as outlined. eScribe leverages a detailed onboarding approach developed over hundreds of successful customer implementations, allowing us to provide a fixed price, including; activation of the solution on the cloud, customer specific configuration of meeting types, content templates, and initial workflow configuration, administrator, contributor, and participant training, in addition to one on one workshop sessions and go live support for key initial meetings.

### Core Bundle

| eScribe Annual Service and Support Fees         |              |             |          |                 |
|-------------------------------------------------|--------------|-------------|----------|-----------------|
| Module                                          | License Type | License Fee | Quantity | Cost            |
| eScribe Core Bundle                             | Annual       | \$ 7,000    | 1        | \$ 7,000        |
| eScribe Meeting Manager & Publishing            |              | INCL        |          |                 |
| eScribe Speaker List                            |              | INCL        |          |                 |
| Forms Authentication                            |              | INCL        |          |                 |
| <b>Total - Annual Software and Support Fees</b> |              |             |          | <b>\$ 7,000</b> |
| Implementation Fees                             |              |             |          |                 |
|                                                 |              | Service Fee | Quantity | Cost            |
| eScribe Core Setup/Training                     | One time     | \$ 2,100    | 1        | \$ 2,100        |
| Meeting Template & Attendee Group Setup         |              | INCL        | 1        |                 |
| Implementation Workshops                        |              | INCL        | 6        |                 |
| User Setup                                      |              | INCL        | 25       |                 |
| eScribe Academy Licenses                        |              | INCL        | 2        |                 |
| Department Configuration                        |              | INCL        | 1        |                 |
| Discount if Signed by September 31, 2026        |              |             | 1        | -\$ 1,000       |
| <b>Total - One-time Implementation Fees</b>     |              |             |          | <b>\$ 1,000</b> |

## Optional Modules

| Optional Modules          | Annual   | Service Fee |
|---------------------------|----------|-------------|
| eScribe Document Manager  | \$ 3,000 | \$ 900      |
| eScribe Vimeo Integration | \$ 2,000 | \$ 600      |

## Pricing Notes:

- All fees are in \$CDN (exclusive of taxes), based on a three (3) year term and are valid for sixty (60) days from the date of this response.
- Implementation fees are for remote support. Onsite personnel can be arranged. Additional travel and living expenses would apply in addition to the Implementation Fees.
- Year 1 Subscription and Implementation Services Fees are invoiced upon commencement of the project.
- Subsequent year(s) Subscription Fees will be due on the anniversary date and will increase from the previous years Subscription Fees by six percent (6%).
- Payment Terms are Net 30 from date of invoice.

## Contact

We look forward to the potential of working on this important project with you. Should you have any questions about this proposal, please do not hesitate to reach out.

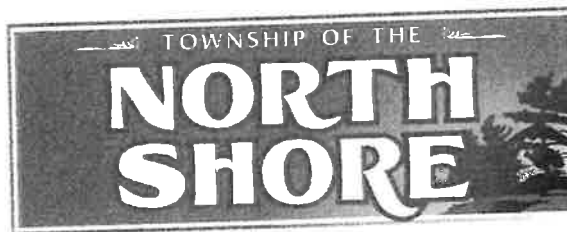
James Coulen

Senior Account Executive

416-890-9808

[jcoulen@escribemeetings.com](mailto:jcoulen@escribemeetings.com)

<https://escribemeetings.com>



September 11, 2026

Meeting of September 16, 2026

## **Council Report**

**SUBJECT:** SCADA/PLC update

**RECOMMENDATION:** That Council approve the quote from Cond Electrical and Controls Inc dated July 14, 2026 in the amount of \$74,495.54 plus HST.

The attached quote was received from PUC on Tuesday, September 8, 2026.

In discussion with PUC, there are very few options when it comes to SCADA and PLC controls. The proposal is from the company that they use to manage our present system.

The SCADA is older and is starting to experience periods where it shuts down. While to date, this has been able to be restarted but it puts to mind the old server that eventually could not be restarted. In that case it was an accounting system that had to be replaced. If the SCADA cannot be restarted it could affect potable drinking water.

This is more than the estimate included in the 10 year forecast but this is totally replacing the SCADA and parts of the PLC rather than just providing updates. It would have our SCADA with the most up to date system possible.

These costs are included in the Pronto Water Treatment Plant retrofit.

### **FINANCIAL IMPLICATION**

Cost of \$74,495.54 would be funded by ICIP Green and OCIF and are within the budget limits established for the overall project.

Prepared/Submitted by: Craig Davidson, Acting Clerk/Interim Treasurer

# CONTROL SYSTEM UPGRADE PROPOSAL

## FlexLogix to CompactLogix Migration with FactoryTalk View SE HMI

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**Prepared for:** Township of The North Shore - Pronto Water Treatment Plant

**Prepared by:** Caleb Cond — Cond Electrical and Controls Inc

**Date:** July 14, 2026

**Revision:** r0

### 1. Executive Summary

This proposal outlines the replacement of the existing Allen-Bradley FlexLogix 1794-L34 control system with an Allen-Bradley CompactLogix 5380 5069-L320ER controller, and the upgrade of the existing RSView HMI to FactoryTalk View Site Edition (SE) running on a Lenovo ThinkStation P3 Tiny Gen 2 workstation.

The new control equipment — CompactLogix 5380 controller, 5069-SERIAL serial interface module, and Allen-Bradley Stratix 2100 EtherNet/IP switch — will be installed on a new DIN rail section mounted in the right-hand column of the existing PLC cabinet, fed from the existing cabinet 24VDC through fused terminals. All existing FLEX I/O modules on both FlexBus banks remain on their existing DIN rails and connect to the new controller via two 1794-AENTR EtherNet/IP adapters and Ethernet cabling routed directly to new CompactLogix controller located in same cabinet.

The existing FlexLogix platform was discontinued by Rockwell Automation in 2009 and is no longer supported. The existing XLReporter day log reporting function — which generates 5-minute interval water quality Excel reports for pH, turbidity, chlorine residual, and other Ontario MECP compliance parameters — will be preserved by upgrading the existing XLReporter installation to XLReporter 2025. XLReporter samples the live process data on a 5-minute schedule and generates the automated daily Excel reports. The site already runs an older version of XLReporter, making migration to XLReporter 2025 straightforward with existing report templates readily convertible.

This migration moves the system to the current-generation CompactLogix 5380 platform (5069 series), which is Rockwell Automation's current Active lifecycle platform, is fully supported, and is compatible with Studio 5000 Logix Designer programming software. The 5069-L320ER was selected specifically to support future migration of the FLEX I/O to the local 5069 backplane — the L320ER supports up to 31 local I/O modules, accommodating all 12 planned 5069 I/O modules with headroom to spare.

### 2. Existing System Overview

The current control system consists of a FlexLogix 1794-L34 controller with two FlexBus I/O banks:

#### FlexBus Local 1 — Connected to 1794-L34 CPU

- 1794-L34 FlexLogix Controller (CPU) + 1788-ENBT/A EtherNet/IP Daughtercard
- 1794-IB16/A — 16-Ch. Digital Input (×5)
- 1794-OB16/A — 16-Ch. Digital Output (×2)

- 1794-PS13 — 24VDC Power Supply (currently powers BOTH buses via FLA bridge)

### FlexBus Local 2 — Connected to 1794-FLA

- 1794-FLA — FlexLogix Extended Local I/O Adapter
- 1794-IE8/B — 8-Ch. Analog Input (×3)
- 1794-OF4I/A — 4-Ch. Analog Output (×1)
- 1794-OB16/A — 16-Ch. Digital Output (×1)
- ProSoft MVI94-MCM — Modbus/Multi-Protocol Module (×1)

## 3. Proposed System Architecture

### 3.1 PLC Cabinet Installation — Right Column DIN Rail

The new control equipment will be installed on a new 35mm DIN rail section mounted in the right-hand column of the existing PLC cabinet. There is sufficient space in the PLC cabinet right column for the new equipment, so no separate remote enclosure is required. The DIN rail section will contain the following equipment:

- CompactLogix 5380 5069-L320ER controller — integrated 24VDC power supply, no separate chassis PSU required
- 5069-SERIAL Compact 5000 serial interface module — for DF1 communication with the RACO Verbatim Auto Dialer via RS-232
- Allen-Bradley Stratix 2100 (1783-USP5T) EtherNet/IP switch
- Fused terminal blocks distributing the existing cabinet 24VDC to the CompactLogix controller and the Stratix 2100 switch — no additional DIN rail power supply is anticipated.
- Terminal block distribution for 24VDC and grounding

Approximately 260mm of contiguous DIN rail width is required (5069-L320ER ≈155mm + 5069-SERIAL module + Stratix switch ≈30mm + fused terminals). Available DIN rail width in the PLC cabinet right column must be confirmed on site before installation.

### 3.2 EtherNet/IP Network — Stratix 2100 Switch (1783-USP5T)

The Allen-Bradley Stratix 2100 is Rockwell Automation's current recommended unmanaged industrial Ethernet switch for small EtherNet/IP control networks

The 1783-USP5T provides 5 Fast Ethernet (10/100 Mbps) RJ45 ports, DIN rail mounting, 24VDC power input. No configuration is required — plug and play. In this application the switch carries: the CompactLogix controller (Port 1) and the HMI (Port 2). The two 1794-AENTR adapters are NOT connected to the switch — they sit on a separate linear EtherNet/IP segment off CompactLogix Port 2 (see Section 3.4). Port assignments:

| Switch Port | Connected Device                        | Location / Notes                                                                                                                                                |
|-------------|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Port 1      | 5069-L320ER CompactLogix 5380           | MCC right column — connect to CompactLogix built-in EtherNet/IP Port 1. Port 1 carries star EtherNet/IP traffic to the switch, HMI, and (future) plant network. |
| Port 2      | Lenovo ThinkStation P3 Tiny Gen 2 (HMI) | Routes to HMI workstation at operator station. Armoured Cat5e/6 STP cable.                                                                                      |

| Switch Port | Connected Device | Location / Notes                                                 |
|-------------|------------------|------------------------------------------------------------------|
| Port 3      | SPARE            | Available for laptop programming access or plant network uplink. |
| Port 4      | SPARE            | Available for future device or expansion.                        |
| Port 5      | SPARE            | Available for future device or expansion.                        |

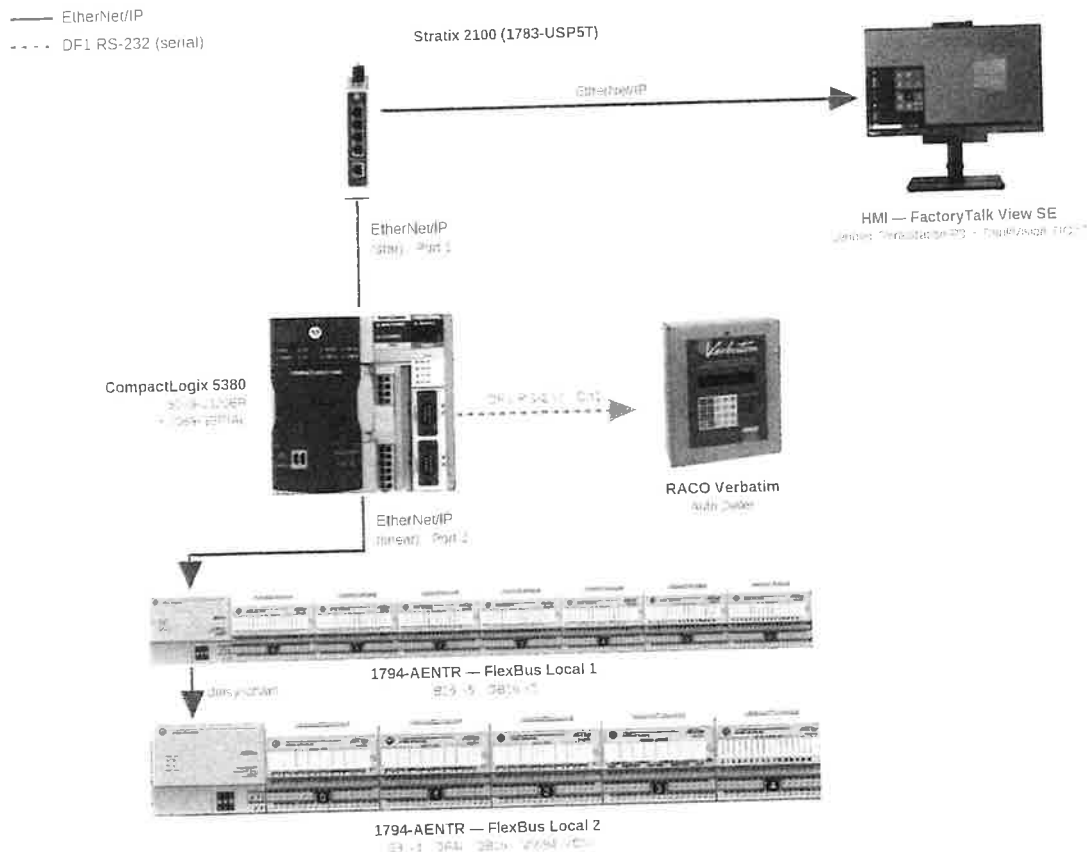


Figure 1 — Proposed network architecture

### 3.3 PLC — CompactLogix 5380 (5069-L320ER)

- 2 MB user memory — all usable for program
- Dual EtherNet/IP ports at 1 Gbps full-duplex
- Integrated 24VDC power supply
- Supports up to 40 EtherNet/IP I/O nodes and 31 local 5069 Compact I/O modules — sufficient for both current AENTRs and full future FLEX I/O migration to the local backplane
- No local I/O required at this stage — all I/O remains on the FLEX I/O banks via 1794-AENTRs — however the controller is sized to support a full future migration of all FLEX I/O to local 5069 modules

- No battery — integrated energy storage module replaces lithium battery backup, eliminating periodic battery replacement
- Lifecycle status: Active — current generation platform with full Rockwell support
- Programmed with Studio 5000 Logix Designer v31 or later — same Logix instruction set as FlexLogix. Version 31 is the minimum required for the 5069-SERIAL Add-On Profile (AOP).

### **3.3a Conformal Coating — Optional Upgrade to 5069-L320ERP**

The standard 5069-L320ER is the baseline controller specified in this proposal. An optional upgrade to the 5069-L320ERP (conformal coated process controller) is presented for consideration.

#### **Why conformal coating for a water treatment plant:**

- Conformal coating is recommended when certain environmental conditions present — specifically humidity, chlorine gas, hydrogen sulphide, and corrosive particulates. Conformal coated products provide protection from corrosives, contaminants, and humidity, and recommends hardened products as the first step when deploying electronics in corrosive environments.
- Conformal coating applies a thin polymeric film to PCB assemblies, protecting against moisture, humidity, condensation, fungus, dust, and corrosion from airborne contaminants including chlorine compounds.
- Water treatment plants present elevated PCB risk from high ambient humidity, chlorine gas and compounds used in disinfection, hydrogen sulphide in process areas, and lime and coagulant particulates.
- The 5069-L320ERP is functionally identical to the 5069-L320ER

#### **Cost comparison — standard vs conformal coated controller:**

- Premium for conformal coating: approximately 35% additional cost for the controller

*Note: If conformal coating is selected, Rockwell also offers conformal coated 5069 Compact I/O modules for future local I/O.*

### **3.3b Serial Communications — 5069-SERIAL (DF1 to RACO Verbatim Auto Dialer)**

The 5069-SERIAL Compact 5000 serial interface module is installed on the 5069-L320ER local backplane to provide DF1 serial communication with the RACO Verbatim Gateway Auto Dialer. The Verbatim is a RACO Manufacturing alarm annunciator and auto-dialer used at the Pronto Water Treatment Plant to monitor PLC data registers and automatically notify operators by telephone in the event of an alarm condition.

- Communication protocol: DF1 Point-to-Point (RS-232) — Channel 1 of the 5069-SERIAL module
- Physical interface: DB-9 RS-232 serial cable from 5069-SERIAL Channel 1 to the Verbatim Gateway RS-232 port
- The Verbatim continuously monitors up to 96 PLC data registers via DF1 — alarm conditions trigger automatic telephone notification to up to 16 operator destinations
- Channel 2 of the 5069-SERIAL module is spare and available as a fallback Modbus master for the power meter.
- Lifecycle status: Active — fully supported on the CompactLogix 5380 platform

### 3.4 FLEX I/O Adapters — 1794-AENTR (×2, existing cabinet)

- One 1794-AENTR replaces the 1794-L34 on FlexBus Local 1 — same physical footprint
- One 1794-AENTR replaces the 1794-FLA on FlexBus Local 2 — identical width and depth
- Each 1794-AENTR is powered from the existing 24VDC source at its rack — the supply that currently feeds the 1794-L34 powers the FlexBus Local 1 AENTR, and the supply that feeds the 1794-FLA powers the FlexBus Local 2 AENTR.
- The two 1794-AENTRs are connected using a linear EtherNet/IP topology directly from the CompactLogix controller — the FlexBus Local 1 AENTR connects to CompactLogix Port 2, and the FlexBus Local 2 AENTR daisy-chains from Port 2 of the FlexBus Local 1 AENTR.

### 3.5 HMI — FactoryTalk View SE on Lenovo ThinkStation P3 Tiny Gen 2

- FactoryTalk View SE Station license — single workstation. A Station bundle (unlimited displays).
- FactoryTalk Linx (RSLinx Enterprise) included in the station bundle for EtherNet/IP communications
- FactoryTalk View Studio Enterprise — the development/configuration software used to build and edit the FT View SE application (perpetual license with self support)
- Lenovo ThinkStation P3 Tiny Gen 2 (Intel) — Windows 11 Pro (64-bit) required. Workstation-class reliability and extended lifecycle suitable for industrial HMI applications.
- Full alarm management, trending, data logging, and operator display capabilities
- 5-minute interval water quality day log reporting via XLReporter 2025 (SmartSights, Basic perpetual license) — automated daily Excel reports logging pH, turbidity, chlorine residual, and all required water quality parameters at 5-minute intervals. An older version of XLReporter is already deployed at this site — migration to XLReporter 2025 is straightforward with existing report templates readily convertible.
- Connects to the Stratix 2100 switch via Ethernet — Port 2

#### 3.5a Water Quality Day Log Reporting — XLReporter 2025

The existing system uses XLReporter (SyTech / SmartSights) to generate daily log files of water quality readings at 5-minute sample intervals for Ontario MECP compliance reporting. This project will upgrade the existing XLReporter installation to XLReporter 2025 (SmartSights), Basic Perpetual License, and reconfigure it to read the new CompactLogix 5380 process tags as a real-time data source — via FactoryTalk Linx / FactoryTalk View SE — sampling on a 5-minute schedule to build the daily report.

## 4. Hardware & Software Bill of Materials

| Description                                                       | Catalog #                | Qty | Unit Price | Ext. Price        | Notes                                                                                                                                    |
|-------------------------------------------------------------------|--------------------------|-----|------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PLC CABINET MATERIALS — RIGHT COLUMN DIN RAIL</b>              |                          |     |            |                   |                                                                                                                                          |
| 35mm DIN Rail<br>(cut to fit)                                     | NS 35/7,5 Perf or equiv. | 1   | \$40       | <b>\$40</b>       | Mounts 5069-L320ER controller, 5069-SERIAL, and Stratix switch. Controller has integrated PSU and is fed from the existing cabinet 24VDC |
| Terminal Blocks, screw-type, DIN rail (24VDC + GND bus)           | UT6 or equiv             | 10  | \$8        | <b>\$80</b>       | 24VDC distribution from existing cabinet supply, ground bus, neutral bus. Qty TBD at detailed design.                                    |
| Fused terminal blocks (24VDC to CPU and switch)                   | UK 6,3 HESI or equiv.    | 3   | \$20       | <b>\$60</b>       | Fused 24VDC feeds for the 5069-L320ER MOD power and the Stratix 2100.                                                                    |
| DIN rail end stops / end clamps                                   | E/NS 35 N or equiv       | 4   | \$4        | <b>\$16</b>       | Secure terminal and module rows.                                                                                                         |
| Wireway / wires                                                   | Field-supply             | 1   | —          | <b>\$200</b>      | 24VDC feed and Ethernet routing within PLC Cabinet.                                                                                      |
| <b>PLC Cabinet Materials Subtotal:</b>                            |                          |     |            | <b>\$396</b>      |                                                                                                                                          |
| <b>PLC CONTROLLER</b>                                             |                          |     |            |                   |                                                                                                                                          |
| CompactLogix 5380 Controller, 2MB, 31 local I/O, 40 ENet/IP nodes | 5069-L320ER              | 1   | \$7,314.95 | <b>\$7,314.95</b> | Replaces 1794-L34. Active lifecycle. Integrated 24VDC power supply.                                                                      |
| CompactLogix 5380 End Cap                                         | 5069-ECR                 | 1   | \$49.10    | <b>\$49.10</b>    | Required to terminate the 5069 Compact 5000 I/O bus.                                                                                     |
| Compact 5000 Serial Interface Module                              | 5069-SERIAL              | 1   | \$1,347.96 | <b>\$1,347.96</b> | DF1 RS-232 to RACO Verbatim. Ch2 spare.                                                                                                  |
| <b>PLC Controller Subtotal:</b>                                   |                          |     |            | <b>\$8,712.01</b> |                                                                                                                                          |
| <b>OPTIONAL UPGRADE — CONFORMAL COATED CONTROLLER</b>             |                          |     |            |                   |                                                                                                                                          |
| 5069-L320ERP CompactLogix                                         | 5069-L320ERP             | 1   | \$9,871.35 | <b>\$9,871.35</b> | conformal coated.                                                                                                                        |

| Description | Catalog # | Qty | Unit Price | Ext. Price | Notes |
|-------------|-----------|-----|------------|------------|-------|
|-------------|-----------|-----|------------|------------|-------|

#### ETHERNET SWITCH — ROCKWELL RECOMMENDED

|                                                                        |            |   |          |          |                   |
|------------------------------------------------------------------------|------------|---|----------|----------|-------------------|
| Stratix 2100<br>Unmanaged<br>EtherNet/IP<br>Switch, 5-Port,<br>100Mbps | 1783-USP5T | 1 | \$257.35 | \$257.35 | New 5 Port Switch |
|------------------------------------------------------------------------|------------|---|----------|----------|-------------------|

**Switch**

**\$257.35**

**Subtotal:**

#### FLEX I/O ADAPTERS — EXISTING CABINET MODIFICATIONS

|                                                                     |            |   |            |            |                                                                              |
|---------------------------------------------------------------------|------------|---|------------|------------|------------------------------------------------------------------------------|
| FLEX I/O Dual<br>Port EtherNet/IP<br>Adapter, 8-<br>module capacity | 1794-AENTR | 2 | \$2,012.95 | \$4,025.90 | One per FlexBus bank.<br>Bus 1 replaces 1794-L34;<br>Bus 2 replaces 1794-FLA |
|---------------------------------------------------------------------|------------|---|------------|------------|------------------------------------------------------------------------------|

**FLEX I/O**

**\$4,025.90**

**Adapter**

**Subtotal:**

#### HMI HARDWARE

|                                                         |            |   |            |            |                                                                                                              |
|---------------------------------------------------------|------------|---|------------|------------|--------------------------------------------------------------------------------------------------------------|
| Lenovo<br>ThinkStation P3<br>Tiny Gen 2<br>Workstation  | 30K6000AUS | 1 | \$1,923.90 | \$1,923.90 | Workstation-class HMI<br>computer.                                                                           |
| Lenovo<br>ThinkVision<br>T1027 27"<br>Monitor           | 11JHRAR1UZ | 1 | \$680.90   | \$680.90   | 27" monitor with USB-C<br>hub. Single USB-C cable<br>to ThinkStation P3. CAD<br>— Lenovo.ca.                 |
| Microsoft Office<br>Home 2024 —<br>One-time<br>Purchase | 5MS1Q52208 | 1 | \$227.70   | \$227.70   | Included in Lenovo cart.<br>Confirm commercial-use<br>licensing is appropriate for<br>municipal application. |

**HMI Hardware**

**\$2,832.50**

**Subtotal:**

#### INTERCONNECT CABLING & CONDUIT

|                                                                  |              |   |      |       |                                                                                         |
|------------------------------------------------------------------|--------------|---|------|-------|-----------------------------------------------------------------------------------------|
| Cat5e/Cat6<br>shielded<br>industrial<br>Ethernet patch<br>cables | Field-supply | 4 | \$25 | \$100 | CompactLogix→switch,<br>Port 2→AENTR Bus 1,<br>AENTR Bus 1→AENTR<br>Bus 2. Lengths TBD. |
|------------------------------------------------------------------|--------------|---|------|-------|-----------------------------------------------------------------------------------------|

**Cabling &**

**Conduit**

**\$100**

**Subtotal:**

#### SOFTWARE LICENSES

|                                                  |             |   |            |            |                               |
|--------------------------------------------------|-------------|---|------------|------------|-------------------------------|
| Studio 5000<br>Logix Designer<br>— Lite Edition, | 9324MRLDT11 | 1 | \$4,849.88 | \$4,849.88 | Programs CompactLogix<br>5380 |
|--------------------------------------------------|-------------|---|------------|------------|-------------------------------|

| Description                                                                             | Catalog #                      | Qty | Unit Price | Ext. Price         | Notes                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------|--------------------------------|-----|------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Perpetual + M-F<br>8x5 Support                                                          |                                |     |            |                    |                                                                                                                                                                               |
| FactoryTalk<br>View SE Station<br>Bundle —<br>Unlimited<br>Displays,<br>Perpetual + 8x5 | 9701MVWSTNBDLT41               | 1   | \$7,325.51 | <b>\$7,325.51</b>  | Single-station HMI.<br>Includes FactoryTalk Linx,<br>unlimited displays,<br>unlimited ViewPoint web<br>clients                                                                |
| FactoryTalk<br>View Studio<br>Enterprise —<br>Perpetual + Self<br>Support               | 9701M-VWSTDENTT60              | 1   | \$4,892.88 | <b>\$4,892.88</b>  | HMI<br>development/configuration<br>software for building and<br>editing the FT View SE<br>application. Perpetual with<br>FactoryTalk View Studio<br>Enterprise Self Support. |
| XLReporter<br>2025 — Basic<br>Perpetual<br>License                                      | XLR-BASIC-P<br>(WI9EATEMPW+83) | 1   | \$4,602.51 | <b>\$4,602.51</b>  | Real-time data sources,<br>Excel distribution,<br>scheduled/on-demand<br>reports, 1 yr Basic<br>Customer Care.                                                                |
| <b>Software<br/>License<br/>Subtotal :</b>                                              |                                |     |            | <b>\$21,670.78</b> |                                                                                                                                                                               |
| <b>TOTAL EQUIPMENT &amp; SOFTWARE: \$37,994.54</b>                                      |                                |     |            |                    |                                                                                                                                                                               |

## 6. Scope of Work

| Phase                                    | Scope of Work                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1 — Engineering &amp; Procurement</b> | I/O list review, tag mapping, DIN rail layout planning, DIN rail sizing, 24VDC feed and fusing design, hardware BOM finalization, software licensing procurement.                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>2 — Electrical Drawing Package</b>    | Produce all new drawings for the DIN rail installation and existing cabinet modifications. Update the existing drawing set to reflect the as-modified system.                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>3 — PLC Program Migration</b>         | Re-target the existing RSLogix 5000 FlexLogix project to CompactLogix 5380 (5069-L320ER). Re-map I/O under the two 1794-AENTR EtherNet/IP nodes per the updated I/O list. Install the 5069-SERIAL AOP and configure the DF1 channel for the RACO Verbatim Auto Dialer. Offline test and simulation in Studio 5000 Logix Designer v31 or later.                                                                                                                                                                                                                                       |
| <b>4 — HMI Development</b>               | Build the FactoryTalk View SE application on the Lenovo ThinkStation P3 Tiny Gen 2. Replicate and improve existing RSView screens. Configure the FactoryTalk Linx data server with CompactLogix EtherNet/IP tags. Set up alarms and trends. Install and configure XLReporter 2025 (Basic) for 5-minute interval water quality day log reporting — read the CompactLogix/FT View SE process tags as a real-time source, migrate existing report templates to the new tag structure, configure scheduled 5-minute sampling, automated daily Excel report generation, and archive path. |
| <b>5 — Hardware Installation</b>         | Install the new DIN rail section in the MCC right column per drawings. Route the 24VDC feed from the existing cabinet supply and Ethernet/wireway. Replace 1794-L34 with 1794-AENTR on FlexBus Local 1. Replace 1794-FLA with 1794-AENTR on FlexBus Local 2, feeding each AENTR from the existing 24VDC source at its rack. Pull and terminate all Ethernet cabling. Mount the ThinkStation P3 and monitor at the operator station.                                                                                                                                                  |
| <b>6 — Commissioning &amp; Startup</b>   | Power up and verify the new DIN rail equipment against the wiring drawings. Download the PLC program to CompactLogix. Verify all I/O on both FlexBus banks against the I/O list. Verify DF1 to the RACO Verbatim. Commission HMI screens, alarms, trends, and XLReporter reporting. Operator acceptance testing. Issue final as-built drawings and documentation package.                                                                                                                                                                                                            |

## 8. Engineering Services

| Engineering Task                                                             | Notes                                                                                                                                                          |
|------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DESIGN ENGINEERING &amp; DRAWINGS</b>                                     |                                                                                                                                                                |
| Engineering kickoff — Site Visit, BOM finalization                           | Review existing drawings and program. Finalize hardware list. Review existing Modbus register map for re-mapping under CompactLogix.                           |
| DIN rail design — layout drawings                                            | General arrangement, dimensioned DIN rail layout in MCC right column, equipment positions and clearances.                                                      |
| Power distribution wiring diagram                                            | 24VDC feed from existing cabinet supply, fused distribution to CPU and switch, terminal numbering, wire schedule.                                              |
| EtherNet/IP & serial network diagram                                         | Switch port assignments, linear AENTR chain, DF1 serial, IP address scheme, cable routing.                                                                     |
| Existing drawing modification                                                | Modified panel layouts, AENTR wiring diagrams, conduit routing, wire schedule.                                                                                 |
| Drawing review, client comments, and as-built revisions                      | Incorporate review comments. Issue IFC set. Issue as-built at project close.                                                                                   |
| <b>Design Engineering Subtotal : \$9,100</b>                                 |                                                                                                                                                                |
| <b>PLC PROGRAMMING — COMPACTLOGIX 5380 (5069-L320ER)</b>                     |                                                                                                                                                                |
| Studio 5000 project setup — re-target FlexLogix program to CompactLogix 5380 | Create new 5069-L320ER project. Configure controller properties and task structure. Integrated PSU — no chassis configuration required.                        |
| I/O tree configuration — add both 1794-AENTR nodes and all FLEX modules      | Configure AENTR IP addresses, module types, RPIs. Verify against I/O list.                                                                                     |
| Program logic migration — re-map all I/O tags to new AENTR addressing        | Global find/replace of I/O aliases. Review and update all ladder rungs for tag compatibility. FlexLogix to CompactLogix instruction differences reviewed.      |
| Modbus / MVI94-MCM configuration review and re-map                           | Re-configure Modbus read/write blocks under CompactLogix addressing. Verify and document register mapping. MVI94-MCM confirmed compatible with the 1794-AENTR. |
| Offline simulation and logic testing in Studio 5000                          | Use Logix Emulate or force-test offline. Verify all rungs execute correctly. Document test results.                                                            |
| 5069-SERIAL configuration — DF1 channel setup and Verbatim register mapping  | Install AOP from PCDC. Configure Ch1 as DF1 Point-to-Point RS-232 to the RACO Verbatim. Map monitored registers. Test DF1 offline.                             |
| PLC program documentation — comments, descriptions, revision history         | Add tag descriptions, rung comments, and project documentation block.                                                                                          |
| <b>PLC Programming Subtotal: \$10,850</b>                                    |                                                                                                                                                                |
| <b>HMI DEVELOPMENT — FACTORYTALK VIEW SE</b>                                 |                                                                                                                                                                |
| FactoryTalk View SE installation and configuration on ThinkStation P3        | Install FT View SE, FactoryTalk Services Platform, FactoryTalk Linx. Configure Directory and HMI server. Set computer name before installation.                |

| Engineering Task                                                                   | Notes                                                                                                                                                                                                                           |
|------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| FactoryTalk Linx data server configuration — CompactLogix tag browse               | Configure RSLinx Enterprise shortcut to CompactLogix via EtherNet/IP. Browse and import tag database.                                                                                                                           |
| HMI display development — replicate existing RSView screens                        | Rebuild all operator screens in FT View SE. Relink tags. Add navigation, faceplates, dynamic elements. Hours TBD pending screen count.                                                                                          |
| Alarm configuration — replicate and improve existing alarm list                    | Configure FactoryTalk Alarms and Events tag-based alarms. Set priorities, messages, deadbands. Review with operations.                                                                                                          |
| Trend configuration — historical and real-time trend pens                          | Configure data log models for key process variables. Note: 5-minute day log reporting is handled by XLReporter 2025 below.                                                                                                      |
| Security configuration — user accounts and access levels                           | Set up operator and administrator accounts. Configure display-level security.                                                                                                                                                   |
| HMI functional testing — verify all displays, alarms, and trends offline           | Test navigation, tag links, alarm triggers, and trends in offline mode. Document results.                                                                                                                                       |
| XLReporter 2025 — install, configure real-time connector                           | Install XLReporter 2025 (Basic) on ThinkStation P3. Configure the real-time connector to the CompactLogix tags via FactoryTalk Linx / FT View SE. Verify licence activation.                                                    |
| XLReporter 2025 — migrate templates and configure 5-minute day log                 | Migrate existing templates to the new tag structure. Configure a 5-minute (300s) scheduled real-time sampling group for the water quality parameters. Configure daily Excel generation and archive path. Test 24-hour rollover. |
| HMI documentation — screen index, tag list, alarm list, XLReporter report register | Produce HMI documentation package including XLReporter report register (templates, parameters, units, interval, schedule, archive path).                                                                                        |
| <b>HMI Development Subtotal: \$11,550</b>                                          |                                                                                                                                                                                                                                 |
| <b>TOTAL ENGINEERING: \$31,500</b>                                                 |                                                                                                                                                                                                                                 |

## 9. Construction Labour

The PLC program migration and HMI/XLReporter development are completed offline as engineering services (Section 8), so on-site work is limited to the physical cutover and commissioning. The new DIN rail equipment is pre-assembled and the cabling pre-staged ahead of the outage. On-site labour is one day for construction/cutover and one day for commissioning, each with one electrician and one controls engineer — two days on-site in total. The cutover and commissioning are performed within a planned process outage.

| Phase                              | On-site Days  | Personnel                     | Scope Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------|---------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Construction / Cutover</b>      | 1 day         | Electrician + Engineer        | Install the DIN rail section (5069-L320ER, 5069-SERIAL, Stratix 2100, fused terminals) in the PLC cabinet right column and land the existing 24VDC. Pull and terminate Ethernet: CompactLogix Port 1 to the switch, switch Port 2 to the HMI, and the Port 2 linear chain to the FlexBus AENTRs. Download the program to the 5069-L320ER and connect the DF1 RS-232 from the 5069-SERIAL to the RACO Verbatim. Mount the ThinkStation P3 and ThinkVision monitor on the UPS at the operator station. Bring FactoryTalk View SE online and verify screens, alarms, and trends. Verify the XLReporter 5-minute day log generates correctly. |
| <b>Commissioning &amp; Startup</b> | 1 day         | Electrician + Engineer        | Remove the 1794-L34 and 1794-FLA and install the two 1794-AENTRs, each powered from the existing 24VDC at its rack. Confirm both 1794-AENTR nodes online. Check all I/O on both FlexBus banks against the I/O list. Verify the MVI94-MCM Modbus exchange and the DF1 link to the RACO Verbatim (simulate an alarm). Operator acceptance testing; issue as-built documentation.                                                                                                                                                                                                                                                            |
| <b>TOTAL ON-SITE LABOUR</b>        | <b>2 days</b> | <b>Electrician + Engineer</b> | One day construction/cutover plus one day commissioning.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

## 10. Project Fee Summary

| Cost Category                   | Lump Sum Cost (CAD) |
|---------------------------------|---------------------|
| EQUIPMENT & SOFTWARE SUPPLY:    | \$37,994.54         |
| ELECTRICAL AND SOFTWARE DESIGN: | \$31,500            |
| CONSTRUCTION AND COMMISSIONING: | \$5,000             |
| <b>TOTAL ENGINEERING:</b>       | <b>\$74,495.54</b>  |

## 11. Items Not Included in This Proposal

- Modifications to the existing MCC beyond installation of the new DIN rail section and its 24VDC connection to the existing cabinet supply
- New electrical distribution panel work or additional 24VDC supply capacity beyond the fused tap off the existing cabinet 24VDC
- Field wiring changes or I/O rewiring (existing field terminations to remain unchanged)
- Structural or civil modification of the MCC enclosure
- P&ID updates or process documentation beyond the electrical drawing set defined in Section 7
- Operator training beyond commissioning walkthrough and acceptance testing
- XLReporter Customer Care renewal beyond the first year — the Basic perpetual license includes one year of Basic Customer Care; renewal of Customer Care/support after the first year is the owner's responsibility
- Ongoing software support or annual software maintenance contracts
- IT network configuration, domain integration, or cybersecurity hardening

## 12. Acceptance

This proposal is submitted for review and approval. Please sign below to authorize proceeding to the detailed engineering and procurement phase.

Customer Signature / Date

Printed Name / Title

*This proposal is valid for 60 days from the date of issue. All hardware and software pricing is subject to current distributor pricing at time of order.*



September 11, 2026

Meeting of September 16, 2026

## **Council Report**

**SUBJECT:** Compliance Audit Committee

**RECOMMENDATION:** That Council approve the terms of reference for the Compliance Audit Committee for 2026-2030.

The Municipal Elections Act, 1996, requires each municipality establish a compliance audit committee. This committee would be tasked with receiving complaints and determining how to proceed based on the complaints. Similar to the previous term, the Clerks of the Town of Spanish, the Town of Blind River and the City of Elliot Lake have agreed to form our committee. The Clerk of the Township will be the secretary for the committee.

Terms of reference have been prepared and are attached for Council's approval.

A by-law has also been prepared that appears elsewhere on this agenda.

### **FINANCIAL IMPLICATION**

There are no known costs associated with this committee. Any costs would be based on complaints received, if any.

Prepared/Submitted by: Craig Davidson, Acting Clerk/Interim Treasurer

# Township of The North Shore Joint Compliance Audit Committee 2026-2030 Terms of Reference

## Authority

Section 88.37(1) of the Municipal Elections Act, 1996 ("Act") requires a council, before October 1st of an election year, to establish a compliance audit committee for the purposes of Section 88.33 to 88.36 of the Act relative to a possible contravention of the election campaign finance rules.

## Mandate

The 2026-2030 Municipal Election Joint Compliance Audit Committee (the "Committee") has the full authority provided by Sections 88.33 to 88.37(7) of the Municipal Elections Act, 1996, as amended (the "Act"), to address applications requesting an audit of a candidate, registered third party advertiser, or contributor to an election campaign and to consider reports from the Clerk citing apparent instances of over-contribution to municipal campaigns or the following councils and boards:

- Town of Blind River
- City of Elliot Lake
- Township of the North Shore
- Town of Spanish

## Responsibilities of the Joint Compliance Audit Committees

The powers and functions of the Committee are set out in Sections 88.33 to 88.37(7) of the Act, this authority includes but is not limited to the following:

Upon receiving a Compliance Audit application, the Committee shall:

- within 30 days receipt of a compliance audit application by an elector from the Clerk, consider the application and decide whether it should be granted or rejected;
- provide the candidate or registered third party, the Clerk and the applicant the decision of the Committee to grant or reject the application, and brief written reasons for the decision;
- if the application is granted, appoint a licensed auditor to conduct a compliance audit of the candidate's or registered third party's election campaign finances;
- consider the auditor's report and if the report concludes that the candidate or third-party advertiser has contravened a provision of the Municipal Elections Act relating to election campaign finances, decide whether to commence a legal proceeding against a contributor for an apparent contravention.

- if the report concludes that the candidate or registered third party advertiser does not appear to have contravened a provision of the Municipal Elections Act relating to election campaign finances, make a decision as to whether there was a reasonable ground for the application; and
- after reviewing the report, give to the candidate or the registered third party, the Clerk and the applicant the decision of the Committee, and brief written reasons for the decision.
- Submit its finding to Council if the report indicates there was no apparent contravention and no reasonable grounds for the application and Council may recover the Auditor's costs from the applicant.

Upon receiving the Clerk's Report, the Committee shall:

- within 30 days receipt of a report from the Clerk identifying any contributors to a candidate for office on a council or registered third party who appear to have contravened any of the contribution limits, consider the report and decide whether to commence a legal proceeding; and
- after reviewing the report, give to the contributor and the Clerk the decision of the Committee, and a brief written for the decision

### Composition

The Committee shall be composed of six members. All applicants will be required to apply outlining their qualifications and experience.

In the event that the current sitting members have expressed an interest to remain as members, no application or selection process shall be necessary and the member municipalities/boards may pass a by-law re-appointing the members for a subsequent term. The Municipal Elections Act, 1996, as amended, does not require members to be qualified electors from the municipality to which the Committee is to serve, and as such, the Committee will be comprised of the best qualified individuals.

The Committee shall not include:

- employees or officers of the municipality or local board;
- members of the council or local board;
- any persons who are candidates in the election for which the committee is established or family members or employees of same, or any person connected to a candidate through an employment, contractual, business or partnership relationship;
- any persons who are registered third parties in the municipality in the election for which the committee is established or family members or employees of same, or any person connected to a third-party advertiser through an employment, contractual, business or partnership relationship; or

- any person who is or intends to volunteer or seek employment to assist any candidate or third-party advertiser in the election for which the committee is established.

### Term

The term of the Committee shall be concurrent with the term of office, and shall therefore serve in the instance of any by-election that may take place during that time. Additionally, if there is an ongoing matter, the Committee may continue beyond the term of Council for the purposes of hearing that matter.

### Meetings

Meetings of the Committee shall be conducted in accordance with the open meeting requirements of the provisions in the Municipal Act, 2001. The meeting, agenda, and minutes will be available to the public, on the municipal and school board websites.

When a municipality/school board is in receipt of an appeal, the Clerk of the applicable municipality/school board shall contact the Committee members and arrange for a minimum of three members to hear the audit request. The Clerk of the responding municipality shall determine the selection of the three sitting members of the Committee from the pool of members. The date and time of the meeting will be determined by the Clerk and communicated directly to the Committee members, candidate or registered third party, and applicant.

### Chair

The Committee called to hear a request for compliance audit shall select one of its members to act as a Chair at the first meeting by way of a majority.

### Staff Support

Staff from the applicable member municipality/school board shall provide administrative support to the Committee. The member municipality/school board requiring the services of the Committee shall be responsible for all associated expenses such as general costs associated with the Committee's operations and activities, the cost of the Auditor for any audit that takes place, if necessary, and the cost of external legal counsel for the Committee, if necessary.

### Remuneration

\$200.00 - Retainer fee (includes compensation for orientation and review of any background materials).

\$100.00 - Per Diem rate plus mileage, based on the rate paid by the applicable municipality/school boards

## Costs

Staff from the applicable member municipality and school boards shall provide administrative support to the Committee. The member municipality/school board requiring the services of the Committee shall be responsible for all costs in relation to the Committee's operation and activities. This includes but is not limited to:

- General costs associated with the Committee's operations and activities;
- The cost of the Auditor for any audit that takes place; if necessary; and
- The cost of external legal counsel for the Committee, if necessary.

## Conflict of Interest

Members of Council, staff, registered third parties, contributors or candidates running for office in the municipal election are not eligible to be appointed to the Committee. Should an appointed Member accept employment with any of the member municipalities/school boards or register as a candidate or third party with any of the member municipalities, their appointment shall be terminated.

All members appointed must also agree in writing they will not be a candidate or an individual who is a Registered Third Party in the current municipal election or in any byelection during the term of Council for any member municipality.

In the event a member discloses a pecuniary interest in the application, the Clerk of the responding municipality shall select another member to replace them on the Committee.

## Administrative Practices and Procedures

In accordance with the section 88.37(6) of the Act, the Clerk shall establish administrative practices and procedures for the Committee and shall carry out any other duties required under the Act to implement the Committee's decisions. The Clerk may make changes to the administrative practices and procedures that may be required from time to time, as required.

The Committee shall conduct its meetings in accordance with the administrative practices and procedures established for the Committee. In the event a matter is not covered by said procedures, the Committee will consider the responding municipality's procedural by-law.

## Legislation

All members must adhere to all relevant legislation such as the Municipal Conflict of Interest Act, and any related by-laws and policies

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September 11, 2026

Meeting of September 16, 2026

## **Council Report**

**SUBJECT:** Trent Hills - Resolution

**RECOMMENDATION:** That Council support the resolution from the Municipality of Trent Hills.

The Municipality of Trent Hills passed motion THC-260820-21 which is attached to and forms part of this report.

The scenario the have could happen elsewhere although we have yet to see increases in or rates.

### **FINANCIAL IMPLICATION**

There are no known costs associated with this committee. Any costs would be based on complaints received, if any.

Prepared/Submitted by: Craig Davidson, Acting Clerk/Interim Treasurer

August 28, 2026



Come for a visit. Stay for a lifestyle.

Honourable Doug Ford  
Premier's Office  
Room 281  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1  
By Email: [premier@ontario.ca](mailto:premier@ontario.ca)

**Re: Elimination of the Workplace Safety and Insurance Board's Second Injury and Enhancement Fund (SIEF)**

At its meeting of August 20, 2026, Council considered the Notice of Motion from Councillor Giddings regarding the Elimination of the Workplace Safety and Insurance Board's Second Injury and Enhancement Fund (SIEF) and passed the following motion:

**Motion No. THC-260820-21**

Moved by Councillor Daniel Giddings  
Seconded by Councillor Gene Brahaney

Whereas the Workplace Safety and Insurance Board (WSIB) eliminated the Second Injury and Enhancement Fund (SIEF), effective June 16, 2026, ending a long-standing cost relief program that assisted employers where pre-existing conditions contributed to the cost or duration of workplace injury claims; and

Whereas municipalities are significant employers of workers performing physically demanding duties and may experience increased WSIB costs as a result of the elimination of SIEF; and

Whereas the Second Injury and Enhancement Fund was established to provide cost relief to employers when pre-existing conditions significantly contributed to workplace injury claims, thereby encouraging employers to hire and retain workers with disabilities and pre-existing medical conditions; and

Whereas the Workplace Safety and Insurance system was established to provide a fair and balanced insurance system that protects both workers and employers; and

Whereas increased workplace insurance costs have the potential to place additional financial pressures on municipal operating budgets and property taxpayers;

**Municipality of Trent Hills**

P.O. Box 1030, 66 Front Street South, Campbellford, ON K0L 1L0  
t: 705.653.1900 f: 705.653.5203

[trenthills.ca](http://trenthills.ca)

Now Therefore Be It Resolved That the Council of the Municipality of Trent Hills respectfully requests that the Province of Ontario and the Workplace Safety and Insurance Board review the impacts of eliminating the Second Injury and Enhancement Fund (SIEF) consult with employers, municipalities, labour representatives and other stakeholders, and consider modernizing or revising the program rather than eliminating employer cost relief altogether, including by modernizing, revising or replacing the current program with an improved cost-relief mechanism that continues to fairly recognize the impact of pre-existing conditions.

Be It Further Resolved That a copy of this resolution be forwarded to:

- The Honourable David Piccini, Minister of Labour, Immigration, Training and Skills;
- Development and MPP for Northumberland-Peterborough South;
- The Honourable Doug Ford, Premier of Ontario;
- All Members of Provincial Parliament in Ontario;
- the Workplace Safety and Insurance Board;
- the Association of Municipalities of Ontario (AMO);
- the Eastern Ontario Wardens' Caucus (EOWC);
- Ontario Chamber of Commerce;
- Canadian Federation of Independent Business (CFIB);
- Ontario Business Improvement Area Association (OBIAA);
- Rural Ontario Municipal Association (ROMA);
- Federation of Northern Ontario Municipalities (FONOM);
- Association of Municipal Clerks and Treasurers of Ontario (AMCTO);
- Local Members of Parliament (for awareness);
- Local Boards of Trade and Chambers of Commerce;
- Northumberland County; and
- all Ontario municipalities, requesting their consideration and support.

Carried.

Should you have any questions, please do not hesitate to contact the Municipality.

Sincerely,



Jessica Polley  
Clerk

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7000



Ontario

234-2026-3320

September 10, 2026

Dear Head of Council,

I am writing to advise that the content of proposed regulations under the Municipal Accountability Act, 2026, which received Royal Assent on June 2, 2026, is now posted on Ontario's regulatory registry for public comment.

The Act represents a significant step toward strengthening accountability and public confidence in local government. If the changes made by this Act are brought into force, the Ministry of Municipal Affairs and Housing is proposing regulations that would:

1. Establish a standardized municipal code of conduct for members of council and certain local boards;
2. Establish standardized municipal integrity commissioner inquiry processes; and
3. Establish education and training requirements for municipal integrity commissioners and for members of councils and certain local boards.

I value your perspective as Head of Council and encourage you to provide comments through the Regulatory Registry on behalf of your municipality, including any views or feedback from members of council: [Proposal for Regulations to Establish a Standardized Municipal Code of Conduct; Municipal Integrity Commissioner Processes and Education and Training Requirements | regulatoryregistry.gov.on.ca](https://regulatoryregistry.gov.on.ca)

The proposal is open for public comment until October 2, 2026. Feedback will help inform the development of these regulations and support their effective implementation for the start of the new municipal council term on November 15, 2026.

If you have any questions regarding the proposal, please contact Robert Dodd, Chief of Staff, Minister's Office, Ministry of Municipal Affairs and Housing  
[Robert.Dodd@ontario.ca](mailto:Robert.Dodd@ontario.ca).

I look forward to receiving your input.

Sincerely,

A handwritten signature in black ink that reads "Robert J. Flack".

Hon. Robert J. Flack  
Minister of Municipal Affairs and Housing

cc : Robert Dodd, Chief of Staff, Minister's Office, Ministry of Municipal Affairs and Housing  
Martha Greenberg, Deputy Minister of Municipal Affairs and Housing  
Laurie Miller, Assistant Deputy Minister, Local Government Division  
Sean Fraser, Assistant Deputy Minister, Municipal and Housing Operations Division  
Municipal Chief Administrative Officer  
Municipal Clerk

# NATIONAL SENIORS DAY

OCT. 1, 2026

1:30-2:30



## ARTHRITIS SOCIETY CANADA

Huron Shores FHT - Blind River Site Boardroom,  
527 Causley Street, Blind River, ON.

Bruce Station Hall, 109 Station Rd, Bruce Station, ON.

Huron Shores FHT - Thessalon Site Boardroom,  
333 River Street, Thessalon, ON.

Township of St. Joseph, Council Chambers,  
1669 Arthur Street, Richards Landing, ON.

Join us for a free public presentation by the Arthritis Society Canada, in Blind River, Bruce Mines, Richards Landing, or Thessalon, to learn about arthritis and why physical activity is important.  
For more info, contact Robin at 705-356-1666 ext 283



## **FOR IMMEDIATE RELEASE**

### **FONOM Welcomes Prime Minister's Commitment to Work with Ontario on Northern Highways**

September 3, 2026

KAPUSKASING, ONTARIO — The Federation of Northern Ontario Municipalities (FONOM) welcomes Prime Minister Mark Carney's commitment to working with the Province of Ontario to make the safety and expansion of Northern Ontario's highways a priority.

While in Thunder Bay, Prime Minister Carney was asked about the federal government's position on four-laning Highways 11 and 17. The Prime Minister recognized the importance of these highways as critical east-west transportation connections and stated that their multi-laning is a priority for the federal government.

FONOM President Dave Plourde says the Prime Minister's comments are encouraging and represent an important opportunity for the federal and provincial governments to work together.

"We are pleased to hear the Prime Minister recognize what Northern municipalities have been saying for years: that Highways 11 and 17 are not simply provincial roads. They are vital east-west connections that serve Northern Ontario, the rest of Ontario and Canada," said Plourde.

"If four-laning is a priority for the federal government, we need to see it become an equally clear priority for the Province of Ontario. Where four-laning is not immediately practical, we need a comprehensive plan to improve safety and mobility."

Prime Minister Carney indicated that he will be speaking with Premier Doug Ford. FONOM believes those discussions provide an important opportunity for both governments to establish a coordinated plan for Northern Ontario's transportation infrastructure.

"The Prime Minister and Premier have a lot of work to do together, and Northern highways need to be part of that conversation," said Plourde. "We need the federal and provincial governments sitting at the same table, identifying the priorities, committing the resources and working together to rectify the longstanding highway safety and transportation challenges facing Northern Ontario."

FONOM has consistently advocated for increased investment in Highways 11 and 17, including

four-laning, highway safety improvements, passing lanes and other measures that will improve the movement of people and goods across Northern Ontario.

“Northern Ontario is growing, and our transportation infrastructure needs to keep pace,” added Plourde. “These highways are essential to our communities, our economy, tourism, resource development and national supply chains. We appreciate the Prime Minister’s recognition of their importance, and we now look forward to seeing that commitment translated into action with the Province.”

#### Media Contact:

Dave Plourde, President

Federation of Northern Ontario Municipalities

705-335-1615 | [fonom.info@gmail.com](mailto:fonom.info@gmail.com)

#### About FONOM

**The Federation of Northern Ontario Municipalities represents 110 municipalities across Northeastern Ontario. FONOM works to improve residents' quality of life and ensure Northern Ontario's future prosperity by advocating on behalf of its member municipalities.**



## FOR IMMEDIATE RELEASE

### FONOM Calls for Federal-Provincial Cooperation on Bail Reform

September 2, 2026

**NORTH BAY, ON** – The Federation of Northern Ontario Municipalities (FONOM) is calling on the federal and provincial governments to use the temporary suspension of Ontario's new cash bail requirements as an opportunity to work together on a coordinated and constitutionally sound approach to bail reform.

An Ontario Superior Court judge has granted an injunction placing the Province's new cash bail requirements on hold while the court considers a constitutional challenge. The new rules would have required an accused person or their surety to provide the full cash security deposit ordered by the court within two business days of release.

FONOM respects the judicial process and recognizes that the injunction is temporary and does not represent a final ruling on the constitutionality of the Province's measures. However, the public-safety concerns that led to these reforms remain unresolved.

"The constitutional questions surrounding Ontario's new requirements must be taken seriously, but so must the concerns being raised by municipalities, police services and victims," said FONOM President Dave Plourde. "During this pause, the federal and provincial governments should work together to develop a bail-reform solution that respects the responsibilities of both levels of government and can withstand a constitutional challenge."

Northern municipalities continue to experience the effects of violent and repeat offenders cycling through the justice system. FONOM is particularly concerned about the lack of accountability within the current surety system.

FONOM has been made aware of a troubling situation in Sault Ste. Marie where the same surety was reportedly used seven times in one day for the same accused person, who was arrested seven times.

"A surety is supposed to accept responsibility for supervising an accused person and helping ensure that bail conditions are followed," Plourde said. "When the same surety can reportedly be used repeatedly without meaningful consequences following additional arrests, it raises serious questions about whether the current system is working as intended."

FONOM has consistently supported reforms that strengthen accountability for sureties and better address violent and repeat offenders. This includes more consistent enforcement and the forfeiture of pledged funds when bail conditions are breached.

"Being a surety must involve more than signing a document or making a promise that is rarely enforced," Plourde added. "There must be clear responsibilities and meaningful consequences when those responsibilities are not fulfilled."

FONOM believes the federal government, which is responsible for Canada's criminal law, and the provincial government, which administers the justice system in Ontario, must collaborate on reforms that are effective, enforceable and constitutionally sound.

"This should not become another jurisdictional dispute between governments," Plourde concluded. "Both levels of government share a responsibility to protect the public and maintain confidence in the justice system. FONOM is asking them to use this time to find a lasting solution that protects the rights of accused persons while providing greater accountability and better protection for victims, police officers and communities."

FONOM represents 110 municipalities across Northeastern Ontario and works to improve the economic and social quality of life for all Northerners.

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#### Media Contact:

Dave Plourde, President

Federation of Northern Ontario Municipalities

705-335-1615 | [fonom.info@gmail.com](mailto:fonom.info@gmail.com)

#### About FONOM

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**BY-LAW NO: 26-42**

**A by-law to establish the 2022 Municipal Election Compliance Audit Committee in accordance with Section 88.37 of the Municipal Elections Act, 1996, as amended.**

WHEREAS subsection 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the Municipal Act, 2001, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS subsection 10(1) of the Municipal Act, 2001, as amended, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS section 88.37 of the Municipal Elections Act, 1996, as amended, requires council to establish a compliance audit committee;

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

1. That the Terms of Reference for the Compliance Audit Committee be adopted as attached, relating to the 2026 election or by-elections held before the next general Municipal Elections in 2030.
2. That the attached Terms of Reference ("Schedule 1") to establish the 2026 Municipal Election Compliance Audit Committee forms a part of this By-Law.
3. This by-law shall come into force and effect on the day it is passed.

**READ A FIRST, SECOND AND THIRD TIME, ENACTED AND FINALLY PASSED THIS 16<sup>th</sup> DAY OF SEPTEMBER, 2026.**

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Tony Moor, Mayor

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Craig Davidson, Acting Clerk

# Township of The North Shore Joint Compliance Audit Committee 2026-2030 Terms of Reference

## Authority

Section 88.37(1) of the Municipal Elections Act, 1996 ("Act") requires a council, before October 1st of an election year, to establish a compliance audit committee for the purposes of Section 88.33 to 88.36 of the Act relative to a possible contravention of the election campaign finance rules.

## Mandate

The 2026-2030 Municipal Election Joint Compliance Audit Committee (the "Committee") has the full authority provided by Sections 88.33 to 88.37(7) of the Municipal Elections Act, 1996, as amended (the "Act"), to address applications requesting an audit of a candidate, registered third party advertiser, or contributor to an election campaign and to consider reports from the Clerk citing apparent instances of over-contribution to municipal campaigns or the following councils and boards:

- Town of Blind River
- City of Elliot Lake
- Township of the North Shore
- Town of Spanish

## Responsibilities of the Joint Compliance Audit Committees

The powers and functions of the Committee are set out in Sections 88.33 to 88.37(7) of the Act, this authority includes but is not limited to the following:

Upon receiving a Compliance Audit application, the Committee shall:

- within 30 days receipt of a compliance audit application by an elector from the Clerk, consider the application and decide whether it should be granted or rejected;
- provide the candidate or registered third party, the Clerk and the applicant the decision of the Committee to grant or reject the application, and brief written reasons for the decision;
- if the application is granted, appoint a licensed auditor to conduct a compliance audit of the candidate's or registered third party's election campaign finances;
- consider the auditor's report and if the report concludes that the candidate or third-party advertiser has contravened a provision of the Municipal Elections Act relating to election campaign finances, decide whether to commence a legal proceeding against a contributor for an apparent contravention.

- if the report concludes that the candidate or registered third party advertiser does not appear to have contravened a provision of the Municipal Elections Act relating to election campaign finances, make a decision as to whether there was a reasonable ground for the application; and
- after reviewing the report, give to the candidate or the registered third party, the Clerk and the applicant the decision of the Committee, and brief written reasons for the decision.
- Submit its finding to Council if the report indicates there was no apparent contravention and no reasonable grounds for the application and Council may recover the Auditor's costs from the applicant.

Upon receiving the Clerk's Report, the Committee shall:

- within 30 days receipt of a report from the Clerk identifying any contributors to a candidate for office on a council or registered third party who appear to have contravened any of the contribution limits, consider the report and decide whether to commence a legal proceeding; and
- after reviewing the report, give to the contributor and the Clerk the decision of the Committee, and a brief written for the decision

### Composition

The Committee shall be composed of six members. All applicants will be required to apply outlining their qualifications and experience.

In the event that the current sitting members have expressed an interest to remain as members, no application or selection process shall be necessary and the member municipalities/boards may pass a by-law re-appointing the members for a subsequent term. The Municipal Elections Act, 1996, as amended, does not require members to be qualified electors from the municipality to which the Committee is to serve, and as such, the Committee will be comprised of the best qualified individuals.

The Committee shall not include:

- employees or officers of the municipality or local board;
- members of the council or local board;
- any persons who are candidates in the election for which the committee is established or family members or employees of same, or any person connected to a candidate through an employment, contractual, business or partnership relationship;
- any persons who are registered third parties in the municipality in the election for which the committee is established or family members or employees of same, or any person connected to a third-party advertiser through an employment, contractual, business or partnership relationship; or

- any person who is or intends to volunteer or seek employment to assist any candidate or third-party advertiser in the election for which the committee is established.

### Term

The term of the Committee shall be concurrent with the term of office, and shall therefore serve in the instance of any by-election that may take place during that time. Additionally, if there is an ongoing matter, the Committee may continue beyond the term of Council for the purposes of hearing that matter.

### Meetings

Meetings of the Committee shall be conducted in accordance with the open meeting requirements of the provisions in the Municipal Act, 2001. The meeting, agenda, and minutes will be available to the public, on the municipal and school board websites.

When a municipality/school board is in receipt of an appeal, the Clerk of the applicable municipality/school board shall contact the Committee members and arrange for a minimum of three members to hear the audit request. The Clerk of the responding municipality shall determine the selection of the three sitting members of the Committee from the pool of members. The date and time of the meeting will be determined by the Clerk and communicated directly to the Committee members, candidate or registered third party, and applicant.

### Chair

The Committee called to hear a request for compliance audit shall select one of its members to act as a Chair at the first meeting by way of a majority.

### Staff Support

Staff from the applicable member municipality/school board shall provide administrative support to the Committee. The member municipality/school board requiring the services of the Committee shall be responsible for all associated expenses such as general costs associated with the Committee's operations and activities, the cost of the Auditor for any audit that takes place, if necessary, and the cost of external legal counsel for the Committee, if necessary.

### Remuneration

\$200.00 - Retainer fee (includes compensation for orientation and review of any background materials).

\$100.00 - Per Diem rate plus mileage, based on the rate paid by the applicable municipality/school boards

## Costs

Staff from the applicable member municipality and school boards shall provide administrative support to the Committee. The member municipality/school board requiring the services of the Committee shall be responsible for all costs in relation to the Committee's operation and activities. This includes but is not limited to:

- General costs associated with the Committee's operations and activities;
- The cost of the Auditor for any audit that takes place; if necessary; and
- The cost of external legal counsel for the Committee, if necessary.

## Conflict of Interest

Members of Council, staff, registered third parties, contributors or candidates running for office in the municipal election are not eligible to be appointed to the Committee. Should an appointed Member accept employment with any of the member municipalities/school boards or register as a candidate or third party with any of the member municipalities, their appointment shall be terminated.

All members appointed must also agree in writing they will not be a candidate or an individual who is a Registered Third Party in the current municipal election or in any byelection during the term of Council for any member municipality.

In the event a member discloses a pecuniary interest in the application, the Clerk of the responding municipality shall select another member to replace them on the Committee.

## Administrative Practices and Procedures

In accordance with the section 88.37(6) of the Act, the Clerk shall establish administrative practices and procedures for the Committee and shall carry out any other duties required under the Act to implement the Committee's decisions. The Clerk may make changes to the administrative practices and procedures that may be required from time to time, as required.

The Committee shall conduct its meetings in accordance with the administrative practices and procedures established for the Committee. In the event a matter is not covered by said procedures, the Committee will consider the responding municipality's procedural by-law.

## Legislation

All members must adhere to all relevant legislation such as the Municipal Conflict of Interest Act, and any related by-laws and policies

**BY-LAW 26-43**

**THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE**

**Being a bylaw to confirm the proceedings of Council  
at its Regular Council Meeting of September 16<sup>th</sup>, 2026.**

**The Council of the Corporation of the Township of The North Shore hereby enacts as follows:**

WHEREAS Section 5(3) of the *Municipal Act, 2001, S. O. 2001, c.25*, as amended requires municipal Council to exercise a municipal power including a municipality's capacity, rights, powers and privileges under Section 9, by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the Corporation of the Township of the North Shore deems it desirable to confirm the proceedings of Council at its Regular Council Meeting of September 16<sup>th</sup>, 2026.

NOW THEREFORE the Council of the Corporation of the Township of the North Shore hereby enacts as follows:

1. That each motion, resolution, and other action passed and taken by the Council at its Regular Council meeting of September 16<sup>th</sup>, 2026, is hereby adopted, and ratified and confirmed.
2. The Head of Council and the proper officers of the Corporation of the Township of the North Shore are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approval where required and except where otherwise provided, the Mayor and the Clerk, or if absent, the designate, are hereby directed to affix the Corporate Seal of the Municipality to all such documents.

**READ A FIRST, SECOND AND THIRD TIME ENACTED AND FINALLY PASSED  
THIS 16<sup>th</sup> DAY OF SEPTEMBER 2026.**

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Tony Moor, Mayor

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Craig Davidson, Acting Clerk